

Code of Conduct

The Code of Conduct which governs the performance of officers, employees or agents who are engaged in the award and administration of contracts supported by Child Nutrition Program funds is as follows:

- A. No employee, officer or agent of the school district shall participate in selection of or in the award of administration of a contract supported by program funds if a conflict of interest, real or apparent, would be involved.
- B. Conflicts of interest arise when any of the following has a financial or other interest in the firm selected for the award:
 - 1. The employee, officer or agent
 - 2. Any member of his immediate family
 - 3. His or her partner
 - 4. An organization which employs, or is about to employ, any of the above.
- C. The school district's officers, employees or agents shall neither solicit nor accept gratuities, favors or anything of monetary value from contractors, potential contractors or parties to sub-agreements.

The school district may set minimum rules where the financial interest is not substantial or the gift is an unsolicited item of nominal intrinsic value.

- D. School districts shall make all officers, employees or their agents, or contractors, or the contractors' agents aware that violations of these procurement standards are subject to penalties as established by Title 74 O.S./3401 et. seq., also know as the Anti-Kickback Act of 1974.

Approved by Board of Education _____
Date

Signed: _____

Title: President, Alva Independent School District #001

District #001, Woods County, Oklahoma