



BOARD OF PARDONS AND PAROLE

Commutation Process



Petition & Response is Filed

After a judge issues a death warrant in a death penalty case, the petitioner has seven days to file a commutation petition to the Board of Pardons and Parole (Board). [R671-312A-3\(1\)](#). The State has seven days to respond from date of service. [R671-312A-3\(4\)](#).



Review of Petition & Response

The Board will then review the petition and response to determine whether there are genuine issues that should be addressed in a hearing.



Grant or Deny Hearing

Once the Board has concluded their review of the petition and response, they will decide to grant or deny a commutation hearing. The decision will be announced by the Board and posted on its website: bop.utah.gov.



If Granted, Hearing Conducted

If a hearing is granted, the petitioner may present testimony and provide an argument concerning the issue raised in their petition. The State may also present testimony and provide argument against the petition. Victims will also be given an opportunity to be heard. The hearing will happen before the full Board at the Utah State Correctional Facility. Notice of the hearing will be posted on bop.utah.gov as well as State of Utah Public Meeting and Notice website.



Decision

The Board will determine by majority decision whether to grant or deny the commutation petition. The decision will be announced by the Board and posted on its website: bop.utah.gov.

Step 1

Step 2

Step 3

Step 4

Step 5