What is RFID?

- RFID stand for Radio Frequency Identification
- Commonly used for:
  - Time tracking in track and field events
  - EZPass for highways
  - Inventory and supply chain tracking
- Utilizes passive ultra high frequency technology (915 MHZ)
- Regulated by the Federal Communications Commission and approved for Industrial, Scientific, and Medical spaces
How does RFID work?

- RFID tags contain a small radio transmitter
- The radio transmitter remains passive or inactive until a person enters the space and hits the trigger on the reader
- The tag will then transmit a signal to the reader which interfaces with the inventory software, via Bluetooth, that records the location of the equipment
What is happening at UVM?

• Beginning the week of November 15th, HCA Asset Management will coming on campus to convert our equipment from serial numbered tags to RFID tags

• HCA Asset Management is a leader in equipment inventory and has worked with many hospitals and research institutions

• The Controller’s Office will work with units to coordinate time for HCA to convert the tags

• After the initial phase, HCA will work with units to determine the location and existence of equipment not found during the initial two-week process
Why is UVM doing this?

Currently:

• Equipment inventory is done annually by hundreds of department administrators as part of the space inventory

• It is a very manual process that includes finding the asset, noting its serial number and location, and adding it to the appropriate room in FAMIS

• Many times the department administrator will need to physically move the equipment to find the tag which can be problematic when dealing with sensitive research equipment

• The inventory is often inaccurate
Why is UVM doing this?

Future:

• Equipment inventory will be done biennially on a rolling schedule by Financial and Cost Accounting Services (FCAS)

• The inventory software will have the current space and equipment file which will be updated as FCAS staff walk through the space with the RFID reader

• Technology enables multiple assets to be counted simultaneously

• Aside from the initial tagging process the equipment can be inventoried hands free

• FCAS can do ad-hoc inventory counts as new space and buildings come online

• The inventory file will be more accurate resulting in reduced audit risk
Great, how can I help?

• Spread the word

• Be flexible during the time period of November 15\textsuperscript{th} to December 3\textsuperscript{rd}

• Please send us your questions or concerns as soon as possible

• There will be \textit{Teams Townhall Meeting} on October 29\textsuperscript{th} at 10:00 am where HCA will be available to answer questions