

Attending a Parole Board Hearing at the Oregon State Penitentiary (OSP):

Parking

Please park in the visitor parking lot. As you enter OSP, take a left at the stop sign and follow the road around to the visitor parking area. From the visitor parking lot, walk up the sidewalk to the main building, passing the guard tower on your right. The lobby is up the front stairs and to the right after entering the building.

Security

Please wear clothing, jewelry, and shoes with little or no metal. You will be asked to walk through a metal detector as part of the security screening process. If there is a medical reason why you should not go through a metal detector, please let us know so Department of Corrections (DOC) staff can arrange an alternative screening. Your shoes, coat, and the contents of your pockets will go through an X-Ray machine, just like at the airport. Institutions have strict dress codes and ask the public to dress conservatively. Please follow the guidelines below:

- No jeans or blue clothing of any kind
- No camouflage
- No leggings or skin-tight clothing
- No lace, sheer, or see-through clothing, halter tops, or wrap skirts
- No underwire bras (bras must be worn)
- Please make sure skirts/shorts fall at knee level or lower when standing
- Please make sure shirts are no lower than 2 inches below the collarbone
- Tank-top straps must be at least 1 inch wide
- Hats are not allowed to be worn inside the institution

What you can bring and should not bring into the Institution

Hearings can last longer than they are scheduled for. We recommend preparing for changes in the temperature of the room by wearing layers. If you choose, you may bring small snacks or water to the hearing. Water needs to be in a clear plastic bottle. Any snacks should be in a sealable clear quart sized bag. The Board will take regular breaks during hearings. In order to limit background noise that could interfere with the hearing, the Board asks that visitors try and refrain from eating until a break is called. Please note that no glass containers are allowed in the institutions.

The institution requires those attending a hearing to bring their Driver's License or other form of government-issued photo identification. You will exchange your ID for a visitor badge and

get your hand stamped as we enter the institution. Upon leaving, you will exchange the visitor badge for your ID.

You should not plan to bring purses or bags inside the institution. **You will not be allowed to bring in a cell phone, tablet, or laptop.** You may leave your devices or bag in your car, or choose to lock them in a locker in the reception area. These lockers cost 25 cents.

What to expect in the hearing

Depending on the specific hearing, the adult in Custody (AIC) may either be present in the room, or may be present by videoconference. If the AIC appears in person, there will be DOC security staff present as well. During the hearing, the Board may question the AIC about several things: the crime, their background, how they've spent their time in prison, engagement in rehabilitative services, their medical history, and more.

The AIC may have an attorney or support people present. There may also be a District Attorney from the committing jurisdiction attending in person or remotely. Crime victims or their representatives may also be present. These other attendees may speak at a Parole Board hearing. **Only individuals who have been previously cleared by Board staff to provide a statement at a Board hearing (as specified in the Board's Administrative Rules), may speak at the hearing.**