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| LOCAL COMMISSIONERS MEMORANDUM |  
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DSS-4037EL (Rev. 9/89)

Transmittal No: 92 LCM-54

Date: March 25, 1992

Division: Information  
Technology  
Management

TO: Local District Commissioners

SUBJECT: Equipment Stolen from Local District Sites

ATTACHMENTS: None

As you are aware, the Department has historically provided all the telecommunication equipment needed by your district to support your agency's day-to-day operations. While the Department generally provides this equipment at no charge, local districts are responsible for providing the site, electricity and for ensuring the physical security of that equipment. In recent years, the Department has received an increasing number of requests to replace devices that have been stolen. In the last several years equipment valued in excess of \$130,000 has been stolen from local district sites.

Due to fiscal constraints, the Department is instituting a policy of recovering the full amount of the contract purchase price of any and all Department provided telecommunication equipment stolen from local district sites by applying chargebacks against local district claims. We regret having to institute this policy but are confident that districts can take appropriate steps to avoid any future losses.

Please review your district's site security measures to ensure the safety of the telecommunication equipment. Should you have any questions regarding this memorandum, please contact Robert Wahrman at 1 800-342-3715, ext. 4-9537 (OA USERID ORM010).

Thank you for your cooperation in this matter.

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John J. DiPalermo  
Deputy Commissioner  
Information Technology Management