City of Los Angeles Harbor Department
Proposed Salvage Process
June 2016

Step 1
- Division evaluates and recommends item to be salvaged
- Division Head approves and prepares written request to Deputy Director

Step 2
- Deputy Director approves salvage of the item
- Forwards request to Purchasing Agent

Step 3
- Purchasing Agent reviews/approves request
- Makes written finding and forwards to GSD

Step 4
- GSD salvages item either through an auction process or on its own and transfers revenue from salvage to the Harbor Department

Step 5
- Once item is salvaged, Accounting is notified to remove the item from Harbor Department General Ledger

Step 6
- Purchasing Agent reports to the Board on items salvaged by Harbor Department