Purchase an Item

Does it have a useful life of one year?\textsuperscript{1}

Yes \rightarrow Is it Small and Attractive?\textsuperscript{2}

No \rightarrow Is it an independent unit?\textsuperscript{3}

Yes \rightarrow Would you repair or replace the item?\textsuperscript{4}

No \rightarrow Code to EA

Code to JA

Repair

Replace

\textsuperscript{1} - Under normal conditions of use, including reasonable care and maintenance, it can be expected to serve its principal purpose for at least one year.

\textsuperscript{2} – Please refer to your agency’s policy for Small and Attractive items; if none, refer to SAAM policy 30.40.20.

\textsuperscript{3} - It retains its original shape, appearance, and character with use. It does not lose its identity through fabrication or incorporation into a different or more complex unit or substance.

\textsuperscript{4} - If the item is damaged or some of its parts are lost or worn out, it is more feasible to repair the item than to replace it with an entirely new unit.
Object C or ER Decision Workflow

Purchase a Contracted Service

Is it unique or infrequent?\(^1\)

Are services received consulting or advisory in nature?\(^2\)

Code to Object C

Yes

No

Yes

No

Code to ER

1 – Are the services being contracted part of the core day to day business operations or is it a unique service or infrequent service?

2 – Includes services that are predominately intellectual in character such as the development of findings, conclusions, and recommendations that are presented to the agency for consideration and decision making.