

SULPHUR PUBLIC SCHOOLS

CODE OF CONDUCT

The following conduct will be expected of all persons who are engaged in the award and administration of contracts supported by the Child Nutrition Program funds.

1. No employee, officer, or agent of Sulphur SFA shall participate in selection or in the award or administration of a contract supported by program funds if a conflict of interest, real or apparent, would be involved.

Conflicts of interest in the firm selected for the award:

- The employee, officer, or agent
 - Any member of his/her immediate family
 - His or her partner
 - An organization which employs or is about to employ one of the above
2. Sulphur (SFA) employees, officers, or agents shall neither solicit nor accept gratuities, favors, or anything of material/monetary value from contractors, or parties to sub agreements.
 3. The purchase during the school day of any food or service from a contractor for individual use is prohibited.
 4. No item, food, or beverage purchased with nonprofit school food service funds will be removed from the school premises by school personnel.
 5. Penalties for violation of the standards of code of conduct of the (SFA) School Nutrition Program (CNP) should be:
 - A. Reprimand by Board of Education
 - B. Dismissal by Board of Education
 - C. Any legal action necessary
 6. Protest procedures are required. SFA's will have protest procedures to handle and resolve disputes relating to their procurements and shall in all instances disclose information regarding the protest to the awarding agency. A protestor must exhaust all administrative remedies with the SFA before pursuing a protest with a federal agency. Review of protests by the federal agency will be limited to (Reference USDA Policy Memo 2006-SNP-06)

a. Violations of federal law or regulations and the standard of 7CFR 3016 (violations of state or local law will be under the jurisdiction of state or local authorities)

AND


b. Violations of the SFA's protest procedures for failure to review a complaint or protest. Protests received by the federal agency other than those specified above will be referred to the SFA.

The Sulphur SFA will not be responsible for any other explanation or interpretation which anyone presumes to make on behalf of the Board.

Changes in the Procurement Plan will be made as conditions warrant upon the approval of the SFA.

This plan adopted by the Board of the Sulphur Public Schools at the regularly scheduled meeting on this, the 2nd day of July in the year 2018.

Signatures:


SFA Official