



THE REPUBLIC OF SIERRA LEONE CORRECTIONAL SERVICE STANDARD INSPECTIONS DEPARTMENT (SID) HUMAN RIGHTS AUDIT CENTRE LEVEL ACTION PLAN, THE UNITED NATIONS STANDARD MINIMUM RULES FOR THE TREATMENT OF PRISONERS (SMR) AND THE BANGKOK RULES FOR THE TREATMENT OF WOMEN PRISONERS (BR) ASSESSMENT, MONITORING AND EVALUATION INSPECTIONS REPORT OF NINE (9) CORRECTIONAL CENTRES NAMELY:-

1. BONTHE CORRECTIONAL CENTRE
2. MATTRU JONG CORRECTIONAL CENTRE
3. PUJEHUN CORRECTIONAL CENTRE
4. KAILAHUN CORRECTIONAL CENTRE
5. KABALA CORRECTIONAL CENTRE
6. MAGBURAKA CORRECTIONAL CENTRE
7. MAFANTA CORRECTIONAL CENTRE
8. KAMBIA CORRECTIONAL CENTRE
9. PRE-TRIAL SIMULATION CENTRE

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## **PREAMBLE**

There are certain criteria human right standards both local and international which any Correctional Centre should meet with, in order for it to meet the accepted international standards of Correctional Centres management globally. This assessment, monitoring and evaluation inspections tour seek to diagnose nine (9) Correctional Centres in Sierra Leone to test if they meet these international accepted standards. Therefore, in order to carry out this exercise, what is the yard stick that we can use to measure the degree of a Correctional Service in a country to see if centres meet with these local and International Standards? We need to diagnose our Correctional Centres if they really meet with local and International Correctional Standards or if they are deficient in some centres, how can we up grade them to meet with international best practices (IBP).

This exercise will also play a key role in translating constitutional and statutory provision into operational practice.

These sets standards ensure a greater consistency across the country in jail quality of care, use of resources and operational standards. They also provide policy makers i.e. Roaul Wallenberg Institute of Human Rights and Humanitarian Law/United Nations Development Programme and Sierra Leone Correctional Service with a means of assessing, monitoring, evaluating and addressing the needs of inmates in a logical objective way.

The purpose of this assessment, monitoring and evaluation exercise is to give information that will help the SLCS Department and the United Nations Development Program (UNDP) with information or update about Correctional Service Standards and Inspect implemented programs. It will also provide an overview of how to develop Correctional Standards Programs of (SLCS) offering valuable information about different Correctional Centres, Human Rights and Standard Operating Procedures (SOP'S) for the Sierra Leone Correctional Service to achieve its mission and vision statement towards the transformation process from Prisons to Corrections and striving to consolidating the gains from these processes and procedures.

# **LIST OF ACRONYMS**

SLCS - Sierra Leone Correctional Service

EDP Electronic Data Processing

CS- Correctional Service

UNSMR - United Nations Standard Minimum Rules

BR - Bangkok Rules

UNDP - United Nations Development Program

SID - Standard Inspections Development

RWI–Roaul Wallenberg Institute

HRAPW - Human Rights Action Planning Workshop

NLAP - National Level Action Plan

CLAP - Centre Level Action Plan

MDGS - Millennium Development Goals

UPR - Universal Periodic Review

ICS - International Correctional Standards

M&E - Monitoring and Evaluation

SOPs - Standard Operating Procedures

CCM - Correctional Centres Managers

UNODC - United Nation Office on Drugs and Crime

ICMIP - International Correctional Management Inspection Protocols

MCF – Minimum Correctional Facility

MED CF – Medium Correctional Facility

MAXF – Maximum Facility

OIC – Officer-in-Charge

CHQ – Correctional Headquarters

HRAP– Human Rights Action Plan

ICMTC-International Corrections Management Training Center

KPS- Kenya Prison Service

HRA-Human Rights Audit

ACP-Assessment and Classification Project

RED BAND- Head of prisoners / Inmates in a cell or jail.

## **BACK GROUND**

The idea behind this exercise stems from an action planning workshop that was held from the 14<sup>th</sup> to the 19<sup>th</sup> May, 2017 and 2018 respectively by the United Nations Development Program (UNDP) at the Bank Complex Hall Kingdom, Freetown.

The participants for the aforementioned workshops were drawn from different centers nationwide and the Monitoring and Evaluation Officer was also present to see that set goals were implemented. A modification of this unit was done through human rights audit training of four (4) Correctional Service personnel in Kenya and forty (40) Correctional service officers in International Corrections Management at 3800 Grandview Avenue, Canon City, Colorado, United State of America (USA) to match up with International Standards.

Upon return from Kenya and USA, a concept paper was developed by the Standard Inspections Department Team of the Sierra Leone Correctional Service to serve as a pilot jail inspections phase with established International Instruments on Correctional codes and conducts such as the United Nation Standard Minimum Rules (Mandela Rules), Bangkok and Beijing Rules for the treatment of Female Prisoners, supported by our domestic instruments such as the Prison ordinance of 1960, Prison no 2 Rules of 1961 and the Correctional Service Act of 2014.

According to the consultant from Wallenberg Institute of Human Rights and Humanitarian law Mr. Josh Ounested and his colleague from UNDP, they recommended that fresh Human Rights Audit / Inspections exercise should be conducted in all correctional centers nationwide so we can track changes from baseline condition to desired outcomes and use such exercise results to measure out the level of compliance with regards the United Nations Standard Minimum Rules (SMR) and the Bangkok Rules.

The check list that was developed by the Standard Inspections Department of (SLCS) looked at seven (7) Thematic Areas, which embeds the five hundred (500) elements of the Standard Minimum Rules (SMR) and some portion of the Bangkok rules (BR) thus:-

- ❖ Basic Principles of Treatment
- ❖ Safeguards
- ❖ Material Conditions of Imprisonment
- ❖ Security, Order and Discipline.
- ❖ Prison Regime
- ❖ Health Care Service
- ❖ Prison Staff

They are the key consideration for shaping the checklist that was developed. We took reflection of the added values of internal inspections of assessing compliance with the Nelson Mandela Rules, the United Nations Office on Drugs and Crime (UNODC) checklist protocols. Which are the benchmarks to improve jail standards for internal inspection mechanisms form the Standard Minimum Rules 83.1, 84.1a,b,c,d, speaks volume of the authority (i.e. emphasizing the need for internal inspectors to be able to move freely within Prisons, to speak confidentially to prisoners and staff, and to have access to documents) our internal inspectors also have focus on daily functioning and management of the prison system, simplicity and productivity.

