

Treasurer's Instruction No	604
Title	Private Moneys Not to be Held With Public or Other Moneys
Effective date	1 July 2005
Objective and Background	Requirements to keep private moneys separate from public moneys
Last Reviewed Date	31 July 2003

This Instruction was previously known as Treasurer's Instruction No 616 – Private Moneys Not to be Held With Public or Other Moneys.

Black letter (or bold) items within these Instructions are mandatory and other plain font items are instructional or for the purpose of providing guidance only.

- (1) No employee shall:**
- (a) deposit public moneys to the credit of a private bank account;**
 - (b) hold private moneys with public moneys under his or her control;**
 - (c) deposit private moneys to the credit of a bank account of an Agency; or**
 - (d) keep or permit any private moneys to be kept in a safe or strongroom of an Agency.**