

**Frequently Asked Questions (FAQs)
as they pertain to**

**Agriculture Property Management Regulations
(AGPMRs)
Subchapter N - Property Management
Part 110-51 - Property Accountability and Control**

When do physical inventories have to be performed?

Is there a certain date physical inventories must be completed by?

Q. When do physical inventories have to be performed?

A. Physical inventories of all accountable personal property will be taken by each agency every two years (biennially). Physical inventories of all real property, except land, will be taken by each agency every five years. More frequent inventories may be taken of particular types or kinds of property or of property in a particular activity when deemed essential for its control and protection as determined by each agency.

Q. Is there a certain date physical inventories must be completed by?

A. Physical inventories must be completed by the last inventory date plus two years for personal property or plus five years for real property. Although actual dates to complete physical inventories are not set by the Department, some agencies have established their own internal schedule for physical inventories.