ARIZONA BOARD OF REGENTS
POLICY MANUAL

3-807 Materials Management

Revision Dates

10/1/2026, 11/18/2016, 7/13/1985, 12/15/1984 (adopted)

A. Definitions. In this ABOR Policy 3-807, unless the context otherwise requires:

1. "Excess Materials" means any University owned materials which have a remaining useful life but which are no longer required by the University which owns the materials.

2. "Nonexpendable Materials" means all University owned tangible materials which have a probable useful life of more than one year.

3. "Surplus Materials" means any University owned materials that no longer have any use to the University which owns the materials. This includes obsolete materials, scrap materials, and nonexpendable materials that have completed their useful life cycle.

B. Policies and Procedures

1. The CPO shall promulgate University Policies and Procedures governing the following, to be included in the University Policies and Procedures:

   a. The acquisition and distribution of federal surplus Materials.

   b. The sale, lease, or disposal of surplus Materials by public auction, competitive sealed bidding, or other appropriate method.

   c. The purchase of any such Materials by an employee of the owning or disposing University.

   d. The transfer of excess and surplus Materials.

   e. The trade-in of excess or surplus Materials.

2. Each University may acquire and distribute from the United States government surplus Materials as may be usable and necessary for public purposes.

Policy History

12/15/1984 Approved by the Board on second reading. Originally implemented as interim policy 9-701.

7/13/1985 Permanent policy 3-807 adopted by the Board.

11/18/2016 Policy revision approved by the Board on second reading.

10/1/2026 Policy revision approved by the Board on second reading.

Related Information