

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 Title 1, Division 3.6, Part 3, Chapter 1 (commencing with Section 900) and Chapter 2 (commencing with Section 910) of the California Government code, pursuant to the authority granted under California Government Code Section 935. This policy applies to claims that are not governed by the Tort Claims Act.

- 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 subject to the requirements of this policy for money or damages shall relate to causes of action for death or injury to a person or personal property, or damage to growing crops.
- III. No claim for money or damages shall be considered until a written claim has been timely filed with the District, on the District approved claim form, and conforms with the provisions and procedures of the Board Policy and Regulations.

Any claim seeking to recover money or damages based on this policy must be filed not later than six (6) months but before one (1) year of the accrual of the cause of action may submit an application to the District for leave to present the claim.

- IV. 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

- V. 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*.

References:

Education Code Section 72502

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