



DISPOSAL OF EQUIPMENT

Policy 9.18 – The Plymouth Public Schools authorizes the disposal of obsolete equipment in accordance with Section 15 of Chapter 30B of the General Laws of Massachusetts.

“Obsolete” equipment is that which is:

1. Beyond repair or too costly to repair;
2. Replaced by new equipment because the old equipment no longer serves our educational needs.

Procedure to be followed for DISCARD:

1. All equipment must be declared obsolete by the building Principal and the Program Manager;
2. A list of the equipment, with a description of the condition or reason for declaring it obsolete, will be forwarded to the School Committee;
3. Upon approval by the School Committee, said equipment will be transferred to the control of the Board of Selectmen.

Obsolete Equipment	Model No. /Serial No. (if applicable)	Description of Condition/ Reason for Declaring Equipment Obsolete
Yale Forklift	GJ21019	Needs a lot of work. Not safe & not necessary to have.

Cost Center Name and No.:

Located at PSHS garage

Program / Department Name:

Program / Dept. Mgr.'s Signature:

[Signature]

Date: 5/28/25

Principal's Signature:

Date: _____

Business Manager's Signature:

[Signature]

Date: May 28, 2025

School Committee Date: _____

Approved: Yes ☐

No ☐

Comments: _____



Signature Process Reference: 09f72e35-6669-41ff-bd99-88b85881413e

PARTICIPANT

DETAILS

Process started

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