# WA State Purchasing and Procurement Ethics

# (Total Time: 1 hour)

This is a required training course for all employees who have attended one or all of the following courses:

* WA-State Contract Management 101
* WA-State Purchasing and Procurement 101
* WA-State Small Purchases
* WA-State Executive Management Purchasing and Procurement

This is interactive eLearning course takes the learner through scenarios designed to assist in identifying real or perceived ethical procurement violations. In addition, the course provides the learner instruction on how to access resources and think critically in order to make ethical procurement decisions.

## Performance Objectives:

## Upon completion of this course participants will be able to:

* The learner will identify potential, real, or perceived procurement ethical issues immediately.
* The learner will be able to find resources (i.e., RCWs, policies, guidelines, agency contacts, supervisors etc…) in order to make ethical procurement decisions.
* The learner will apply critical thinking in order to make ethical procurement decisions.

**Competencies covered in this course:** Ethics, communications, decision making

**Intended audience.** Department of Enterprise Services and the Training Advisory Group (TAG) developed a list of common job duties under each training category to help employees determine which course(s) they need to take. For the detailed list, refer to Training by Job Duty Tool under Related Information on the [Contract Training](https://des.wa.gov/services/contracting-purchasing/policies-training/contracts-procurement-training-development/contract-management-program) website.

**Cost:** None