

A8.505 State Personal Property

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A8.514 Maintenance of Records

Records of inventorial equipment are maintained by the Inventory Management Section, Procurement and Property Management Office (PPMO). All property in the care and custody of the University which meets the definition of inventorial equipment is recorded. The University's records for management and control for inventorial equipment provide, but not limited to the following:

Description  
Manufacturer's Name and Manufacturer's Model Number  
Serial Number - if available  
Property Number (decal)  
Cost  
When acquired; How  
Location  
Other information

Records for all Government-Furnished Property (GFP) or Contractor (University)-Acquired Property (CAP) shall be established and maintained pursuant to University (State) procedures and in accordance with Sections A8.526, General Property Management Standards, and A8.527, Records of Federal Property.

