

Australian Capital Territory

Corrections Management (Iris Scanning) Policy 2009

Notifiable instrument NI2009-560

made under the

***Corrections Management Act 2007*, section 14(1) (Corrections policies and operating procedures)**

1 Name of instrument

This instrument is the *Corrections Management (Iris Scanning) Policy 2009*.

2 Commencement

This instrument commences on the day after it is notified.

3 Policy

I make the

IRIS SCANNING POLICY

attached to this instrument, to facilitate the effective and efficient management of correctional services.

Barry Folpp
A/g Executive Director
ACT Corrective Services
5 November 2009



Alexander Maconochie Centre (AMC)



IRIS SCANNING POLICY

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Purpose

To outline the Iris Scanning Policy.

Authority

Legislation

Corrections Management Act 2007, sections 14 and 146.

Policy

Principles

For the good order, operation and security of the AMC, a range of security protocols are required when persons are entering and exiting the AMC.

Visitors must provide a range of identity data, including biometric data, in order to comply with these protocols. One such form of data is the provision of iris image data by means of a scan.

All visitors, regardless of their roles or status, are subject to these protocols. Any person refusing to comply with these protocols may be refused entry to the AMC.

Collection of iris data

Prior to entering the AMC, visitors are required to provide identity details and proof of identity (such as photo driver's licence, a passport, proof of residence etc). Suitable identity documents include those documents listed in the Visits Policy, Visitor's Handbook and Visitor's Information flyer, as well as Corrective Services staff ID passes and AFP Warranty Cards. This registration process can take up to 15 minutes per person on a first visit.

Included in this process is the collection of an image of the iris, using an iris scanning machine. This image is converted into encrypted data and stored in the AMC database.

Visitors must pass through iris scanning booths within the AMC Gatehouse, where their iris' are checked against the data image stored in the AMC database and their identity is confirmed. They must also exit through these booths.

Iris scanning technology allows for more effective security around the entry and exit of visitors to the AMC. It also means that subsequent visits can proceed much more quickly as provision of detailed identity documentation is no longer required.

The collection of this data presents no health threat.

Storage of iris data

The iris image is converted into encrypted data and stored in the AMC database. This database is not linked to any system outside the AMC.

The data is stored and used consistent with the requirements of the *Privacy Act 1998*.

Visitor iris data is collected only for the purpose of AMC security. The AMC has procedures and infrastructure in place to keep this information confidential and it is not used for any other purpose nor provided to any other agency or organisation.

Removal of iris data from AMC database

Visitors can request that their iris data be deleted from the AMC database. This might occur where the visitor no longer has any reason to visit the AMC.

Such requests must be in writing and can be made either:

- at the Visits Reception desk using the Visitor's Form; or
- in the form of a letter to the Superintendent, AMC Locked Bag 7775, Canberra Business Centre ACT 2609. You must include contact details and a copy of a form of photo id in your letter to allow us to confirm the authenticity of your request.

Visitors should note that any further visit to the AMC will require the collection or iris data process to begin again.

Forms/Templates

Visitors Form

Related policies and procedures

Visits Policy