

# TEXAS A&M UNIVERSITY-KINGSVILLE

Title: Loan of Equipment and Materials  
Procurement Rule No.: P-150

Approved by:  
Date: 6/5/96  
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## I. Purpose

The purpose of this policy is to restrict and control the loan of equipment and materials.

## II. Scope

This policy applies to all employees.

## III. Responsibility

The Director, Procurement and General Services is responsible for the maintenance of this policy.

## IV. Loan of Equipment and Materials

The policy of the University is to prohibit the loan or use of any materials, equipment, tools, jigs, fixtures or other items which are the property of the University for other than University business without the written consent of the Vice President for Finance and Administration or his authorized representative.