

UT - Martin Procedure: FI0610-M Surplus Property	
Version: 1	Effective Date: 07/19/2019

1. PURPOSE

Surplus property procedures including the required form are available at <http://www.utm.edu/departments/purchasing/surplus.php>. The surplus property works in conjunction with the Information Technology department to maintain current procedures regarding the removal of data from devices. The procedures are on file in the surplus property office.