

**Willamette Education  
Service District**

Code: **DID**  
Adopted: 7/8/03  
Readopted: 4/06/10  
Orig. Code(s): None

**Property Inventories**

The ESD will maintain a complete property inventory, which lists all sites, buildings supplies, and equipment with a value greater than \$5,000. This inventory will be kept current. The Board may authorize the employment of an appraisal company to assist with the inventory procedure.

In order to update these records, the ESD will keep current records of equipment disposed of and purchased.

END OF POLICY

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**Legal Reference(s):**

[ORS 334.125](#)

**Cross Reference(s):**

DN - Disposal of ESD Property  
ED - Material Resources Management