

Notifications

Employer Intercession: If you are subpoenaed to court and you give reasonable notice at your workplace, your employer may not fire you, discipline you, or require you to use vacation or sick leave in order to go to court. However, your employer is not required to pay you for your time in court.

Status of Release of Defendants or Prisoners: Victim/Witness Services can assist you in being notified of the release or status change of the defendant in your case.

Notification of Prisoner Appeals or Habeas Corpus: You can be advised if the defendant in your case has appealed his sentence or filed a habeas corpus petition.

Changes in Court Dates: You can be notified of any continuances, pleas or other changes in court dates. *You must have your current address and phone number on file with Victim/Witness Services or the Commonwealth's Attorney in order to be notified.*

Victim Input

Right to Remain in Courtroom: Victims have the right to remain in the courtroom during all court proceedings, unless the judge has determined that the victim is a material witness. Victim/Witness Services can accompany victims to court proceedings for support purposes.

Victim Impact Statement and/or Verbal Testimony: In certain cases the judge may consider a Victim Impact Statement or verbal impact testimony when determining the defendant's sentences. This gives the victim the opportunity to tell the court the impact of the crime(s).

Courtroom Assistance

Contact Victim/Witness Services for help in receiving the following Courtroom Assistance services:

Interpreters for non-English speakers and the hearing impaired.

Closed Circuit Television may be available in certain, very limited cases involving testimony of child victims under the age of 14 on the date of the offense and under the age of 16 at the time of the trial.

Close Preliminary Hearings in cases involving sexual assault may be available. However, trials are open to the public.

Confidentiality of certain victim information may be requested. The victim must file a *Request for Confidentiality Victim Form* (DC-301) with the Magistrate, Court, Commonwealth's Attorney, Police Department, or Sheriff's Office in the locality where the crime occurred.

Post Trial Assistance

Case Disposition: Victims have the right to receive in writing the disposition of the case, crimes of which the defendant was convicted, the defendant's right to appeal, if known, and the telephone number of offices to contact in the event of nonpayment of restitution by the defendant.

Bail Release: Information pending the outcome of an appeal by the agency that has custody of the defendant shall be given to the victim prior to their release as soon as practicable.

Retrial: Victims shall be entitled to the same rights if the defendant's conviction is overturned and the Commonwealth decides to retry the case or the case is remanded for a new trial.

Your First Stop for Resources: Police 2 Citizen Portal Online



suffolkpd.policetocitizen.com

- Report an accident or incident
- Leave us a comment or question
- View incidents on a map
- Search for incident reports
- View recent arrests
- Get answers to frequently asked questions



Suffolk Police Department
111 Henley Place
Suffolk, VA 23434

Suffolk Victim/Witness Services

An Information Guide for Crime
Victims and Witnesses

Suffolk Police Department Contact Numbers

Emergency	911
Business	757-923-2350
Detective Bureau	757-514-7958
Precinct 1	757-514-7875
Precinct 2	757-514-7975
Central Records	757-514-7915
Fugitive Unit	757-514-7922
Special Investigations	757-514-7950

Officer: _____

Incident: _____



A Message from the Chief of Police



The Suffolk Police Department is dedicated to serving our Community and preserving the rights of all citizens. We work diligently to continue the development of positive relationships with all who visit, live, and work in our city. We believe that the work that we continue to put into community relationships remains an effective tool in combatting as well as preventing criminal activity.

We urge each and every citizen to learn about the services offered, and take advantage of those services when needed. We ask all citizens to join the movement to keep our community safe by reporting crimes and cooperating with the investigative process. Together, we must all do our part to ensure that justice is appropriately and fairly served.

Sincerely,

Alfred S. Chandler
Chief of Police

Introduction

Suffolk Victim/Witness Services is located in the office of the Commonwealth's Attorney, and it ensures that crime victims and witnesses receive fair and compassionate treatment while participating in the criminal justice system.

As a victim or witness, your role is an important one. However, the responsibilities involved may be unfamiliar to you. This brochure is designed to acquaint you with the steps involved in bringing a case to trial and your role in the process. It also describes your rights as a victim or witness, and the services available to you.

Victim/Witness Services After Hours Docket Info Line 757-514-4366

Office of the Commonwealth's Attorney Narendra Pleas

Commonwealth's Attorney
Godwin Courts Building
150 North Main Street
Suffolk, VA 23434

Call 757-514-4366 after 5:00pm on the day before you have to come to court. A tape recorded message will tell you whether your case will be heard. By calling this number, you may save yourself an unnecessary trip to court.

Definition of a Victim

The Victims' Bill of Rights and most other victims' rights laws recognize the following individuals as crime "victims:"

- Anyone suffering physical, emotional, or financial harm as a direct result of a **felony** or **certain misdemeanors**.
- Spouses and children of all victims.
- Parents, siblings, legal guardians, current and former foster parents or minor victims, mentally or physically incapacitated persons, or victims of homicide.

Your Responsibilities as a Victim or Witness

As a victim of crime, you have certain rights under the Victims' Bill of Rights. However, there are specific steps you need to take in order to receive these rights. **Contact Victim/Witness Services at 757-514-4366 for assistance.** A description of rights and services you may be entitled to follows.

Threatening a victim or witness is a serious crime in Virginia. If you are threatened by the defendant, or anyone else in regard to your case, immediately call the Suffolk Police Department at 911.

Rights of Crime Victims & Witnesses

The mission of Suffolk Victim/Witness Services is to ensure, where legally allowed, the victims and witnesses of crime:

- Are informed of their rights.
- Are treated with dignity, respect, and sensitivity and that their rights are protected.
- Receive authorized services.
- Have the opportunity to be heard at all critical stages of the criminal justice process.
- Can make the courts aware of the full impact on them of the crime.

Victim & Witness Protection

- **No Contact Orders** prohibit the accused person from some or all contact with you. These orders are often requested by victims of *stalking* and *domestic violence*, but can be used in other crimes as well.
- **Separate Waiting Areas** are available, in certain cases, for victims and witnesses who require privacy and protections from intimidation.

Financial Assistance

Compensation for Travel may be available to victims and witnesses traveling from out of town who are subpoenaed by the Commonwealth. This can include payment for mileage, lodging, meals, and airfare for each day's attendance in court.

Property Return: To assist in the investigation and prosecution of certain crimes, the investigating officer may hold your property as evidence. The law allows them to photograph and return certain evidence to you. However, your property may be held until after the trial and any appeals.

Restitution: If you are a crime victim, the defendant may be ordered to repay you under certain circumstances, at least partially, for your losses.

Victim's Compensation may be awarded to victims of a crime who were physically or emotionally injured, and have no means of paying their medical expenses. Surviving spouses, parents, children, siblings, or legal guardians may be compensated for certain unreimbursed losses such as earnings, medical, or funeral expenses.