

	<h1>Policy</h1>	Policy# POL507
Title: Purchasing		
Section: Finance	Approved Date: April 16, 2013	Revised:

Associated Documents: TSP507 – Purchasing Procedure; TSP507A – Evaluation Team Conflict of Interest Disclosure Template; TSP507B – Evaluation Team Non-Disclosure Agreement Template; TSP507C – Single/Sole Sourcing Approval Form – Exception Codes; TSP507D – Non-Competitive Approval Form

The purpose of this Purchasing Policy is:

- To ensure that all goods and services, including consulting services, and information technology are acquired through a process that is open, fair, transparent and in compliance with the Broader Public Sector (BPS) Procurement Directive.
- To outline the responsibilities throughout each stage of the procurement process.

This policy was adapted from the BPS Procurement Directive and is effective April 1, 2012. This policy enables STEO to achieve value for money while following a procurement process that is fair and transparent to all stakeholders.