

IN THE CIRCUIT COURT FOR THE TWENTY-THIRD JUDICIAL CIRCUIT

GENERAL ORDER 20 - 10

*In the Matter of the Release of  
Certain Probation Records to Law  
Enforcement Officials*

FILED

APR 06 2020

ROBYN INGEMUNSON  
CIRCUIT CLERK KENDALL CO.

WHEREAS, Illinois law provides, in part, that the records of a probation officer “shall be open to inspection by any judge or by any probation officer pursuant to order of court, but shall not be a public record, and its contents shall not be divulged otherwise than as above provided, except upon order of court.” (730 ILCS 110/12 (4) (West 2018)); and

WHEREAS, there is no State-wide policy implemented by the Illinois Supreme Court or adopted by the Administrative Office of the Illinois Courts with respect to the nature of information which may be released to law enforcement officials upon inquiry by any law enforcement official; and

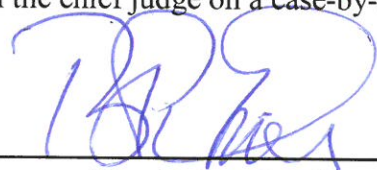
WHEREAS, it is necessary to provide guidance to the probation officers of the Twenty-Third Judicial Circuit of the information which may be provided to law enforcement pursuant to State Law, and in lawful and faithful performance of their duties;

NOW THEREFORE, IT IS ORDERED:

1. Any probation officer employed by the Court Services Departments of the Twenty-Third Judicial Circuit is authorized to release the following information concerning a probationer upon verbal or written inquiry by a law enforcement official:
  - a. Name

- b. Date of Birth
  - c. Place of Birth
  - d. Alien Registration Number (if known)
  - e. Offense
  - f. Docket Number
2. Probation officers shall not inform any law enforcement official of dates of probation appointments or otherwise coordinate with any law enforcement official regarding the taking of a probationer into custody, unless there is a valid judicial warrant for the arrest of the probationer.
3. Nothing herein shall prevent a probation officer from communicating to a State's Attorney whether a probationer has allegedly violated the terms of his or her probation so that the State's Attorney may file a Petition to Revoke Probation, if deemed appropriate; provided that records concerning the alleged violation shall be provided to the State's Attorney upon receipt of a subpoena issued by the State's Attorney, or a court order.
4. Exceptions to this policy may be sought from the chief judge on a case-by-case basis.

Enter: April 6, 2020.



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Hon. Robert P. Pilmer  
CHIEF JUDGE