



Seirbhís Phríosúin
na hÉireann
Irish Prison Service



An Roinn Dlí agus Cirt
Department of Justice

IOP Recommendations Action Plan

Proposed Recommendation from the Inspector of Prisons investigation report on
Death in Custody of prisoner “Mr U” 25/12/2022

The Recommendations submitted by the IOP have been review and considered. The table below is a summary of proposed actions based on the investigation of the IOP in respect of the Irish Prison Service. The table also suggest timelines and action owners for completing the necessary actions.

| No. | IOP Recommendations | Irish Prison Service Response | Action Required | Action Owner | Timeline |
|-----|---|-------------------------------|--|------------------------|----------|
| 1. | It is recommended that all documentation relating to a Temporary Release, including an aide memoire should be fully completed to ensure that all required contacts have been made in advance of approving Temporary Release. | Partially accepted | All reasonable efforts are made to make required contacts, subject to the availability of resources. | Operations Directorate | Complete |



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| 2. | All appointments should be in place prior to the release of a person on Temporary Release to include, time and date of meeting(s). It should not be left to the released person to arrange appointments. | Partially accepted | All reasonable efforts are made to make relevant appointments prior to temporary release, subject to the availability of resources. | Operations Directorate | Complete |
| 3. | The Assistant Chief Officer in charge of Committals and Discharges should at all times ensure that the documentation relating to a discharge is correct before instructing the Gate Officer to discharge the person. | Accepted | The Prison Governor has issued a reminder to relevant staff within the prison regarding their obligations in relation to the processing of temporary release applications and the management of a prisoner on temporary release. In addition to this, the Director of Operations has issued this reminder to lead Governors across the estate. | Prison Governor / Operations Directorate | Complete |
| 4. | When an error occurs with an entry on the PIMS in relation to a discharge/committal date the Assistant Chief Officer in charge of Committals and Discharges should notify the governing Governor who should immediately notify Operations Directorate to ensure that the error is rectified. | Accepted | The Prison Governor has issued a reminder to relevant staff within the prison regarding their obligations in relation to the processing of temporary release applications and the management of a prisoner on temporary release. In addition to this, the Director of Operations has issued this reminder to lead Governors across the estate. | Prison Governor / Operations Directorate | Complete |
| 5. | All personnel with responsibility for arranging and processing of a Temporary Release be reminded of their roles and responsibilities as set out in the Irish Prison Service Standard Operating | Accepted | The Prison Governor has issued a reminder to relevant staff within the prison regarding their obligations in relation to the processing of temporary release applications and the management of a prisoner on temporary release. In addition to this, the Director of Operations has | Prison Governor / Operations Directorate | Complete |



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| | Procedure relating to Temporary Release. | | issued this reminder to lead Governors across the estate. | | |
| 6. | IPS Management should ensure that all sections of official documents are fully and comprehensively completed in legible handwriting and all signatures are supported by block capitals. Similar recommendations have been made in Mr. L and Mr. Q 2019. | Accepted | The Prison Governor has issued a reminder to relevant staff within the prison regarding their obligations in relation to the processing of temporary release applications and the management of a prisoner on temporary release. In addition to this, the Director of Operations has issued this reminder to lead Governors across the estate. | Prison Governor / Operations Directorate | Complete |