

**POLICY AND PROCEDURE  
MANUAL  
ACKNOWLEDGMENT**

For AOC Use Only  
Date Rec'd: \_\_\_\_\_  
Rec'd By: \_\_\_\_\_



**ACKNOWLEDGMENT**

**JUVENILE PROBATION OFFICE**

**POLICY AND PROCEDURE MANUAL**

I acknowledge receipt of the Policy and Procedure Manual for the Juvenile Probation Office of \_\_\_\_\_ County and have read and understand its provisions. I will abide by its provisions and understand that violation of any provision of the Manual will be handled in accordance with the discipline guidelines set forth in the State of Alabama Unified Judicial System Employee handbook and any applicable law.

Employee Printed Name:

County:

Employee Signature:

Date: