

**Prisoner A 10 Jan 2018**

<b>Recommendation</b>	<b>Action(s) Required</b>	<b>Person(s) Responsible</b>	<b>Date for Completion</b>	<b>Status</b>
<p>8.1 Officers when unlocking prisoners after periods of lock-back should verbally communicate with the prisoner and ensure they receive a verbal response to verify that s/he is well and not in need of medical attention.</p>	<p>To be presented to the SPG on 18/19 September for discussion about practicality of implementation</p>	<p>Director of Operations</p>	<p>For discussion 18/19 September</p>	<p>On going</p>
<p>8.2 The checking of prisoners in their cells should be conducted in accordance with the Irish Prison Service Standard Operating Procedure by the Officer assigned to the division/landing or by their approved relief officer. If an officer is required to respond to an emergency and in so doing is unable to complete required checks, an entry should be made in the appropriate Journal(s) (Night Guard Journal, Dinner Guard Journal etc.) by the officer concerned and countersigned by the supervising officer.</p>	<p>Introduction of measures to strengthen compliance</p> <p>1 The modification of prison landing lighting to ensure visibility of staff conducting checks on CCTV</p> <p>2 The amendment of our CCTV policy to provide prison management with the ability to review all night duty CCTV footage to satisfy themselves that full compliance with night guard duty is taking place on a consistent basis.</p> <p>3 The introduction of</p> <ul style="list-style-type: none"> <li>• A new Monitoring of Prisoners Policy;</li> <li>• A new Healthcare Special Observations Policy</li> <li>• A Revised Close Supervision Cell Procedure</li> <li>• A Revised Safety Observation procedure;</li> </ul> <p>and</p> <ul style="list-style-type: none"> <li>• A new Monitoring of Prisoners during Night Guard Duty Protocol.</li> </ul> <p>4 In circumstances where full compliance has not been possible the reasons for this will be required to be clearly set out in writing and verified by prison management with reference to the appropriate CCTV footage.</p>	<p>Senior management within IPS HQ and Prison Governors</p>		<p>Complete</p>

<p>8.3 Where there is evidence to suggest that an officer(s) has/have failed to carry out his/her duties in relation to checking of prisoners in their cells appropriate disciplinary action should be taken.</p>	<p>IPS to implement guidelines on disciplinary sanctions for Special Ob's policy breaches .</p> <p>Responsibilities and obligations of staff and consequences for failure to carry out duties without reasonable cause addressed by the Director General through written correspondence to all staff.</p> <p>Guidelines for Disciplinary sanctions to be formally published by 5<sup>th</sup> July, 2019</p>	<p>Director Of Human Resources</p>		<p>Complete</p>
<p>8.4 All hand-over of duties should be recorded in the Night Journal by the Night Guard and signed off at the end of the tour of duty by the Supervising Officer / Officer-in-charge.</p>	<p>IPS to implement guidelines on disciplinary sanctions for Special Ob's policy breaches</p> <p>Responsibilities and obligations of staff and consequences for failure to carry out duties without reasonable cause addressed by the Director General through written correspondence to all staff.</p> <p>Guidelines for Disciplinary sanctions to be formally published by 5<sup>th</sup> July, 2019</p>	<p>Director Of Human Resources</p>		<p>Complete</p>