

# Malheur Education Service District

Code: **EDC/KGF**  
Adopted: 7/15/14

## Authorized Use of ESD Equipment and Materials

The Board believes that although ESD equipment is purchased by taxpayers, the equipment is primarily purchased to provide for and/or enhance ESD programs and services. It is the Board's responsibility to protect and maintain this equipment. The Board is also responsible for establishing guidelines concerning equipment which may be used by the public and conditions under which it can be used. Equipment will be available to component school districts and others with superintendent approval and ESD employees and authorized use shall be consistent with ORS Chapter 244 and Oregon Government Ethics Commission Guidance.

In all cases of public use, equipment shall not be used for private financial gain. An equipment use form must be submitted and approved, and all conditions outlined on the attached ESD equipment list must be adhered to. There are no equipment use fees. In the event of "excessive damage," a fee will be determined according to repair or replacement costs. Transportation of borrowed equipment will be the user's responsibility.

END OF POLICY

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### Legal Reference(s):

[ORS Chapter 244](#)  
[ORS 334.125\(7\)](#)

[OAR 581-024-0240](#)  
[OAR 584-020-0040](#)

OR.ETHICS COMM'N, OR. GOV'T ETHICS LAW, A GUIDE FOR PUBLIC OFFICIALS (2008).

### Cross Reference(s):

KG - Community Use of ESD Facilities  
KGF/EDC - Authorized Use of ESD Equipment and Materials