**THE PURPOSE OF THESE INSPECTION PROCESS UNDERTAKEN BY THE SID TEAM IS INTENDED TO :-**

- a) Provide assurance to the SLCS top management team, (UNDP) and the public that correctional facilities operate within the parameters of applicable prison laws, regulations and policies.
- b) Identify weaknesses in operational or corrections practices, internal controls and management system
- c) Fulfill the Sierra Leone 1991 Constitution Chapter 111 the Recognition and Protection of Fundamental Human Rights and Freedoms of the Individual. SECTION=20 (1) State that NO PERSON SHALL BE SUBJECT TO ANY FORM OF TORTURE OR ANY PUNISHMENT OR OTHER TREATMENT WHICH IS INHUMAN OR DEGRADING.
- d) Identify opportunities, where applicable to improve operational or correctional practices and make key recommendations to this effect.
- e) This exercise will provide OI/C of correctional centers management attitudes, skills, values, tools and coaching of managers to develop sustainable annual work plan using the SLCS strategic plan, the SMR / BR and the Africa Charter on Human and Peoples Rights.
- f) This exercise will permit SLCS authorities to gather information about correctional centers ill-treatment (if any), prevention and the promotion of human rights in a timely fashion, which is fully grounded in the local context.
- g) This Assessment information will also allow SLCS top management to act quickly to rectify any potential problems before they come to the attention of external or international centre monitors.

The past human rights audit exercise focuses on Monitoring and Evaluation (M&E) system framework, processes and procedures of the SLCS.

## **LIMITATION OF THE SMR/BR ASSESSMENT, MONITORING AND EVALUATION INSPECTIONS OF THE CENTRES VISITED**

The Standard Inspections Department deem it fit to complete the Assessment, Monitoring and Evaluation of the remaining twelve (12) Correctional Centres left or to Assess, Monitor and Evaluate the implemented ideas brought by the SID team which are of low or no cost involvement by Manager's/Officers-in-Charge of Correctional Centres in which a checklist was developed that serve as a fulfillment of the advice that was given by the consultants from Wallenberg Institute Mr. Josh Ounsted and his co-facilitator during the Prison Workshop Organized by UNDP. They recommended that fresh Human Right Audit / Assessments, Monitoring and Evaluation Inspections or follow-up exercise must be conduct Nationwide by the Standard Inspections Department as issues emerge to serve as internal control mechanisms to look at the health and well-being of our inmates and officers at large and also checks the excesses of corrections officers in the centre's visited whilst discharging their daily duties and responsibilities, two (2) experienced officers and myself i.e. the head of the SID office took the assessment, monitoring and evaluation tour in the aforementioned centres.

The SID team finds it's difficult to Inspect the Assessment and Classification Protocol of inmates from the SMR that served as a fulfillment of (SMR=93 a, b unto 95). In centers visited due to lack of funding for the implementation of the pilot phase of the Assessment and Classification Program that address the risk and needs of offenders management in which about a total of forty (40) Middle Level Corrections Officers have been trained in Assessment and Classification Protocols to fulfill the SMR mentioned and the advised by the experts in Correctional Centres Management from UNDP.

The SID Team fines it very difficult to inspect two portions i.e. (Health care service and human resources management in persons) from the SMR/BR because its requires different methodology (professional personnel) and the HR is controlled by the central prison administration i.e. SLCS Council for Recruitment & Promotion in which a committee was formed. But due to the verse experiences both Local and International in corrections management we strive to inspect these portions using the reviewed Sierra Leone Correctional Service Act of 2014 Part 5 Section 37. (1) to 6 and 38 (a -d).

The Standard Inspections Department Office of SLCS did not have four (4) Wheel Drive support utility vehicles (SUV) or dispatch Moto Bike to carry out their duties and responsibilities as assigned or mandated. Considering the poor road network and to also use obsolete boat to cross the rough sea to Bonthe Island.

Due to the Covid-19 Pandemic Outbreak and Safety Measures/Law Imposed by NACOVERC of the Sierra Leone Government, the SID team fines it's very difficult to plan, establish, implement and monitor these centres that will act/ serve as a platform dialogue in addressing SLCS Centres management in Human Rights issues of inmates, As SLCS officers 90% of our work is mediation and negotiation.



Finally, the SID team finds it very difficult to complete the exercise with the number of days required for an inspection team to conduct exercise in a centre, according to the international correctional management inspection protocols (ICMIP), UNODC Handbook. It's state that an inspection team should at least take three (3) days in a correctional centre.

In view of the above, the vehicle used was loan from the acting Director of HR, SLCS because the entire SLCS Department is faced with vehicular challenge to convey inmates to courts, hospitals and the transfer of high risk inmates from Minimum and Medium Centres to Maximum Facilities / Centres.

Below are details of Centre Level Action Plan, Findings and Recommendations data streamlined.

