

**GRAYS HARBOR COLLEGE**  
**Administrative Procedure**

**Subject: PROPERTY, PERSONAL, ON CAMPUS**

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**Administrative Procedure Number: 506.10**

**Date adopted: 2/5/87 Reviewed: 3/20/2020**

The State of Washington, including Grays Harbor College, is in a "self-insured" status. Fundamentally, in this case, this means that the college property is not insured.

Any personal property that an employee brings to campus is not insured; therefore, faculty and staff are subject to personal loss if their property is lost, stolen or damaged.

Employees may want to be sure that all their personal property is insured by their homeowner's policies, regardless of where the property is located.