

**ROBINS AIR FORCE BASE  
VICTIM/WITNESS ASSISTANCE PROGRAM**

**Information on the Clemency and Parole Process for Victims and Witnesses of Crimes**

**Introduction**

This handout is designed to help the victim or witness of a crime after the conviction of the offender. There are several important steps that victims or witnesses should be aware of if they wish to have input into the parole and clemency process.

**Parole Eligibility**

Inmates are eligible for parole or clemency after completing one third of their sentence and every year thereafter. However, inmates must serve at least six months before they are eligible for release.

Besides parole, a prisoner receives a set number of good behavior days (determined by the length of the sentence) a month. If an inmate will be released at the minimum release date, the length of the inmate's sentence less the number of good behavior days accumulated.

If the sentence is death, then the inmate will not be eligible for parole or a minimum release date based on good behavior.

**The Parole and Clemency Process**

The parole and clemency process involves a Clemency and Parole Board. The Board consists of five voting senior civilian and military officials. They will decide whether the inmate should be recommended for parole or clemency and forward their results to the appropriate service secretary.

Before the Board will consider an inmate for parole, the inmate must successfully complete a mandatory treatment program relating to the type of crime committed (sex crime, violent crime, drugs). This treatment can begin at the level prior to incarceration at a correctional facility.

Along with the treatment program, the inmate will undergo psychological testing by the detention facilities psychologist. The psychologist will prepare a report on the fitness of the inmate for parole and submit it to the Board for their consideration. Several factors that the psychological report examines are the success of the treatment program both before and during incarceration and the prospect of post-release treatment program both before and during incarceration and the prospect of post-release treatment.

As a victim or witness, you will be contacted by the Victim/Witness Assistant Coordinator and informed that the inmate is being considered for parole. At this time, you may submit to the

Board a statement for review and consideration. This statement may be written, or on audio or video tape. You may be permitted to appear personally before the Board at the discretion of the Secretary concerned.