



**STATE OF FLORIDA
DEPARTMENT OF JUVENILE JUSTICE**

INTEROFFICE MEMORANDUM

DATE: June 27, 2008 (PCI-08-017)

TO: Regional Directors and Chief Probation Officers

FROM: Darryl Olson, Assistant Secretary for Probation & Community Intervention

SUBJECT: State Attorney Recommendation Requirement

Effective immediately, this policy memorandum shall serve to clarify the requirement found in the Probation Handbook (Chapter 4) in support of QA Standard 2.03 (2008) regarding the completion of the State Attorney Recommendation (SAR).

Whenever a youth is referred to the Department for a law violation, staff must complete a State Attorney Recommendation (SAR) to document the Department's recommendation of judicial or non-judicial handling of the case, unless:

1. the requirement is waived according to an Interagency Agreement with the local State Attorney's Office (SAO), **or**
2. the SAO makes a filing decision prior to the 20-day deadline (for non-detained youth).

This clarification will be incorporated in the revised version of the Probation Handbook.

DO/des