Scope of Policy & Rationale:

I. **Purpose**

   To state Temple University’s Purchasing Department’s position on professional ethics and code of conduct.

II. **Scope**

   The Temple University Purchasing Department strictly adheres to the ethics and code of conduct of the Institute for Supply Management (ISM) formerly NAPM.

III. **Responsibility**

   The responsibility for compliance with this statement rests with the Director of Purchasing and the Purchasing staff.

IV. **General**

   As stated by ISM:

   1. **Impropriety** - prevent the intent and appearance of unethical or compromising conduct in relationships, actions and communications.

   2. **Conflict of Interest** - ensure that any personal, business and other activities do not conflict with the lawful interests of Temple University.

   3. **Issues of Influence** - avoid behaviors or actions that may negatively influence, or appear to influence, Temple University decisions.

   4. **Supplier and Customer Relationships** - promote positive supplier and customer relationships.

   5. **Confidential and Proprietary Information** - protect confidential and proprietary information.
6. Reciprocity - avoid improper reciprocal agreements.

7. Applicable Laws, Regulations and Trade Agreements - know and obey the letter and spirit of laws, regulations and trade agreements.

8. Professional Competence - develop skills, expand knowledge and conduct business that demonstrates competence and promotes the procurement profession.