

**ORANGE COUNTY SOCIAL SERVICES AGENCY
ADMINISTRATIVE POLICIES AND PROCEDURES MANUAL**

Subject: Access Orange County Electronic Mail

Number: E 2

Approved: Signature on file

Date: 6/16/16

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, Access Orange County (AccessOC) webmail. Designated SSA staff is responsible to promptly respond to these questions, suggestions, complaints and compliments within 48 hours.