

## 21.01.10 Surplus or Salvage Property

Revised [June 15, 2016](#)

Next Scheduled Review: June 15, 2021

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### Regulation Statement

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This regulation establishes disposal methods for surplus or salvage property.

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### Reason for Regulation

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This regulation requires members of The Texas A&M University System (system) to have written guidelines for the disposition of surplus or salvage property which allow for the direct transfer of materials or equipment that can be used for instructional purposes to a public school, school district or assistance organization designated by a school district.

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### Procedures and Responsibilities

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#### 1. GENERAL

- 1.1 Each member must have written guidelines for the disposition of surplus or salvage property. If the surplus or salvage property can be used for instructional purposes, preference must be given to transferring the property to a public school, school district or assistance organization designated by a school district, under terms agreeable to both the member and the recipient, before disposing of the property in another manner.
- 1.2 If two or more public schools, school districts or assistance organizations seek to acquire the same property under substantially similar terms, preference must be given to low-performing schools, as determined by the Commissioner of Education, or school districts with a taxable wealth per student entitling the district to an allotment of state funds under Texas Education Code, Section 42.302, or to the assistance organization designated by such a school district.
- 1.3 The surplus instructional items must be advertised on the Texas Higher Education Coordinating Board's (THECB) or the member's internet site. Each member advertising surplus instructional items on its internet site must provide the website address to the THECB so a link may be placed on the THECB's internet site.
- 1.4 A member may donate any surplus or salvage property that has no resale value and is not disposed of as described above to an assistance organization, as defined in Texas Government Code, Section 2175.001(1).

## 2. DATA PROCESSING EQUIPMENT

Surplus or salvage data processing equipment, as defined in Government Code, Section 2054.003(3)(A), that is not transferred to a public school, school district or assistance organization specified by the school district under Section 1 may be donated to a public or private hospital that is located in a rural county, as defined in Government Code, Section 487.301. If such surplus or salvage data processing equipment is not so donated or disposed of under another law, it must be transferred, without reimbursement, to either (1) a school district or an assistance organization specified by the school district, (2) an open-enrollment charter school, or (3) Texas Correctional Industries (TCI), Texas Department of Criminal Justice. TCI has the right to refuse this equipment.

## 3. SURPLUS PROPERTY WITHOUT A USEFUL LIFE

Per the State Property Accounting (SPA) Process User's Guide, for property to be considered surplus, it must have additional useful life. Damaged goods may be disposed by the member without being advertised. Proper disposal methods should be used.

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## Related Statutes, Policies, or Requirements

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[Tex. Educ. Code § 42.302](#)

[Tex. Gov't Code § 487.301](#)

[Tex. Gov't Code § 2054.003\(3\)\(A\)](#)

[Tex. Gov't Code § 2175.001\(1\)](#)

[Tex. Gov't Code § 2175.304](#)

[Tex. Gov't Code § 2175.905](#)

[State Property Accounting \(SPA\) Process User's Guide](#)

[The Texas A&M University System Asset Management Manual](#)

Prior to the November 17, 2010 version, this regulation was superseded by System Regulation 21.99.06, *Surplus or Salvage Property*.

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## Member Rule Requirements

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A rule is not required to supplement this regulation.

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## **Contact Office**

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