



Monterey County Behavioral Health Policy and Procedure

Policy Number	105
Policy Title	Loan Of County Equipment
References	None
Form	None
Effective	September 8, 1986 Revised: July 16, 2001 Revised: April 1, 2009

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Policy

It is against Monterey County policy to loan any County owned equipment to individuals or agencies for their use. Federal and State laws make it illegal for any individual or agency to use or borrow any property owned by the County, to allow this would constitute misuse of public funds.

Procedure

Deviations from this policy require Departmental and/or Board of Supervisors' approval. If there is a request of loan of equipment, such request shall be forwarded by the appropriate Monterey County Behavioral Health Program Manager II to the Monterey County Behavioral Health Director. If the Behavioral Health Director decides the request has merit, he/she will forward it to the Department level for their review and consideration. If the Department concurs, specific action will be taken by the Chief Administrative Officer (CAO) and Board of Supervisors.

CW: 3/24/09