

# Yolo County Probation Department

## Policy Manual

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### **CHIEF'S PREFACE**

This Policy Manual represents the values upon which the Yolo County Probation Department operates. The policies included herein are predicated on the law, best practices, and sound judgment. They are meant to provide guidance and protection to the individual employee as well as, to the organization as a whole.

We work in a complex, dynamic environment that presents a multitude of challenges on a daily basis. Every decision you make has the potential to affect profoundly the lives of others. Please refer to this Manual often, for it is a fundamental tool you can rely upon to help you do your job. But remember, ultimately, it is your individual responsibility to perform your duties with honor, integrity, and professionalism.

Keep abreast of all revisions to this Manual and remain knowledgeable as to its contents. The overall success of our Department will be measured by the degree to which we maintain the trust of the public, the Courts, and other allied agencies. Adhering to the policies contained within this Manual will ensure that trust is warranted and that it endures.



Dan Fruchtenicht, Chief Probation Officer