

CONDITIONAL RELEASE PROGRAM

STANDARD NO(S):

NYSSA #

DATE:

June 1, 2007

REVISED: 04/22/2011

REFER TO:

Roger O. Ward

I. POLICY:

It is the policy of the Seneca County Correctional Facility to provide a program for inmates who qualify for an early release from their sentence of incarceration.

II. DETAILS:

A. Eligibility - .

1. Inmates are eligible to apply to the Local Conditional Release (LCR) if they receive a definite sentence of more than ninety (90) days of incarceration in the facility and have served a minimum period of thirty (30) days of that sentence.
2. The inmate will serve at least sixty (60) days of the term before the inmate is released and the inmate will agree to all of the release conditions imposed by the New York State Board of Parole or any additional release conditions that may be imposed by the parole officer
3. Inmates committed to definite terms by Family Court or those inmates serving an intermittent sentence or split sentence are ineligible for local conditional release consideration. Inmate required to serve a period of probation, subsequent to release on the definite sentence, are also ineligible.
4. If an inmate is serving consecutive sentences with an aggregate in excess of two (2) years, the board cannot consider the inmate for release.
5. If the inmate is denied by the New York State Board of Parole, the inmate cannot reapply during the current definite term.
6. A violation of the conditions may result in a revocation of parole and return to a local correctional facility. If returned, the time spent under local conditional release will not be credited against the term of the sentence.

B. Method of Applying –

1. The housing unit officer will have form (NYS Division of Parole (DOP – LCR) – Application for Local Conditional Release at their work station. Only sentenced inmates may apply and must meet all requirements as outlined in “Eligibility” of this section.
2. The inmate will request the form from the housing unit officer. The inmate will read the application to assure that they understand the conditions and obligations of the conditional release.
3. Inmates will need to fill out the entire form.
4. Once the form is completed, the inmate will give the form to the housing unit officer and the form will be forwarded to the Chief Administrative Officer.
5. The Chief Administrative Officer will then forward the form to the New York State Division of Parole for review.
6. If the inmate is determined to be eligible for consideration, an officer from the Division of Parole will interview them at the facility. All inmates must be prepared to fully participate in the interview with the officer and they will be required to provide answers to questions from the officer, and they must also provide documents, probation records, and criminal history information upon request. If the officer approves the LCR application, the application will be submitted for consideration to the New York State Board of Parole. The facility and the inmate will be provided with a copy of the parole board decision.