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fleet charge cards and their use, contact the: General Services Administration, Attn: FCX, Washington, DC 20406.

(b) You may use a Government purchase card if you do not have a fleet charge card or if the use of such a government purchase card is required by your agency mission. However, the Government purchase card does not collect motor vehicle data nor does it deduct State sales and motor fuel taxes.

§ 102-34.335 What type of fuel do I use in motor vehicles?

(a) Use the grade (octane rating) of fuel recommended by the motor vehicle manufacturer when fueling motor vehicles owned or leased by the Government.

(b) Do not use premium grade gasoline in any motor vehicle owned or leased by the Government unless the motor vehicle specifically requires premium grade gasoline.

(c) Use unleaded gasoline in all Government owned or leased motor vehicles designed to operate on gasoline and used overseas unless:

(1) Such use would be in conflict with country-to-country or multi-national logistics agreements; or

(2) Such gasoline is not available locally.

§ 102-34.340 Do I have to use self-service fuel pumps?

Yes. You must use self-service fuel pumps to the fullest extent possible.

Subpart I—Federal Motor Vehicle Fleet Report

§ 102-34.345 What is the Federal Motor Vehicle Fleet Report?

The Federal Motor Vehicle Fleet Report is compiled by GSA annually from information submitted by Federal agencies on motor vehicle inventory, cost, and use data. GSA supplies copies of the report to the Congress, Federal agencies, and other organizations upon request.

Recipients of this report use it to evaluate and analyze operations and management of the Federal motor vehicle fleet.

§ 102-34.350 What records do we need to keep?

For owned motor vehicles, you are responsible for developing adequate accounting and reporting procedures to ensure accurate reporting of inventory, cost, and operational data needed to manage and control motor vehicles.

§ 102-34.355 When and how do we report motor vehicle data?

(a) Within 75 calendar days after the end of the fiscal year, use Standard Form 82, Agency Report of Motor Vehicle Data, to report motor vehicle inventory, cost, and operating information. Send the Standard Form 82 to the: General Services Administration, Attn: MTV, Washington, DC 20405. Email: vehicle.policy@gsa.gov

(b) Use separate forms to report data for domestic and foreign fleets.

(1) For motor vehicles lent to another agency during the reporting period, the owning agency reports all data.

(2) For motor vehicles transferred from one owning agency to another, each agency reports data for the time it retained accountability.

(c) Detailed instructions are included as part of the form. You can also complete the Standard Form 82 electronically using a computerized input medium. For further information, contact the: General Services Administration, Attn: MTV, Washington, DC 20405. Email: vehicle.policy@gsa.gov

Subpart J—Forms

§ 102-34.360 How do we obtain the forms prescribed in this part?

See § 102-2.135 of this chapter for how to obtain forms prescribed in this part.

PART 102-35—DISPOSITION OF PERSONAL PROPERTY [RESERVED]

PART 102-36—DISPOSITION OF EXCESS PERSONAL PROPERTY

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REPORTING EXCESS PERSONAL PROPERTY

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DISPOSING OF EXCESS PERSONAL PROPERTY

102-36.245 Are we accountable for the personal property that has been reported excess, and who is responsible for the care and handling costs?

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102-36.255 What options do we have when unusual circumstances do not allow adequate time for disposal through GSA?

102-36.260 How do we promote the expeditious transfer of excess personal property?

102-36.265 What if there are competing requests for the same excess personal property?

102-36.270 What if a Federal agency requests personal property that is undergoing donation screening or in the sales process?

102-36.275 May we dispose of excess personal property without GSA approval?

102-36.280 May we withdraw from the disposal process excess personal property that we have reported to GSA?

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102-36.290 How much do we charge for excess personal property on a transfer with reimbursement?

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102-36.295 Is there any reporting requirement on the disposition of excess personal property?

102-36.300 How do we report the furnishing of personal property to non-Federal recipients?

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102-36.305 May we abandon or destroy excess personal property without reporting it to GSA?

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102-36.375 May we dispose of excess firearms?

FOREIGN EXCESS PERSONAL PROPERTY

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102-36.385 What are our responsibilities in the disposal of foreign excess personal property?

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- 102-36.390 How may we dispose of foreign excess personal property?
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- 102-36.400 Who pays for the transportation costs when foreign excess personal property is returned to the United States?

AUTHORITY: 40 U.S.C. 486(c).

SOURCE: 65 FR 31218, May 16, 2000, unless otherwise noted.

Subpart A—General Provisions

§ 102-36.5 What is the governing authority for this part?

Section 205(c) of the Federal Property and Administrative Services Act of 1949, as amended (the Property Act) (40 U.S.C. 486), authorizes the Administrator of General Services to prescribe regulations as he deems necessary to carry out his functions under the Property Act. Section 202 of the Property Act (40 U.S.C. 483) authorizes the General Services Administration (GSA) to prescribe policies to promote the maximum use of excess Government personal property by executive agencies.

§ 102-36.10 What does this part cover?

This part covers the acquisition, transfer, and disposal, by executive agencies, of excess personal property located in the United States, the U.S. Virgin Islands, American Samoa, Guam, the Commonwealth of Puerto Rico, and the Commonwealth of the Northern Mariana Islands.

§ 102-36.15 Who must comply with the provisions of this part?

All executive agencies must comply with the provisions of this part. The legislative and judicial branches are encouraged to report and transfer excess personal property and fill their personal property requirements from excess in accordance with these provisions.

§ 102-36.20 To whom do “we”, “you”, and their variants refer?

Use of pronouns “we”, “you”, and their variants throughout this part refer to the agency.

§ 102-36.25 How do we request a deviation from these requirements and who can approve it?

See §§ 102-2.60 through 102-2.110 of this chapter to request a deviation from the requirements of this part.

GIFTS

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HAZARDOUS PERSONAL PROPERTY

- 102-36.425 May we dispose of excess hazardous personal property?

MUNITIONS LIST ITEMS/COMMERCE CONTROL LIST ITEMS (MLIS/CCLIS)

- 102-36.430 May we dispose of excess Munitions List Items (MLIs)/Commerce Control List Items (CCLIs)?
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- 102-36.445 Do we report excess personal property originally acquired from or through the American National Red Cross?

SHELF-LIFE ITEMS

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- 102-36.455 How do we report excess shelf-life items?
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- 102-36.470 What must we do when disposing of excess vessels?

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