

Cash Theft or Suspected Theft

Any incidence of Cash Theft or Suspected Theft must be reported to the Lamar University Police Department immediately upon discovery, and to the Associate Controller in writing within 24 hours of discovery. A copy of the police department report should be turned in to the Associate Controller as soon as available. Penalties for any loss (including deliberate theft and negligence contributing to a loss or a theft) may result in legal action, dismissal, the requirement to reimburse the University, or any combination of these or other actions. Repeated losses through negligence (even if reimbursed) may also subject the person responsible to dismissal (as well as the requirement to reimburse the University). The Finance Office will report all incidences to Internal Audit.