

	<p style="text-align: center;"><b>Department of Human Services</b></p> <p style="text-align: center;"><b>Online Directives Information System</b></p>	<p style="text-align: center;"><b>Index:</b></p> <p style="text-align: center;"><b>Revised:</b></p> <p style="text-align: center;"><b>Review:</b></p>	<p style="text-align: center;"><b>POL1470</b></p> <p style="text-align: center;"><b>10/2023</b></p> <p style="text-align: center;"><b>10/2025</b></p>
---	---	---	---

**SUBJECT: Real Property Management**

**POLICY**

The policy of the Department of Human Services (DHS) is to manage the acquisition, use and disposition of real property in the most efficient and effective manner.

**A. Authority**

- [O.C.G.A. 37-1-21](#)
- [O.C.G.A. 50-16-3](#)
- [O.C.G.A. 50-16-61](#)

**B. References**

Act Number 102, 2009; Op. Attorney General No. 67-75; State Space Management Act of 1976, Georgia Laws 1976, p. 252 et seq.

**C. Applicability**

All real property that is under the custody of, leased or used by the DHS.

**D. Definitions**

Definitions are included in the applicable manual.

**E. Responsibilities**

1. It is the responsibility of the Director of the Office of Facilities and Services to update the manual to implement this policy.

2. The Director of the Office of Facilities and Support Services designates the sections Deputy Directors to oversee the management of real property assigned to, owned, or used by DHS.

**F. History**

None

**G. Evaluation**

The OFSS Facilities Deputy Director and Services Deputy Director evaluates this policy annually collaborating with State Properties Commission. The OFSS Asset Manager compiles the information received from all divisions/offices to produce the asset report which is forwarded to OFS.