

Purchasing & Travel Management  
Brigham Young University  
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To: Independent Contractors  
FROM: BYU Purchasing Department

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As stated in our contract, which requires compliance with Brigham Young University's personal conduct standards, this memo documents those standards as stated by the Honor Code which all students and employees of BYU agree to abide by:

“Brigham Young University exists to provide a university education in an atmosphere consistent with the ideals and principles of the Church of Jesus Christ of Latter-day Saints. This atmosphere is preserved through commitment to conduct that reflects those ideals and principles.

“As a matter of personal commitment, students, staff, and faculty of Brigham Young University are expected to demonstrate in their daily living on and off campus those moral virtues encompassed on the gospel of Jesus Christ, and will:

- Be honest
- Respect others
- Obey the law
- Use clean language
- Live a chaste and virtuous life
- Abstain from alcoholic beverages, tobacco, tea, coffee, and drug abuse
- Help others fulfill their responsibilities under the Honor Code.

“The dress and grooming of both men and women should always be modest, neat and clean, consistent with the dignity of representing Brigham Young University ...

“Clothing should be modest in fabric, fit and style, and appropriate for the occasion. Skirts and shorts should be knee-length or lower. Clothing which is sleeveless, strapless or revealing is not acceptable. Shoes should be worn in public campus areas.

“A clean and well-cared-for appearance should be maintained. Hairstyles should be clean and neat, avoiding extreme styles. Men's hair should be trimmed above the collar, leaving the ear uncovered. If worn, moustaches should be neatly trimmed. Earrings for men are unacceptable. Men are expected to be clean-shaven. Beards are therefore not acceptable except for documented reasons.”

While we do not expect contractors to bind themselves fully to the Honor Code as students and employees do, we require their behavior while on Brigham Young University's premises to comply with it, and appreciate the dress and grooming of visitors to our campus to fit in with our standards.

We appreciate your willingness to work on our campus, and look forward to the contribution your efforts will provide.