

Equipment Purchasing Policy: 02-07

Refer Questions to: Chief or Deputy Chief

Supersedes: Policy 01-05 dated May 30, 2001

Authority: NAC426.300, 426.305, 426.315, 426.320, 426.326, 426.330, 426.335, 426.345, 426.355, 426.357, 426.360

EQUIPMENT, EQUIPMENT PURCHASING & REPAIR (INTERIM)

The Bureau of Services to the Blind and Visually Impaired (BSBVI) will ensure that all equipment purchases and repairs are accomplished in accordance with the requirements of NAC 426 and the Rehabilitation Division Accounting Manual and that all State owned equipment valued at more than \$999 (SAM 1544.0) is properly tagged and identified as State Property. The Operator shall not add to, modify, remove or replace any equipment without the written approval of the Bureau, per NAC 426.300 (3).

Definition: Written approval can be done on a pre-authorization basis or as post approval within 72 hours in case of documented emergencies.

Approved by:

Bureau of Services to the Blind and Visually Impaired, Chief

Date

Reviewed with the Nevada Committee of Blind Vendors on:

Committee Chairperson

Date

Reviewed by:

Administrator, Rehabilitation Division

Date