**INSTITUTION NAME:-Matru Jong Correctional Centre**

**INSTITUTION DIRECTOR/OI/C :-(ASC) Mr Salifu Dumbuya**

**SID TEAM MEMBERS :-(ASC) Mr Lamin Sheriff, Mr Lawrence Tucker and 2179 (2cco) Ibrahim Sesay**

**DATE OF ASSESSMENT, MONITORING AND EVALUATION:-10<sup>th</sup> -11<sup>th</sup> December, s2020.**

**TOTAL STRENGTH / NUMBER OF INMATES:-117Inmates**

**CENTRE LEVEL ACTION PLAN PERFORMANCE INDICATORS**

<b>SMR/BR RULES</b>	<b>CENTRE LEVEL ACTION</b>	<b>SID TEAM FINDINGS</b>	<b>SID TEAM RECOMMENDATIONS</b>
<b>SMR 7 Prisoner file Management (Registers)</b>	check existing registers for compliance with Rule 7 and add info/numbers/signatures	Met, pages are numbered centre manager appends his signature at the bottom of the pages to ensure an audit trail.	Centre manager was advised to maintain this practice, not to deviate from it.
<b>SMR 8 BR 3.1 Prisoners File Management (individual Files)</b>	Meet with relevant section heads, brief them on Rules 8 and ask them to provide all such information to Reception to go into individual files with warrants	Met, UNDP provided laptop computers to ensure EDP is maintained in the centre.	Centre Manager, was advised to maintain both records for future reference.
<b>SMR 11,17, 33 Accommodation, Separation of Categories</b>	1. Identify additional space to be used for accommodation and visiting areas where not already available	Met, as per rule visit is conducted at the gate lodge.	Centre Manager was advised to identify more space to accommodate female inmates.
	2. Develop a plan for which blocks, cell and new space will be used to keep sentenced and unconvicted (remands/trials inmates separated as much as possible. Once plan is approved, implementation goes gradually.	Met, Centre manager has developed plan to house female inmates from male inmates.	Centre Manager was advised to forward his plan to CHQ.
<b>SMR 29,30 BR 2.1,2 Admission Medical Examinations</b>	Centre Managers to issue post Orders on the same, pending the SOP, and regularly check Nurse's register to ensure it is followed.	Partly Met, post orders are pasted inside the gate lodge .and the nurse is working perfectly at the centre.	Centre Manager was advised to encourage the nurse who is doing good work at the centre.

<b>SMR 35 Public Health Inspections</b>	Centre Managers to engage Public Health Officers and/ or form Medical Boards to conduct relevant inspections and reporting, using hand-out as example	Not met, Centre manager promised to engage public health inspectors.	Centre Manager was advised to engage PHOs prior the next SID visit.
<b>SMR 22 &amp; 23.1 Food and Water</b>	Centre Managers to identify any unused land that could be used to grow supplementary food.	Met, Centre manager has identified land for the next planting season.	Centre Manager was advised to maintain that spirit'
<b>SMR 18, BR 5 Personal Hygiene</b>	Organize regular cleanliness competitions between cells/blocks with privilege for the best performing	Partly met, Cleaning was organized and done for inside and outside.	Centre Manager was advised to give moral and issue certificate to the best group or cell.
<b>SMR 19, 21 Clothing and Bedding</b>	Identify facilities as well as officers/inmates/outside to train in hair care for women	Met, as per rules manager supplies regularly.	Centre Manager was advised to maintain the cleanliness with regards inmates clothing and bedding in the centre.
	Require inmates to "break" their beds and air their bedding outside on a regular basis	Met, inmates take their beddings and cloths outside during noon hours.	Centre Manager was advised to upkeep the pace.
<b>SMR 58 BR, 4 Contact with the outside World (Visits)</b>	Managers to test implementation of the policy on return to Centres	Met, centre has a cell phone and visit is organized at the gate lodge.	Centre Manager was advised to plead with NGOs and telecommunication authorities to aid centre with toll free line.
<b>SMR 58 Phone</b>	Managers have tested or the implementation of UNDP phone and policy on return to Centres to improve Contact with the outside world.	Met, centre has cell phone and phone policy.	Centre Manager was advised to follow the phone policy strictly.
<b>SMR 105 Recreation and Culture</b>	-Appoint a (part-time) sports/recreation officer -Appoint "captains" from inmates  -Identify outside teams (colleges etc) to play games with	Partly met, centre allows inmates they only observed cultural activities/practices in the centre.	Centre Manager was advised to implement this rule.
<b>SMR 104 Education</b>	-Identify peer tutors (inmates) -Identify community groups, NGOs -Appoint a (part-time education officer -Identify a location (multi-purpose)	Not met, as per rule.	Centre Manager was advised to fulfill this rule prior the next visit.
<b>SMR 63 News</b>	-Ask local organizations that receive newspapers (e.g. UNDP)to donate them at the end of each day/week -Centre managers to try and source at least one radio each for controlled use.	Not applicable for newspapers, centre manager promised to source one big radio for centre use.	Centre Manager was advised to keep to his promise.
<b>SMR 64 Books</b>	-Identify a library location: shelves or mobile library (trolley/bag/box etc) -Request local organizations/schools/churches for book donations.	Partly met, centre manager has sourced books and placed them in his office but there was no officer to facilitate the process.	Centre Manager was advised to identify inmates with formal educational background to fulfill this rule.
<b>SMR 96, 103.3. Work/Rehab</b>	-Identify and implement work opportunities target 10% population within next six months -Regional PRO to reach out to community organizations, NGOs to help with treatment for domestic violence, drug and alcohol abuse.	Not met, at the time of visit due to the seasonal change and the regional PRO often reached the NGOs with the community.	Centre Manager was advised to reach out NGOs in the Community.
<b>SMR 106, 108.3 and BR 45, 55. Social Relations and after care (Family Relations)</b>	-Contact FBOs to help with reintegration of inmates to families -Organize quarterly open days when families can come into prisons and spend extended time with inmates. If limited facilities, priorities inmates near end of sentence. Uses bring	Partly met, Regional case management team often pays visits to the centre. Manager shoulders up the responsibility.	Centre Manager was advised to keep up the spirit.

