

### 17.38 Discarded Merchandise

Policy:

It is the policy of Licking/Knox Goodwill Industries, Inc. to discard all non-saleable merchandise.

Procedure:

All non-saleable merchandise is the property of Licking/Knox Goodwill Industries and must be discarded.

Discarded items may not be sold to employees or the public.

Discarded items may not be given away free of charge to employees or the public.

It is the responsibility of the store manager or assistant manager to inspect all discarded merchandise prior to disposal or shipment to Salvage.

Discarded merchandise shall be disposed of discreetly.