



Academic Grants Code of Ethics

King's College endorses and observes the following Code of Ethics advocated by the National Association of Educational Buyers (NAEB) in conducting all procurement transactions.

- 1. Give first consideration to the objectives and policies of my institution.**
- 2. Strive to obtain the maximum value for each dollar of expenditure.**
- 3. Decline personal gifts or gratuities.**
- 4. Grant all competitive suppliers equal consideration insofar as state or federal statute and institutional policy permit.**
- 5. Conduct business with potential and current suppliers in an atmosphere of good faith, devoid of intentional misrepresentation.**
- 6. Demand honesty in sales representation whether offered through the medium of a verbal or written statement, an advertisement, or a sample of the product.**
- 7. Receive consent of originator of proprietary ideas and designs before using them for competitive purchasing purposes.**
- 8. Make every reasonable effort to negotiate an equitable and mutually agreeable settlement of any controversy with a supplier; and/or be willing to submit any major controversies to arbitration or other third party review, insofar as the established policies of my institution permit.**
- 9. Accord a prompt and courteous reception insofar as conditions permit to all who call on legitimate business missions.**
- 10. Cooperate with trade, industrial and professional associations, and with governmental and private agencies for the purposes of promoting and developing sound business methods.**
- 11. Foster fair, ethical and legal trade practices.**
- 12. Counsel and cooperate with NAEP Members and promote a spirit of unity and a keen interest in professional growth among them.**