

Policy 700.5 –Property/Equipment Use

Date Adopted: 8/26/88

Issuing Office: Administration & Finance

Date Revised: 5/22/09

Approved By:

References: BOR Policy 401.1

I. POLICY

No property/equipment of the University of Montana Western may be used by anyone other than for official business purposes incidental to and in the course of employment with UMW, except as allowed under BOR Policy 401.1 Consulting Services-Faculty.

II. PURPOSE

Property and equipment owned by the University of Montana Western is intended for institutional use and not for private purposes. Equipment should be used by properly trained personnel and only for the manufacturer's intended purposes, and not misused.

IV. AUTHORITY

BOR Policy 401.1

V. RESPONSIBILITY

Chancellor, Vice Chancellor for Administration & Finance/Student Affairs, Provost/Vice Chancellor for Academic Affairs