Can I keep or purchase a previously owned Mobile Communication Device (MCD) from the University?

Tell Me

Supplemental to University Policy 602.10, Mobile Communication Device Allowances and supplemental MCD Procedures.

1. No. Equipment purchased by the University is University property and must be disposed of according to University Policy 601.10, Surplus Property Procedures.
2. MCDs that are no longer needed must be given to the department administrator, who will then forward it to Surplus Property along with a properly completed Fixed Assets Disposition and Change eForm.

Related Articles

- Can our Department create policies to ensure that FLSA (Fair Labors Standard Act) subject employees who receive a Mobile Communication Device (MCD) allowance do not use their devices outside of normal, established working hours?
- Are there specific security policies I need to comply with if I receive a Mobile Communication Device (MCD) allowance for my personal MCD?
- Is an employee on leave eligible to receive an MCD allowance?
- How do I terminate an MCD allowance?
- What supporting documentation should I submit with my MCD Allowance Request eForm?