



**North Carolina
Department of Environment
and Natural Resources**

**Internal Operating
P O L I C Y**

Section: Purchase and Services

Subject: Renovation

Approved By: DENR Secretary

Eff. Date: 1991

Revised: 2001

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SECTION: Property and Office Services

PURPOSE:

The purpose of this section is to ensure efficient and effective renovations involving State owned or leased office space with minimum costs incurred and minimum disruption of program productivity. All renovations will be in accordance with Departmental space allocation plans.

POLICY STATEMENT:

The Property and Office Services Section of Purchase and Services will facilitate all renovations occurring within the Department.

DEFINITIONS:

Renovation: Any physical change or modification to any Departmental space except for housekeeping and routine furniture addition, relocation, or removal.