



State Auditor of Alabama

THE STATE CAPITOL

Montgomery, Alabama

Samantha "Sam" Shaw

STATE AUDITOR

POST OFFICE BOX 300200
MONTGOMERY, AL 36130-0200

334.242.7010

334.242.7650 FAX

www.auditor.alabama.gov

sam.shaw@auditor.alabama.gov

Policy Statement 404-B

REPLACES POLICY STATEMENT 404-A

TO: All State Department Heads, Agency Directors,
Boards, Bureaus, Units or Subdivisions

SUBJECT: Surplus Property Repurposing
VOLUNTARY PARTICIPATION

EFFECTIVE DATE: March 5, 2012

Policy Statement 404-B

It is the responsibility of the State Auditor's Office to account for state-owned non-consumable personal property. This responsibility includes insuring proper controls exist to protect property from premature disposal under the Code of Alabama §36-16-8.

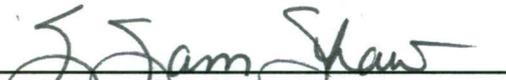
In an effort to assist the various agencies in obtaining usable personal property instead of the property being sent to State Surplus, agencies that agree to participate, are encouraged to notify the State Auditor's Office when they have items they no longer need.

This policy statement is provided to assist agencies in locating usable equipment and furnishings for repurposing through inter-agency transfer. The Auditor's Office will act as transfer agent in connecting participating agencies with needs to participating agencies with available items. After a period of five (5) business days, items not tagged for transfer to another agency will then be sent to Surplus for disposal. This will allow the repurposing of equipment and furnishings, thus reducing agency expenses relating to the purchase of new items.

With our system upgrade, effective Fiscal Year 2012, ADECA Surplus will be able to provide a searchable database for Surplus property which will further aid State agencies, city and county governments, boards of education and other eligible entities in locating needed equipment and furnishings.

Discussion

The purpose of this policy is to promote consistency within various state departments, agencies, boards, commissions, bureaus, units or subdivisions of state government in the voluntary repurposing and/or the proper disposal of state-owned personal property.



Samantha "Sam" Shaw
State Auditor

5 MARCH 2012
Date