

CLAIMS AGAINST THE DISTRICT

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 applicable codes, rules, and regulations.

- I. Claims must be presented on the District's approved claim form according to this policy and related regulations as a prerequisite to filing suit against the District.
- II. Claims that are subject to the requirements of this policy include, but are not limited to, the following:
 - A. Claims by public entities: claims by the state or by a state department or agency or by another public entity.
 - B. Claims for fees, wages, and allowances: claims for fees, salaries or wages, mileage, or other expenses and allowances.
 - C. Claims arising under contract: claims for damages, including liquidated damages, arising from any contractual agreement, whether oral or written, express or implied.

Such claims shall further be subject to the provisions of Government Code relating to the prohibition of suits in the absence of the presentation of claims and action thereon by the District.

- III. The designated place for service of claims, lawsuits, subpoenas, and/or other types of legal process upon the District shall be served to:

South Orange County Community College District
Office of Risk Management
Attention: District Risk Manager
28000 Marguerite Parkway
Mission Viejo, CA 92692
- IV. The District designates the Vice Chancellor of Business Services or designee as the person authorized to reject and/or provide notice of its insufficiency for claims filed with the Board of Trustees and to settle claims up to the amount authorized in Board Policy 2430 – *Delegation of Authority to Chancellor*.

Reference:

Education Code section 72502

Government Code Sections 900 et seq. 910, 935.2, 935.4, and 945.6

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