

LOS ANGELES COMMUNITY COLLEGES
OFFICE OF THE CHANCELLOR
ADMINISTRATIVE REGULATIONS

INDEX NUMBER AO-15

REFERENCE: Board Rules, Chap. XIII Article 13107.13	TOPIC: Insurance
ISSUE DATE:	INITIATED BY: Business Services
CHANGES:	DATE OF CHANGES:

1. An auxiliary organization shall secure and maintain insurance adequate to protect its operations from catastrophic losses and as required by law including but not limited to the following:
 - a. Comprehensive liability
 - b. Property and extended coverage, when applicable
 - c. All risks, money and securities
 - d. Fidelity and performance bonds covering its chief fiscal officer
 - e. Automotive liability when applicable
 - f. Workers' Compensation and/or defense base act
2. In any insurance policy secured by the auxiliary organization the District shall be named as additional insured.
3. A copy of each policy or endorsement or insurance certificates setting forth and coverages and limits shall be provided to the District within 30 days from the receipt of the document.
4. In obtaining the insurance coverage, the auxiliary organization may secure the insurance directly through its own broker or through the District.