	<p>'n'share.</p> <p>-Gradually, and in consideration of risk, involve families in Friend/Sunday prayers</p>		
<b>SMR 109 Mental Health Care Services</b>	<p>-PRO to reach out at regional level to find organizations that can provide advice/training to SLCS officer</p> <p>-Consider developing peer support inmates with careful assessment to ensure they do not abuse the position.</p>	Partly met, Centre nurse was one of the best in term of centre management.	Centre Manager was advised to recommend the nurse for double promotion.
<b>SMR 61 Contact with the Outside World (Legal Aid)</b>	<p>-Increase literacy amongst inmates in line with education standards</p> <p>-Engages court liaison officers for training with organizations such as Don Bosco, Advocaid, Timap, and Legal Aid for assistance.</p> <p>-Consider developing capacity amongst inmates with careful assessment to ensure they do not abuse the position.</p>	Partly met, Legal Aid does visit the centre but much was not done to reduce overcrowding.	Centre Manager was advised to continuously engage them.
<b>SMR 39 Discipline and Due Process</b>	<p>-Source and maintain contact details for organizations/individuals in the community that can help with mental health assessment/counseling.</p>	Not applicable	Centre Manager was advised (in case of any)
<b>SMR 42 &amp; 43 Discipline and Due Process</b>	<p>-Managers to confirm that Penal Diet never applied at their Centres</p>	Not applicable, Centre only has hand cuffs as instruments of restraints.	Centre Manager was advised not to apply penal diet.
<b>SMR 42 &amp; 23 Discipline and Due Process</b>	<p>Managers to establish procedures for inmates undergoing punishment to have a minimum of one hour/day outside.</p>	Met, no inmate was locked at the separate cell.	Centre Manager was advised not to implement prolonged solitary confinement.
<b>SMR 54 Information to Prisoners</b>	<p>Managers to add information specific to their Centres and post in prominent areas (gate, offices, blocks etc).</p>	Not met	Centre Manager was advised to achieve this rules prior net visit.
<b>SMR 68 Notifications</b>	<p><b>Reception to have responsibility:</b></p> <p>-Provided with phone and airtime</p> <p>-Instructed to offer phone calls to new inmates, or at least SMS informing and asking contacts to call</p> <p>-Phone number can also be general contact point for the centre- to be posted at regions, HQ and website.</p>	Met, manager provides airtime through the aid of SLCS HQ /UNDP.	Centre Manager was advised to maintain the practice.
<b>SMR 70 Notification</b>	<p><b>Centres:</b></p> <p>-To implement the policy right away</p> <p>-To consult with Regions in cases where inmates might be allowed to attend a bedside, funeral, viewing, memorial etc and decide based on individual assessment of risk.</p>	Met, policy was implemented.	Centre Manager was advised to continue with this practice.
<b>SMR 56 BR 25.1&amp;2 Request and Complaints</b>	<p>Centres to establish complaint boxes in areas accessible for all and not constantly monitored (e.g. in blocks) with Region to hold the keys and check weekly.</p>	Not met, as per rules.	Centre Manager was advised to achieve said rule by establishing complain and request book.
<b>SMR 85 Inspections (Internal &amp; External)</b>	<p><b>Centres Manager to:-</b></p> <p>-Inform mandated organizations on visits that they are expected to provide written reports shortly after visits</p> <p>-Respond to written reports quickly.</p>	Met, Internal and external inspectors do visit the centre.	Centre Manager was advised to ask mandate Organizations' and the SID team to communicate lapses in the centre verbally.
<b><u>SMR 13: Accommodation</u></b>	<p><b>How to find more space?</b></p> <ul style="list-style-type: none"> <li>Convert rooms into cells, e.g. church, mosque, library, stores, offices (many of these can still be used for original purpose during the day)</li> <li>Makeshift structures e.g. tents, tarps, zinc roofs, sea containers</li> </ul>	<p><b>How to reduce hardship?</b></p> <ul style="list-style-type: none"> <li>Increase time outside of cells and exercise opportunities</li> <li>Increase visits to more than 2 days/week</li> <li>Provide entertainment, e.g. radios, TVs</li> <li>Increase ventilation e.g. add</li> </ul>	Partly met, as per rule Centre Manager was advised to fulfill to the promised he made before the next SID visit.

		vents, unblock windows put grilles in solid doors provide fans <ul style="list-style-type: none"> <li>• Provide extra lighting e.g. solar</li> <li>• Use corridors, grille areas</li> <li>• Unused space e.g. sports field</li> <li>• Transfer inmates out</li> <li>• Liaise with courts.</li> </ul>	
<b>SMR 40: Discipline</b>	<b>Red Bands Can:</b> <ul style="list-style-type: none"> <li>• Represent other inmates on Boards etc.</li> <li>• Be librarians</li> <li>• Be lay preachers</li> <li>• Be team captains (sports etc)</li> <li>• Help other inmates get to clinic</li> <li>• Supervise other inmates cleaning</li> <li>• Supervise other inmates fetching water</li> <li>• Report indiscipline to officers--?</li> </ul>	<b>Red Bands Cannot:</b> <ul style="list-style-type: none"> <li>• Handle keys</li> <li>• Sit on cases (be a judge)</li> <li>• Handle administrative documents</li> <li>• Administer corporal punishment</li> <li>• Administer medical treatment</li> <li>• Allocate accommodation</li> <li>• Supervise visits</li> <li>• Control access to water/toilets/bathrooms</li> <li>• Participate in searches</li> <li>• Participate in counts</li> </ul>	Met, as Red Bands do represent other inmates in boards etc, etc.

### SMR 95: Privileges

Privilege	Maximum Security (Pademba Rd)	Medium Security (Pademba/Other)	Minimum Security (Other Centres)
<b>33Phone Calls</b>	1* in 4 mths/wks	1 * in 2 mths/wks	1 * in 1 mths/wks
<b>TV</b>	2hrs	4hrs	4hrs + 12 @ Weekend
<b>Out of Cells</b>	4 hrs	8hrs	10 hrs
<b>Visits</b>	Standard	Better – more time	Enhanced e.g. snacks
<b>Sports clothes (after 4pm)</b>	No	At weekend	7 days/week
<b>Power of Mercy</b>	No	No	Yes
<b>Team Captains</b>	No	Yes	Yes
<b>Tuck Shop</b>	Yes	Yes	Yes
<b>Special Food</b>	No	Yes	Yes
<b>Books</b>	Access	Borrowing	More Books
<b>Family/Open Days</b>	No	Yes	Yes
<b>Competitions with Outside</b>	No	At Centre	Outside Centre
<b>Recreation/Culture</b>	Yes	Yes	Yes

Below are details of Centre Level Action, Findings and Recommendations Streamline.

