

## Letter To The Editors

I personally think we have a great magazine. I sometimes do not agree with everything I read in the articles, but it is rare that I do not glean something from each article I read. I recall talking to some of the commercial arena folks, at some of our classes, about the problems they were having with the build up of excess materials/equipment from projects. I remember thinking, "just get rid of it. The FAR is very specific about this." Now that I have been working for almost a month in the commercial world, and my main project is to get rid of excess from closed projects, I realize things move even slower in the commercial world than in the government arena. Some project managers and material managers have built dynasties over the years and are almost immovable on the issue of getting rid of excess. Their thinking is "we might need it." I have stuff in one warehouse that the supervisor there tells me has not moved in 10 years. That's a lot of lead time in any industry I would think.

Anyway, my point is, the articles are written from a specific perspective and while my perspective might be different, it is good to get the other view on the same problem. My hat is off to those in the commercial world who have this excess materials problem under control. Time will tell!

Sydney C. (Sid) Phillips

*Property Compliance Liaison*

*Editor's Note: Letters to the editors are welcomed. We reserve the right to edit for brevity and suitability of content, etc.*

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## INTELLECTUAL PROPERTY

BY PETE SCLYK, CPPM

We as asset managers have systems in place to identify, tag and control company assets until disposition. But how do we protect "intellectual" property? We can't control it, but we can put together a program of agreements to raise employee awareness and commitment.

When we review procedures and processes to a new employee, we require a signature on an orientation form. During the process it is our responsibility to explain that this is an agreement between the employee and the company. Knowledge of procedures and processes are confidential. Continued training and awareness forms could be signed on an annual basis confirming confidentiality to the company.

Disposal of company proprietary information and materials should be done in compliance to company security procedures. If a government agency is involved, the

process is documented through the plant clearance function for materials and site security for informational documents.

Records of intellectual property are classified by the owner. They are usually controlled by a security department who stamps the document, provides a controlled distribution and requires an annual inventory.

Intellectual property can be company-owned documents or classified documents supplied by various government agencies.

Company agreements can be put in place to protect what industry considers intellectual property. Confidentiality agreements should be renewed annually with all company employees to maintain their commitment.

This plan may appear to be minimal, but it certainly is a starting point. ♦