

## Federal Property Management Regulations

## Pt. 101-27

and does not appear in the FEDERAL REGISTER or the Code of Federal Regulations.

[47 FR 41364, Sept. 20, 1982]

### § 101-26.4902-2891 GSA Form 2891: Instructions to Users of Federal Supply Schedules.

NOTE: The form illustrated in § 101-26.4902-2891 is filed as part of the original document and does not appear in the FEDERAL REGISTER or the Code of Federal Regulations.

[43 FR 24533, June 6, 1978]

### § 101-26.4904 Other agency forms.

This section illustrates forms issued by other agencies which are prescribed or available for use in connection with subject matter covered in other subparts of part 101-26. The issuing activity is also identified in the section requiring the use of such forms. The forms are illustrated to show their text, format, and arrangement and to provide a ready source of reference. The subsection numbers in this section correspond with the applicable agency form numbers.

[34 FR 19979, Dec. 20, 1969]

### § 101-26.4904-416 DD Form 416: Purchase Request for Coal, Coke, or Briquettes.

NOTE: The form illustrated in § 101-26.4904-416 is filed as part of the original document and does not appear in the FEDERAL REGISTER or the Code of Federal Regulations.

[40 FR 31224, July 25, 1975]

## PART 101-27—INVENTORY MANAGEMENT

Sec.

101-27.000 Scope of part.

### Subpart 101-27.1—Stock Replenishment

- 101-27.101 General.
- 101-27.102 Economic order quantity principle.
  - 101-27.102-1 Applicability.
  - 101-27.102-2 Guidelines.
  - 101-27.102-3 Limitations on use.
- 101-27.103 Acquisition of excess property.

### Subpart 101-27.2—Management of Shelf-Life Materials

- 101-27.201 Scope of subpart.
- 101-27.202 Applicability.
- 101-27.203 Program objectives.
- 101-27.204 Types of shelf-life items.

- 101-27.205 Shelf-life codes.
- 101-27.206 Procurement of shelf-life materials.
  - 101-27.206-1 General considerations.
  - 101-27.206-2 Identification and shipping requirements.
  - 101-27.206-3 Packaging.
- 101-27.207 Control and inspection.
  - 101-27.207-1 Agency controls.
  - 101-27.207-2 Inspection.
  - 101-27.207-3 Marking material to show extended shelf life.
- 101-27.208 Inventory analyses.
- 101-27.209 Utilization and distribution of shelf-life items.
  - 101-27.209-1 GSA stock items.
  - 101-27.209-2 Items to be reported as excess.
  - 101-27.209-3 Disposition of unneeded property.

### Subpart 101-27.3—Maximizing Use of Inventories

- 101-27.300 Scope.
- 101-27.301 [Reserved]
- 101-27.302 Applicability.
- 101-27.303 Reducing long supply.
  - 101-27.303-1 Cancellation or transfer.
  - 101-27.303-2 Redistribution.
- 101-27.304 Criteria for economic retention limits.
  - 101-27.304-1 Establishment of economic retention limit.
  - 101-27.304-2 Factors affecting the economic retention limit.
- 101-27.305 Disposition of long supply.

### Subpart 101-27.4—Elimination of Items From Inventory

- 101-27.400 Scope of subpart.
- 101-27.401 [Reserved]
- 101-27.402 Applicability.
- 101-27.403 General.
- 101-27.404 Review of items.
- 101-27.405 Criteria for elimination.
- 101-27.406 Disposition of stock.

### Subpart 101-27.5—Return of GSA Stock Items

- 101-27.500 Scope and applicability of subpart.
- 101-27.501 Eligibility for return.
- 101-27.502 Criteria for return.
- 101-27.503 Allowable credit.
- 101-27.504 Notice to GSA.
- 101-27.505 Notice to activity.
- 101-27.506 Determination of acceptability for credit.
- 101-27.507 Transportation and other costs.

AUTHORITY: Sec. 205(c), 63 Stat. 390; 40 U.S.C. 486(c).

## § 101-27.000

### § 101-27.000 Scope of part.

This part provides policies, principles, and guidelines to be used in the management of Government-owned inventories of personal property.

[29 FR 15997, Dec. 1, 1964]

### Subpart 101-27.1—Stock Replenishment

#### § 101-27.101 General.

Each agency shall establish and maintain such control of personal property inventories as will assure that the total cost involved will be kept to the minimum consistent with program needs. For purposes of stock replenishment, inventories may be considered to be composed of active inventory which is that portion carried to satisfy average expected demand, and safety stock which is that portion carried for protection against stock depletion occurring when demand exceeds average expected demand, or when leadtime is greater than anticipated.

(a) In establishing active inventory levels, consideration shall be given to the average demand of individual items, space availability, procurement costs, inventory carrying costs, purchase prices, quantity discounts, transportation costs, other pertinent costs, and statutory and budgetary limitations.

(b) In establishing safety stock levels, consideration shall be given to demand and leadtime fluctuations, essentiality of items, and the additional costs required to achieve additional availability.

[29 FR 15997, Dec. 1, 1964]

#### § 101-27.102 Economic order quantity principle.

The economic order quantity (EOQ) principle is a means for achieving economical inventory management. Application of the EOQ principle reduces total variable costs of procurement and possession to a minimum.

[41 FR 3858, Jan. 27, 1976]

#### § 101-27.102-1 Applicability.

All executive agencies, except the Department of Defense, within the United States, excluding Alaska and

## 41 CFR Ch. 101 (7-1-05 Edition)

Hawaii, shall replenish inventories of stock items having recurring demands, except items held at points of final use, in accordance with the economic order quantity (EOQ) principle.

[29 FR 15997, Dec. 1, 1964]

#### § 101-27.102-2 Guidelines.

Guidelines for implementing the EOQ principle of stock replenishment are in the GSA Handbook, The Economic Order Quantity Principle and Applications, issued by the Federal Supply Service, GSA. The handbook is identified under national stock number 7610-00-543-6765 in the GSA Supply Catalog, and copies may be obtained by agencies in the same manner as other items in that catalog. The public may purchase the handbook from the Superintendent of Documents, U.S. Government Printing Office, Washington, DC 20402.

[41 FR 3858, Jan. 27, 1976]

#### § 101-27.102-3 Limitations on use.

(a) When there are no limiting factors which preclude its application, such as space or budgetary limitations, the basic EOQ techniques shall be used.

(b) When a space, personnel, or budgetary limitation precludes application of the basic EOQ technique, a modification of the technique may be made provided the modification produces:

(1) The fewest possible replenishments for a given level of inventory investment; or

(2) The lowest possible level of inventory investment for a given number of replenishments.

(c) When quantity purchase discounts or volume transportation rates will produce savings greater than the increased variable costs involved in procurement and possession, the economic purchase quantity (EPQ) principle shall be used as described in the GSA Handbook, The Economic Order Quantity Principle and Applications.

[29 FR 15997, Dec. 1, 1964, as amended at 31 FR 9541, July 14, 1966; 41 FR 3858, Jan. 27, 1976]

#### § 101-27.103 Acquisition of excess property.

Except for inventories eligible for return to GSA for credit pursuant to the