

	Responsible Executive: Senior Vice President for University Finance and Business Services	
	Responsible Office: Contracts, Purchasing and Risk Management	
	Effective Date: 1/1/1999	Last Revised: 7/1/2025
	Policy Title: 7. Materials Management (Interim)	

Definitions

Refer to 1. Procurement General Provisions

Policy

Under Arizona Revised Statutes (A.R.S.) [§ 41-2501.F](#), the Arizona Board of Regents is mandated to establish rules that outline procurement policies and procedures, ensuring they are substantially similar to those detailed in A.R.S. Chapter 23. The Arizona Board of Regents Policy Manual, specifically Article H-University Procurement Code, sets forth procurement policies for the Arizona Board of Regents in alignment with A.R.S. requirements.

Section [3-807](#) of the University Procurement Code sets forth policies for materials management. This University Policy supplements such Section [3-807](#) of the University Procurement Code.

Section I: Responsibility

- A. University surplus materials must be disposed of through the University's Property Surplus department following [established procedures](#). No other University department is authorized to dispose of or sell University assets of any kind.

Related Information*

[Arizona Board of Regents Policy](#)

[Arizona Revised Statutes, Chapter 23](#)

Policy History*

6/30/2025: Interim policy approved effective 7/1/2025.

* Related Information and Policy History are solely for the user's convenience and are not part of the official university policy.