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<p>+882@0/A2!#7023!!September 27, 2018</p> <p>) 2A/42=!#7023 Januar 15, 2021</p>	<p>! 2456&lt;4/B/1/0C3 Superintendent of Business</p> <p>!</p>

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The Near North District School Board uses public funds to purchase materials, furniture and equipment, it is therefore the Board's policy to utilize all materials, furniture, and equipment throughout the maximum life cycle of the item. This administrative guideline is applicable to all materials (apart from books), furniture and equipment purchased with Board funding, school generated funds or acquired through donations or donated funds. The Purchasing Department will be responsible for the relocation and/or disposal of all Board identified surplus materials, equipment and furniture.

It is important to note that all contents and fixtures of a Board owned facility are the property of the Near North District School board and therefore individual employees, schools or departments do not have the unilateral authority to dispose of any such item(s). Absolutely no items are to be removed or sold without the pre-approval of either the

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Donated

The Technology Department replaces these outdated devices as budget permits as well as determines when older electronic equipment has reached the end of its life cycle and can be declared surplus.

### 7.3

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