**Section 2305.40 Withdrawals and Transfers of Funds**

a) Trust fund money vouchers shall be processed within 10 working days, whenever possible.

b) Checks drawn against a trust fund account for the purpose of opening a savings account must clearly state the name of the bank and the name of the individual opening the account.

c) In the case of a committed youth's death prior to the closing of his trust fund account, the Department may deduct amounts for the costs of handling the body and funeral arrangements.

d) The Chief Administrative Officer may prohibit the disbursement of money from a trust fund account if it is determined that it would present a threat to the safety or security of the facility. The committed youth shall be notified that disbursement has been prohibited.

e) Transfer of funds from one committed youth's account to another's shall not be permitted unless approved by the Chief Administrative Officer.