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AM-410-01

m ***Payment of Settlement and Judgments***

SCOPE

This policy clarifies the process for, and circumstances under which, settlements and judgments against the City, its agencies, and employees are brought to the Board of Estimates for approval prior to payment.

INTERNAL LAW DEPARTMENT APPROVAL OF SETTLEMENTS

The Law Department's internal policies and procedures for the approval of settlements are as follows: no settlement involving the payment of money can be entered into without review and approval; the amount of the proposed payment determines the level of approval required; the Deputy Chief of Central Bureau of Investigation (CBI) has settlement approval authority up to \$2,500; the Chief of Litigation has settlement approval authority up to \$3,000; settlements between \$3,001 and \$5,000 must be approved by the Small Settlement Committee, which has three members (the City Solicitor and two senior lawyers); and settlements of more than \$5,000 must be approved by the Large Settlement Committee, which has at least three members, including the City Solicitor, the Deputy City Solicitor, and the Chief of Litigation.

PAYMENT OF SETTLEMENTS

The Law Department will obtain Board of Estimates approval for settlements valued at \$25,000 or more.

PAYMENT OF JUDGMENTS

The Law Department will pay judgments in any amount once all appeals have been exhausted or a determination is made not to appeal