



# Northeastern Catholic District School Board

## DISPOSITION OF SURPLUS OR OBSOLETE ASSETS

**Policy Number: B-2**

**Authority: 99-058/11-183/17-80/20-23/  
23-15/26-16**

### POLICY STATEMENT

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The Northeastern Catholic District School Board (NCDSB) is committed to the use of current resources, materials, and properties that support the needs of students, staff, and the effective operations of schools. When assets are no longer required, the NCDSB is committed to sell or dispose of those assets in a transparent, fair, and environmentally appropriate manner.

### REFERENCES

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*Education Act, Regulation 444/98 Disposition of Surplus Realty Property*  
NCDSB Administrative Procedure  
APB002 Disposition of Surplus or Obsolete Assets

### DEFINITIONS

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**Asset**

Any material, resource, piece of equipment, vehicle, or property owned by the Board.

### POLICY REGULATIONS

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#### 1.0 PROPERTY

- 1.1 The NCDSB shall declare a site, building, or piece of property surplus to its needs by specific resolution.
- 1.2 The site, building, or piece of property shall be sold in accordance with Ministry of Education regulations.

#### 2.0 MATERIAL ASSETS (furniture, equipment, materials, resources, vehicles)

- 2.1 A process for the identification of obsolete/surplus assets will be defined in the attendant administrative procedures.
- 2.2 Any financial proceeds from the disposal of surplus or obsolete assets shall be allocated to the general revenue fund of the NCDSB.