



NOTICE TO VICTIMS REGARDING VICTIM INPUT AT DELAWARE BOARD OF PAROLE HEARINGS

- ✓ The Board of Parole welcomes views and information from victims and victim's families. All contacts from victims and victim's families will remain confidential.
- ✓ The following channels are available for victim input:
 1. Victims or victim's families may contact the Board of Parole by letter or telephone. Contact should be made a minimum of one (1) week prior to the date of hearing.

CONTACT: Board of Parole
Carvel State Office Building
820 N. French Street
Fourth Floor
Wilmington, DE 19801
Telephone: (302) 577-5233

2. Victims or victim's family member(s) may testify before the Board **in person**. Phone calls and written statements are considered as testimony.
 - (A) Individual who wish to offer presentations to the Board must notify the Board of Parole office at least one (1) week before the hearing date. The offender will not be present when the victim or victim's families present their views.
 - (B) Any individual's statement must not exceed 15 minutes unless the Board agrees in advance to extend the presentation time. Groups are expected to identify a spokesperson and adhere to the 15 minute time limit.
 - (C) The Board restricts the number of individuals attending hearings to five (5) persons. Employees of the Department of Correction or Department of Justice are not included in this restriction. The Board can waive this requirement upon majority of the Board Members if written documentation of good cause for the presence of additional persons is presented to the Board at least one (1) week before the hearing date.

(D) The Board reserves the right to deny admission or continued attendance to individuals who threaten or present a danger to participants, or who disrupt the hearing.

3. Victims or victim's families will be notified in writing of the Board's decision on all parole cases. Victims of non-parole cases will be advised of the next step in the process. Notifications will be made unless the victim or victim's families have not provided the Board with their address, or unless they have indicated they do not wish to receive this notification.
 4. Proper attire, as defined by the Department of Correction, is required for attendance to the Board of Parole hearings. Scarves, tank tops/sleeveless tops, open toed shoes, see through clothing are prohibited.
 5. Victims must provide a **valid driver's license or state issued** identification in order to enter the institution where the hearing is being held. Attendees are permitted to bring in one (1) key.
 6. Prohibited items include, but are not limited to, cell phones, smart watches, and any electronic device, including blue tooth. .
- ✓ For information on victim services or problems, contact the Department of Justice Victim/Witness Program at 302-577-8500 (New Castle County), 302-7439-4211 (Kent County) or 302-856-5353 (Sussex County).