

File No. 17013/26/2019-PR
Government of India
Ministry of Home Affairs

Women Safety Division, 2nd Floor
Major Dhyan Chand National Stadium
India Gate Circle, New Delhi-110001

January 9, 2023

To

1. **The ACS/Principal Secretary (Home) of all States and UTs**
2. **The DG/IG Prisons of all States and UTs**

Sub: Measures for effective prison management and filling up of vacancies of Prison officers and staff in Jails, etc.

Sir/Madam,

Given the importance of Prisons and Correctional Institutions in the Criminal Justice System, it is the constant endeavour of the Government of India to share important guidelines with the States and Union Territories on varied aspects of prison administration in the form of Advisories issued from time to time. The Model Prison Manual 2016, forwarded to all States and UTs in May 2016, was also a step in this direction and was aimed at bringing uniformity in the basic principles governing the jails of the country.

2. However, despite constant follow up by the Ministry of Home Affairs, several States are yet to confirm the status of adoption of the Model Prison Manual 2016 in their jurisdictions. **The States and UTs who have not adopted the Model Prison Manual so far are again requested to expedite the same** and take necessary steps for adopting it and bringing in the prison reforms in accordance with the guidelines provided in the Manual.

3. In terms of the guidance contained in the Model Prison Manual 2016, on admission of a prisoner in the jail, the Prison Administration has to ensure **separation of various categories of prisoners** namely women, young offenders, under-trials, convicts, high risk offenders, etc. and to lodge them in the jail separately with a view to ensuring the safety and security of inmates. In this regard, special attention needs to be paid by the Prison

administration in ensuring that inmates inclined towards propagating the ideology of radicalization and those who have the propensity and potential to negatively influence other inmates are housed in separate enclosures away from other inmates.

4. Similarly, inmates who are in custody for offences related to narcotics and smuggling of drugs etc. also need to be lodged separately, and to the extent possible not allowed to mix with other inmates, again with the intention of keeping other inmates away from the influence of such unscrupulous individuals.

5. The State Prison authorities should also focus on organising special de-radicalisation sessions in all jails with the help of correctional and behavioral experts, on regular basis, as this can go a long way in bringing change in the mindset of misguided criminals.

6. The National Crime Records Bureau (NCRB) compiles prison statistics reported to it by the States and Union Territories (UTs) and publishes the same in its annual publication "Prison Statistics India". It is noted from Table 12.10 of the latest publication of the year 2021 that as many as 1102 Jails of the country are equipped with video conferencing facilities. The Department of Justice has informed that under the eCourts Mission Mode Project, video conferencing facility between Courts and Jails has been enabled in 3240 Court complexes. To further augment the video conferencing facilities in the jails, the Ministry of Home Affairs is providing grant in aid to all States and UTs under the 'Modernisation of Prisons' project. The States and UTs are requested to make use of the grant in aid being provided to them and strengthen the video conferencing facility in the jails wherever required.

7. The State Prison authorities are requested to make special efforts for making use of the video conferencing facility in all District level jails and the Courts. Wherever such a facility is not available, suitable arrangements may be provided by the State authorities by taking up the matter with the officers of the concerned Courts on urgent basis.

8. It is also noted from Table 11.1 of the NCRB publication 'Prison Statistics India 2021' that as on 31st December, 2021, there is a national average of approx. 28% of posts of Jail staff lying vacant in various States and UTs. In some States, about 40 to 50% posts of Jail staff are lying vacant, which does not augur well for the efficient management of prisons and correctional facilities in the country. It is further noted that

various posts of Medical Officers, Psychologists/ Psychiatrists etc. are also lying vacant in the jails of many States and UTs.

9. **State/UT authorities are requested to launch special recruitment drives to fill up the vacancies of all categories of Jail staff** as a sensitive institution like Prisons and Correctional Services should not be understaffed as this is not only a potential security risk but also deprives the prison inmates of the correctional services to be provided to them for weaning them away from the path of crime and making them dutiful citizens of the country.

Yours faithfully,



(Arun Sobti)

Deputy Secretary (PR & ATC)

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