

Australian Capital Territory

Corrections Management (Management Unit) Policy 2011

Notifiable instrument NI2011- 48

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 (Management Unit) Policy 2011*.

2 Commencement

This instrument commences on the day after it is notified.

3 Policy

I make the

MANAGEMENT UNIT POLICY

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

4 Revocation

This instrument revokes notifiable instrument NI2009-137.

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A/g Executive Director
ACT Corrective Services
3 February 2011



**ACT Corrective Services
Alexander Maconochie Centre (AMC)**



MANAGEMENT UNIT POLICY

Purpose	1
Authority	1
Policy	1
Principles	1
Protection and Segregation	1
Use of handcuffs and restraints	2
Access to exercise	2
Admission to the Management Unit (staff)	2
Placement in the Management Unit (prisoners)	2
Prisoner Property	2
Medical	2
Provision of meals	3
Phone Calls	3
Forms/templates	3
Related Policies/Procedures	3

Purpose

To outline the policy to ensure good order and security of the Management Unit.

Authority

Legislation

Corrections Management Act 2007, section 14.

Policy

Principles

Prisoners may be placed in the Management Unit for the following reasons:

- separate confinement;
- investigative segregation;
- segregation for the purposes of ensuring the safety of anyone at the correctional centre;
- segregation for the purposes of protecting the security and good order of the correctional centre;
- segregation due to the prisoner’s health or mental health (this should only occur in very unusual circumstances when the prisoner can’t be dealt with in the Hume Health Centre or the Crisis Support Unit); and
- segregation due to concerns about the prisoner’s safety from others (protection).

Protection and Segregation

Prisoners in the Management Unit will have a limited capacity to interact with other prisoners. Restricted association with other prisoners will be ordered in accordance with the *Discipline Procedure* and *Schedule of Penalties, Segregation Policy* and *Procedure*, and *Protection Policy* and *Procedure*.

Corrections officers must pay close attention to the conditions that apply to segregation and the suitability of any interactions in the Management Unit.

Protection and segregation restrictions will be adhered to at all times.

Use of handcuffs and restraints

The movement of prisoners using restraints will be at the discretion of the CO3. The use of restraints for other purposes will be in accordance with the *Use of Restraints Policy and Procedure*, and the *Use of Force Policy and Procedure*.

Access to exercise

Prisoners in the Management Unit will have access to the exercise yard at the rear of their cell. Prisoners may also have access to a larger exercise yard in the unit, subject to the operational requirements of the unit and the prisoner's conformity to the unit's routine. The CO4/CO3s will determine access to the yard.

Admission to the Management Unit (staff)

Corrections officers and other staff who are not rostered in the Management Unit will not access the Unit unless access is required in the course of their duties. All persons entering the Management Unit are to report to the corrections officer in charge of the Unit.

A daily log book which records all staff and prisoner movements will be maintained by the CO1 Management Unit.

Placement in the Management Unit (prisoners)

On admission into the Management Unit, the corrections officer in charge of the Unit will explain the Unit rules and allocate a cell to the prisoner.

All prisoners entering the Management Unit will be searched in accordance with the *Searching Policy and Procedure*.

Prisoner Property

Where a prisoner is moved from other accommodation to the Management Unit, a complete list of their property must be made at the time of the relocation and that list must be in the *Property Seizure Record*.

Property accompanying the prisoner will be searched by corrections officers prior to being issued. Property that is not issued to the prisoner will be stored and reissued to the prisoner following their discharge from the Unit. All stored property will be recorded in the *Property Seizure Record*.

Medical

Prisoners in the Management Unit will have access to health care in accordance with the *Access to Health Care Policy* and the *Issue of Medication Procedure*. Where possible these requirements will be met within the Management Unit.

If a prisoner requires medical attention which is unable to be given within the Unit he/she will be escorted to the Health Centre.

Provision of meals

Prisoners will be secured in their cell at meal times and the meal issued through the hatch in the cell door.

Phone Calls

Subject to any loss of privileges, prisoners may access the telephone by booking a time with a corrections officer.

Forms/templates

CO1 Daily Logbook

Related Policies/Procedures

Use of Restraints Policy

Use of Restraints Procedure

Use of Force Policy

Use of Force Procedure

Prisoner Discipline Procedure

Segregation Policy

Segregation Procedure

Protection Policy

Searching Policy

Searching Procedure

Access to Health Care Policy

Issue of Medication Procedure