

CHAPTER 2 - ADMINISTRATION

Sec. 2-320. Procurement; pool stock.

All using agencies shall submit to the Materials Manager at such times and in such form as he shall prescribe, reports showing stocks of all surplus supplies. The Materials Manager shall have the authority to transfer and administer surplus supplies into a pool stock to be maintained in an inventory for use by requesting agencies on a temporary basis. Using such forms as shall be established, pool stock will be issued to a requesting agency. All pool stock shall be returned to inventory at designated time. The Materials Manager shall maintain pool stock in such condition that it is fit for its intended purpose.

(Ord. No. 91-09, 2/12/91)