

LIST OF PRISONS AND OTHER INSTITUTIONS VISITED BY THE COMMITTEE
ON JAIL REFORMS

States

1. Andhra Pradesh :

1. Central Prison, Hyderabad.
2. Prisoners Agricultural Colony, Moulali.
3. Female Prison, Hyderabad.

2. Bihar :

4. Central Jail, Patna.
5. Central Jail, Bhagalpur.
6. Special Jail, Bhagalpur.
7. Female Jail, Bhagalpur.
8. District Jail, Samastipur.
9. Central Jail, Hazaribagh.

3. Jammu & Kashmir:

10. Central prison, Srinagar.
11. Jammu & Kashmir Markez-I-Behaboodi (Home for destitute Women), Srinagar.
12. District Jail, Baramula (Under construction).
13. District Jail, Anantnag (Site for).

4. Karnataka :

14. Central Prison, Bangalore.
15. Senior Certified School for Boys, Bangalore.
16. Open Air Jail, Koramangala,
17. Sub-Jail, Tiptur.
18. District Sub-Jail, Hassan.
19. District prison, Mysore.
20. Prison Training Institute, Mysore.

5. Maharashtra :

21. Bombay Central Prison, Arthur Road, Bombay.
22. David Sasson Industrial School, Mahim, Bombay.
23. Tata Institute of Social Sciences, Bombay.
24. Yervada Central Prison, Pune.
25. Open Air Jail Annexe, Pune.
26. Women Jail Annexe, Pune.
27. Jail Officers Training School, Pune.

28. Balagram S. O. S. Children's Village, Pune.
 29. Open Prison, Paithan.
 30. District Jail, Paithan.
 31. Central Prison, Aurangabad.
 32. State Government Home for Women, Aurangabad.
 33. Reception Home for Children, Aurangabad.
 34. Shaskiya Vargita Kendra, Aurangabad.
 35. Shishu Bhawan, Aurangabad.
3. Punjab :
36. Central Jail, Patiala.
 37. Sudhar Ghar (District Jail), Nabha.
 38. Open Air Jail, Nabha.
 39. Central Jail, Ludhiana.
 40. Women Jail Annexe, Ludhiana.
 41. Central Jail, Ludhiana (under construction).
7. Rajasthan :
42. Central Jail, Jaipur.
 43. Women Reformatory, Jaipur.
 44. Central Jail, Udaipur.
 45. Kishore Sadan (Juvenile Reformatory), Udaipur.
 46. Shri Sampurnanand Khula Bandi Shivir Open Camp), Sanganer (Jaipur).
8. Tamil Nadu :
47. Central Prison, Madras.
 48. Sub-Jail, Chingleput.
9. Uttar Pradesh :
49. Model Prison, Lucknow.
 50. Nari Bandi Niketan, Lucknow.
 51. Jail Training School, Lucknow.
 52. Central Prison, Bareilly.
 53. District Jail, Sitapur.
 54. Kishore Sadan (Juvenile Jail), Bareilly.
 55. Sampurnanand Industrial-cum-Agricultural Camp, Sitarganj.
10. West Bengal:
56. Alipore Central Prison, Calcutta.
 57. Dum Dum Central Prison, Calcutta.
 58. Presidency Jail, Calcutta.
 59. Institute for Correctional Services, Barasat, Calcutta.

Union Territories

11. Andaman and Nicobar Islands :

60. Cellular Jail (National Memorial), Port Blair.

61. District Jail, Port Blair.

12. Chandigarh :

62. District Jail, Chandigarh.

13. Delhi :

63. Central Jail, Tihar.

14. Goa :

64. Central prison, Aguada, Goa.

15. Pondicherry :

65. Central Prison, Pondicherry.

LIST OF IMPORTANT PERSONS WHOM THE COMMITTEE MET DURING
THE COURSE OF ITS VISITS TO STATES AND UNION
TERRITORIES

1. Andhra Pradesh :

- | | |
|-----------------------------------------|--------------------------------------------------------------|
| 1. Shri C. Jagnath Rao | Home Minister,
Andhra Pradesh. |
| 2. Shri Mahamood Bin Mohammad | Additional Secretary,
Home Department,
Andhra Pradesh. |
| 3. Shri S.N. Shukla | Inspector General of Prisons,
Andhra Pradesh. |
| 4. Shri M. Vinay Kumar | Chief Probation Superintendent,
Andhra Pradesh. |

2. Bihar :

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|-------------------------------------|------------------------------------------|
| 5. Smt. Prabha Devi Gupta | Minister of Jails,
Bihar. |
| 6. Shri Arun Pathak | Commissioner for Home Affairs,
Bihar. |
| 7. Shri N. N. Sinha | Inspector General of Prisons,
Bihar. |
| 8. Shri Mahadevan | Deputy Commissioner,
Hazaribagh. |
| 9. Shri S. N. Sahi | Superintendent of Police,
Hazaribagh. |

3. Haryana :

- | | |
|---------------------------------|---------------------------------------------------------|
| 10. Shri M. Issa Dass | Joint Secretary,
Home Department,
Haryana. |
| 11. Shri Dharam Singh | Inspector General of Prisons,
Haryana. |
| 12. Shri S.K. Puri | Additional Inspector
General of Prisons,
Haryana. |

