



Loss or Damage to Personal Property

In many instances, personally owned property is used on campus for work related or aesthetical reasons. Some examples of property used for work related reasons are: tape recorders, digital cameras, laptop computers and even automobiles.

Conversely, art pieces used to adorn one's workstation are examples of aesthetic improvement. In either case, the CSU Financial Officers' Association guidelines governing property management do not allow reimbursement for loss or damage to personal property. Section 5.3 of the Property Management Guidelines issued by the Financial Officers' Association found at <http://foa.calstate.edu/pdf/property.pdf> sets forth CSU policy regarding personally owned property.

If personally owned property is lost or damaged through the course of employment at CSUDH, the primary source of replacement or recovery resides with the employee's homeowner insurance policy. Similarly, recovery for loss or damage occurring to a personally owned vehicle used for state business also resides with the auto insurance company covering the auto. The rate for mileage reimbursement is intended to cover expenses arising from vehicle use such as gas and maintenance as well as insurance premiums and deductibles. The CSU does provide third party accident coverage under the Vehicle Liability Self-Insurance Program found at <http://www.csudh.edu/admfin/EHOS/Movehliasf.htm>.