

**SAN JOAQUIN COUNTY PROBATION DEPARTMENT  
JUVENILE DETENTION POLICY AND PROCEDURE MANUAL**

TO: ALL STAFF

BULLETIN #: D-1403

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REPLACES: 2/23/2016

ISSUE DATE: 1/28/2019

**SUBJECT: POPULATION AND PROFILE SURVEY REPORTS**

**POLICY**

Each juvenile facility shall submit required population and profile survey reports to the Board of State and Community Corrections within ten (10) working days after the end of the reporting period, in a format to be provided by the Board.

**PROCEDURES**

- A. The Detention Deputy Chief Probation Officer shall be responsible for completing and submitting all population and profile survey reports to the Board of State and Community Corrections within ten working days after the end of the reporting period.