Effective: 12 February 2024

Government Property Control Plan Overview

Purpose

Keysight Technologies maintains a system of internal controls to manage (control, use, preserve, protect, repair, and maintain) Government property in its possession, per United States Government FAR 52.245-1 (*Sep 2021*).

Scope and Limitations

The Keysight management system encompasses processes, procedures, records, and methodologies for the appropriate control of government owned property while in possession of Keysight. These control processes are applicable to instruments returned to Keysight for service (repair and/or calibration) and when government owned property is provided to Keysight for integration within a solution for shipment to the government solution owner.

Responsibility

Keysight managers are responsible for compliance to these requirements.

Process

The Keysight management system assures control of government property by way of preventing loss, damage, viruses, and any other issues that could result in government owned property being impacted in a negative manner.

Keysight assumes control of government owned property from the time of receipt at a Keysight facility and up until return shipment back to the owner.

If government owned property is required to be sent to subcontractors. Keysight flows down any handling requirements to subcontractors via Purchase Order Terms and Conditions.

Government owned property may be, at any time, subject to audit/review by the owners of the property.

During quality systems audits, handling of customer property is included.

Keysight maintains applicable records associated with government owned property as per the Keysight management system requirements and FAR 52.245-1 (f).

Government owned property shall not be scrapped or dispositioned without explicit instructions from the property owner. Keysight will make commercially reasonable efforts to comply with owner disposition instructions. Alternatively, Keysight will return the property to the owner for disposition.

References

- Keysight Quality & Security Resources
- Keysight Computer Virus Control Policy

Should you have further questions, please contact the Keysight Customer Compliance Response team at: ccr.keysight@keysight.com.