# 3-05/080.87 - Monitoring and Guidance

The Department's Internal Audit Unit, Administrative Services Division, will maintain a current list of approved station, bureau, or unit level support groups. The Sheriff's Information Bureau (SIB) is responsible for monitoring and reporting any non-approved entities soliciting donations using the name, logos/trademarks, or likeness of the Department. If non-approved entities are identified, a request should be made to County Counsel to prepare and issue a cease-and-desist letter and take other legal action as necessary.

In addition to maintaining a list of Department-approved support groups, the Department's Internal Audit Unit, Administrative Services Division, will also maintain a list of County and Department-approved charitable organizations. This list will be posted to the Department's webpage to ensure accountability and transparency. No Department member shall use any County resources (computers, mobile devices, email, JDIC, etc.) or County time to benefit a non-approved organization.