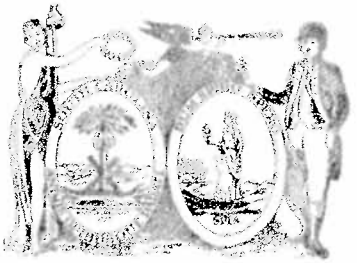
State of South Carolina
Executive Department

FILED

OCT 14 2013

Mark Hammond
SECRETARY OF STATE



Office of the Governor

EXECUTIVE ORDER NO. 2013-09

WHEREAS, state government does not adequately account for and manage real property assets owned by the State due to insufficient reporting of state-owned property by state agencies;

WHEREAS, centralized reporting of real property assets across state agencies is an essential task as it allows for uniform and comprehensive management of the State's real estate portfolio by identifying surplus and under-utilized property, containing maintenance and operation costs, encouraging higher occupancy rates, and performing regular strategic planning; and

WHEREAS, an effective centralized real property accounting system requires state agencies to provide accurate and complete reporting of state-owned real property assets to ensure best practices for asset management and certify that all state assets are accounted for by the State Comprehensive Annual Financing Report; and

WHEREAS, Section 1-11-58 of the South Carolina Code of Laws and Proviso 118.2 mandates each state agency to perform an annual inventory of real property and prepare a report of all surplus property to be submitted to the Budget and Control Board, and that the Board's Division of General Services shall determine the real property that is surplus to the State; and

WHEREAS, many state agencies have failed to comply with Section 1-11-58 and Proviso 118.2, which has resulted in fragmented, decentralized reporting of real property; and

WHEREAS, Article IV, Section 17 of the South Carolina Constitution and Section 1-3-10 of the South Carolina Code of Laws provide that "All State officers, agencies, and institutions within the Executive Branch shall, when required by the Governor, give [her] information in writing upon any subject relating to the duties and functions of their respective offices, agencies, and institutions."

NOW, THERFORE, pursuant to my authority under Article IV, Section 17 and Section 1-3-10, I hereby direct all state agencies to comply with South Carolina Code Section 1-11-58 and Proviso 118.2 by completing the following directives:

1) Executive agencies shall review documents containing property information provided to them by the Division of General Services of the Budget and Control Board.

2) Executive agencies shall completely and accurately provide to the Division of General Services all information available concerning all real estate property controlled by the agency, whether titled in the name of the State or the agency.

3) In addition to providing all information available, executive agencies shall identify to the Division of General Services any real estate property that is not currently being utilized for necessary agency operations. These properties shall be identified as surplus properties.

4) Pursuant to my authority under Article IV, Section 17 of the South Carolina Constitution, all executive agencies are directed to comply with South Carolina Code Section 1-11-58, notwithstanding the exemption authority provided in Proviso 118.2.

5) Executive agencies must complete the directives outlined herein no later December 15, 2013.

This Order shall take effect immediately.

GIVEN UNDER MY HAND AND THE GREAT SEAL OF THE STATE OF SOUTH CAROLINA, THIS 14th DAY OF OCTOBER 2013.

NIKKI R. HALEY
Governor

ATTEST:

MARK HAMMOND
SECRETARY OF STATE