



College of The Albemarle Procedure

Procedure Number: 6.3.7.3

Page 1 of 1

Title: Sale, Trade or Disposal of Equipment

Related Policy: 6.3.7 Purchasing

Division of Responsibility: Business and Administrative Services

When the College's equipment reaches the end of its useful life, becomes inoperable, becomes obsolete or is replaced, the Board, without the approval of the State Board of Community Colleges, may use any of the following to dispose of said equipment:

1. Transfer the equipment to another community college.
2. Dispose of the equipment through the State Surplus Property Agency.
3. Sell or exchange the equipment (i.e., personal property) pursuant to Article 12, Chapter 160A of the North Carolina General Statutes.
4. Cannibalize or recycle the equipment

Should the capitalized asset be determined to have no useful value and cannot be traded, sold, cannibalized or recycled, it may then be discarded.

Legal Reference: N.C.G.S. §§ 115D-15; 160A-266 through -271

June 13, 2023

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N/A

Date Approved by President's Leadership Team

Date of Last Review

Date of Last Revision