Procedural Justice for Prosecutors

Use this worksheet to document practices that you commit to implementing and sharing as a result of this training.

**My role as a prosecutor is…**

__________________________________________________________________

__________________________________________________________________

__________________________________________________________________

__________________________________________________________________

1. What is one thing that moved or struck you?

__________________________________________________________________

__________________________________________________________________

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__________________________________________________________________

2. What is one thing you’re going to pass down to your staff?

__________________________________________________________________

__________________________________________________________________

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<table>
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<tr>
<th>Procedural Justice Principle</th>
<th>Victim/Witness</th>
<th>Accused</th>
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<td>Respect</td>
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<td>Voice</td>
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### PROCEDURAL JUSTICE: SUGGESTED PRACTICES FOR PROSECUTORS

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| **Respect**                 | • Interview victims/witnesses in a comfortable and safe environment  
                              • Limit the number of times a victim/witness is asked to recount events | • Stop using the term “defendant”  
                              • Don’t read unnecessary incendiary details at arraignments  
                              • Look at the accused when they are before the court | • Attend community events in your role as a prosecutor  
                              • Learn the community’s history  
                              • Support CBOs in your jurisdiction and the services they provide |
| **Voice**                   | • Ask victims whether they feel comfortable discussing the incident over the phone before you start inquiry  
                              • Do not lead the victim/witness when they recount the incident | • Ask the defense attorney (or accused, if pro se) whether they have information you should consider | • Routinely ask for community feedback about the policies and practices of your office |
| **Neutrality**             | • Do not use accusatory language  
                              • Do not make assumptions about a victim’s or witness’ lived experience | • Consistent courtroom decorum on and off the record with all parties  
                              • Offer consistent offers, especially when an ATI is not an option | • Provide information on decision-making for high-profile cases  
                              • Make office policies public in order to be held accountable by the community |
| **Understanding**          | • Show the victim or witness that you heard them and ask if your understanding is accurate.  
                              • Provide the victim or witness with step-by-step information on what to expect when navigating the system | • Provide defense attorneys with discovery as soon as possible  
                              • Candidly explain reason for not being ready for trial  
                              • Provide defense attorney with reason when ATI is not available | • Provide opportunities for community to understand how the criminal justice system works  
                              • Openly share data on case dispositions and use of diversion/ATI with community |