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|  | **VENDOR PAID LIST*** Pull the report from your accounting software
* Include all purchases from the School Food Service Account (i.e. 510 account)
* Include all purchases from July 1, 2018 – June 30, 2019
 |
|  | **PROCUREMENT TOOL – SFA PAGE*** Complete *ALL* information
* List each purchase only once
* When entering purchases, consider both the amount and the process
 |
|  | **CNP WRITTEN** **PROCUREMENT PROCEDURES*** Complete *ALL* information
* List only one threshold amount
* Include all purchase methods
* Use job titles, not names of individuals
 |
|  | **CNP WRITTEN** **CODE OF CONDUCT*** Complete *ALL* information
* List disciplinary actions
* Use job titles, not names of individuals
 |