

## **SUPERVISION OF PERSON RELEASED ON RECOGNIZANCE**

Objective: To monitor and evaluate the activities of the person released on recognizance.

Scope and Beneficiaries: All accused released on recognizance

Upon release of the person on recognizance to the custodian, the court shall issue an order directing the Probation Office concerned to monitor and evaluate the activities of such person. The monitoring service of the Parole and Probation Administration shall commence upon receipt of the Court Order requiring the Probation Office to monitor and evaluate the activities of persons released on recognizance. Said order shall include the following:

- a. The Order of the court placing the accused under release on recognizance with the attached conditions to be complied by the accused;
- b. The Motion for Release on Recognizance filed by the accused;
- c. The Resolution adopted by the Sanggunian of the City or Municipality in relation to the motion/application;
- d. The undertaking of the Custodian to produce the accused at least once a month before the proper probation office; and
- e. The documents pertinent to the personal circumstances of the accused.

The probation officer shall maintain a separate logbook and recording system for cases involving persons released on recognizance.

Upon the appearance of the accused for his initial monitoring, the probation officer shall require the accused to accomplish and sign a Release on Recognizance worksheet which shall contain the following:

- a. Court order for release on recognizance;
- b. Name, Alias, and address of the accused;
- c. Date and place of birth and age of the accused;
- d. Gender and civil status of the accused;
- e. Offense charged, court of origin and name of presiding judge;
- f. Date of application for and approval of recognizance;
- g. Residence approved by the court;
- h. Name and address of the custodian;
- i. Age, gender and civil status of the custodian; and
- j. Date of initial interview.

The probation officer shall validate the information provided by the accused in the said worksheet vis-a-vis the information gathered from the documents forwarded by the court. Thereafter, the probation officer shall conduct an interview regarding the personal circumstances, educational, economic and socio-civic data and employment as well as other analogous matters relating to the activities of the accused.

The supervising probation officer may visit the premises of the accused and interview any person within the community to determine any fact, condition or matter which may be necessary to monitor the activities of the accused.

The supervising probation officer shall submit to the court, once a month, a written report of his findings and recommendations on the activities of the accused. Said report shall likewise be forwarded to the prosecutor and the private offended party, if any.