



Pursuant to Policy and Procedure Number 200-04, Section 4.I, the following technical correction(s) has/have been made to:

Policy and Procedure Number: \_\_\_\_\_ *(policy attached)*

Section(s) corrected: \_\_\_\_\_

### Reason(s) for correction(s):

## **Policy and Procedure Committee Approval and Sign-off**

Approved and initialed by members

Date approved: \_\_\_\_\_

**For Office Use Only:**

## Dissemination & Storage

## Action

### *Date Accomplished*

1. Copy of prior version added to archive
2. Table of reference updated
3. Policy forwarded for Intranet posting
4. Policy forwarded to the following:
  - Chief Judicial Marshals/Field
  - Executive Director
  - JMS Director
  - CALEA Accreditation Manager
  - Personnel Manager - Human Resource Management
  - Personnel Manager - Superior Court Operations