

**SUPERIOR COURT OF THE STATE OF CALIFORNIA
COUNTY OF KERN
METROPOLITAN DIVISION
JUVENILE JUSTICE CENTER**

**ORDER PERMITTING ELECTRONIC
FILING OF PROBATION REPORTS,
STRTP REQUESTS AND ORDERS,
NOTICES UNDER WIC 777 AND 778,
AND WARRANTS BY THE KERN
COUNTY PROBATION DEPARTMENT
IN JUVENILE JUSTICE MATTERS**

Standing Order

NO. 2026-02

Misc. No. 26CS000004

IT IS HEREBY ORDERED AS FOLLOWS:

Beginning July 13th, 2026, the Kern County Superior Court will accept the electronic filing of the following documents in Juvenile Justice matters by the Kern County Probation Department: probation reports, including readiness memoranda, disposition reports, and other court-ordered reports; Short-Term Residential Therapeutic Program (STRTP) placement requests and orders; warrants; notices under Welfare and Institutions Code sections 777 and 778, orders including but not limited to; orders for home placement, orders for mental health counseling, orders for blood tests, orders to amend the record, and other court-ordered filings. (Code Civ. Proc., § 1010.6; Welf. & Inst. Code, § 212.5, subd. (a); Cal. Rules of Court, rule 5.522.)

No other documents may be filed electronically. All electronically filed documents are subject to Local Rule 1.10.

The electronic filing of documents will be facilitated by the creation of a SharePoint system by the Court. The Kern County Probation Department will be required to upload documents, in Portable Document Format (PDF), into the correct corresponding folder in the SharePoint system. There will be five corresponding folders titled: (1) Probation Reports, (2) STRTP, (3) Warrants, (4) WIC 777/778, (5) Orders. Probation reports, including readiness memoranda, disposition reports, and other court-ordered reports, shall be filed in the "Probation Reports" folder. All STRTP related filings will be filing in the

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1 "STRTP" folder. Warrants shall be filed in the "Warrants" folder. Notices under Welfare and Institutions
2 Code sections 777, and 778 shall be filed in the "WIC 777/778" folder. Orders not stated previously, and
3 including, but not limited to: orders for home placement, orders for mental health counseling, orders for
4 blood tests, and orders to amend the record shall be filed in the "Orders" folder.

5 The Court will allow the use of digital signatures, which shall have the same force and effect as
6 manual signatures. Electronic signatures shall comply with all requirements of Government Code section
7 16.5. A party who files a document containing a digital signature under this order represents that the
8 signer's certificate or similar verification document is maintained in the party's possession or control, and
9 is subject to production upon request of the Court.

10 All documents filed through the SharePoint system in Juvenile Justice matters are subject to the
11 confidentiality provisions of Welfare and Institutions Code section 827 and California Rules of Court, rule
12 5.552. Access to filed documents through the SharePoint system shall be restricted to persons authorized
13 to access juvenile case files under Welfare and Institutions Code section 827. The Probation Department
14 shall not disseminate or share access to filed documents with persons or entities not authorized under
15 Welfare and Institutions Code section 827. Additionally, pursuant to California Rules of Court, rule 1.201,
16 it is the submitting party's responsibility to redact personal identifying information as required by that rule.
17 Compliance with rule 1.201 does not substitute for, and is in addition to, the confidentiality requirements
18 of Welfare and Institutions Code section 827.

19 If the SharePoint system becomes unavailable, the Clerk's Office will promptly notify the
20 Probation Department.

21 **THIS ORDER IS EFFECTIVE ON July 13th 2026, AND WILL CONTINUE IN**
22 **EFFECT UNLESS RESCINDED OR MODIFIED BY THIS COURT.**

23
24 Dated: June 17, 2026



CHRISTIE CANALES NORRIS,
Presiding Judge of the Juvenile Court

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