



KERN COUNTY DISTRICT ATTORNEY
O F F I C E M E M O R A N D U M

To: District Attorney – All Staff

From: Lisa S. Green
District Attorney

Date: May 23, 2016 (Revised from 9/4/12)

Subject: Lifer Hearing Procedure

1. Notices of Lifer Hearings will first be given to the legal assistant in charge of Lifer Hearings;
2. The legal assistant will obtain the most current Lifer materials from CDCR and other materials as requested.
3. The legal assistant will provide a copy of the notice to the deputy who handled the case, if still in the office, and in all cases, the supervisor of the Prison Unit;
4. The supervisor of the Prison Unit, or their designee, will review the Lifer materials to determine if a personal appearance by a representative of the office is appropriate and necessary at the hearing;
5. Generally, the office will send a representative to the hearing;
6. The supervisor of the Prison Unit will assign a representative to attend the hearing;
7. In all other cases, after review of the Lifer materials provided by CDCR, if it is determined not to send a representative, a letter voicing the office's opinion concerning suitability for parole will be directed to the Board of Parole Hearings;
8. The legal assistant will maintain the information from the various Lifer Hearing packets and the responses by the office.