

INVENTORY, LANDS AND FACILITIES

3070

(Sept. 1999)

The State Administrative Manual Section 1370 and 1371 requires that each department maintain an inventory of lands and facilities for which it is responsible. DGS has been charged with reporting an inventory of the holding of all state departments to the Legislature, while each department is responsible for keeping its data current and providing DGS with periodic updates.

Within CDF, the Technical Services Land Unit is responsible for maintaining the central file and for interfacing with DGS, and each region is responsible for providing data revisions and updates to the Lands Unit. The revisions and updates are to be made on standard DGS forms, which the Lands Unit will provide to the regions.

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