4. Jammu & Kashmir:

- | | |
|---------------------------------------------|--------------------------------------|
| 13. Shri Sheikh Mohammad Abdullah | Chief Minister,
Jammu & Kashmir |
| 14. Begum Sheikh Abdullah | |
| 15. Shri M.B. Farooqi | Chief Justice,
Jammu & Kashmir. |
| 16. Shri Noor Mohammad | Chief Secretary,
Jammu & Kashmir. |

17. Shri Ghulam Shah Home Secretary,
Jammu & Kashmir.
18. Shri R. Rechan Controller of Prisons,
Jammu & Kashmir.
5. Karnataka:
19. Shri K. Venkatappa Minister of State for
Horticulture & Prisons,
Karnataka.
20. Shri D. Chandrasekhar Chief Justice,
Karnataka.
21. Shri A.R. Mosses Home Secretary,
Karnataka.
22. Shri Nizamuddin Commissioner of Police,
Bangalore.
6. Maharashtra:
23. Shri A. R. Antulay Chief Minister,
Maharashtra.
24. Shri Babu Rao Kale Minister for Jails &
Rural Development,
Maharashtra.
25. Shri Pramanand State Minister of Jails,
Maharashtra.
26. Shri A.N. Batabyal Home Secretary,
Maharashtra.
27. Shri R.H. Belawadi Inspector General of Prisons,
Maharashtra.
28. Shri V.K. Toraskar Inspector General of Prisons.
(Retired).
29. Shri L.T. Blake Inspector General of Prisons
(Retired).
7. Punjab:
30. Shri Sukhbir Singh Bedi Home Secretary,
Punjab.
31. Shri S.S. Gill Inspector General of Prisons,
Punjab
8. Rajasthan:
32. Shri Shiv Charan Mathur Chief Minister,
Rajasthan.
33. Shri Brij Sunder Sharma Law Minister,
Rajasthan.
34. Shri Dinesh Rai Dangi Minister In-charge of Prisons,
Rajasthan.
35. Shri R.K. Shastri Home Secretary,
Rajasthan

36. Shri Ramanuj Sharma Inspector General of Prisons,
Rajasthan.
37. Shri Gopal Krishna Chief Probation Officer,
Rajasthan.
9. Tamil Nadu:
38. Shri M.G. Ramachandran Chief Minister,
Tamil Nadu.
39. Shri Ponnain Law Minister,
Tamil Nadu.
40. Shri K. Chockalingam Home Secretary,
Tamil Nadu.
41. Shri R.L. Handa Inspector General of Prisons,
Tamil Nadu.
42. Shri S.M. Diaz Inspector General of Prisons
(Retired).
10. Uttar Pradesh :
43. Shri Ram Singh Khanna Minister of Jails,
Uttar Pradesh.
44. Shri R. G. Takru Home Secretary,
Uttar Pradesh.
45. Shri Saran Prasad Special Secretary &
In-charge of Prisons,
Uttar Pradesh.
46. Shri M.V.S. Dhesi Inspector General of
Prisons, Uttar Pradesh.
47. Shri B.C. Joshi Additional Inspector
General of Prisons,
Uttar Pradesh.
11. West Bengal :
48. Shri Debabrata Bandopadhyaya Minister of Jails & Panchayats and
Community Development.
49. Shri Tarapada Laheri Chairman,
Jail Code Revision Committee,
West Bengal.
50. Shri R.N. Sengupta Home Secretary,
West Bengal.
51. Shri D.M. Kanwar Inspector General of Prisons,
West Bengal.
12. Andaman and Nicobar Islands :
52. Shri S.E. Sharma Chief Commissioner,
Andaman and Nicobar Islands.
53. Shri B.K. Singh Chief Secretary,
Andaman & Nicobar Islands.

54. Shri Jagdish Sagar Secretary (Planning),
A & N Islands.
55. Shri R. Padmanabhan Development Commissioner,
Andaman and Nicobar Islands.
56. Shri D.N. Sen Judicial Secretary,
Andaman & Nicobar Islands.
57. Shri F.L.R. Siama Inspector General of Police,
Andaman & Nicobar Islands.
58. Shri P.V. Sinari Superintendent of Police,
Andaman & Nicobar Islands.
59. Shri Satjewan Prasad Superintendent, District Jail,
Andaman & Nicobar Islands.
13. Chandigarh:
60. Shri B.S. Sarao Chief Commissioner,
Union Territory of Chandigarh.
61. Shri R.S. Mann Home Secretary,
Union Territory of Chandigarh.
62. Shri Raghubir Singh Deputy Commissioner and Inspector
General of Prisons,
Union Territory of Chandigarh.
14. Delhi:
63. Shri G.C. Jain District & Sessions Judge,
Delhi.
64. Shri R.K. Ahooja Inspector General of Prisons,
Delhi.
15. Goa:
65. Shri Pratap Singh Rane Chief Minister,
Goa.
66. Dr. J.C. Almedia Chief Secretary,
Goa.
67. Smt. Suman Swarup Inspector General of Prisons,
Goa.
16. Pondicherry:
68. Shri S. Savarirajan Home Minister,
Pondicherry.
69. Shri P.V. Jaikrishnan Chief Secretary,
Pondicherry.
70. Shri L. Nicholas Chief Superintendent of Prisons,
Pondicherry.

