


Commonwealth of Pennsylvania 	Volume III Chapter 3	Date Revised:
Pennsylvania Parole Board	Procedure 03.01.07	Date of Issue: 09/01/2023
Chapter Title Records and Case Management		Effective Date: 09/01/2023
Subject Requests to Modify Board Imposed Conditions of Parole	PUBLIC	

I. Authority

This procedure is issued by the Chairperson, pursuant to 61 Pa.C.S. § 6112.

II. Purpose

The purpose of this procedure is to establish a standard process to facilitate requests to amend or terminate Board imposed mandatory conditions of parole.

III. Applicability

This procedure is applicable to all Parole Board employees, Department of Corrections employees, Office of Victim Advocate, and parolees under the Parole Board jurisdiction.

IV. Policy

It shall be the policy of the Parole Board to impose, amend or terminate conditions of parole supervision in accordance with 61 Pa.C.S. §6171.

V. Procedure

A. Receipt

Any request to amend or terminate a mandatory special condition imposed by the Board shall be submitted in writing by Office of Victim Advocate (OVA); Department of Corrections, Field Services; the parolee; or their attorney of record to:
Pennsylvania Parole Board
Attn: Records and Administration Office
1101 South Front St, Suite 5300,
Harrisburg, PA 17104-2517 or
Email: RA-PMpbppwebcontact@pa.gov

B. Opportunity to Comment

The Records and Administration Office will solicit feedback from OVA and the Department of Corrections Field Services interested parties within 10 business days from the date of receipt of a request to amend or terminate a condition. Failure of Field Staff or OVA to respond within 30 days shall be construed as no objection to the request.

C. Board Consideration

Upon receipt of feedback or upon the expiration of the 30-day comment period, whichever occurs first, the request shall be forwarded to the Board Member(s) who imposed the mandatory condition of parole for consideration. Board Members may decide in their discretion whether to accept, reject, or partially accept with modifications the request to amend or terminate Board imposed mandatory condition of parole.

D. Board Decision

The Board's decision shall be recorded by Records and Administration Office and the parties notified.

VI. Suspension during an emergency

This procedure may be suspended during an emergency at the sole discretion of the Parole Board Chairman.

VII. Rights under this procedure

This procedure creates no right under the law.

VIII. Release of information and distribution of procedure

A. This procedure does not contain information that impacts the security of Parole Board staff or parolees and may therefore be released to the public.

B. This procedure is to be distributed to all Parole Board staff.