



Judicial Branch Procurement Policy

AMENDMENT

Effective: OCTOBER 31, 2018

Section 14 of the Procurement Policy is amended by striking Division in the first sentence and replacing it with Director. The section is further amended in the second paragraph, first by striking limiting language "departing or retiring" before employees, adding "of the Judicial Branch" after, then by deleting "which was" after equipment, then by adding "during its useful life", adding phrase, "which has become subject to trade, transfer, replacement or disposal", adding a period after disposal and striking "other than vehicles" through "commemorative purposes", New sentence to begin "Purchase shall be" before at a cost. Section to read as follows:

Section 14. Surplus Stock

Whenever necessary, the Procurement Director or his or her designee shall prepare reports for the Administrator of Courts showing stocks of all supplies, materials and equipment which are no longer used or which have become obsolete, worn out or scrapped. The Administrator of Courts, subject to the authority of the Chief Justice, may transfer such stock or another section or any branch of government which has need for the item, or to a registered non-profit organization in the Virgin Islands, or discard such stock if it cannot otherwise be disposed of.

With the approval of the Chief Justice or the Administrator of Courts, employees of the Judicial Branch may be permitted to purchase equipment assigned to their sole use during its useful life, and which has become subject to trade, transfer, replacement, or disposal. Purchase shall be at a cost determined equitable by the Procurement Division through depreciation and the age and condition of such equipment, provided that such item is not subject to be sold only by auction or other means pursuant to Virgin Islands law.

Approved

Disapproved


Regina Petersen, Administrator of Courts

Date: 10/31/18

Approved

Disapproved


Rhys S. Hodge, Chief Justice

Date: 10/31/18