

ORANGE COUNTY SOCIAL SERVICES AGENCY

ADMINISTRATIVE POLICIES & PROCEDURES MANUAL

Subject: Loss or Damage of County Funds/Property

Number: E 1

Approved: Signature on file

Date: 07-13-09

POLICY

Loss of County funds includes situations where County funds/property have been lost, stolen, or destroyed. The term “funds” includes cash or negotiable instruments, such as checks. This could occur on County property or while funds are being transported. The term “property” includes any equipment owned or leased by the County.

This procedure does not include County-issued warrants/checks that are lost, destroyed, stolen or never received by the recipient. This subject is addressed in program specific procedures
