

Fresno County Board of Supervisors



ADMINISTRATIVE POLICY

NUMBER 16 Cash Shortages

Effective Date: July 9, 2019

POLICY STATEMENT

All department requests for reimbursement of cash shortages shall follow the procedures defined in the Cash Manual adopted by the Board of Supervisors. Requests for reimbursement outside of the scope of the Cash Manual shall be submitted to the Board of Supervisors for approval or denial.

MANAGEMENT RESPONSIBILITY

The Auditor-Controller/Treasurer-Tax Collector is responsible for maintaining the Cash Manual and devising procedures to control cash and account for overages and shortages in those departments which receive or disburse money.