**INSTITUTION NAME:-Bonthe Correctional Centre**

**INSTITUTION DIRECTOR/OI/C:-(ASC) Mr Moinia Kallon**

**SID TEAM MEMBERS:-ASC Mr Lamin Sheriff, (CO) Lawrence Tucker, Mr Ibrahim Sesay (2cco)**

**DATE OF ASSESSMENT, MONITORING AND EVALUATION:-12<sup>th</sup> -14<sup>th</sup> December, 2020.**

**TOTAL STRENGTH / NUMBER OF INMATES:-56 Male + 1 Female =57 Inmates**

**CENTRE LEVEL ACTION PLAN PERFORMANCE INDICATORS**

<b>SMR/BR RULES</b>	<b>CENTRE LEVEL ACTION</b>	<b>SID TEAM FINDINGS</b>	<b>SID TEAM RECOMMENDATIONS</b>
<b>SMR 7 Prisoner file Management (Registers)</b>	check existing registers for compliance with Rule 7 and add info/numbers/signatures	Met, pages are numbered centre manager appends his signature at the bottom of the pages to ensure an audit trail.	Centre Manager was advised to maintain this practice, not to deviate from it.
<b>SMR 8 BR 3.1 Prisoners File Management (individual Files)</b>	Meet with relevant section heads, brief them on Rules 8 and ask them to provide all such information to Reception to go into individual files with warrants	Met, UNDP Provided laptop computer to ensure EDP is maintained in the centre.	Centre Manager, was advised to maintain both hard and soft copies data records for future reference.
<b>SMR 11,17, 33 Accommodation, Separation of Categories</b>	1. Identify additional space to be used for accommodation and visiting areas where not already available	Met, as per rule visit is conducted at the gate lodge.	Centre Manager was advised to identify more space to accommodate female inmates.
	2. Develop a plan for which blocks, cell and new space will be used to keep sentenced and unconvicted (remands/trials inmates separated as much as possible. Once plan approved, implement gradually.	Met, centre manager has developed plan to house female inmates from male inmates.	Centre Manager was advised to forward his plan to CHQ.
<b>SMR 29,30 BR 2.1,2 Admission Medical Examinations</b>	Centre Managers to issue post Orders on the same, pending the SOP, and regularly check Nurse's register to ensure it is followed.	Partly Met, post orders are pasted inside the gate lodge and the nurse was working perfectly at the centre.	Centre Manager was advised to encourage the nurse who is doing good work at the centre.
<b>SMR 35 Public Health Inspections</b>	Centre Managers to engage Public Health Officers and/ or form Medical Boards to conduct relevant inspections and reporting, using hand-out as example	Not met, centre manager promised to engage public health inspectors.	Centre Manager was advised to engage prior SID next visit.
<b>SMR 22 &amp;23. Food and water</b>	Centre Managers to identify any unused land that could be used to grow supplementary food.	Met, Centre manager has identified land for the next planting season.	Centre Manager was advised to maintain that spirit.
<b>SMR 18, BR 5 Personal Hygiene</b>	Organize regular cleanliness competitions between cells/blocks with privilege for the best performing	Partly met, cleaning was organized in and out of the centre.	Centre Manager was advised to give moral and issue certificate to the best group or cell.
<b>SMR 19, 21 Clothing and Bedding</b>	Identify facilities as well as officers/inmates/outside to train in hair care for women	Met, as per rules manager supply regularly.	Centre Manager was advised to maintain the Cleanliness with regards inmates clothing and bedding in the centre.
	Require inmates to "break" their beds and air their bedding outside on a regular basis	Met,, inmates take their beddings and cloths outside during noon hours	Centre Manager was advised to upkeep the pace.
<b>SMR 58 BR, 4 Contact with the outside World (Visits)</b>	Managers to test implementation of the policy on return to Centres	Met centre has cell phone and visit is organized at the gate lodge	Centre Manager was advised to plead with NGOs and telecommunication authorities to aid centre with toll free line.
<b>SMR 58 Phone</b>	Managers have tested or the implementation of UNDP phone and policy on return to Centres to improve Contact with the outside world.	Met, UNDP Provided centre with cell phone and phone policy.	Centre Manager was advised to follow the phone policy strictly.

<b>SMR 105 Recreation and Culture</b>	-Appoint a (part-time) sports/recreation officer -Appoint "captains" from inmates  -Identify outside teams (colleges etc) to play games with	Partly met centre allow inmates they only observed cultural activities/practices in the centre	Centre Manager was advised to implement this rule
<b>SMR 104 Education</b>	-Identify peer tutors (inmates) -Identify community groups, NGOs -Appoint a (part-time education officer -Identify a location (multi-purpose)	Not met	Centre Manager was advised to fulfill this rule prior the next visit.
<b>SMR 63 News</b>	-Ask local organizations that receive newspapers (e.g. UNDP)to donate them at the end of each day/week -Centre managers to try and source at least one radio each for controlled use.	Not applicable for newspaper, centre manager promised to sourced one big radio for centre use.	Centre Manager was advised to keep to his promise.
<b>SMR 64 Books</b>	-Identify a library location: shelves or mobile library (trolley/bag/box etc) -Request local organizations/schools/churches for book donations.	Partly met, centre manager has source books and placed them in his office but there was no officer to facilitate the process.	Centre Manager was advised to identify inmates with formal education background to fulfill this rule.
<b>SMR 96, 103.3. Work/Rehab</b>	-Identify and implement work opportunities target 10% population within next six months -Regional PRO to reach out to community organizations, NGOs to help with treatment for domestic violence, drug and alcohol abuse.	Not met, at the time of visit due to the seasonal change and the regional PRO often reached the NGOs with the community.	Centre Manager was advised to reach out NGOs in the Community.
<b>SMR 106, 108.3 and BR 45, 55. Social Relations and after care (Family Relations)</b>	-Contact FBOs to help with reintegration of inmates to families -Organize quarterly open days when families can come into prisons and spend extended time with inmates. If limited facilities, priorities inmates near end of sentence. Uses bring 'n' share. -Gradually, and in consideration of risk, involve families in Fridays/Sundays prayers.	Partly met, Regional case management team often pays visits to the centre, but manager also shoulder up the same responsibility.	Centre Manager was advised to keep up the spirit.
<b>SMR 109 Mental Health Care Services</b>	-PRO to reach out at regional level to find organizations that can provide advice/training to SLCS officer -Consider developing peer support inmates with careful assessment to ensure they do not abuse the position.	Partly met, Centre nurse was one of the best in terms of centre management.	Centre Manage was advised to recommend the nurse for double promotion.
<b>SMR 61 Contact with the Outside World (Legal Aid)</b>	-Increase literacy amongst inmates in line with education standards -Engages court liaison officers for training with organizations such as Don Bosco, Advocaid, Timap, and Legal Aid for assistance. -Consider developing capacity amongst inmates with careful assessment to ensure they do not abuse the position.	Not met, Legal Aid does not visit the centre.	Centre Manager was advised to continuously engage NGOs to aid in that direction.
<b>SMR 39 Discipline and Due Process</b>	-Source and maintain contact details for organizations/individuals in the community that can help with mental health assessment/counseling.	Not applicable	Centre Manager was advised (in case of any)
<b>SMR 42 &amp; 43 Discipline and Due Process</b>	-Managers to confirm that Penal Diet never applied at their Centres	Not applicable, Centre only has hand cuffs as instruments of restraints.	Centre Manager was advised not to apply penal diet.
<b>SMR 42 &amp; 23 Discipline and Due Process</b>	Managers to establish procedures for inmates undergoing punishment to have a minimum of one hour/day outside.	Met, no inmate was locked at the separate cell.	Centre Manager was advised not to implement prolonged solitary confinement.
<b>SMR 54 Information to Prisoners</b>	Managers to add information specific to their Centres and post in prominent areas (gate, offices, blocks etc).	Not met;	Centre Manager was advised to achieve this rule prior SID next visit.

