



# 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
4- Library chairs	David Edward Style 28423W/557 9/28/12	Reupholster chair price was too expensive. Can replace w/ new chair for less cost.

Cost Center Name and No.: 24133314-500005 PNHS EQUIP BLDG

Program / Department Name: DEPT. 393 Building Use

Program / Dept. Mgr.'s Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Principal's Signature: [Signature] Date: 5/6/24

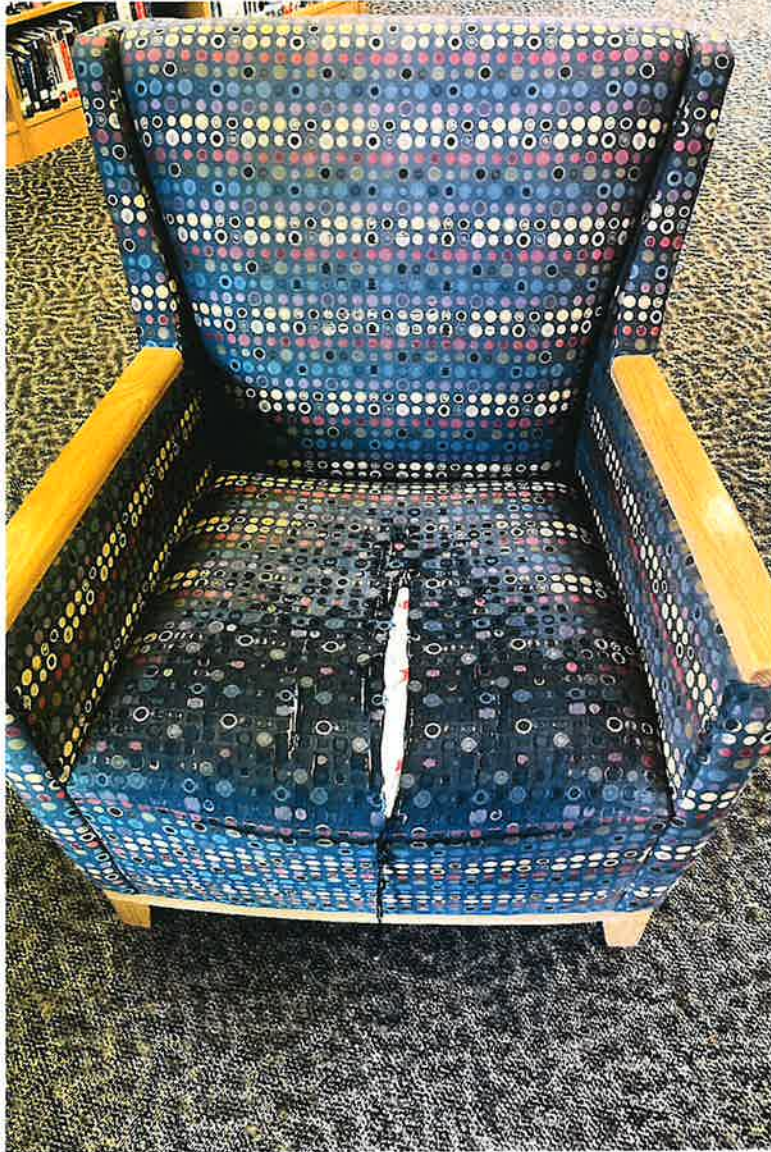
Business Manager's Signature: [Signature] Date: 5/9/24

Approved \_\_\_\_\_

School Committee Date: \_\_\_\_\_ : \_\_\_\_\_ Yes \_\_\_\_\_ No \_\_\_\_\_ Comments: \_\_\_\_\_









D A V I D E D W A R D  
TEL: 410.242.222 | www.davidedward.com



FURNITURE INSPECTION TICKET

SO - Line - Release: 109401 - 2 - 1  
STYLE: 28423W / 55A  
QTY: 2 of 8 REV: FR

This Fine Furniture Was Manufactured By The Following Craftspeople

CUTTING \_\_\_\_\_  
SEWING AB  
UPHOLSTERY Wick  
HOOKUP \_\_\_\_\_  
TRIMMING K. A. Tol

FINAL INSPECTION License Plate



870554

09/28/12

**UNDER PENALTY OF LAW**  
THIS TAG NOT TO BE REMOVED  
EXCEPT BY THE CONSUMER  
MATERIAL CONSISTING OF

Tag underneath chair