



**PROBATION AND PAROLE BUREAU
STANDARD OPERATING PROCEDURES**

Procedure No.: P&P 110-2	Subject: FINAL DISCHARGE FROM SUSPENDED SENTENCE
Reference: <u>46-18-201(2), MCA</u>	Page 1 of 1
Effective Date: 06/01/00	Revision Dates: 09/14/01; 08/06/09
Signature / Title: /s/ Ron Alsbury	

I. BUREAU DIRECTIVE:

Probation & Parole Bureau employees will follow established procedures for termination of sentence for probationers with a suspended sentence.

II. DEFINITIONS:

None.

III. PROCEDURES:

No petition or contact with the sentencing court is required for termination of probationers with a suspended sentence.

PROCEDURE:

1. Supervising Probation & Parole Officer (Officer) notifies any victims who have registered with the Department for notification of offender status.
2. Probationer completes section II of *P&P 60-1(B) Firearm Regulations Form* and is given a copy, with the original placed in offender's file.
3. Officer completes OMIS entries:
 - a. Termination Assessment
 - b. Correctional Status (released – sentence expired)
 - c. Location (end date)
 - d. Officer (end date)

RESPONSIBILITY:

- P&P Officer
- Offender
P&P Officer
- P&P Officer

IV. CLOSING:

Questions concerning this procedure shall be directed to the immediate supervisor or Regional Administrator.

Forms

P&P 60-1(B) Firearm Regulations Form