



JUVENILE DIVISION
The Superior Court
201 CENTRE PLAZA DRIVE, SUITE 3
MONTEREY PARK, CALIFORNIA 91754-2158

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MEMORANDUM

TO: Petitioners for Juvenile Court Blanket Orders

FROM: Terry B. Friedman, Presiding Judge Juvenile Court ^{TBF}

DATE: February 15, 2000

RE: Procedure for Renewing Blanket Orders

The blanket orders issued by the Presiding Judge of the Juvenile Court prior to January 2000 have expired. The procedure for renewing the blanket orders is outlined below. Current blanket orders will remain in effect until March 17, 2000. (See attached order.)

I. Request

In order to renew blanket orders or obtain new blanket orders, petitioner must submit a request to the Presiding Judge of the Juvenile Court. The request may be in the form of a letter or a motion and shall include:

- (1) the purpose of the blanket order,
- (2) the specific access or authorization requested (i.e. access to view, or authorization to copy and/or disseminate),
- (3) the information that will be obtained and for what purpose it will be used.

II. Proposed order

Petitioner should submit a proposed order with the request. Expired orders have been attached as examples.

III. Notice & Objections

Notice of the request for a blanket order must be provided to the agencies listed below, and shall include a copy of the request and proposed order. The notice also shall include a statement explaining that any objections to the request must be submitted in writing to the Juvenile Court Presiding Judge no later than: (1) 15 calendar days after the date of service, if served by fax or personal service, or (2) 20 calendar days after the date of service, if served by mail. A proof of service must be submitted with the request for blanket order.

Petitioners for Blanket Orders

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IV. Determination

The request and any objections shall be reviewed by the Juvenile Court Presiding Judge in a timely manner. The Presiding Judge may grant the request, in full or in part, deny the request, or seek more information. The petitioner will be notified of the court's determination by mail or fax. Petitioner is responsible for disseminating the blanket order to all relevant persons/agencies, including the agencies listed above.