

**COUNTY OF ORANGE SOCIAL SERVICES AGENCY
POLICIES AND PROCEDURES MANUAL**

Subject: Business Travel and Meeting Expenses Reimbursement

Number: F 10

Approved: Signature on file

Date: 11/1/2019

POLICY

The Social Services Agency (SSA) employees shall be reimbursed for reasonable, actual and necessary expenses incurred while carrying out official duties. Reimbursement of these expenses shall be consistent with the County of Orange Board of Supervisors Resolution 19-092 and its Attachments, approved on September 24, 2019 and effective November 1, 2019.