

SAM – INFORMATION TECHNOLOGY DISPOSAL OF IT EQUIPMENT

BASIC POLICY

5902

(Reviewed 2/2015)

The disposition of surplus IT equipment must be in accordance with the most economical and practical manner for the state as a whole.

Government Code Sections [14674–14675](#) authorize the Director, Department of General Services, to approve the competitive sale, exchange, or interagency transfer of personal property owned by the state if such action is in the best interest of the state. Each agency must receive approval from the Department of General Services, Office of Surplus Property and Reutilization ([OSPR](#)), Interagency Support Division, prior to disposing of surplus IT equipment.