



**DEPARTMENT OF JUVENILE JUSTICE**

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June 28, 2010

**DJJ Transmittal # 10-10**  
**Effective July 1, 2010**

**MEMORANDUM**

**TO:** DJJ Staff

**FROM:** Garland R. Hunt, Esq. *Garland R. Hunt*  
Commissioner

**RE:** DJJ 20.33, Graduated Sanctions  
DJJ 20.41, Probation Management Program and Secure Probation Sanctions

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DJJ 20.33, Graduated Sanctions, states that the Department of Juvenile Justice shall use a systematic and measurable approach to the discipline of committed and probated youth being supervised in the community. A ready continuum of reinforcements and sanctions shall be used at each level to provide consequences for violations and to motivate youth to change their behavior. Sanctions shall be based upon the youth's level of service based on the criminogenic risk and needs of the youth and the seriousness of the violation. This policy replaces the existing DJJ 20.16, Graduated Sanctions. This policy requires local operating procedures for all Community Services Offices. The following changes have been made to the policy:

- The graduated sanctions program will be a component of the Department's supervision model and will be used to address the public safety, accountability and the need for secure probation sanctions with youth who have violated the terms of supervision. (See Section A.)
- If a probated youth has been given a special condition for the Probation Management Program and has violated their terms of probation at least 3 times, the case manager may, in consultation with the Juvenile Program Manager, complete a Secure Probation Sanctions Affidavit (Attachment A). (See Section B.5.)
- For a youth that does not have a special condition for the Probation Management Program and has a subsequent violation, a formal violation of probation and appearance in front of the Court will be sought after all allowed sanctions have been used. (See Section B.7.)
- Section E. describes how violations will be handled for low, medium, and high risk youth.
- When multiple violations occur or the case manager becomes aware of multiple violations at one time, the most serious violation will be used to determine the sanction and only one violation will be included in the violation count. (See Section G.)

DJJ 20.41, Probation Management Program and Secure Probation Sanctions, states that the Department of Juvenile Justice shall use a court-ordered Probation Management Program to place a probated youth into secure confinement following repeated violations of written Conditions of Probation and failure to respond to graduated sanctions. This is a new policy. This policy does not require local operating procedures.

**INSTRUCTIONS:**

DJJ Policy Manual

Remove the following policies from the policy manual

- DJJ20.16, Graduated Sanctions

Place the following new policies in the policy manual

- DJJ 20.33, Graduated Sanctions
- DJJ 20.41, Probation Management Program and Secure Probation Sanctions

Make the proper notations