

**CHAPTER 6: BUSINESS & FISCAL AFFAIRS
ADMINISTRATIVE PROCEDURE NO. 6322**

COLLEGE OF THE SISKIYOU

Procedure Manual

Title: Employee Indemnity Bonds

Adoption Date: August 6, 2013

Responsible Office: Administrative Services

Reference: Title 5, Section 58318

Each employee of the District whose duty it is to handle District funds, shall be bonded under a suitable bond or similar insurance policy or instrument indemnifying the District against loss.

At the discretion of the Vice President, Administrative Services employees of the District whose duty it is to handle District property may be required to be bonded to indemnify the District against loss.