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January 27, 2009  
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July 15, 2016  
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## **AP 6315    WARRANTS**

### **References:**

Education Code Sections 85230 et seq.

The Chief Business Officer or designee shall be responsible for the oversight of the District's warrant process in accordance with Education Code Sections 85230 et seq.

It shall be the responsibility of the controller to have warrants drawn on the county treasury against District funds for the payment of expenses of the District in a timely manner. Warrants for salary and other district expenses shall be charged against designated categories of expenditures.

Only authorized personnel may sign warrants, as identified in AP 6150 titled Designation of Authorized Signatures.