

CLARK COUNTY SCHOOL DISTRICT REGULATION

3316

RELATIONS WITH SUPPLIERS

- I. The Clark County School District will conduct business with all individuals and businesses equally and with good business practices, professional ethics, and the requirements of law. All prospective bidders shall be given identical information in writing. The specifications, terms, and conditions of all bids and quotations will be prepared in language familiar to the trade and in a manner that will encourage competitive bidding.
- II. No member of the Board or any of its employees shall accept any commission or expense-paid trip unless the trip involves out-of-District training related to the service or operation of District equipment which, for the convenience of the supplier and the District, is conducted at an educational center maintained by the supplier at a location other than a District facility. If such travel is in the District's interest but is not for training in the use of goods or services already procured, the expense, upon proper authorization, shall be paid by the District.
- III. Members of the Board or any of its employees may not accept or receive, directly or indirectly, a personal financial benefit; or accept any gift, token, membership, or service, as a result of a District purchase entered into, or anticipated in the future, from any person, firm, or corporation. District employees within the course of their employment, are prohibited from accepting any gratuity (including food or beverages) from a supplier of goods or services to the District.
- IV. Failure to comply with this regulation may result in disciplinary action of the Authorizing Official or employee.

Legal Reference:	NRS Chapter 332 Purchasing: Local Governments
Review Responsibility:	Business and Finance Services
Adopted:	[3311:12/11/80]
Revised:	12/12/89
Pol. Gov. Review:	3316:6/28/01