

STATE OF INDIANA
EXECUTIVE DEPARTMENT
INDIANAPOLIS

EXECUTIVE ORDER _____ 05-06

FOR: DIRECTIVE TO ACCOUNT FOR ALL STATE ASSETS AND TO DIVEST OF UNUSED OR UNDERUTILIZED ASSETS

TO ALL WHOM THESE PRESENTS MAY COME, GREETINGS.

WHEREAS, state government is entrusted with managing its assets to optimize public services without unnecessary expense;

WHEREAS, this responsibility for management and efficient stewardship includes ensuring proper utilization and maintenance of state assets, acting judiciously to increase assets as necessary to meet heightened needs for public services, and acting prudently to decrease assets when there exists an asset surplus relative to such needs;

WHEREAS, the State does not currently have an accurate account of all state assets, many of which are unused or underutilized;

WHEREAS, by one estimate, the State owns one vehicle for every three state employees;

WHEREAS, the absence of an accurate inventory and the inefficient use of state assets burden Hoosier taxpayers with unnecessary expense; and

WHEREAS, the State would benefit from efforts to identify and dispose of unused and underutilized assets in order to redeploy its capital to new and more productive uses;

NOW, THEREFORE, I, Mitchell E. Daniels, Jr., by virtue of the authority vested in me as Governor of the State of Indiana, do hereby order that:

1. The Department of Administration (DOA) and the Office of Management and Budget (OMB) shall provide a detailed accounting of all state assets to the Governor by July 1, 2005. In their accounting, the DOA and the OMB shall specifically identify all unused, underutilized, or otherwise unnecessary state assets. Any property subject to any legal protection or impediment restricting the sale of such property shall also be specifically identified. The DOA and the OMB shall also recommend to the Governor options for disposing of such assets, specifically noting the most efficient and profitable means of doing so, and shall also recommend any necessary reforms to improve state asset management.
2. In order to complete the aforementioned accounting, all state agencies shall provide a complete inventory of their real and personal property in compliance with guidelines to be issued as soon as practicable following the date hereof by the Commissioner of Administration in conjunction with the Director of OMB. Such guidelines shall specify the methodology to be followed by the agencies in conducting the inventory, including requirements (and any *de minimis* exceptions thereto) for providing asset descriptions, identifying the purposes for which such assets are being used, and, in the case of unused, underutilized or otherwise unnecessary assets, providing suggestions for the most efficient and profitable means of disposing of such assets.
3. Other entities of state government not under the Governor's direct executive authority, including constitutional officers, the legislative and judicial branches, and the public institutions of higher education are requested to participate actively in this effort.



IN TESTIMONY WHEREOF, I, Mitchell E. Daniels, Jr., have hereunto set my hand and caused to be affixed the Great Seal of the State of Indiana on this 10th day of January, 2005.

Mitchell E. Daniels, Jr.

Mitchell E. Daniels, Jr.
Governor of Indiana

Todd Rokita

ATTEST: Todd Rokita
Secretary of State