



Administrative Policies and Procedures

Office of the Executive Vice President for Administration

Policy Title	Use of State Property for Personal Gain or Benefit
Approved	December 1997
Last Revised	January 16, 1998

Use of State property, materials, equipment of time by any AHEC employee for personal gain or benefit, is expressly prohibited. If it becomes necessary to use State property for State business off the campus of the Auraria Higher Education Center, such use is by a division director, approval must be granted by the Executive Vice President for Administration or his designee.