

FINANCE

Policy 603.1 (previously 803.1)

Purchasing and Tendering

The authority and responsibility for purchasing rests with the Purchasing Manager. It shall be the policy of the Board to purchase, through the Purchasing Manager, the most appropriate products and commodities for the purposes envisaged, taking into account the quality and cost of the particular product.

Extraordinary Equipment Items

It is recommended by the Board that the specifications for any equipment to be purchased by an individual school with its own funds or to be donated to a school by any agency, firm or individual, be submitted to the Purchasing Department for examination and evaluation, prior to purchase or acceptance.

The Purchasing Department shall recommend whether equipment to be purchased by or donated to individual schools is of a standard to merit maintenance by district staff and with district funds.