NEW YORK STATE Department of Corrections and Community Supervision **DIRECTIVE**	TITLE **Board of Parole**		NO. 8600 DATE 08/25/2026
SUPERSEDES DIR #8600 Dtd. 11/13/25	DISTRIBUTION A B	PAGES PAGE 1 OF 3	DATE LAST REVISED
REFERENCES (Include but are not limited to) NYS Executive Law § 259; Penal Law § 70.40(2) 9 NYCRR(CC), Parts 8000-8011; ACA Expected Practices 4-APPFS-2C-01, 2-1022, 2-1065, 2-1067	APPROVING AUTHORITY		

I. DESCRIPTION: The Board of Parole (Board) consists of up to 19 Members. Each Member is appointed by the Governor and confirmed by the Senate for a six-year term. One Member is designated by the Governor to serve as the Chairperson of the Board. Executive Law Section 259-i(2)(a) requires the Board to personally interview incarcerated individuals eligible for parole release. The Board has four primary responsibilities. The first is the meticulous case-by-case screening of incarcerated individuals before considering them for release. The second major responsibility of the Board is to establish the conditions of release for each incarcerated individual being released to Community Supervision, regardless of the type of release. The third is the authority to revoke a releasee's Community Supervision pursuant to Executive Law Section 259-i(3), when it has been determined that the releasee has violated one or more of the conditions governing their release in an important respect. The fourth, pursuant to Executive Law Section 259-j, is the authority to discharge most sentences prior to the expiration of the full or maximum term for any person who has been on unrevoked Community Supervision for the statutorily required term of years.

II. MISSION: The Board of Parole's Mission is to ensure public safety by granting parole when appropriate under the governing standards, revoking Community Supervision when necessary, and discharging incarcerated individuals from their sentence when it is in the best interest of society. In fulfilling its Mission, Board of Parole decisions shall not be adversely and inappropriately influenced by a person's status as a member of a protected class, or any other characteristics protected under Federal or State laws and/or New York State Executive Orders.

III. AUTHORITY: The Board shall function independently of the New York State Department of Corrections and Community Supervision (DOCCS) regarding all of its decision-making functions, as well as any other powers and duties specified in Article 12-b of the Executive Law, provided, however, that administrative matters of general applicability within the department shall be applicable to the board. The Chairperson of the Board of Parole is responsible for the administrative functions and daily operations of the Board and its staff. The duties and responsibilities of the Board are governed by Article 12-B of the Executive Law (Executive Law Section 259 *et seq.*) 9NYCRR, Parts 8000-8011.

A. It is the responsibility of the Commissioner of DOCCS, in consultation with the Chairperson of the Board of Parole, to ensure that all officers and employees of DOCCS shall at all times cooperate with the Board and shall furnish to such Members and employees assigned to the Board such information as may be appropriate to enable them to perform their independent decision-making functions.

It is also the Commissioner's responsibility, in consultation with the Chairperson of the Board, to ensure that the administrative functions of the Board are provided for through DOCCS Division of Budget and Finance, Division of Support Operations, Bureau of Personnel, Bureau of Labor Relations, Division of Program Planning, Research and Evaluation (PPR&E), and other offices as necessary.

IV. DEFINITIONS

A. Board: The State Board of Parole within the Department.

B. Board Member: A Member of the Board of Parole. Board of Parole Members are also referred to as Parole Board Commissioners.

C. Chairperson: A Member of the State Board of Parole who is designated by the Governor to serve as the Chairperson of the Board of Parole.

D. Final Revocation Hearing: A hearing to determine whether a person who is on Community Supervision has violated one or more of the conditions governing their release in an important respect.

E. Preliminary Hearing: A hearing to determine whether there is a preponderance of evidence to believe that a person on Community Supervision has violated one or more of the conditions governing their release in an important respect.

F. Hearing Officer: An employee of DOCCS, who is under the direct supervision of, and reports to, the Board, and is appointed by the Chairperson, pursuant to Executive Law Section 259-d to conduct revocation proceedings.

G. Presiding Officer: A Board Member or a Hearing Officer who conducts a revocation hearing.

H. Releasee: A person who is released to Community Supervision from an institution under the jurisdiction of DOCCS through presumptive release, parole, or conditional release, or to serve a period of post-release supervision.

I. Final Declaration of Delinquency: A declaration of delinquency issued by the Board where a releasee has been convicted of a new felony that they committed while under their present term of Community Supervision and a new indeterminate or determinate sentence has been imposed. The issuance of a final declaration of delinquency eliminates the necessity of conducting a final revocation hearing.

V. ROLES AND RESPONSIBILITIES: The Board of Parole is responsible for:

A. Determining what incarcerated individuals serving indeterminate or reformatory sentences of imprisonment may be released to parole, and when and under what conditions.

B. Determining which incarcerated individuals serving a definite sentence of imprisonment in county jails or correctional facilities may be conditionally released pursuant to Section 70.40(2) of the Penal Law and under what conditions.

C. Determining the conditions of release for a person who may be conditionally released under an indeterminate or determinate sentence of imprisonment, as well as those persons who are released to a period of post-release supervision following completion of their determinate sentence.

D. Studying, or causing to be studied, the incarcerated individuals confined in institutions, over which the Board has jurisdiction, so as to determine their ultimate fitness to be paroled.

E. Revoking the Community Supervision status of any person under DOCCS jurisdiction and authorizing the issuance of a warrant for the retaking of such persons.

F. Determining the need for further investigation of the background of each incarcerated individual as they are received by DOCCS and causing such investigation to be made.

G. Establishing and maintaining written procedures for use in making parole decisions as required by law.

H. Reporting to the Governor, upon request, the information required by statute for the consideration of pardons and commutations, and applications for the restoration of rights of citizenship.

I. Issuing subpoenas and subpoenas *duces tecum* in order to compel attendance of witnesses or the production of books, papers, and other documents pertinent to inquiries and investigations in the performance of its duties.

J. Authorizing Members and Hearing Officers to administer oaths and take the testimony of witnesses under oath, and to issue subpoenas and subpoenas *duces tecum* in order to compel attendance of witnesses or the production of books, papers, and other documents pertinent to inquiries and investigations in the performance of its duties.

K. Annually transmitting a report of the work of the State Board of Parole for the preceding calendar year to the Governor and Legislature.

L. Providing for the confidentiality of information and records which are collected and maintained regarding each incarcerated individual and each person released on Community Supervision or conditional release, and access thereto.

VI. ORGANIZATION

A. Bureau of Adjudication: The Board of Parole has the authority to revoke the Community Supervision of any person who is under DOCCS jurisdiction.

The Hearing Officers who conduct revocation proceedings, including both Administrative Law Judges and Preliminary Hearing Officers, are assigned to the Bureau of Adjudication.

B. Office of Counsel to the Board: The Office of Counsel to the Board is responsible for the following program areas: litigation concerning Board matters, administrative appeals from decisions of the Board denying parole release or revoking a person's Community Supervision status, legislation/regulations affecting the Board, and providing legal advice to and regarding the Board.