LIST OF EMINENT PERSONS INTERVIEWED BY THE
COMMITTEE

1. Dr. V.N. Pillai,
Former Director,
United Nations Asia and Far East
Institute for the Prevention of Crime
and the Treatment of Offenders, Tokyo.
2. Shri Sadashiv Bagaitkar,
Member of Parliament.
3. Smt. Roda Mistry,
Member of Parliament.
4. Shri N.K. Shejwalkar,
Member of Parliament,
and Senior Advocate, 1
Supreme Court of India.
5. Dr. H.K. Mallick,
Member of Parliament.
6. Smt. Raksha Saran,
Social Worker,
New Delhi.
7. Shri Iqbal Singh Grewal,
Social Worker,
Ludhiana.
8. Shri Justice V.V. Tatachari,
Retired Chief Justice,
Delhi High Court, and
Senior Advocate,
Supreme Court of India.
9. Shri Justice S. Rangarajan (Retired),
Senior Advocate,
Supreme Court of India.
10. Shri K.F. Rustamji, IP (Retired),
Former Member,
National Police Commission.
11. Smt. K. Hingorani,
Senior Advocate,
Supreme Court of India.
12. Shri Y.S. Chitale,
Senior Advocate,
Supreme Court of India.

- ✓ 13. Shri R.K. Garg,
Senior Advocate,
Supreme Court of India.
14. Shri N.S. Saxena,
IPS (Retired), Member,
Union Public Service Commission.
15. Dr. D. Mohan,
Associate Professor, Department of Psychiatry,
All India Institute of Medical Sciences,
New Delhi.

COMPOSITION OF STUDY GROUPS

Subject	Study Group I	
To review the laws, rules and regulations governing the management of prisons and the treatment of prisoners and to make recommendations keeping in view the overall objective of protecting the society and rehabilitating the offenders.	<ol style="list-style-type: none"> 1. Dr. Upendra Baxi, Professor, Faculty of Law, Delhi University. 2. Representative of Ministry of Law. 3. Shri D. J. Jadhav (Member of the Committee) 4. Shri L. R. Girotra, Research Officer Committee on Jail Reforms. 	<p style="text-align: right;">Convenor</p> <p style="text-align: right;">Resource Person</p>
	Study Group II	/
To examine the living conditions of prisoners with specific reference to their basic needs and provision of facilities compatible with the dignity of human life and to suggest improvements as considered necessary.	<ol style="list-style-type: none"> 1. Shri Yogendra Sharma, Member of Parliament, (Member of the Committee) 2. Representative of National Buildings Organisation. 3. Shri D. J. Jadhav (Member of the Committee) 4. Shri J. S. Goel Research Officer, Committee on Jail Reforms. 	<p style="text-align: right;">Convenor</p> <p style="text-align: right;">Resource Person</p>
	Study Group III	
To reappraise the policies governing the recruitment, training and development of prison personnel in relation to the objective of custody and correction and to find ways of ensuring that persons with requisite talent, aptitude and ability man the prison service.	<ol style="list-style-type: none"> 1. Prof. Rasheeduddin Khan, Member of Parliament, (Member of the Committee) 2. Prof. J. J. Panakal, Head of the Department of Criminology and Correctional Administration, Tata Institute of Social Sciences, Bombay. 3. Shri K. L. N. Reddy, (Member of the Committee). 4. Dr. Devakar, Head of Division (Training) National Institute of Social Defence, New Delhi. 	<p style="text-align: right;">Convenor</p> <p style="text-align: right;">Resource Person</p>
	Study Group IV	
To look into the procedure regarding the internal management of prisons with a view to raising the present level of prison security and institutional discipline and to suggest appropriate change.	<ol style="list-style-type: none"> 1. Shri S. K. Puri, Additional Inspector General of Prisons, Government of Haryana, Chandigarh. 2. Dr. (Smt.) Jyotsna H. Shah, Director, Social Defence, Government of Gujarat, Ahmedabad. 3. Shri H. C. Saksena, (Member of the Committee) 4. Shri L. R. Girotra, Research Officer, Committee on Jail Reforms. 	<p style="text-align: right;">Convenor</p> <p style="text-align: right;">Resource Person</p>

Study Group V

To review the programmes of institutional treatment, education, vocational training, industry, agriculture and such other occupational activities and to suggest measures with a view to develop prisons as correctional centres.

1. Bibi Amtus Salam, (Permanent Invitee of the Committee).
2. Shri D. N. Ray, Former Director, Probation Services, Bihar.
3. Shri K. L. N. Reddy, (Member of the Committee) Convenor
4. Shri J. S. Goel, Research Officer, Committee on Jail Reforms. Resource Person

Study Group VI

To suggest measures for the specialised treatment of women, adolescents, children and mentally sick prisoners.

