

Service Standards for Disposal Services

Service standards publicly state the level of performance that citizens can reasonably expect to encounter under normal circumstances.

Service description:

Disposal Services within the Ministry of SaskBuilds and Procurement is responsible the disposition of supplies for the Government of Saskatchewan.

How you can request this service:

Disposal Services can be accessed online at SaskSurplus.ca, by phone, email or in person. Vehicle and equipment sales occur tentatively on a monthly basis and start every second Wednesday and close at 10 a.m. on the third Wednesday of the month.

Work hours:

Monday to Friday, 8 a.m. to 5 p.m. with the exception of statutory holidays.

Contact details:

500 McLeod Street, Regina SK
 Email: SaskSurplus@gov.sk.ca
 Phone: (306) 787-2062 or (306) 787-2238

Service	Customer action required	Service Standard	Target	How to measure
Notification of items awarded	Seller is responsible to verify successful bidders list with items for sale.	Buyers/sellers are notified of items awarded within 2 business days after the sale closes.	90%	Successful Bidders List
Declaration of surplus goods	Seller to submit disposal requests for goods by end of month, complete with accurate descriptions of goods and conditions and supporting pictures to be included in next month's sale.	Disposal Requests submitted 5 business days prior to the end of month will be posted in the following month's sale (or the seller has been addressed with corrections to be made on the Disposal Request).	95%	Reference File Number
Community Donations Postings	Donors to submit request to donate goods, complete with accurate descriptions of goods and conditions and supporting pictures to be posted on the Community Donations Program's website.	Community Donations Postings submitted by donors by Wednesday will be posted on the following Monday (or the donor has been addressed with corrections to be made on the posting submission).	90%	Report from CDP website with created and approval dates