

**CLAIMS AGAINST THE DISTRICT**

<b>BP No. 3810</b>
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Board Adopted: 2/18/09

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- I. Any claims against the District for money or damages, which are not governed by any other statutes or regulations expressly relating thereto, shall be presented and acted upon in accordance with Title I, Division 3.6, Part 3, Chapter 1 (commencing with Section 900) and Chapter 2 (commencing with Section 910) of the California Government Code.
- II. Claims must be presented according to this policy and related procedures as a prerequisite to filing suit against the District.
- III. Claims that are subject to the requirements of this policy include, but are not limited to, the following
  - Claims by public entities: claims by state or by a state department or agency or by another public entity.
  - Claims for fees, wages and allowances: claims for fees, salaries or wages, mileage, or other expenses and allowances.
- IV. The designated place[s] for service of claims, lawsuits or other types of legal process upon the District is/are the President's office with the exception of the following areas:
  - Product and General Liabilities – Vice President, Finance & Business office
  - Employee Records – Human Resources office
  - Student Records - Vice President, Student Services office
- V. Reference:  
Education Code Section 72502; Government Code Sections 900 et seq.; 910