## **Helpful Links**

- 1) Account Listings list of all expenditure accounts available with descriptions and some examples
  - ➤ Pathway from InSite- Departments & Services- Auditor & Controller- Instructions-Operational Plan Instructions- Expenditure Accounts (under Chart of Accounts) <a href="https://InSiteext.sdcounty.ca.gov/fg3/ac/docs/expenditureaccounts.pdf">https://InSiteext.sdcounty.ca.gov/fg3/ac/docs/expenditureaccounts.pdf</a>
- 2) Blanket Purchase Agreements (BPAs) list of all county-wide BPAs
  - Pathway from InSite- Departments & Services- Purchasing & Contracting- Countywide Agreements
    <a href="https://sdcountycagov.sharepoint.com/sites/InSite/fg3/pc/countywide/Pages/default.aspx">https://sdcountycagov.sharepoint.com/sites/InSite/fg3/pc/countywide/Pages/default.aspx</a>
- 3) Expenditure Reports (updated monthly) summary of the bureau expenditures
  - Pathway from the Sheriff's Homepage- Bureaus- Management Services Bureau- Fiscal Services- Budget & Revenue Management- Expenditure Reports
    <a href="https://ssp.sdsheriff.com/MSB/FiscalServices/BudgetRevenue/Expenditure%20Reports/Forms/AllItems.aspx">https://ssp.sdsheriff.com/MSB/FiscalServices/BudgetRevenue/Expenditure%20Reports/Forms/AllItems.aspx</a>
- 4) ISF Fees (rates updated every fiscal year) list of Purchasing & Contracting ISF Fee rates
  - Pathway from InSite- Departments & Services- Purchasing & Contracting- Departments-Doing Business with DPC-Internal Service Fund (ISF) <a href="https://sdcountycagov.sharepoint.com/sites/InSite/fg3/pc/doingbusiness/Pages/isf.asp">https://sdcountycagov.sharepoint.com/sites/InSite/fg3/pc/doingbusiness/Pages/isf.asp</a>
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- 5) P-card Information
  - a. County Purchasing & Contracting- including introduction, manual and training
    - Pathway from InSite- Departments & Services- Purchasing & Contracting- PCard (under DPC Quick Links)
      https://sdcountycagov.sharepoint.com/sites/InSite/fg3/pc/pcard/Pages/default.aspx
- 6) Travel & Training forms for travel & training
  - Pathway from the Sheriff's Homepage- Bureaus- Management Services Bureau- Fiscal Services- Financial Services- Travel <a href="https://ssp.sdsheriff.com/MSB/FiscalServices/Financial%20Services/Travel/SitePages/Home.aspx">https://ssp.sdsheriff.com/MSB/FiscalServices/Financial%20Services/Travel/SitePages/Home.aspx</a>
- 7) Training & User Guides
  - a. County Intranet- information on various trainings including Oracle
    - Pathway from InSite- ERP Updates (under Top Links) Training/User Guides tab https://insiteext.sdcounty.ca.gov/fg3/ac/erp/tg/Pages/default.aspx
  - b. Learning Management System (LMS)
    - Pathway from the Sheriff's Homepage- Learning Management System (under County Applications) https://cosdlms.sumtotal.host/