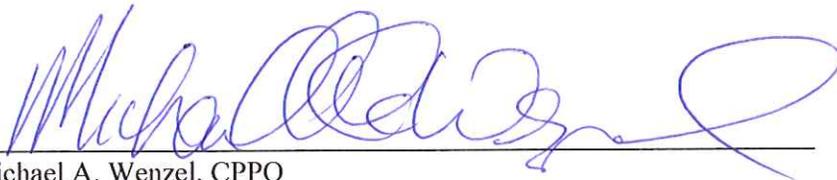


State of Maine
Department of Administrative and Financial Services
Bureau of General Services
Division of Purchases

Procurement Code of Ethics

Division of Purchases employees shall act in good faith to discharge their duties to ensure the fair and equitable treatment of all persons involved in the purchasing process; to foster public confidence in the integrity of the procurement process; and to ensure the appropriate application of purchasing ethics. Each person employed by the Division, when engaging in procurement, shall be bound by this code, including but not limited to the following:

1. Avoid the intent and appearance of unethical behavior or practices;
2. Diligently follow the procurement laws, rules, and procedures;
3. Refrain from any activity that would create a conflict between personal interests and the interests of the State;
4. Identify and eliminate any conflicts of interest;
5. Avoid soliciting or accepting money, loans, credits, discounts, favors, or services from present or potential suppliers which may influence or appear to influence purchasing decisions; and
6. Ensure that all persons are afforded equal opportunity to compete in a fair and open environment.



Michael A. Wenzel, CPPO
Director, Division of Purchases