



System Name:	Instructional Equipment Inventory System
Effective Date:	August 1, 2014
Revision Date:	August 1, 2023
Standard:	Standard 5: B 1

Instructional Equipment Inventory System

- Each program instructor is responsible for maintaining their programs inventory.
- Each program instructor is responsible for keeping their inventory up to date including quantity, quality and how much each item is worth.
- Each program inventory is to be turned into the WCC office at the beginning of every school year and end of every school year.
- Inventories are kept at the Waynesville Career Center Administrative Office.