

NOTICE OF PROPOSED REGULATION AMENDMENT

October 27, 2006

DEPARTMENT OF EDUCATION

Division of Universities

University of West Florida

REGULATION TITLE:

UWF REG 6.0051 Standard of Conduct

PURPOSE AND EFFECT: The purpose for amending this regulation is to transfer the Standards of Conduct provision related to those who participate in procurement and project development to this regulation from 6.0055.

SUMMARY: The proposed amendment clarifies standards of conduct.

THE FULL TEXT OF THE PROPOSED REGULATION IS ATTACHED.

SPECIFIC AUTHORITY FOR REGULATION: 1001.74(4), 1010.04(2) FS.

LAW IMPLEMENTED: 112.3148, 1001.74(5) FS.

NAME OF UNIVERSITY OFFICIAL INITIATING PROPOSED REGULATION: Mr. David O'Brien, Assistant Vice President for Administrative Affairs.

THE PERSON TO BE CONTACTED REGARDING THE PROPOSED REGULATION IS: Vicki Knaack, Coordinator, vknaack@uwf.edu, Phone (850) 474-3420; FAX (850) 857-6058; Bld. 10/Rm 128; 11000 University Parkway; Pensacola, FL 32514-5750. Any comments regarding the proposed regulation must be sent in writing to the contact person on or before November 10, 2006 to receive full consideration.

University of West Florida Regulations

UWF/REG-6.0051 Standard of Conduct.

(1) University ~~E~~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) No person or firm who performs a feasibility study for potential implementation of a subsequent contract, develops a program for future implementation, or participates in the procurement development process shall be eligible to contract with the University for projects related to that specific subject matter unless such contracts are awarded as required by the regulations relating to the competitive solicitation process.

(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.

Specific Authority 1001.74(4), 1010.04(2) FS. Law Implemented 112.3148, 1001.74(5) FS. History—New 7-1-03. Formerly 6C6-6.0051. Converted to UWF/REG 6.0051 - 7/21/05. Amended.