

**CHAPTER 47. CONDEMNATION OF SURPLUS  
STATE PROPERTY**

- Sec.  
47.1. General.  
47.2. Procedures for warehouse of field section employes.  
47.3. Procedures for office section.

**Authority**

The provisions of this Chapter 47 issued under sections 510 and 2405 of The Administrative Code of 1929 (71 P. S. §§ 190 and 635), unless otherwise noted.

**Source**

The provisions of this Chapter 47 adopted January 19, 1970; amended August 23, 1974, effective August 24, 1974, 4 Pa.B. 1775, unless otherwise noted.

**Cross References**

This chapter cited in 4 Pa. Code § 41.15 (relating to receiving and classification).

**§ 47.1. General.**

(a) Condemnation authority shall be limited to the Chief of the Division and his designated representatives.

(b) Items of surplus State property shall be condemned and sold as scrap after the items have been determined to be a safety or health hazard to the employes of the Commonwealth or the general public. The items shall be receipted as scrap by the Division.

(c) Items which cannot be sold as scrap shall be disposed of as trash or junk.

(d) Special handling shall be required for items determined to be a health or safety hazard.

**§ 47.2. Procedures for warehouse of field section employes.**

Upon the condemnation of items of surplus State property, a warehouse or field section employe shall proceed in the following manner:

(1) Remove the Surplus State Property Identification Tag, check the block "Condemned," and the applicable disposition block.

(2) List all items that have been condemned on Property Transfer/Sale Slips.

(3) Change the "Received by" block on the Property Transfer/Sale Slips to read: "Condemned by."

(4) Secure the signature of the Chief of the Division or one of his designated representatives.

(5) Attach applicable Surplus State Property Identification Tags to the appropriate Property Transfer/Sale Slips and forward to the office section of the Division.

**§ 47.3. Procedures for office section.**

Upon the condemnation of items of surplus State property, the office section shall proceed in the following manner:

- (1) Post appropriate records to reflect the condemnation action.
- (2) Attach Property Transfer/Sale Slips and related Surplus State Property Identification Tags to appropriate Surplus State Property Records. File as a completed property transaction.

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