



UNIVERSITY OF CENTRAL OKLAHOMA

Policy ID: ADM-LEG-7 Minor Revision2

Title: Private Sales Solicitations

Description: Outside sales solicitations or presentations in state facilities are not authorized .

Category: Legal Services

Applies to: staff,faculty,student

Contact: [Legal Services](#)

Purpose: Employees are not to invite or entertain sales solicitors in the workplace.

Policy Statement: The University of Central Oklahoma subscribes to the position that it is important for state agencies to create a working environment, which allows state officers and employees to devote full-time attention to their duties. Permitting outside vendors, solicitors, and sales people unrestricted access to employees in state facilities to sell private goods and services to individuals is not only disruptive but also inappropriate.

Outside sales solicitations or presentations in state facilities are not authorized whether or not employees are on duty. This restriction does not apply to private entities under contract with the State who are acting in an official capacity as agents of the State.

Glossary of Terms:

Legal

Citation:

Campus

Links:

FAQs:

Formerly

known as:

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Keyword(s): solicitations, goods, services, private, sales, vendor, outside

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