1. Dr. (Mrs.) Jyotsna H. Shah, Director, Social Defence, Government of Gujarat, Ahmedabad.
2. Representative of the Ministry of Health.
3. Dr. (Mrs.) M. Sarada Menon, (Member of the Committee) Convenor
4. Dr. (Mrs.) Sunita Sodhi, Lecturer, National Institute of Social Defence, New Delhi. Resource Person

Study Group VII

To review the working of Open-Air Prisons and to suggest measures for improvement.

1. Shri Prakash Mehrotra, Member of Parliament, (Member of the Committee).
2. Shri K. C. Shenmar, Retired Inspector General of Prisons, Punjab.
3. Shri H. C. Saksena, (Member of the Committee). Convenor
4. Dr. B. N. Chattaraj, Deputy Director, National Institute of Social Defence, New Delhi. Resource Person

Study Group VIII

To scrutinise the system of remission of prison sentence, parole and probation and to lay down guidelines for bringing about uniformity and standardisation in approach.

1. Miss Saroj Khaparde, Member of Parliament, (Member of the Committee).
2. Representative of Ministry of Social Welfare.
3. Shri C. S. Mallaiiah, (Member of the Committee). Convenor
4. Shri S. K. Bhattacharyya, Deputy Director, (Research) National Institute of Social Defence, New Delhi. Resource Person

EXTRACTS FROM THE MODEL PRISON MANUAL

(Pages 1 to 3)

GUIDING PRINCIPLES

Objectives of punishment are diverse. Retribution is mostly discarded. Deterrence and incapacitation have limited application for some types of offenders. Social reconstruction and rehabilitation as objectives of punishment attain paramount importance in a Welfare State. The supreme aim of punishment shall be the protection of society, through the rehabilitation of the offender.

The purpose and justification of a sentence of imprisonment is to protect society against crime. The punishment inherent in imprisonment primarily consists in deprivation of liberty involving compulsory confinement and consequent segregation from normal society. In carrying out that punishment the Prison Administration should aim at ensuring the return of an offender to society not only willing but also able to lead a well-adjusted and self-supporting life.

Imprisonment and other measures which result in cutting off an offender from the outside world are afflictive by the very fact of taking away from him the right of self-determination. Therefore the prison system should not, except incidental to justifiable segregation or maintenance of discipline, aggravate the suffering inherent in such a situation.

XXX

The primary aim of institutional treatment shall be the social re-education of the offender for the purpose of realigning and re-organizing his life for smooth re-settlement in society. For the reformation of the offender it is necessary to re-cast his habits and re-direct his approaches and value schemes in order that he may become adjusted in society as a useful social unit. To achieve this, correctional institutions shall have (1) proper and requisite personnel; (2) a system of efficient and disciplined administration; and (3) diversified resources and facilities for training and treatment programmes.

XXX

The treatment of offenders shall, so far as the length of the sentence permits, aim at installing in them the will to lead law-abiding and self-supporting lives after their release and helping them to do so. The treatment should foster their self-respect, self-discipline and sense of responsibility. For this purpose, appropriate means shall be used in accordance with the needs of each offender. These are: diversified education, vocational training, correctional social work, guidance, counselling, strengthening of moral character etc. In planning a programme of treatment, the offender's social and criminal history, his physical and mental capacities and aptitudes, his personality, length of his sentence, and his prospects after release should be taken into account.

XXX

Through a system of diversification of institutions, inmates should be grouped on the basis of sex, age, criminal record, the legal reason for their detention, length of sentence, recidivism physical and mental health, requirements of security, training and treatment, etc. By means of such diversification, suitable training facilities and resources can be made available to carefully selected homogeneous groups of inmates. So also the dangerous prisoners can be kept under proper security and discipline measures.

XXX

U.N. STANDARD MINIMUM RULES FOR THE TREATMENT OF PRISONERS AND RELATED RECOMMENDATION

A. Standard Minimum Rules for the Treatment of Prisoners

Resolution adopted on 30 August 1955

The First United Nations Congress on the Prevention of Crime and the Treatment of Offenders.

Having adopted the Standard Minimum Rules for the Treatment of Prisoners annexed to the present Resolution,

1. Requests the Secretary-General, in accordance with paragraph (d) of the annex to resolution 415 (V) of the General Assembly of the United Nations, to submit these rules to the Social Commission of the Economic and Social Council for approval;
2. Expresses the hope that these rules be approved by the Economic and Social Council and, if deemed appropriate by the Council, by the General Assembly, and that they be transmitted to governments with the recommendation (a) that favourable consideration be given to their adoption and application in the administration of penal institutions, and (b) that the Secretary-General be informed every three years of the progress made with regard to their application;
3. Expresses the wish that, in order to allow governments to keep themselves informed of the progress in this respect, the Secretary-General be requested to publish in the International Review of Criminal Policy the information sent by governments in pursuance of paragraph 2, and that he be authorised to ask for supplementary information if necessary;
4. Expresses also the wish that the Secretary-General be requested to arrange that the widest possible publicity be given to these rules.

