



# BOARD OF PAROLE HEARINGS



ADMINISTRATIVE DIRECTIVE NO: 2014-03C

**SUBJECT: TRANSCRIPTS OF AUDIO, VIDEO AND OTHER ELECTRONICALLY STORED STATEMENTS FILED WITH THE BOARD**

## INTRODUCTION

This Administrative Directive provides guidance on the handling of audio, video and other electronically stored statements filed with the Board of Parole Hearings (Board).

## LEGAL AUTHORITY


Penal Code section 3043.2, subdivision (b), states, "Whenever an audio or video statement or a statement stored on a CD Rom, DVD, or other medium is filed with the board, a written transcript of the statement shall also be provided by the person filing the statement."

## DIRECTIVE

When a person submits an audio or video statement to the Board, or any other electronically stored statement, he or she shall also provide a written transcript of the statement. It is not necessary that the written transcript be certified. The audio, video or other electronic statement may be viewed by the panel prior to the hearing or at the hearing, and shall be mailed to the Board of Parole Hearings, Decision Review Unit, after the hearing for filing under the inmate's name and CDCR number. The written transcript of the statement shall be marked as an exhibit at the hearing and later added to the inmate's electronic central file pursuant to Administrative Directive 2014-03A.

*This Administrative Directive shall take effect immediately. If you have any questions concerning the contents of this Administrative Directive please contact the BPH Legal Division at (916) 324-7604.*

APPROVED BY:

  
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JENNIFER P. SHAFFER  
Executive Officer, BPH

DATE:

  
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12/30/14