

COUNTY OF LOS ANGELES
PROBATION DEPARTMENT
DIRECTIVE

Directive No.: **1547**

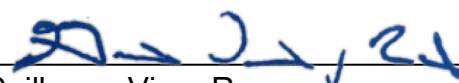
Issued Date: 10/27/2026

Post Until: 11/27/2026

SUBJECT: 530-ANTI-RETALIATION POLICY

Staff assigned to or supporting juvenile institutions are instructed to review and acknowledge the enclosed 530-Anti-Retaliation Policy.

The policy and procedures will be located on Prob-Net (Probation Manuals- [POLICIES, PROCEDURES, AND MANUALS-JUVENILE INSTITUTIONS MANUAL \(sharepoint.com\)](#)). If you have any questions or need clarification about this Directive, please contact your supervisor.



Guillermo Viera Rosa
Chief Probation Officer

10/27/2026

Date

Anti-Retaliation Policy

530.1 PURPOSE AND SCOPE

This policy provides guidance to prevent, detect, and respond to retaliation against anyone who reports or provides any statement related to employee misconduct, including but not limited to sexual abuse, sexual harassment, or excessive or inappropriate force incidents.

530.2 POLICY

The department has zero tolerance for retaliation against anyone who reports or participates in the review or investigation of alleged employee criminal or administrative misconduct, including sexual abuse, sexual harassment, and inappropriate or excessive force.

530.3 RETALIATION AND INTERFERING

All youth and staff members who report and cooperate with the review or investigation of employee misconduct shall be protected from retaliation.

Officers, youth, partner agency personnel, visitors, or other staff assigned to the facility shall not be retaliated against (including shunning) for reporting, intervening in, or participating in investigations related to any alleged policy violation.

Any activity or knowledge involving verbal, physical, or written threats to youth, staff, partner personnel, or visitors shall be immediately reported. This includes incidents of suspected abuse, use of force, or retaliation against whistle blowing (whistle-blowers reporting alleged wrongdoing or acts of fraud).

Every person reporting an incident in good faith shall be able to do so without influence, threats, or restraint. No one shall prevent any other person from reporting or otherwise bringing attention to inappropriate and/or prohibited behavior.

Staff shall be trained annually on the prohibitions, consequences, measures, and the role of the Ombudsperson to ensure the reliability of the complaint/grievance process related to retaliation, including assigning a Deputy Director to address the need for interim protections for those who report. Those who violate this provision are subject to discipline up to and including termination, in addition to potential reporting to child abuse agencies and/or referral for criminal prosecution.

Employees who participate in the administrative or criminal investigative process should do so free from any improper influence. Under no circumstances shall an employee contact another employee, directly or indirectly, for the purpose of interfering with their cooperation or participation at any point of the process. This includes but is not limited to inquiries, investigations, Pre-disciplinary hearings, settlement negotiations, legal proceedings, appeals, and through the final disposition, resolution, and discipline of an administrative or criminal matter.

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Retaliation, an adverse action due to an individual's involvement in a matter (past or present), is prohibited. The Department will take action to prevent retaliation, including the discipline of any employee who engages in such behavior.

These admonitions extend to prohibit any such contact with probationers, staff conducting the investigation, or any other individual who may have been involved.

530.4 PROTECTIVE MEASURES

Protective measures, including housing changes, transfers, removal of alleged abusers from contact with victims, administrative reassignment or reassignment of the victim or alleged perpetrator to another housing unit, and support services for youth or staff members who fear retaliation, shall be utilized (28 CFR 115.367).

All staff who are under investigation for credible allegations of abusive or unlawful conduct shall be immediately removed from the facility pending the outcome of the investigation, and interim protections for youth, including ensuring that youth have no contact with such staff, shall be implemented.

A credible allegation is an allegation that, after an initial assessment, has a reasonable basis or is supported by available information/evidence sufficient to warrant further investigation. Only a Senior Director/Superintendent or higher has the authority to determine whether an allegation is considered credible. A credible allegation is not a finding of fact or a determination that misconduct occurred.

The Superintendent or the authorized designee shall assign a Director to monitor, for at least 90 days, the conduct and treatment of youth or staff members who report sexual abuse, sexual harassment, or inappropriate and excessive force incidents to determine if there is any possible retaliation.

The assigned Director or the authorized designee shall act promptly to remedy any such retaliation. The Director should consider youth disciplinary reports, housing or program changes, negative staff member performance reviews, or reassignment of staff members. Within one week of implementing any remedial actions, the Director should follow up with the youth and monitor the youth every week thereafter for 90 days.

Monitoring may continue beyond 90 days if needed. Youth monitoring shall also include periodic status checks. The Superintendent or the authorized designee should take reasonable steps to limit the number of people with access to the names of individuals being monitored and should make reasonable efforts to ensure that staff members who pose a threat of retaliation are not entrusted with monitoring responsibilities.

If any other individual who cooperates with an investigation expresses a fear of retaliation, the facility shall take reasonable measures to protect that individual against retaliation (28 CFR 115.367).

The facility Ombudsperson shall be responsible for documenting any allegations of retaliation

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by staff against youth. The Ombudsperson shall provide the documented report to the Superintendent to implement interim protections for youth who have reported staff misconduct. Such protections may include unit changes, the creation or updating of a safety plan, protection orders, or any other measures necessary to ensure youth safety. Such measures shall remain in place for the entirety of any investigation. If the Superintendent finds that a staff member has retaliated against a youth, they shall refer that staff member to the progressive disciplinary process for immediate implementation of recommended corrective actions or referral to Internal Affairs for investigation.

530.5 REPORTING

Supervisors and managers must ensure that staff, youth, partners, and visitors understand their responsibility to report acts of violence, threats, retaliation, and suspicious activity.

All staff members have an affirmative duty to timely, accurately, and comprehensively report all incidents, all uses of force, and any policy violations or prohibited conduct in accordance with County policies and state law, and consistent with the Child Abuse Reporting Policy for Juvenile Institutions.

Any person who believes they are subject to any action prohibited by County Code Section 5.02.060 may file a complaint with the following:

- Probation Department
 - Any Supervisorial Staff
 - Ombudsman Hotline (877-822-3222) / email Ombudsman@probation.lacounty.gov
- California Office of Youth and Community Restoration (OYCR) Ombudsman Helpline (844-402-1880) or email OYCRombuds@chhs.ca.gov.
- Child Protection Hotline (213-639-4500)
- Submit written documentation pursuant to current department policies regarding Workplace Violence/Threat Management.