



Chapter: Property, Evidence, and Forfeiture
Subject: 12-07 – Disposition at DTMB
Effective: April 19, 2022
Supersedes: Official Order 62, Section 62.3.4, dated October 27, 2020
Distribution: Department Members

PURPOSE: This Order establishes department policy for property disposition through DTMB.

12-07-1 PROPERTY TO BE TURNED OVER TO THE DEPARTMENT OF TECHNOLOGY, MANAGEMENT, AND BUDGET (DTMB)

The department entered into an agreement with the Department of Technology, Management, and Budget in 1994 that authorizes DTMB to conduct our department's auctions. Pursuant to this agreement, worksites shall contact a State Surplus location and schedule a time to turn the following items over to DTMB. All items turned over to a surplus location shall be listed on a UD-014B or department records management system property receipt which will be signed by State Surplus personnel in the "Received by" section of the form.

3111 W. St. Joseph Street
Lansing, MI 48917
517-241-4859

3060 Wright Street
Marquette, MI 49855
906-226-9655

Hours of operation: 8 a.m. to 4 p.m., Monday through Friday.

A. Recovered Stolen Property

- (1) Units recovering stolen property shall hold the property for six months, during which time attempts shall be made to locate the owner and return the property.
- (2) Recovered stolen property (except weapons); MCL 28.401, et. seq.; Lost Goods, MCL 434.1, et. seq.; Lost, Unclaimed, or Abandoned Property, MCL 434.151 et. seq., which has been held for six months without locating the owner, shall be turned in to the Department of Technology, Management, and Budget.

B. Coin collections, along with a copy of the incident report itemizing each coin by amount, date, and mint mark, shall be turned over to the Department of Technology, Management, and Budget.

C. Property of value which has not been covered in any other area shall be turned over to the Department of Technology, Management, and Budget.

DIRECTOR

Annual Review Responsibility: Field Operations Bureau

Accreditation Standards: CALEA 84.1.7