CHAPTER 1. Administration					
Number	Title	Date	Pages		
100	Definitions	11/30/18	8		
100.1	Promulgation and Revision of Department Policy	05/15/17	4		
101	Administrative Responsibility of Managers	11/30/18	6		
102	Code of Ethics	12/01/14	3		
102.1	Outside Employment	11/30/18	2		
103	Personnel Management	11/30/18	4		
103.1	Staff Assignments and Reassignments	12/01/14	3		
103.2	Sexual Harassment	03/11/19	3		
103.3	Grievance	03/11/19	3		
103.4	Time, Attendance, and Leave Requirements	11/30/18	5		
103.5	Employee Telecommuting Program	03/13/20	3		
104	Code of Conduct	11/30/18	4		
105	Management Response to Flagrant/Non- Flagrant Violations	12/01/14	4		
106	Emergency and Staff Coverage	12/01/14	2		
106.1	Attendance at Professional Meetings	02/15/04	2		
106.3	Background Checks	12/01/14	2		
106.4	Replacement of Damaged or Destroyed Employee Personal Property	11/30/18	2		
106.5	Administrative Duty Officer	12/01/14	2		
106.6	Equal Employment Opportunity	3/11/19	3		
106.10	Travel	11/30/18	3		
106.12	DJJ Sponsored Training with University Credit	02/15/04	4		
107	Fiscal Management	12/01/14	5		
107.1	Procurement	11/30/18	4		
107.2	Procurement Card	11/30/18	6		
108	Professional Fees and Dues	05/15/17	2		
109	Employee Exit Interview	11/30/18	1		
110	General Security Guidelines	09/15/16	4		

Revised: 01/02/2024

CHAPTER 1. Administration					
Number	Title	Date	Pages		
111	Use of Vehicles	01/02/24	3		
112	Volunteers and Student Interns	11/30/18	8		
113	Citizen Advisory Committees	11/30/18	4		
114	Staff and Visitor Meals	08/21/23	2		
115	E-mail and Internet Access	12/01/14	6		
116	Staff Dress and Appearance	11/03/21	4		
118	Insurance	12/01/14	2		
119	News Media Contacts	12/01/14	3		
121	Youth Access to Courts, Attorneys and Law Enforcement Officials	05/15/17	2		
122	Legal Assistance for DJJ Staff	05/15/17	3		
126	Construction, Expansion or Renovation of Physical Properties	02/15/04	2		
126.1	Facility Physical Plant Requirements	01/18/06	2		
126.2	Workstation Assignment	05/15/17	2		
127	Research Projects	05/15/17	4		
130	Cooperation with Community Agencies and Educational Institutions	02/15/04	2		
131	Light Duty Assignment	11/30/18	2		
131.1	DJJ Americans With Disabilities Amendments Act and Reasonable Accommodations Protocol	11/30/18	2		
132	Privacy of Health Information	03/04/03	11		
133	Ombudsman	12/01/14	2		
134	Records Requests	12/01/14	7		
135	Foster Care	11/30/18	2		
138	DNA Sampling	05/15/17	4		
140	Reporting of Special Incidents	12/01/14	2		
142	Staff Involved in Special Incident Allegations	12/01/14	3		
143	Confidential Information and Documentation for the SSA	11/30/18	4		
144	Potential Data Breaches or PII	11/30/18	2		
145	Quality Assurance Monitoring Program	05/15/17	2		

Revised: 01/02/2024

Kentucky Department of Juvenile Justice DJJPP Manual

146	Naloxone	07/05/19	3
147	Death of a Youth	05/15/17	4
149	Information Systems	12/01/14	3
150	Video Surveillance	05/15/17	2
151	Transportation Mobile Video	05/24/19	3

Revised: 01/02/2024