

## 15 FAM 760 PROCUREMENT REQUIREMENTS, REMOVAL RESTRICTIONS, AND PROPERTY DISPOSAL

*(CT:OBO-9; 06-26-2006)*  
*(Office of Origin: OBO)*

### 15 FAM 761 PROCUREMENT REQUIREMENTS

*(CT:OBO-9; 06-26-2006)*  
*(Uniform State/USAID/Commerce/Agriculture/DIA)*

- a. Procurement of all furniture, furnishings, appliances, and equipment (FFA&E) items must comply with these regulations, the Federal Acquisition Regulation (FAR), *the* Department of State Acquisition Regulation (DOSAR), and pertinent *funding agency* procurement regulations.
- b. **USAID:** *USAID/W – M/OMS must approve* representational items *exceeding* listed *quantities* in 15 FAM Exhibit 732A. *They must also approve the* purchase of *unlisted* items and replacement of unauthorized items. Each USAID mission *must have* a written policy standardizing FFA&E *requirements*. *USAID missions must not procure* personal preference items for representational use. *See* procurement methods listed in 15 FAM *774*.
- c. **United States and Foreign Commercial Service (US&FCS):** All representational items for minister-counselor (MC) residences require approval before purchase *by its parent agency*.

### 15 FAM 762 RESTRICTIONS ON THE REMOVAL OF U.S. GOVERNMENT-OWNED (GO) ITEMS

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*(Uniform State/USAID/Commerce/Agriculture/DIA)*

- a. **Representational residences:** *The Interiors and Furnishings Division in the Project Execution Office of the Bureau of Overseas Buildings Operations (OBO/PE/IF) or the parent agency must approve the removal*

*of* furniture purchased *by the agency* for representational residences. Other items must remain at the assigned residence *unless OBO/PE/IF or the parent agency approves their transfer* to other residences or agencies. *Posts must store* any furniture or furnishings removed from residences in a climate-controlled warehouse. If post facilities are *inadequate or not climate-controlled, posts must store the items in a climate-controlled warehouse* at occupant expense. If climate-controlled warehouses are *unavailable, do not remove these items from the residences*.

- b. **Other residences, offices, and other functional space:** No one may remove or permit the removal of U.S. Government-owned (GO) furniture, furnishings, appliances, and equipment (FFA&E) except on instructions of the accountable property officer (APO).

## 15 FAM 763 PROPERTY DISPOSAL

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*(Uniform State/USAID/Commerce/Agriculture/DIA)*

If post wishes to *sell* any antiques, works of art, other cultural heritage objects, or furniture in a representational residence, the accountable property officer (APO) must request prior approval from the Interiors and Furnishings Division in the Project Execution Office of the Bureau of Overseas Buildings Operations (OBO/PE/IF). Post should also *request* guidance on *funds* disposition from OBO/PE/IF, and report the sale using Form DS-132, Property Disposal Authorization and Survey Report.

## 15 FAM 764 THROUGH 769 UNASSIGNED