

## ORANGE COUNTY SOCIAL SERVICES AGENCY

### ADMINISTRATIVE POLICIES AND PROCEDURES MANUAL

**Subject:** Orange County Social Services Agency and Access Orange County Electronic Mail      **Number:** E 2

**Approved:** Signature on File      **Date:** 06-26-14

### POLICY

County of Orange Social Services Agency (SSA) provides the public an easy way to send their questions, suggestions, complaints and compliments directly to the County staff via the Internet Orange County Social Services Agency (OCSSA) and Access Orange County (AccessOC) webmail. Designated SSA staff is responsible to promptly respond to these questions, suggestions, complaints and compliments within 48 hours.

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