

Surplus FAQ's

1. What is Cannibalization?
 - To take salvageable parts from electronic device for use in building or repairing another device: to make use of (a part taken from one thing) in building or repairing something else to deprive of an essential part or element in creating or sustaining another facility or enterprise.

2. What is scanned into EmPower?
 - Pick Up Forms
 - Bids
 - Auction Documentation
 - Transfers
 - Disposed of Approvals
 - Cannibalization Approvals

3. What about items that contain oil, radioactive or biohazardous materials?
 - The department must contact either Environmental Health and Safety 5-5448 or HVAC 5-6177 prior to surplus picking up to ensure proper handling of these items.

4. What if a department is in need of an item?
 - Surplus Property is responsible for disposal of excess or surplus University Property. Departments are welcome to visit the Surplus Warehouse anytime during business hours to look at available surplus property. Items may be picked up at the time of selection or make arrangements through the [Physical Plant Department](#) (575-5050)