

Memo To: All UH-Downtown/PS Holders
From: William Flores, President
Subject: Procurement Integrity Policy

UH-Downtown/PS 06.A.04
Issue No. 2
Effective date: 08/17/2015
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1. PURPOSE

This PS outlines the prohibited actions by of University of Houston-Downtown (UHD) personnel who have any role in the development and submission of proposals to federal agencies and/or negotiations of any contracts.

2. DEFINITIONS

There are no definitions for this policy.

3. POLICY

- 3.1 Section 27 of the OFPP Acts Amendment of 1988, entitled “Procurement Integrity” prohibits certain activities by universities and their personnel, especially principal investigators and administrative officials, while the government is reviewing proposals in anticipation of making an award. This law affects the interaction of University personnel with program and procurement officials in the federal government. It may also affect the interaction of University personnel as consultants to any governmental agency.
- 3.2 Activities which University personnel are prohibited from engaging in are as follow:
 - 3.2.1 Discuss any potential future employment of government officials;
 - 3.2.2 Provide anything of value to governmental officials or their families;
 - 3.2.3 Offer any money, gratuity, or other thing of value to any procurement officer; or
 - 3.2.4 Solicit proprietary or source selection information from governmental officials.
- 3.3 If the proposed award is \$100,000 per year or more, the Assistant Vice President for Research and Sponsored Programs when required by the sponsor shall file, concurrent with submission of the proposal and/or the award, a certification concerning procurement integrity by the University.
- 3.4 Violation of these regulations will result in loss of contract awards (or a part thereof), and may result in suspension or debarment from receipt of any federal awards.

4. PROCEDURES

There are no procedures associated with this policy.

5. EXHIBITS

There are no exhibits associated with this policy.

6. REVIEW PROCESS

Responsible Party (Reviewer): Assistant Vice President for Research and Sponsored Programs

Review: Every three years on or before May 1st.

Signed original on file in Employment Services and Operations.

7. POLICY HISTORY

Issue #1: 08/01/1994

8. REFERENCES

There are no references for this policy.