The board reserves the right to establish the specifications for and quality of goods or services purchased by the service center.

**Specifications**

It is the responsibility of the originator of a purchase request to see that all specifications requested are complete.

**Standardization**

Whenever possible, standard lists of supplies and equipment shall be developed in all budget areas.

**Quantity Purchasing**

Quantity purchasing is encouraged.

**Cost Control**

The board reserves the right to maintain cost control authority over any goods or services.

Approved: SCKESC Board of Directors 11/05/2008