<b>SMR 68 Notifications</b>	<b>Reception to have responsibility:</b> -Provided with phone and airtime -Instructed to offer phone calls to new inmates, or at least SMS informing and asking contacts to call -Phone number can also be general contact point for the centre-to be posted at regions, HQ and website.	Met, Manager provides airtime through the aid of SLCS H.Q. /UNDP.	Centre Manager was advised to maintain the practice.
<b>SMR 70 Notification</b>	<b>Centres:</b> -To implement the policy right away -To consult with Regions in cases where inmates might be allowed to attend a bedside, funeral, viewing, memorial etc and decide based on individual assessment of risk.	Met, policy was implemented.	Centre Manager was advised to continue with this practice.
<b>SMR 56 BR 25.1&amp;2 Request and Complaints</b>	Centres to establish complaint boxes in areas accessible for all and not constantly monitored (e.g. in blocks) with Region to hold the keys and check weekly.	Met, as per rule centre has book but with no records on it.	Centre Manager was advised to record complain and to make request daily.
<b>SMR 85 Inspections (Internal &amp; External)</b>	<b>Centres Manager to:-</b> -Inform mandated organizations on visits that they are expected to provide written reports shortly after visits -Respond to written reports quickly.	Partly Met, only Internal no external inspectors do visit the centre.	Centre Manager was advised to ask mandate Organizations' and the SID team to communicate lapses in the centre verbally.
<b>SMR 13: Accommodation</b>	<b>How to find more space?</b> <ul style="list-style-type: none"> <li>• Convert rooms into cells, e.g. church, mosque, library, stores, offices (many of these can still be used for original purpose during the day)</li> <li>• Makeshift structures e.g. tents, tarps, zinc roofs, sea containers</li> </ul>	<b>How to reduce hardship?</b> <ul style="list-style-type: none"> <li>• Increase time outside of cells and exercise opportunities</li> <li>• Increase visits to more than 2 days/week</li> <li>• Provide entertainment, e.g. radios, TVs</li> <li>• Increase ventilation e.g. add vents, unblock windows put grilles in solid doors provide fans</li> <li>• Provide extra lighting e.g. solar</li> <li>• Use corridors, grille areas</li> <li>• Unused space e.g. sports field</li> <li>• Transfer inmates out</li> <li>• Liaise with courts.</li> </ul>	Partly met, as per rule centre manager was advised to fulfill to the promised made before the next visit.
<b>SMR 40: Discipline</b>	<b>Red Bands Can:</b> <ul style="list-style-type: none"> <li>• Represent other inmates on Boards etc.</li> <li>• Be librarians</li> <li>• Be lay preachers</li> <li>• Be team captains (sports etc)</li> <li>• Help other inmates get to clinic</li> <li>• Supervise other inmates cleaning</li> <li>• Supervise other inmates fetching water</li> <li>• Report indiscipline to officers--?</li> </ul>	<b>Red Bands Cannot:</b> <ul style="list-style-type: none"> <li>• Handle keys</li> <li>• Sit on cases (be a judge)</li> <li>• Handle administrative documents</li> <li>• Administer corporal punishment</li> <li>• Administer medical treatment</li> <li>• Allocate accommodation</li> <li>• Supervise visits</li> <li>• Control access to water/toilets/bathrooms</li> <li>• Participate in searches</li> <li>• Participate in counts</li> </ul>	Met, as Red Bands does represent other inmates in boards etc.

Below are details of Centre Level Action, Findings and Recommendations Streamline.

