


Commonwealth of Pennsylvania 	Volume III Chapter 3 Procedure 03.03.06	Date Revised: 02/10/2025
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Pennsylvania Parole Board	Chapter Title CASE RECORDS, DECISIONAL PROCESSING Subject HEARING PROCESS - CONTINUANCES	Effective Date: 06/24/2021
		PUBLIC

I. AUTHORITY

This procedure is issued by the Chairperson, pursuant to 61 Pa. C.S. § 6112.

II. PURPOSE

The purpose of this procedure is to outline the process for requesting and processing continuances for due process hearings conducted by the Pennsylvania Parole Board ("Board").

III. APPLICABILITY

This procedure is applicable to all Board employees and parties subject to a continuance request in connection with a hearing conducted under the authority of the Board.

IV. POLICY

It shall be the policy of the Board to conduct due process hearings in accordance with established statutes, regulations and case law. All parties shall have the ability to request reasonable or necessary continuances of a hearing. Continuances may be granted at the discretion of the Board.

V. PROCEDURE

A. Requesting a Continuance

Requests for continuance shall be submitted on the Request for Continuance (PB 29). The form shall be emailed to the RA-PMHEARINGDIVISONC@pa.gov. Requests for a continuance shall be served on all parties. The non-requesting party shall respond on the Request for Continuance (PB 29) as soon as practicable by email to RA-PMHEARINGDIVISONC@pa.gov. The response shall be served on all parties.

B. Decisions on the Continuance

The decision of the continuance will be made available to all parties by the Hearing Division.

VI. SUSPENSION DURING AN EMERGENCY

This procedure may be suspended during an emergency at the sole discretion of the Chairman.

VII. RIGHTS UNDER THIS PROCEDURE

This procedure creates no rights under law.

VIII. RELEASE OF INFORMATION AND DISTRIBUTION OF PROCEDURE

- A. This procedure does not contain information that impacts the security of Board staff or parolees and may be released to the public.
- B. This procedure is to be distributed to all Board staff.