

Witness Discretionary Action Record

Investigating Officer (print) _____

The following action has been taken with regards to witness testimony:

1. _____ I have elected to take a written statement from _____ (Print) (witness) in lieu of allowing live testimony at the disciplinary hearing. Reasons:

2. _____ I have disqualified as a witness (Print) _____ because the testimony is not ___relevant/material, ___ is repetitive/duplicative, ___ the witness did not witness the incident and has no direct knowledge of the facts. Reasons given for this determination: _____.
3. _____ I have disallowed the reporting staff member as a witness, because he/she has completed a written report documenting the incident/requested information.
4. _____ Witness/witnesses refused to make a statement.
5. _____ Other _____

6.	Statement

Witness' Signature	Disciplinary Coordinator's Signature/ Hearing Officer	/	/	/		Date	Time
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Distribution
 Original: Commitment Document Folder with Offense Report
 First Copy: Field File
 Second Copy: Inmate with Offense Report