



# KAWARTHA PINE RIDGE DISTRICT SCHOOL BOARD

## POLICY STATEMENT

### Section: Business and Administrative Services

Throughout the maximum life cycle of the item. When an item becomes surplus and is of no further use to the Board, obsolete, unsafe, beyond reasonable repair, or the cost of storage is not economically feasible, the Board will dispose of the item. The disposal of surplus or obsolete materials, furniture, equipment or technology shall be conducted in an economical and environmentally efficient manner, in accordance with regulations established by the Board. Disposal shall be designed for maximized return through sale and/or to minimize cost for disposal. The sale of surplus or obsolete materials, furniture, equipment and technology shall be conducted utilizing an open and transparent public process.

Members of the Board or employees of the Board may purchase surplus and obsolete materials, furniture, equipment and technology providing such sale is in accordance with regulations established by the Board and is conducted utilizing an open and transparent public process.

The Purchasing Services Department will be responsible for the disposal of all Board surplus or obsolete materials, furniture and equipment. The Information, Communications and Technology Department will be responsible to ensure that the disposal of all Board surplus or obsolete technology is completed in a manner that will protect corporate data and comply with environmental legislation.

Administrative regulation

[BA-5.2.1, Disposal of Surplus or Obsolete Materials, Furniture, Equipment and Furniture](#). CID 22SpnBDC BT41 rg(07 29) m28.E1 (i)(d) [Link] (ps) 1 B) 3a) (m-2 (s) 1 (nmF) 1 (

November 5, 19      Revised : November 20