Annex

STANDARD MINIMUM RULES FOR THE TREATMENT OF PRISONERS

Preliminary Observations

1. The following rules are not intended to describe in detail a model system of penal institutions. They seek only on the basis of the general consensus of contemporary thought and the essential elements of the most adequate systems of today, to set out what is generally accepted as being good principle and practice in the treatment of prisoners and the management of institutions.

2. In view of the great variety of legal, social, economic and geographical conditions of the world, it is evident that not all of the rules are capable of application in all places and at all times. They should, however, serve to stimulate a constant endeavour to overcome practical difficulties in the way of their application, in the knowledge that they represent, as a whole, the minimum conditions which are accepted as suitable by the United Nations.

3. On the other hand, the rules cover a field in which thought is constantly developing. They are not intended to preclude experiment and practices, provided these are in harmony with the principles and seek to further the purposes which derive from the text of the rules as a whole. It will always be justifiable for the central prison administration to authorise departures from the rules in this spirit.

4. (1) Part I of the rules covers the general management of institutions, and is applicable to all categories of prisoners, criminal or civil, untried or convicted, including prisoners subject to "security measures" or corrective measures ordered by the judge.

4. (2) Part II contains rules applicable only to the special categories dealt with in each section. Nevertheless, the rules under section A, applicable to prisoners under sentence, shall be equally applicable to categories of prisoners dealt with in sections B, C and D, provided they do not conflict with the rules governing those categories and are for their benefit.

5. (1) The rules do not seek to regulate the management of institutions set aside for young persons such as Borstal institutions or correctional schools, but in general Part I would be equally applicable in such institutions.

(2) The categories of young prisoners should include at least all young persons who come within the jurisdiction of juvenile courts. As a rule, such young persons should not be sentenced to imprisonment.

PART I—RULES OF GENERAL APPLICATION

Basic Principle

6. (1) The following rules shall be applied impartially. There shall be no discrimination on grounds of race, colour, sex, language, religion, political or other opinion, national or social origin, property, birth or other status.

(2) On the other hand, it is necessary to respect the religious beliefs and moral precepts of the group to which a prisoner belongs.

Register

7. (1) In every place where persons are imprisoned there shall be kept a bound registration book with numbered pages in which shall be entered in respect of each prisoner received:

- (a) Information concerning his identity;
- (b) The reasons for his commitment and the authority therefor
- (c) The day and hour of his admission and release.

(2) No person shall be received in an institution without a valid commitment order of which the details shall have been previously entered in the register.

Separation of categories

8. The different categories of prisoners shall be kept in separate institutions or parts of institutions taking account of their sex, age, criminal record, the legal reason for their detention and the necessities of their treatment. Thus,

- (a) Men and women shall so far as possible be detained in separate institutions; in an institution which receives both men and women the whole of the premises allocated to women shall be entirely separate;
- (b) Untried prisoners shall be kept separate from convicted prisoners;
- (c) Persons imprisoned for debt and other civil prisoners shall be kept separate from persons imprisoned by reason of a criminal offence;
- (d) Young prisoners shall be kept separate from adults.

Accommodation

9. (1) Where sleeping accommodation is in individual cells or rooms, each prisoner shall occupy by night a cell or room by himself. If for special reasons, such as temporary overcrowding, it becomes necessary for the central prison administration to make an exception to this rule, it is not desirable to have two prisoners in a cell or room.

(2) Where dormitories are used, they shall be occupied by prisoners carefully selected as being suitable to associate with one another in those conditions. There shall be regular supervision by night, in keeping with the nature of the institution.

10. All accommodation provided for the use of prisoners and in particular all sleeping accommodation shall meet all requirements of health, due regard being paid to climatic conditions and particularly to cubic content of air, minimum floor space, lighting, heating and ventilation.

11. In all places where prisoners are required to live or work,

(a) The windows shall be large enough to enable the prisoners to read or work by natural light, and shall be so constructed that they can allow the entrance of fresh air whether or not there is artificial ventilation;

(b) Artificial light shall be provided sufficient for the prisoners to read or work with out injury to eyesight.

✓12. The sanitary installations shall be adequate to enable every prisoner to comply with the needs of nature when necessary and in a clean and decent manner.

13. Adequate bathing and shower installations shall be provided so that every prisoner may be enabled and required to have a bath or shower, at a temperature suitable to the climate, as frequently as necessary for general hygiene according to season and geographical region, but at least once a week in a temperate climate.

14. All parts of an institution regularly used by prisoners shall be properly maintained and kept scrupulously clean at all times.

Personal hygiene

15. Prisoners shall be required to keep their persons clean, and to this end they shall be provided with water and with such toilet articles as are necessary for health and cleanliness. ✓

16. In order that prisoners may maintain a good appearance compatible with their self-respect, facilities shall be provided for the proper care of the hair and beard, and men shall be enabled to shave regularly.

Clothing and bedding

17.(1) Every prisoner who is not allowed to wear his own clothing shall be provided with an outfit of clothing suitable for the climate and adequate to keep him in good health. Such clothing shall in no manner be degrading or humiliating.

(2) All clothing shall be clean and kept in proper condition. Under-clothing shall be changed and washed as often as necessary for the maintenance of hygiene.

