

Account Codes for Administrative Approval

Use these account codes to route purchases that require approvals by Printing Services, Network Infrastructure & Services (NI&S), formerly known as CNS, and Environmental Health and Safety (EHS) Services. If these codes are not used, the purchasing process time will increase.

Contractual Services

12156 Printing Services – Private Vendors (Printing Approval) – Include expenses for designing, printing, collating, and binding services received from a private vendor.

Supplies, Materials, & Equipment Costing Less Than \$2,000 Per Item

1341A Respirators (EHSS Approval)

13415 Radioactive Supplies (EHSS Approval) – Include expenses for radioactive supplies costing less than \$2,000 per unit.

22316 Electronic Equipment (NI&S Approval) – Include expenses for two-way radios costing less than \$2,000 per unit.

22336 Voice and Data Transmission Equipment (NI&S Approval) - Include expenses for telephone equipment costing less than \$2,000 per unit.

22412 Lasers (EHSS Approval) – Class 3R, 3B, 4 costing greater than \$2,000 per unit.

22416 Laboratory Equipment (EHSS Approval) – Include expenses for refrigerators, freezers, fume hoods, biological safety cabinets, and radiation survey instruments costing less than \$2,000 per unit.

22419 X-Ray Equipment (EHSS Approval) - Include expenses for x-ray equipment (e.g., diffraction (XRD), fluorescence (XRF), electron microscopes, microCT, ESCA, XPS) costing less than \$2000 per unit.

22426 Medical and Dental Equipment (EHSS Approval) – Include expenses for medical, dental and veterinary x-ray equipment (e.g., c-arms, portables, fluoroscopy, CT, bone densitometer) costing less than \$2,000 per unit.

22536 Construction Equipment (EHSS Approval) – Include expenses for scaffolding costing less than \$2,000 per unit.

22546 Motor Vehicle Equipment (EHSS Approval) – Include expenses for forklifts, powered pallet jacks, pallet trucks, and rider fork trucks costing less than \$2,000 per unit.

22736 Manufacturing Equipment (EHSS Approval) – Include expenses for aerial lifts and mechanical power presses costing less than \$2,000 per unit.

Capitalized Equipment Costing More Than \$2,000 Per Unit

22311 Electronic Equipment (NI&S Approval) – Include expenses for two-way radio costing \$2,000 or more per unit.

22331 Voice and Data Transmission Equipment (NI&S Approval) – Include expenses for telephone equipment costing \$2,000 or more per unit.

22411 Laboratory Equipment (EHSS Approval) – Include expenses for refrigerators, freezers, fume hoods, biological safety cabinets, and radiation survey instruments costing \$2,000 or more per unit.

22414 X-Ray Equipment (EHSS Approval) - Include expenses for x-ray equipment (e.g., diffraction (XRD), fluorescence (XRF), electron microscopes, microCT, ESCA, XPS) costing \$2000 or more per unit.

22417 Lasers (EHSS Approval) – Class 3R, 3B, 4 costing less than \$2,000 per unit.

22421 - Medical and Dental Equipment (EHSS Approval) – Include expenses for medical, dental and veterinary x-ray equipment (e.g., c-arms, portables, fluoroscopy, CT, bone densitometer) costing \$2,000 or more per unit.

22531 Construction Equipment (EHSS Approval) – Include expenses for scaffolding costing \$2,000 or more per unit.

22541 Motor Vehicle Equipment (EHSS Approval) – Include expenses for forklifts, powered pallet jacks, pallet trucks, and rider fork trucks costing \$2,000 or more per unit.

22731 Manufacturing Equipment (EHSS Approval) – Include expenses for aerial lifts and mechanical power presses costing \$2,000 or more per unit.

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