

## ETHICAL CODE

Brazoria County Purchasing personnel subscribe to and support ethical and moral conduct. Acceptance of gifts or gratuities of any kind is prohibited by governmental purchasing ethics as well as State and Federal statutes. County officials and employees are strictly prohibited from accepting or soliciting money, property, service, or other items of value by way of gift, favor, loan, or otherwise, which employee or official knows, or should know, is being offered or given in the process of:

- Requesting goods or services;
- Receiving or accepting goods or services;
- Influencing the discharge of official duties;
- Purchasing, approving, or awarding of contracts; and
- Processing invoicing, payments, or other correspondence.

Nothing in the Brazoria County Vendor's handbook shall prohibit any Brazoria County official or employee from accepting anything of value by way of gift or loan when such gift or loan is not prohibited by statute, and, is accepted on behalf of Brazoria County. Such gifts shall then become the exclusive property of Brazoria County and shall be included in Inventory or other accountable property records in the same manner as other property acquired through normal purchase procedures.