

October 1, 2014

Vice Chancellor-Business and Administrative Services

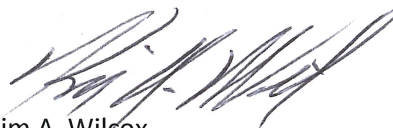
Delegation of Authority—Care and Disposition of Found and Unclaimed Property

In a letter dated July 2, 1973, (DA0415), the authority to dispose of found and unclaimed property in accordance with [Section 2080.8 of the California Civil Code](#) and the [University Policy on Found and Unclaimed Property](#).

The care and disposition of found and unclaimed property in possession of the University is to be implemented in compliance with University policy as follows:

1. Property shall be held for at least three (3) months by UCLA Police on site, or at a designated satellite center;
2. Thereafter, all property, except cash or negotiable property, shall be offered for sale at public auction to the highest bidder;
3. Notice of such sale shall be published at least once, five days in advance of the sale, in a newspaper of general circulation in the county where the property is held;
4. Property neither bid for at a sale, nor offered for sale, and the proceeds from any sale, shall be disposed of through established University channels;
5. Unclaimed cash and negotiable property may be returned to the finder after the expiration of the three-month period unless the property has been found by a University employee in the course of his or her employment.

Effective as of the date above, I hereby re-delegate to the Vice Chancellor of Business and Administrative Services (VC-BAS) the aforementioned authority. This re-delegation supersedes the re-delegation authorized on February 17, 2010. Any re-delegation of this authority must be in writing.

A handwritten signature in black ink, appearing to read "Kim A. Wilcox".

Kim A. Wilcox
Chancellor

Cc: UCR Delegations of Authority Coordinator