



INVENTORY OF TECHNOLOGY AND EQUIPMENT

Background

A current inventory of the Division's equipment is to be maintained.

Procedures

1. The Secretary-Treasurer shall be responsible for establishing inventory controls of Division assets.
 - 1.1 The Principal is responsible for the administration of school equipment and furniture.
2. An inventory of equipment and furniture is to be updated every two years

Reference: Section 33, 52, 53, 68, 192, 194, 197, 222, 225 Education Act