The Birmingham City Schools Purchasing Department is responsible for conducting the purchasing function of the district and pledges to perform the duties in accordance with ethical practices.

The Purchasing Department will:

- Consider first the interest of the school system and the betterment of its educational program.
- Endeavor to obtain the greatest value for every dollar expenditure.
- Be receptive to advice and suggestions from school officials, both in the educational and non-educational field, insofar as such advice and suggestions are not in conflict with Board policies, legal or moral restrictions in procurement procedures.
- Seek or dispense no personal favors. Handle each administrative problem objectively and without discrimination.
- Strive for knowledge of school equipment and supplies in order to recommend items that may either reduce cost or increase the efficiency of the means of education.
- Insist on and expect honesty in sales representation whether offered verbally or in writing.
- Give all responsible bidders equal opportunity, consideration and assurance of unbiased judgment in determining whether their product meets specifications and the educational needs of the school district.
- Believe and discourage employees and its staff should at no time or under any circumstances accept directly or indirectly, gifts, gratuities, or other things of value from vendors (or others) which might influence or appear to influence procurement decisions.
- Accord a prompt and courteous reception to all who call on legitimate business missions.

This Code of Ethics Pledges the Purchasing Department actions to be:

- Best for students.
- Fair to all concerned.
- Designed to build good will and better understanding.
- Based upon respect for the past, knowledge of the present and concern for the future.
- Legally and morally right.
- Loyal to my associates and to the school district.
- The best that I can perform.