

General Institution

BP 3810 CLAIMS AGAINST THE DISTRICT**References:**

Education Code Section 72502;
Government Code Sections 900 et seq., 905, 910 - 915.2, 935, and 945.4

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.

Claims must be presented according to this policy and related procedures as a prerequisite to filing suit against the District.

Claims that are subject to the requirements of this policy include, but are not limited to, the following:

- Claims by public entities: claims by the 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.

The designated place(s) for service of claims, lawsuits or other types of legal process upon the District is/are:

- Office of Superintendent/President
- Assistant Superintendent/Vice President of Administrative Services
- General Counsel
- Director of Human Resources

Also see AP 3810 Claims Against the District; BP 6330 titled Purchasing, BP 7130 titled Compensation and BP/AP 7400 titled Travel

Date Adopted: January 17, 2012
(Replaces College of Marin Policy 7.0052)
Date Reviewed/Revised: April 16, 2019