(3) In exceptional circumstances, whenever a prisoner is removed outside the institution for an authorised purpose, he shall be allowed to wear his own clothing or other inconspicuous clothing.

18. If prisoners are allowed to wear their own clothing, arrangements shall be made on their admission to the institution to ensure that it shall be clean and fit for use.

19. Every prisoner shall, in accordance with local or national standards, be provided with a separate bed, and with separate and sufficient bedding which shall be clean when issued, kept in good order and changed often enough to ensure its cleanliness.

Food

20.(1) Every prisoner shall be provided by the administration at the usual hours with food of nutritional value, adequate for health and strength, of wholesome quality and well prepared and served.

(2) Drinking water shall be available to every prisoner whenever he needs it.

Exercise and sport

21.(1) Every prisoner who is not employed in out-door work shall have at least one hour of suitable exercise in the open air daily if the weather permits.

(2) Young prisoners, and others of suitable age and physique, shall receive physical and recreational training during the period of exercise. To this end space, installations and equipment shall be provided.

Medical services

22.(1) At every institution there shall be available the services of at least one qualified medical officer who should have some knowledge of psychiatry. The medical services should be organised in close relationship to the general health administration of the community or nation. They shall include a psychiatric service for the diagnosis and, in proper cases, the treatment of states of mental abnormality.

(2) Sick prisoners who require specialist treatment shall be transferred to specialised institutions or to civil hospitals. Where hospital facilities are provided in an institution, their equipment furnishings and pharmaceutical supplies shall be proper for the medical care and treatment of sick prisoners, and there shall be a staff of suitably trained officers.

(3) The services of a qualified dental officer shall be available to every prisoner.

23.(1) In women's institutions there shall be special accommodation for all necessary pre-natal and post-natal care and treatment. Arrangements shall be made wherever practicable for children to be born in a hospital outside the institution. If a child is born in prison, this fact shall not be mentioned in the birth certificate.

(2) Where nursing infants are allowed to remain in the institution with their mothers, provision shall be made for a nursery staffed by qualified persons, where the infants shall be placed when they are not in the care of their mothers.

24. The medical officer shall see and examine every prisoner as soon as possible after his admission and thereafter as necessary, with a view particularly to the discovery of physical or mental illness and the taking of all necessary measures; the segregation of prisoners suspected of infectious or contagious conditions; the noting of physical or mental defects which might hamper rehabilitation, and the determination of the physical capacity of every prisoner for work.

25.(1) The medical officer shall have the care of the physical and mental health of the prisoners and should daily see all sick prisoners, all who complain of illness and any prisoner to whom his attention is specially directed.

(2) The medical officer shall report to the director whenever he considers that a prisoner's physical or mental health has been or will be injuriously affected by continued imprisonment or by any condition of imprisonment.

26.(1) The medical officer shall regularly inspect and advise the director upon :

- (a) the quantity, quality, preparation and service of food;
- (b) the hygiene and cleanliness of the institution and the prisoners;
- (c) the sanitation, heating, lighting and ventilation of the institution;
- (d) the suitability and cleanliness of the prisoners, clothing and bedding;
- (e) the observance of the rules concerning physical education and sports, in cases where there is no technical personnel in charge of these activities.

(2) The director shall take into consideration the reports and advice that the medical officer submits according to rules 25(2) and 26 and, in case he concurs with the recommendations made, shall take immediate steps to give effect to those recommendations; if they are not within his competence or if he does not concur with them, he shall immediately submit his own report and the advice of the medical officer to higher authority.

Discipline and punishment

27. Discipline and order shall be maintained with firmness, but with no more restriction than is necessary for safe custody and well-ordered community life.

28.(1) No prisoner shall be employed, in the service of the institution, in any disciplinary capacity.

(2) This rule shall not, however, impede the proper functioning of systems based on self-government, under which specified social, educational or sports activities or responsibilities are entrusted, under supervision, to prisoners who are formed into groups for the purposes of treatment.

29. The following shall always be determined by the law or by the regulation of competent administrative authority :

- (a) Conduct constituting a disciplinary offence ;
- (b) The types and duration of punishment which may be inflicted ;
- (c) The authority competent to impose such punishment.

30.(1) No prisoner shall be punished except in accordance with the terms of such law or regulation, and never twice for the same offence.

(2) No prisoner shall be punished unless he has been informed of the offence alleged against him and given a proper opportunity of presenting his defence. The competent authority shall conduct a thorough examination of the case.

(3) Where necessary and practicable the prisoner shall be allowed to make his defence through an interpreter.

31. Corporal punishment, punishment by placing in a dark cell, and all cruel, inhuman or degrading punishments shall be completely prohibited as punishments for disciplinary offences.

32.(1) Punishment by close confinement or reduction of diet shall never be inflicted unless the medical officer has examined the prisoner and certified in writing that he is fit to sustain it.

(2) The same shall apply to any other punishment that may be prejudicial to the physical or mental health of a prisoner. In no case may such punishment be contrary to or depart from the principle stated in rule 31.

