

**University of West Florida Regulation
UWF/REG-6.0051 Standard of Conduct**

(1) University employees shall give first consideration to the objectives and policies of the University, adhere to all legal and regulatory requirements, and strive to avoid the appearance of unethical or compromising practice in relationships, actions, and communications. Procurement activities shall be conducted in a professional, fair, and impartial manner granting equal consideration to all eligible competitive suppliers.

(2) It shall be a breach of ethical standards for any employee of the University to accept, solicit, or agree to accept a gratuity of any kind, form or type in connection with any contract for commodities or services. Further, no employee shall either directly or indirectly purchase, rent, or lease any realty, goods, or services for the University from any business entity in which the employee or the employee's spouse or child has a material interest.

(3) Participants in Project Development.

- (a) In order to ensure objective contractor performance and eliminate unfair competitive advantage, contractors that develop or draft specifications, requirements, statement of work, invitations for bids and/or requests for proposals shall be excluded from competing for such procurements.
- (b) Participants in the procurement development process, selection of criteria for evaluation, the evaluation process, or the contract award process in any purchase shall abide by all relevant portions of the State of Florida Code of Ethics for Public Employees, Chapter 112, F.S.

Authority §1010.04(2), Florida Statutes; BOG Regulation 18.001;

History—New 7-1-03. Formerly 6C6- 6.0051. Converted to UWF/REG 6.0051 - 7/21/05. Amended 1/5/07, 12/10/10.