

Chapter 2: Inquiries/Release of Information	Date Issued: October 26, 1993
2.04: Mechanism for Informing Victims of Decisions of the Nova Scotia Criminal Board of Review	Revision Number: 1 Date Revised: November 3, 1994

1. Victims' Services Officer sends notification, including the name of both the victim and the accused, advising the victim wishes to be informed of the accused's Disposition Hearing to the Manager, Regional Victims' Services, who then forwards the request to the Board Chair;
2. Notice of the first Disposition Hearing is sent to the Manager by the Board Chair. The Manager then forwards the information to the appropriate Victims' Services Officer;
3. The Victims' Services Officer then contacts the victim to advise of the Disposition Hearing date; explain the process; and determine the level of involvement by the victim;
4. Information obtained by the Victims' Services Officer from the victim is then relayed to the Manager. The Manager forwards information from the victim; requests for victim involvement; or for further information to the Board Chair;
5. The Board Chair responds to victim requests and forwards the results of the Disposition Hearing to the Manager;
6. This information is then relayed to the Victims' Services Officer who informs the victim and it is then determined whether the victim wishes to continue being informed of subsequent Hearings;
7. The Manager then advises the Board Chair of the victims' decision.