(3) The medical officer shall visit daily prisoners undergoing such punishments and shall advise the director if he considers the termination or alteration of the punishment necessary on grounds of physical or mental health.

Instruments of restraint

33. Instruments of restraint, such as handcuffs, chains, irons and strait-jackets, shall never be applied as a punishment. Furthermore, chains or irons shall not be used as restraint. Other instruments of restraint shall not be used except in the following circumstances :

- (a) As a precaution against escape during a transfer, provided that they shall be removed when the prisoner appears before a judicial or administrative authority ;
- (b) On medical grounds by direction of the medical officer ;
- (c) By order of the director, if other methods of control fail, in order to prevent a prisoner from injuring himself or others or from damaging property ; in such instances the director shall at once consult the medical officer and report to the higher administrative authority.

34. The patterns and manner of use of instruments of restraint shall be decided by the central prison administration. Such instruments must not be applied for any longer time than is strictly necessary.

Information to and complaints by prisoners

35. (1) Every prisoner on admission shall be provided with written information about the regulations governing the treatment of prisoners of his category, the disciplinary requirements of the institution, the authorised methods of seeking information and making complaints, and all such other matters as are necessary to enable him to understand both his rights and his obligations and to adapt himself to the life of the institution.

(2) If a prisoner is illiterate, the aforesaid information shall be conveyed to him orally.

36. (1) Every prisoner shall have the opportunity each week day of making requests or complaints to the director of the institution or the officer authorised to represent him.

(2) It shall be possible to make requests or complaints to the inspector of prisons during his inspection. The prisoner shall have the opportunity to talk to the inspector or to any other inspecting officer without the director or other members of the staff being present.

(3) Every prisoner shall be allowed to make a request or complaint, without censorship as to substance but in proper form, to the central prison administration, the judicial authority or other proper authorities through approved channels.

(4) Unless it is evidently frivolous or groundless, every request or complaint shall be promptly dealt with and replied to without undue delay.

Contact with the outside world

37. Prisoners shall be allowed under necessary supervision to communicate with their family and reputable friends at regular intervals, both by correspondence and by receiving visits.

38. (1) Prisoners who are foreign nationals shall be allowed reasonable facilities to communicate with the diplomatic and consular representatives of the State to which they belong.

(2) Prisoners who are nationals of States without diplomatic or consular representation in the country and refugees or stateless persons shall be allowed similar facilities to communicate with the diplomatic representatives of the State which takes charge of their interests or any national or international authority whose task it is to protect such persons.

39. Prisoners shall be kept informed regularly of the more important items or news by the reading of newspapers, periodicals or special institutional publications, by hearing wireless transmissions, by lectures or by any similar means as authorised or controlled by the administration.

Books

40. Every institution shall have a library for the use of all categories of prisoners, adequately stocked with both recreational and instructional books, and prisoners shall be encouraged to make full use of it.

Religion

41. (1) If the institution contains a sufficient number of prisoners of the same religion, a qualified representative of that religion shall be appointed or approved. If the number of prisoners justifies it and conditions permit, the arrangement should be on a full-time basis.

(2) A qualified representative appointed or approved under paragraph (1) shall be allowed to hold regular services and to pay pastoral visits in private to prisoners of his religion at proper times.

(3) Access to a qualified representative of any religion shall not be refused to any prisoner. On the other hand, if any prisoner should object to a visit of any religious representative, his attitude shall be fully respected.

42. So far as practicable, every prisoner shall be allowed to satisfy the needs of his religious life by attending the services provided in the institution and having in his possession the books of religious observance and instruction of his denomination.

Retention of prisoners' property

43. (1) All money, valuables, clothing and other effects belonging to a prisoner which under the regulations of the institution he is not allowed to retain shall, on his admission to the institution, be placed in safe custody. An inventory thereof shall be signed by the prisoner. Steps shall be taken to keep them in good condition.

(2) On the release of the prisoner all such articles and money shall be returned to him except in so far as he has been authorised to spend money or send any such property out of the institution, or it has been found necessary on hygienic grounds to destroy any article of clothing. The prisoner shall sign a receipt for the articles and money returned to him.

(3) Any money or effects received for a prisoner from outside shall be treated in the same way.

(4) If a prisoner brings in any drugs or medicine, the medical officer shall decide what use shall be made of them.

Notification of death, illness, transfer, etc.

44. (1) Upon the death or serious illness of, or serious injury to a prisoner, or his removal to an institution for the treatment of mental affections, the director shall at once inform the spouse, if the prisoner is married, or the nearest relative and shall in any event inform any other person previously designated by the prisoner.

(2) A prisoner shall be informed at once of the death or serious illness of any near relative. In case of the critical illness of a near relative, the prisoner should be authorised, whenever circumstances allow, to go to his bedside either under escort or alone.

(3) Every prisoner shall have the right to inform at once his family of his imprisonment or his transfer to another institution.

Removal of prisoners

45. (1) When prisoners are being removed to or from an institution, they shall be exposed to public view as little as possible, and proper safeguards shall be adopted to protect them from insult, curiosity and publicity in any form.

(2) The transport of prisoners in conveyances with inadequate ventilation or light, or in any way which would subject them to unnecessary physical hardship, shall be prohibited.

