

Inventory Calendar 2024-2025

INVENTORY CALENDAR

September 2024	Inventory Training Sessions
October 2024	Printout for Inventory of Moveable Property distributed to Property Supervisors
January 15, 2025	Completed Inventory Reports returned to Property Control Office
February 1 – 28, 2025	Inventory Reports reviewed
March 4, 2025	Discrepancies from original Inventory Report returned to Property Location Supervisors for “Spring Search”
April 5, 2025	“Spring Search” results to Property Control Office
June 3, 2025	Inventory Report submitted to Louisiana Property Assistance Agency (L.P.A.A.)