

**Subpart 109–28.50—Management of Equipment Held for Future Projects**

**§ 109–28.5000 Scope of subpart.**

This subpart provides policies, principles, and guidelines to be used in the management of equipment held for future projects (EHFFP).

**§ 109–28.5001 Definition.**

*Equipment held for future projects* means items being retained, based on approved justifications, for a known future use, or for a potential use in planned projects.

**§ 109–28.5002 Objective.**

The objective of the EHFFP program is to enable DOE offices and contractors to retain equipment not in use in current programs but which has a known or potential use in future DOE programs, while providing visibility on the types and amounts of equipment so retained through review and reporting procedures. It is intended that equipment be retained where economically justifiable for retention, considering cost of maintenance, replacement, obsolescence, storage, deterioration, or future availability; made available for use by others; and promptly excessed when no longer needed.

**§ 109–28.5003 Records.**

Records of all EHFFP shall be maintained by the holding organization, including a listing of items with original date of classification as EHFFP; initial justifications for retaining EHFFP; re-justifications for retention; and documentation of reviews made by higher levels of management.

**§ 109–28.5004 Justification and review procedures.**

Procedures shall provide for the following:

(a) The original decision to classify and retain equipment as EHFFP shall be justified in writing, providing sufficient detail to support the need for retention of the equipment. This justification will cite the project for which retained, the potential use to be made of the equipment, or other reasons for retention.

(b) The validity of the initial classification EHFFP shall be reviewed by management at a level above that of the individual making the initial determination.

(c) Retention of equipment as EHFFP must be rejustified annually to ensure that original justifications remain valid. The rejustifications will contain sufficient detail to support retention.

(d) When equipment is retained as EHFFP for longer than one year, the annual rejustification shall be reviewed at a level of management at least two levels above that of the individual making the determination to retain the EHFFP. Equipment retained as EHFFP for longer than three years should be approved by the head of the DOE field organization.

**§ 109–28.5005 EHFFP program review.**

OPMOs or on-site DOE property administrators shall conduct periodic reviews to ensure that the EHFFP program is being conducted in accordance with established procedures and this subpart. Included in the review will be proper determinations of property as EHFFP, the validity of justifications for retaining EHFFP, and the inclusion of EHFFP in management walk-throughs as prescribed in §109–25.109–1 of this chapter.

**§ 109–28.5006 Utilization.**

It is DOE policy that, where practicable and consistent with program needs, EHFFP be considered as a source of supply to avoid or postpone acquisition.

**Subpart 109–28.51—Management of Spare Equipment**

**§ 109–28.5100 Scope of subpart.**

This subpart provides policy guidance to be used in the management of spare equipment.

**§ 109–28.5101 Definition.**

*Spare equipment* means items held as replacement spares for equipment in current use in DOE programs.