

CITY OF WACO

**CASH HANDLING POLICY**

Policies

GFP&P-5

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Revised 11/06/06

**Statement of Purpose**

Cash handling policies and procedures are necessary to provide a system of internal controls that assures that cash is safeguarded from theft or mishandling and to establish accountability. Detailed cash handling policies and procedures are available through the Finance Department and Internal Audit. Department directors and/or division managers are responsible for assuring that the cash handling policy and procedures are followed.



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Larry D. Groth, P.E., City Manager  
November 6, 2006