



MONTHLY BUSINESS MANAGERS' MEETING

“PROPERTY MANAGEMENT”

Tuesday, April 8, 2014

9:30 am – 11:00 am

LSU Student Union – Atchafalaya Room

Presented by Accounting Services

Announcements

1. Effective April 1st, Procurement Services and Property Management became divisions falling under the Office of Accounting Services umbrella.
2. FY14 Spending Freeze
3. Overdrafted Accounts/Professorships
4. Topics for May & June Meetings



Property Management

Presented by:

Toliver Bozeman

Associate Director

Property Management

Office of Accounting Services



TOPICS

- * 2014 INVENTORY PROCESS - GUIDELINES & EXPECTATIONS
- * FASOP: PUR-05 “DETERMINATION OF ACQUISITION COST OF TAGGABLE MOVABLE PROPERTY”
- * OFF CAMPUS/HOME STORAGE OF EQUIPMENT
- * TRACKING ELECTRONIC DEVICES BELOW \$1,000



INVENTORY PROCESS

COMPLETING THE WORKSHEET



INVENTORY PROCESS

CONDUCTING THE PHYSICAL INVENTORY



INVENTORY KEY DATES

MARCH 17

INVENTORY PACKETS SENT

MAY 30

***RETURN DEADLINE FOR
COMPLETED INVENTORIES***

SEPTEMBER 2

SUSPENSE LISTS SENT

OCTOBER 17

***RETURN DEADLINE FOR
SUSPENSE LISTS***

DECEMBER 12

LPAA CERTIFICATION DEADLINE



FASOP: PUR-05

**“DETERMINATION OF ACQUISITION COST OF
TAGGABLE MOVABLE PROPERTY”**



FASOP: PUR-05

MOVABLE PROPERTY

LSU

FASOP: PUR-05

TAGGABLE MOVABLE PROPERTY



FASOP: PUR-05

***WHAT'S INCLUDED IN ACQUISITION
COST?***



FASOP: PUR-05

MULTIPLE METHODS OF ACQUISITION

LSU

FASOP: PUR-05

***SIGNIFICANCE OF OBJECT CODE
ACCURACY***



FASOP: PUR-05

***NO LACARTE PURCHASES OF
TAGGABLE MOVABLE PROPERTY***

LSU

FASOP: PUR-05

***NO LACARTE PURCHASES OF
TAGGABLE MOVABLE PROPERTY***

Full Enforcement To Begin June 1



FASOP: PUR-05

ACTS OF DONATION

LSU

FASOP: PUR-05

***AGREEMENTS, CONTRACTS OR
AGENCY TRANSFERS***



OFF CAMPUS/HOME STORAGE OF EQUIPMENT



TRACKING ELECTRONIC DEVICES BELOW \$1,000





QUESTIONS?

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