



## **DISPOSAL OF GOODS**

A public authority must dispose of goods in a manner that is ethical, equitable, efficient, and where practical maximises a value outcome for government. This may be in the form of public benefit or financial return.

Appropriate methods to dispose of goods include the following:

- Transferring to another government entity.
- Trade-in.
- Inviting competitive offers through written quotations or open tenders.
- Public auction.
- Recycling.
- Donating to charitable institutions where the goods have little or no economic value or the cost of disposal through other methods is not efficient or economical.
- Destruction or dumping in accordance with relevant regulations.
- Community re-use or environment recycling for information and communications technology (ICT) equipment.
- Selling to public sector employees through a competitive process.

### **Disposal of Hazardous Goods**

Hazardous goods must be disposed of in a manner that safeguards against environmental risks and addresses health and safety issues. A public authority disposing of hazardous or potentially pollutant goods must obtain advice on policy and environmental considerations from the relevant government authority.

CHAIRMAN  
STATE SUPPLY COMMISSION  
GAZETTAL DATE: 27 June 2014