

POLICY  
RHODE ISLAND SCHOOL FOR THE DEAF  
BOARD OF TRUSTEES

FISCAL POLICY  
SURPLUS & OBSOLETE PROPERTY

**Purpose**

The purpose of this policy establishes procedures for the timely disposition of tangible equipment and material, which is surplus to RISDeaf or no longer needed or utilized. All items that need to be disposed of must follow State and Federal guidelines. This is intended to efficiently dispose of such items so to avoid unnecessary handling and storage costs.

**Implementation**

- The Director will have the authority to declare item(s) obsolete or surplus that were donated or have a purchase value of less than \$500.00. The item(s) is no longer required for its original purpose, is considered out of date, obsolete or in unusable condition.
- Any item with an original purchase value of over \$500.00 and included in the state Fixed Asset Inventory will be identified as surplus or obsolete following all guidelines in the State of RI F.A.C.T.S handbook and under R.I.G.L 37-2.