



PROCUREMENT CODE OF ETHICS

Approved by the Sourcewell Board of Directors

Effective November 21, 2023

Procurement is a public trust, and as such, procurement staff must abide by the highest ideals of honor and integrity in all dealings in order to merit respect and inspire the confidence of the organization and the participating entities we serve.

All Sourcewell employees involved with the procurement process are responsible for impartially assuring fair and open competitive access to procurement opportunities to all responsible suppliers and contractors. Employees must conduct themselves by:

- Diligently following all Minnesota laws and regulations and any applicable United States federal requirements;
- Following Sourcewell’s Procurement Policy and Sourcewell Cooperative Purchasing Program requirements;
- Striving to practice the highest degree of business ethics, professional courtesy, and competence in all transactions; and
- Avoiding any actual or perceived unethical behavior and practices or any activity that may influence or appear to influence procurement decisions (such as soliciting gifts, favors, money, etc.).

The Sourcewell Board of Directors authorizes and directs Sourcewell’s Chief Procurement Officer to issue and be the responsible authority for this Procurement Code of Ethics.

The Sourcewell Board of Directors has approved this Procurement Code of Ethics, effective November 21, 2023.

DocuSigned by:
 X Greg Zylka
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 Greg Zylka
 Chair, Sourcewell Board of Directors

Date: 11/22/2023 | 12:36 PM CST

ATTEST:

DocuSigned by:
 X Linda Arts
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 Linda Arts
 Clerk to the Board of Directors

Date: 11/22/2023 | 4:01 PM CST