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.8 Departmental Accounts and Records

- **.8.1 Prescribed by Finance Director**

After review and consultation with the department head, the Finance Director shall prescribe the accounts and records which shall be maintained by the department. A basic cash journal shall be the minimum required accounting system maintained in each department of the County.

- **.8.2 Exceptions**

Certain departments (e.g., Justice Courts, Mental Health) have accounting procedures prescribed by law. These departments shall follow those prescribed accounting procedures.

- **.8.3 Audits**

Records and accounts maintained in each department shall be audited by the County Finance Director upon order of the Board.

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