

STUDENT REGISTRATION: PROCUREMENT ETHICS

Date: **October 8, 2009**

Time: 8:30 am – 4:30 pm

Location: ODOT HRC – Suite C
2775 19th St SE (Off McGilchrist)
Salem, OR 97303-3201

Trainers: Vicky Narkon

Training Cost:

\$125.00 Per Person

Class size limited to 20

CLASS DESCRIPTION: The Procurement Ethics class provides an overview of the following: how to apply the “but for....” test; ORS 244 provisions that define ethical requirements and exemptions; recognizing areas in procurement that are high risk for ethical violations; the difference between a “potential” vs. “actual” conflict of interest; applying ethics laws to scenarios.

Who should attend? Everyone who comes into contact with the procurement process including managers, program and project managers, support personnel, and contract specialists.

REGISTRATION INFORMATION		
First Name	Middle Initial	Last Name
Agency Name		Division Name
Agency Address		
Agency City	Agency State	Agency Postal Code
Work Phone Number	Work Fax Number	Work Email Address
Agency Director’s Name		Direct Supervisor’s Name
Accounts Payable Contact		Payables Phone Number
PAYMENT METHOD		
<input type="checkbox"/> Check# _____ Payable to: DAS Procurement Training Unit		Accounts Payable Contact: _____
<input type="checkbox"/> Electronic Transfer BT# _____		Payables Phone Number: _____
Agency # _____		PCA #80142 AOBJ# 1010 T-Code 722/723 Project Phase # 801160 14
<input type="checkbox"/> Visa/MC# _____ - _____ - _____ Expires: _____ Name on Card: _____		

Return completed registration form with payment to:
 DAS State Procurement Training Unit, 1225 Ferry Street SE, U 140
 Salem OR 97301 (or FAX to 503-373-1626)