

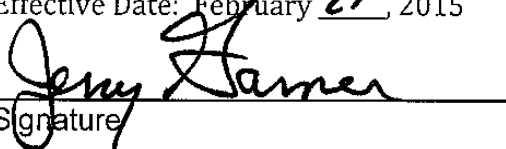
GREELEY POLICE DEPARTMENT

General Order 243.00

Reviewed: 02/15

**243.00 DISPOSAL OF AGENCY-OWNED PROPERTY**

- When departmentally-owned property is to be disposed of, the item in question will be returned to the Property/Fiscal Management Unit. The unit will then dispose of the item as provided by the City of Greeley Policy. Seized property assigned to the department will be disposed of in compliance with the applicable General Order.
- Upon disposal, the item will be deleted from the departmental inventory.
- The Property/Fiscal Management Unit will maintain a file of agency-owned property which has been disposed of, citing the justification for disposal and the method of disposal. The file will be purged annually upon inspection.

GENERAL ORDER 224 MANAGEMENT INFORMATION SYSTEM	Reviewed: 02/15
Authorized by Jerry Garner, Police Chief	
Effective Date: February <u>27</u> , 2015	
 Signature	Date: <u>2/27/15</u>