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THE UNIVERSITY OF NORTH CAROLINA
AT
CHAPEL HILL

Asset Management
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MEMORANDUM

September 14, 2000

To: Deans, Directors, and Department Chairs

From: Candace Woody, Director *CW*

Subject: Surplus Computers

I just received notification from Jeff Nance, State Surplus Property Officer, that our State Surplus Property Agency has a recycling program for surplus personal computers. They accept all surplus personal computers from across the state to refurbish and then offer them to public schools, and non-profit organizations that can least afford the purchase of new equipment. The buyers are charged a small administrative fee (approx. \$20) for each personal computer to help fund the program.

Therefore, effective immediately, Asset Management will no longer accept or process request to sell or transfer computers to other schools. Please send all your surplus personal computers, monitors and keyboards to the Surplus department here on campus; they will in turn transport them to State Surplus for the recycling program.

Please be sure to remove all software, including the operating system software, from the computer before sending it to surplus because it is illegal for anyone other than the licensee to use the software.

For more detailed information concerning this particular program, please contact Richard Bullock, Surplus Property Manager at 962-2134. If you have questions or concerns about other types of transfers you may call me at 962-6267.

Cc: Department Representatives