

Property Control System Manual (PCS)

PCS 204: Government-Furnished Equipment

Effective: 3/1/1984

Revised: 3/1/2024

Purpose

To appropriately control government-furnished equipment

Sources

48 Code of Federal Regulations § 45

48 Code of Federal Regulations § 52.245-1

Background

Government-furnished equipment ([GFE](#)) (defined in 48 CFR § 45.101 as "Government Property") is equipment in the possession of, or directly acquired by, the Government and subsequently furnished to the University for the performance of a grant or contract. GFE is owned by the providing government entity.

Policy

Commingling GFE and University Equipment

Government-furnished equipment (equipment or materials) must be maintained in a state where it remains physically distinguishable from other property so that it does not lose its distinct identity as a government-owned item unless otherwise authorized by the contract or property administrator.

Controlling GFE Equipment

GFE should be closely monitored to ensure that the asset records accurately reflect the location, use, and maintenance of the equipment. The government will randomly schedule audits of GFE or whenever needed to fulfill contract requirements. The university Workday business asset records, are considered to be the government's official property records for GFE that is in the possession of the university. It is the responsibility of the university to maintain records for all GFE, in the possession or control of a subcontractor.

Receiving GFE

The principal investigator (PI) is responsible for receiving and inspecting government-furnished equipment ([GFE](#)). Upon the receipt of GFE, the PI shall immediately verify that the quantity, description, and condition of the equipment is recorded accurately and report the acquisition to Capital Asset Management (CAM). If overages, shortages, or damages are discovered, the PI works with CAM and the appropriate government/sponsoring agency to attain an adequate solution.

Once GFE is properly received CAM will record GFE in Workday and place an ASU property control tag on the equipment for tracking purposes. If appropriate, CAM will also tag the equipment with a government issued tag.

Cross-Reference

For authoritative references see the *Research Policies and Procedures Manual*— [RSP 101](#), “General Research Policy”