

Category: Operations

Department: Business Office

Policy Title: Bonded Employees and Officers

Policy Statement: Before entering upon the discharge of his/her duties, the Treasurer shall furnish a corporate surety bond in an amount fixed by the Board. Such bond shall be subject to approval by the Board and the premium for such bond shall be paid from College funds.

Other college personnel such as business office personnel, the Clerk, Deputy Clerk, instructors, and activity sponsors who handle college funds will be covered by a blanket bond in an amount established by the Board and the premium for such bond shall be paid from College funds.

Procedures: Click here to enter text.

Contacts: Chief Financial Officer

Approved Date: 3/1/2018

Policy History: 1/1/16

Keywords: bonded employees, bonded officers, surety bond

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