

**SAN DIEGO POLICE DEPARTMENT
ORDER**

DATE/TIME: MARCH 26, 2025 0630 HOURS
NUMBER: OR 25-11
SUBJECT: JUVENILE ARREST LOG ENTRIES
SCOPE: ALL SWORN MEMBERS OF THE DEPARTMENT
DEPARTMENT PROCEDURE AFFECTED: 1.14

Portions of this document are deemed by the San Diego Police Department to be exempt from public disclosure because the public interest served by not disclosing the information clearly outweighs the public interest served by disclosure, pursuant to California Government Code section 7922.000.

Effective immediately, all officers who detain juveniles in a police facility shall record the detention date, time in and time out, juvenile's name, age, offense and subsequent disposition, and the arresting officer's name and I.D. number on the automated Juvenile Detention Log application.

The application is accessible as a tile on your OKTA "My Apps" page or on the SDPD Intranet under the "SDPD Applications" dropdown menu.

This new log contains the same entry boxes as the previous version and requires a supervisor's approval for each entry. None of the reporting requirements for Juvenile Detention entries have changed.

The arresting officer is responsible for recording this information on the log at the time of the detention.

Department Procedure 3.08 will be updated to reflect this change.

If you have any questions, please contact Community and Youth Services Detective Sergeant **(Redacted – record exempt)**

Please read at squad conferences and give a copy to all personnel.