**INSTITUTION NAME:-Pujehun Correctional Centre**

**INSTITUTION DIRECTOR/OI/C:-Mr (Supt) Alhassan Sesay**

**SID TEAM MEMBERS:-(Asc) Mr Lamin Sheriff, Mr Lawrence Tucker and Mr Ibrahim Sesay**

**DATE OF ASSESSMENT, MONITORING AND EVALUATION:-15<sup>th</sup> -16<sup>th</sup> December, 2020.**

**TOTAL STRENGTH / NUMBER OF INMATES:- 125 Male + 1 female =126 inmates.**

**CENTRE LEVEL ACTION PLAN PERFORMANCE INDICATORS**

<b>SMR/BR RULES</b>	<b>CENTRE LEVEL ACTION</b>	<b>SID TEAM FINDINGS</b>	<b>SID TEAM RECOMMENDATIONS</b>
<b>SMR 7 Prisoner file Management (Registers)</b>	check existing registers for compliance with Rule 7 and add info/numbers/signatures	Met, pages are numbered centre manager append his signature at the bottom of the pages to ensure an audit trail.	Centre manager was advised to maintain this practice, not to deviate from this practice.
<b>SMR 8 BR 3.1 Prisoners File Management (individual Files)</b>	Meet with relevant section heads, brief them on Rules 8 and ask them to provide all such information to Reception to go into individual files with warrants	Met, UNDP provided laptop computer to ensure EDP is maintained in the centre.	Centre manager was advised to maintain both records for future reference.
<b>SMR 11,17, 33 Accommodation, Separation of Categories</b>	1. Identify additional space to be used for accommodation and visiting areas where not already available	Met, as per rule visit is conducted at the gate lodge	Centre manager was advised to identify more space to accommodate female inmates.
	2. Develop a plan for which blocks, cell and new space will be used to keep sentenced and unconvinced (remands/trials inmates separated as much as possible. Once plan approved, implement gradually.	Met, Centre manager has developed plan to house female inmates from male inmates.	Centre manager was advised to forward his plan to CHQ.
<b>SMR 29,30 BR 2.1,2 Admission Medical Examinations</b>	Centre Managers to issue post Orders on the same, pending the SOP, and regularly check Nurse's register to ensure it is followed.	Partly Met post orders are pasted inside the gate lodge and the nurse is working perfectly at the centre	Centre manager was advised to encourage the nurse who is doing good work at the centre
<b>SMR 35 Public Health Inspections</b>	Centre Managers to engage Public Health Officers and/ or form Medical Boards to conduct relevant inspections and reporting, using hand-out as example	Not met, Centre manager promised to engage public health inspectors	Centre manager was advised to engage PHOs prior the next SID visit.
<b>SMR 22 Food</b>	Centre Managers to identify any unused land that could be used to grow supplementary food.	Met, Centre manager has identified land for the next planting season.	Centre manager was advised to maintain that spirit
<b>SMR 18, BR 5 Personal Hygiene</b>	Organize regular cleanliness competitions between cells/blocks with privilege for the best performing	Partly met, cleaning was organized in and out of the centre.	Centre manager was advised to give moral and issue certificate to the best group or cell.
<b>SMR 19, 21 Clothing and Bedding</b>	Identify facilities as well as officers/inmates/outside to train in hair care for women	Met, as per rules manager supplies regularly.	Centre manager was advised to maintain the Clearness with regards inmates clothing and bedding in the centre
	Require inmates to "break" their beds and air their bedding outside on a regular basis	Met, inmates take their beddings and cloths outside during noon hours.	Centre manager was advised to upkeep the pace.
<b>SMR 58 BR, 4 Contact with the outside World (Visits)</b>	Managers to test implementation of the policy on return to Centres	Met, centre has cell phone provided by UNDP visit is organized at the gate lodge.	Centre manager was advised to plead with NGOs and telecommunication authorities to aid centre with toll free line.
<b>SMR 58 Phone</b>	Managers have tested or 2the implementation of UNDP phone and policy on return to Centres to improve Contact with the outside world.	Met	Centre manager was advised to follow the phone policy strictly and reached telecommunication companies.



<b>SMR 105 Recreation and Culture</b>	-Appoint a (part-time) sports/recreation officer -Appoint "captains" from inmates  -Identify outside teams (colleges etc) to play games with	Partly met, Centre allows inmates they only observed cultural activities/practices in the centre.	Centre manager was advised to implement this rule because the floor was paved.
<b>SMR 104 Education</b>	-Identify peer tutors (inmates) -Identify community groups, NGOs -Appoint a (part-time education officer -Identify a location (multi-purpose)	Not met	Centre manager was advised to fulfill this rule prior the next visit.
<b>SMR 63 News</b>	-Ask local organizations that receive newspapers (e.g. UNDP)to donate them at the end of each day/week -Centre managers to try and source at least one radio each for controlled use.	Not applicable for news paper, centre manager promised to source one big radio for centre use.	Centre manager was advised to keep to his promise.
<b>SMR 64 Books</b>	-Identify a library location: shelves or mobile library (trolley/bag/box etc) -Request local organizations/schools/churches for book donations.	Partly met, centre manager has sourced books and placed them in his office but there is no office to facilitate the process.	Centre manager was advised to identify inmates /officer with formal education background to fulfill this rule.
<b>SMR 96, 103.3. Work/Rehab</b>	-Identify and implement work opportunities target 10% population within next six months -Regional PRO to reach out to community organizations, NGOs to help with treatment for domestic violence, drug and alcohol abuse.	Not met, at the time of visit due to the seasonal change and the regional PRO often reaches the NGOs with the community.	Centre manager is advised to reach out NGOs in the Community.
<b>SMR 106, 108.3 and BR 45, 55. Social Relations and after care (Family Relations)</b>	-Contact FBOs to help with reintegration of inmates to families -Organize quarterly open days when families can come into prisons and spend extended time with inmates. If limited facilities, priorities inmates near end of sentence. Uses bring 'n' share. -Gradually, and in consideration of risk, involve families in Friend/Sunday prayers	Partly met, Regional case management team often visits the centre but manager shoulder up the responsibility.	Centre manager was advised to engage regional case management team.
<b>SMR 109 Mental Health Care Services</b>	-PRO to reach out at regional level to find organizations that can provide advice/training to SLCS officer -Consider developing peer support inmates with careful assessment to ensure they do not abuse the position.	Partly met, Centre nurse was one of the best in terms of centre management.	Centre manager was advised to recommend the nurse for double promotion.
<b>SMR 61 Contact with the Outside World (Legal Aid)</b>	-Increase literacy amongst inmates in line with education standards -Engages court liaison officers for training with organizations such as Don Bosco, Advocaid, Timap, and Legal Aid for assistance. -Consider developing capacity amongst inmates with careful assessment to ensure they do not abuse the position.	Partly met, Legal Aid does visit the centre but much was not done to reduce overcrowding..	Centre manager was advised to continuously engage NGOs in the community.
<b>SMR 39 Discipline and Due Process</b>	-Source and maintain contact details for organizations/individuals in the community that can help with mental health assessment/counseling.	Not applicable	Centre manager was advised (in case of any).
<b>SMR 42 &amp; 43 Discipline and Due Process</b>	-Managers to confirm that Penal Diet never applied at their Centres	Not applicable, Centre only has hand cuffs as instruments of restraints.	Centre manager was advised not to apply penal diet.
<b>SMR 42 &amp; 23 Discipline and Due Process</b>	Managers to establish procedures for inmates undergoing punishment to have a minimum of one hour/day outside.	Met, no inmate was locked at separate cell.	Centre manager was advised not to implement prolonged solitary confinement.
<b>SMR 54 Information to Prisoners</b>	Managers to add information specific to their Centres and post in prominent areas (gate, offices, blocks etc).	Not met;	Centre manager was advised to achieve this rules prior net visit.