(3) The transport of prisoners shall be carried out at the expense of the administration and equal conditions shall obtain for all of them.

Institutional personnel

46. (1) The prison administration shall provide for the careful selection of every grade of the personnel, since it is on their integrity, humanity, professional capacity and personal suitability for the work that the proper administration of the institutions depends.

(2) The prison administration shall constantly seek to awaken and maintain in the minds both of the personnel and of the public the conviction that this work is a social service of great importance, and to this end all appropriate means of informing the public should be used.

(3) To secure the foregoing ends, personnel shall be appointed on a full-time basis as professional prison officers and have civil service status with security of tenure subject only to good conduct, efficiency and physical fitness. Salaries shall be adequate to attract and retain suitable men and women; employment benefits and conditions of service shall be favourable in view of the exciting nature of the work.

47. (1) The personnel shall possess an adequate standard of education and intelligence.

(2) Before entering on duty, the personnel shall be given a course of training in their general and specific duties and be required to pass theoretical and practical tests.

(3) After entering on duty and during their career, the personnel shall maintain and improve their knowledge and professional capacity by attending courses of in-service training to be organised at suitable intervals.

48. All members of the personnel shall at all times so conduct themselves and perform their duties as to influence the prisoners for good by their examples and to command their respect.

49. (1) So far as possible, the personnel shall include a sufficient number of specialists such as psychiatrists, psychologists, social workers, teachers and trade instructors.

(2) The services of social workers, teachers and trade instructors shall be secured on a permanent basis, without thereby excluding part-time or voluntary workers.

50. (1) The director of an institution should be adequately qualified for his task by character, administrative ability, suitable training and experience.

(2) He shall devote his entire time to his official duties and shall not be appointed on a part-time basis.

(3) He shall reside on the premises of the institution or in its immediate vicinity.

51. (1) When two or more institutions are under the authority of one director, he shall visit each of them at frequent intervals. A responsible resident official shall be in charge of each of these institutions.

(2) The director, his deputy, and the majority of the other personnel of the institution shall be able to speak the language of the greatest number of prisoners, or a language understood by the greatest number of them.

(3) Whenever necessary, the services of an interpreter shall be used.

52.(1) In institutions which are large enough to require the services of one or more full-time medical officers, at least one of them shall reside on the premises of the institution or in its immediate vicinity.

(2) In other institutions the medical officer shall visit daily and shall reside near enough to be able to attend without delay in cases of urgency.

53.(1) In an institution for both men and women, the part of the institution set aside for women shall be under the authority of a responsible women officer who shall have the custody of the keys of all that part of the institution.

(2) No male member of the staff shall enter the part of the institution set aside for women unless accompanied by a women officer.

(3) Women prisoners shall be attended and supervised only by women officers. This does not, however, preclude male members of the staff, particularly doctors and teachers, from carrying out their professional duties in institutions or parts of institutions set aside for women.

54.(1) Officers of the institutions shall not, in their relations with the prisoners, use force except in self-defence or in cases of attempted escape, or active or passive physical resistance to an order based on law or regulations. Officers who have recourse to force must use no more than is strictly necessary and must report the incident immediately to the director of the institution.

(2) Prison officers shall be given special physical training to enable them to restrain aggressive prisoners.

(3) Except in special circumstances, staff performing duties which bring them into direct contact with prisoners should not be armed. Furthermore, staff should in no circumstances be provided with arms unless they have been trained in their use.

Inspection

55. There shall be a regular inspection of penal institutions and services by qualified and experienced inspectors appointed by a competent authority. Their task shall be in particular to ensure that these institutions are administered in accordance with existing laws and regulations and with a view to bringing about the objectives of penal and correctional services.

PART II—RULES APPLICABLE TO SPECIAL CATEGORIES

A. PRISONERS UNDER SENTENCE

Guiding principles

56. The guiding principles hereafter are intended to show the spirit in which penal institutions should be administered and the purposes at which they should aim, in accordance with the declaration made under Preliminary Observation 1 of the present text.

57. Imprisonment and other measures which result in cutting off an offender from the outside world are afflictive by the very fact of taking from the person the right of self-determination by depriving him of his liberty. Therefore the prison system shall not, except as incidental to justifiable segregation or the maintenance of discipline, aggravate the suffering inherent in such a situation.

58. The purpose and justification of a sentence of imprisonment or a similar measure deprivative of liberty is ultimately to protect society against crime. This end can only be achieved if the period of imprisonment is used to ensure, so far as possible, that upon his return to society the offender is not only willing but able to lead a law-abiding and self-supporting life.

59. To this end, the institution should utilise all the remedial, educational, moral, spiritual and other forces and forms of assistance which are appropriate and available, and should seek to apply them according to the individual treatment needs of the prisoners.

60.(1) The regime of the institution should seek to minimize any differences between prison life and life at liberty which tend to lessen the responsibility of the prisoners or the respect due to their dignity as human beings.

(2) Before the completion of the sentence, it is desirable that the necessary steps be taken to ensure for the prisoner a gradual return to life in society. This aim may be achieved, depending on the case, by a pre-release