

COUNTY OF LOS ANGELES
PROBATION DEPARTMENT
DIRECTIVE

No.	957
Issued:	10/28/03
Post Until:	11/28/03

**SUBJECT: JURISDICTIONAL TRANSFER AND COURTESY SUPERVISION
PURSUANT TO PC 1203.9 – MODIFICATION TO DEPARTMENTAL
NOTICE 1280 AND DIRECTIVE 905**

Probation Department Notice 1280 outlines the procedures for the transfer of cases to other counties pursuant to PC 1203.9. All such transfers are to be referred through the Out of County Unit (OCU) at the Alhambra Area Office. The OCU will maintain the responsibility for monitoring the processing of the referral by the receiving county to insure timely response to the transfer request.

The changing requirements of the other counties and our attempt to comply with the law requires some additional steps to the procedures as detailed in Notice 1280 and Directive 905. The following steps must now be taken when requesting a PC 1203.9 case transfer:

1. To begin the process the probationer must sign the "REQUEST FOR INTERCOUNTY TRANSFER" form (Prob 1420 attached). A copy of the form should be included in the transfer packet. An "on-line" version of the "Request for Intercounty Transfer" form is available via Probnets.
2. A copy of the court order granting probation and the P&S, or any other sentencing report must be attached to the referral document.

Many counties are now requiring these additional documents in order to begin processing the PC 1203.9 transfer request. Complying with these additional steps will improve our working relationship with other counties, insure that we are performing in the most current and effective manner, and help in expediting the processing of transfer requests.

If there are any questions regarding this Directive, please contact Michael Larquier, Adult Consultant, (562) 940-2525 or Frank Wilson, Director, Alhambra Area Office (626) 308-5591.



David M. Davies, Chief
Adult Field Services Bureau

MANUAL HOLDERS: CROSS-REFERENCE YOUR MANUALS TO THIS DIRECTIVE WHERE APPROPRIATE

COUNTY OF LOS ANGELES
PROBATION DEPARTMENT

REQUEST FOR INTERCOUNTY TRANSFER

PROBATIONER NAME	PROBATION NUMBER X-	DATE
DPO NAME	CURRENT AREA OFFICE	
I AM REQUESTING THAT MY CASE BE TRANSFERRED TO _____ COUNTY PURSUANT TO PC1203.9		

By using this form, you are requesting that your case be considered for transfer to a different county for probation supervision. Although a comprehensive determination of transfer suitability will be made, the use of this form in no way guarantees that your case will be transferred.

☐ MY PLACE OF RESIDENCE HAS CHANGED. MY NEW ZIP CODE IS: _____

☐ MY PLACE OF EMPLOYMENT IS: (NAME AND ADDRESS BELOW):

EMPLOYER NAME	TELEPHONE
---------------	-----------

ADDRESS

CITY

ZIP CODE

☐ I INTEND TO RESIDE IN _____ COUNTY FOR THE DURATION OF PROBATION, AND WISH TO REPORT TO AN OFFICE IN THAT COUNTY.

PROBATIONER SIGNATURE: _____

DATE: _____

FOR OFFICE USE ONLY:

REQUEST RECEIVED: _____	APPROVED: _____	DENIED: _____
SENT TO OCU: _____	DPO INITIALS: _____	DATE: _____