


Chapter:	<b>Adult Custody sentence Administration</b>	Classification:	<b>Public Document</b>
Subject:	<b>Parole Suspensions and Reinstatement</b>		
For:	<b>Correctional Facilities</b>	 Authorized by Executive Director	

**1. Policy**

- 1.1 Superintendents are responsible to ensure that parole suspensions and reinstatements are processed in accordance with
  - 1.1.1 sections 128 and 135 of the *Corrections and Conditional Release Act* (CCRA)
  - 1.1.2 this policy


**2. Parole Suspension**

- 2.1 When an individual is admitted or re-admitted to a provincial correctional facility as a result of a parole suspension on a Correctional Service Canada (CSC) issued Warrant of Apprehension and Suspension the designated correctional staff are required to
  - 2.1.1 have the police agency execute the warrant
  - 2.1.2 fax the warrant to CSC, National Parole Board (NPB)
- 2.2 The individual will be held in custody pending a review by the NPB.

**3. Parole Reinstated**

- 3.1 When a decision is made by the NPB to have parole reinstated, CSC will forward an Order of Cancellation of Suspension to the correctional facility.
- 3.2 The Order of Cancellation of Suspension will identify the
  - 3.2.1 date of release
  - 3.2.2 place being released to
  - 3.2.3 person being released to
- 3.3 Designated facility staff are to place the individual on the release list for the date indicated on the Order of Cancellation of Suspension and released in accordance with Policy and Procedures, Subject 38.01.00, [Discharge from a Correctional Facility](#).
- 3.4 Designated facility staff are to input the appropriate release code on the Justice Enterprise Information Network (JEIN) Custody Termination.

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3.5 Where no decision has been made regarding a parole suspension prior to their warrant expiry date (WED), designated correctional staff are to obtain written confirmation from CSC to release the individual on their WED.

**4. Standard Operating Procedures (SOP)**

- 4.1 Superintendents are responsible to develop SOP to identify staff responsible for
  - 4.1.1 communicating information regarding individuals making attempts to turn themselves in to a correctional facility as a result of a Warrant of Apprehension and Suspension being issued to local police agencies
  - 4.1.2 ensuring warrant execution
  - 4.1.3 faxing the warrant to CSC
  - 4.1.4 placing individuals on the daily release list following parole reinstatement
  - 4.1.5 any additional requirements regarding release following reinstatement