



## NASPO TRANSPARENCY POLICY

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Among the core values of the National Association of State Procurement Officials is a commitment to ethics and integrity throughout the organization. In everything we do, NASPO is guided by an overarching sense of ethical behavior that dictates how the public procurement profession does its job and how the association itself operates. A large part of this is NASPO leaders' commitment to transparency and accessibility to NASPO information, by members and the public.

NASPO's voting members are entitled to review any and all NASPO governance documents as well as operational documents, including but not limited to Board of Directors agendas and minutes, strategic plans, committee charters and action plans, contracts, work plans, budgets, financial statements, and tax filings. Many of these materials are reviewed during and provided to voting members in conjunction with the annual Business Meeting. Any additional requests should be directed to the Executive Director, who will work within NASPO policies and in synch with NASPO leadership to respond appropriately.

Additionally, it is the policy of NASPO to allow public access to its original tax exemption application and to its Internal Revenue Service Form 990. NASPO will also make copies of its governing documents, conflict of interest policy/disclosure form, and year-end financial statements available to the public. This access will be provided at NASPO's principal headquarters offices at a time mutually agreeable between NASPO headquarters and the individual requesting the inspection, during regular business hours.

NASPO will make each Form 990 return available for a period of three years from filing by posting to a publically accessible area of the NASPO website. NASPO will provide printed copies of the exemption application or Form 990 without charge, other than a reasonable fee for reproduction and actual postage costs, as applicable. The Form 990 will include all information furnished to the Internal Revenue Service as well as schedules, attachments, and supporting statements, except for the redacted elements, pursuant to IRS regulations.

NASPO supports and respects the records/information access laws of its member states and will comply to the extent legally required, after notification to the voting membership.