



COUNTY OF SAN BERNARDINO  
STANDARD PRACTICE

NO 2-2.20

ISSUE 9/99

PAGE 1 OF 1

BY Sandy Decker

EFFECTIVE 7/94

DEPARTMENT

BEHAVIORAL HEALTH

SUBJECT

LEGAL OPINION FROM COUNTY COUNSEL

APPROVED

  
Rudy Lopez, Director

**I. PURPOSE**

To establish procedures for requesting formal written opinion or advice from County Counsel.

**II. PROCEDURES**

- A. The Program Manager or Section Supervisor will request the opinion through his/her Deputy Director.
- B. If the Deputy Director concurs with the request, the interoffice memo requesting the legal opinion will be forwarded to County Counsel's Office for action, with a copy to the Director/Assistant Director.
- C. The Director's secretary will file all pertinent material in the Director's filing system.

**III. LEGAL OPINIONS RECEIVED FROM COUNTY COUNSEL**

The Deputy Director will forward the opinion(s) to the originator with a copy to the Director/Assistant Director.

In an emergency, phone calls to County Counsel will be permitted with the prior approval of either the Director, Assistant Director or a Deputy Director.

AD/pn

legalopn.spm