<b>SMR 68 Notifications</b>	<b>Reception to have responsibility:</b> -Provided with phone and airtime -Instructed to offer phone calls to new inmates, or at least SMS informing and asking contacts to call -Phone number can also be general contact point for the centre- to be posted at regions, HQ and website.	Met, manager provided airtime through the aid of SLCS HQ /UNDP.	Centre manager was advised to maintain the practice.
<b>SMR 70 Notification</b>	<b>Centres:</b> -To implement the policy right away -To consult with Regions in cases where inmates might be allowed to attend a bedside, funeral, viewing, memorial etc and decide based on individual assessment of risk.	Met, policy was implemented.	Centre manager was advised to continue with this practice.
<b>SMR 56 BR 25.1&amp;2 Request and Complaints</b>	Centres to establish complaint boxes in areas accessible for all and not constantly monitored (e.g. in blocks) with Region to hold the keys and check weekly.	Met, complaints and requests book was at the centre with no records.	Centre manager was advised to record complaints and requests made by inmates.
<b>SMR 85 Inspections (Internal &amp; External)</b>	<b>Centres Manager to:-</b> -Inform mandated organizations on visits that they are expected to provide written reports shortly after visits -Respond to written reports quickly.	Met, they both visited the centre	Centre manager was advised to encourage such visits.
<b>SMR 13: Accommodation</b>	<b>How to find more space?</b> <ul style="list-style-type: none"> <li>• Convert rooms into cells, e.g. church, mosque, library, stores, offices (many of these can still be used for original purpose during the day)</li> <li>• Makeshift structures e.g. tents, tarps, zinc roofs, sea containers</li> </ul>	<b>How to reduce hardship?</b> <ul style="list-style-type: none"> <li>• Increase time outside of cells and exercise opportunities</li> <li>• Increase visits to more than 2 days/week</li> <li>• Provide entertainment, e.g. radios, TVs</li> <li>• Increase ventilation e.g. add vents, unblock windows put grilles in solid doors provide fans</li> <li>• Provide extra lighting e.g. solar</li> <li>• Use corridors, grille areas</li> <li>• Unused space e.g. sports field</li> <li>• Transfer inmates out</li> <li>• Liaise with courts.</li> </ul>	Partly met, as per rule centre manager was advised to fulfill the promised made before the next visit.
<b>SMR 40: Discipline</b>	<b>Red Bands Can:</b> <ul style="list-style-type: none"> <li>• Represent other inmates on Boards etc.</li> <li>• Be librarians</li> <li>• Be lay preachers</li> <li>• Be team captains (sports etc)</li> <li>• Help other inmates get to clinic</li> <li>• Supervise other inmates cleaning</li> <li>• Supervise other inmates fetching water</li> <li>• Report indiscipline to officers--?</li> </ul>	<b>Red Bands Cannot:</b> <ul style="list-style-type: none"> <li>• Handle keys</li> <li>• Sit on cases (be a judge)</li> <li>• Handle administrative documents</li> <li>• Administer corporal punishment</li> <li>• Administer medical treatment</li> <li>• Allocate accommodation</li> <li>• Supervise visits</li> <li>• Control access to water/toilets/bathrooms</li> <li>• Participate in searches</li> <li>• Participate in counts</li> </ul>	Met, as red bands do represent other inmates in boards etc.

Below are details of Centre Level Action, Findings and Recommendations Streamline.

**INSTITUTION NAME:-Kailahun Correctional Centre**

**INSTITUTION DIRECTOR/OI/C:-Mrs CSC Massah Banya**

**SID TEAM MEMBERS:-(ASC) Mr Lamin Sheriff, Mr Lawrence Tucker and Mr Ibrahim Sesay**

**DATE OF ASSESSMENT, MONITORING AND EVALUATION:-17<sup>th</sup> -18<sup>th</sup> December,2020.**

**TOTAL STRENGTH / NUMBER OF INMATES:-100 Male inmates**

**CENTRE LEVEL ACTION PLAN PERFORMANCE INDICATORS**

<b>SMR/BR RULES</b>	<b>CENTRE LEVEL ACTION</b>	<b>SID TEAM FINDINGS</b>	<b>SID TEAM RECOMMENDATIONS</b>
<b>SMR 7 Prisoner file Management (Registers)</b>	check existing registers for compliance with Rule 7 and add info/numbers/signatures	Met, pages are numbered centre manager append his signature at the bottom of the pages to ensure an audit trail is maintained.	Centre manager was advised to maintain this practice, not to deviate from this practice.
<b>SMR 8 BR 3.1 Prisoners File Management (individual Files)</b>	Meet with relevant section heads, brief them on Rules 8 and ask them to provide all such information to Reception to go into individual files with warrants	Met, UNDP provided laptop computers to ensure EDP is maintained in the centre.	Centre manager, was advised to maintain both records for future reference.
<b>SMR 11,17, 33 Accommodation, Separation of Categories</b>	1. Identify additional space to be used for accommodation and visiting areas where not already available	Met, as per rule visit is conducted at the gate lodge top floor.	Centre manager was advised to maintain the separation of inmates and to continue with the visit.
	2. Develop a plan for which blocks, cell and new space will be used to keep sentenced and unconvinced (remands/trials inmates separated as much as possible. Once plan approved, implement gradually.	Met, Centre manager has develop plan to house female inmates from male inmates	Centre manager was advised to forward his plan to CHQ.
<b>SMR 29,30 BR 2.1,2 Admission Medical Examinations</b>	Centre Managers to issue post Orders on the same, pending the SOP, and regularly check Nurse's register to ensure it is followed.	Partly Met, post orders are pasted inside the gate lodge and the nurse is working perfectly at the centre	Centre manager was advised to encourage the nurse who is doing good work at the centre.
<b>SMR 35 Public Health Inspections</b>	Centre Managers to engage Public Health Officers and/ or form Medical Boards to conduct relevant inspections and reporting, using hand-out as example	Not met, Centre manager promised to engage public health inspectors.	Centre manager was advised to engage PHOs prior the next SID visit
<b>SMR 22 Food</b>	Centre Managers to identify any unused land that could be used to grow supplementary food.	Met, centre manager has identified land for the next planting season.	Centre manager was advised to maintain that spirit
<b>SMR 18, BR 5 Personal Hygiene</b>	Organize regular cleanliness competitions between cells/blocks with privilege for the best performing	Partly met Cleaning was Organized and done for inside and out side	Centre manager was advised to give moral and issue certificate to the best block, group or cell.
<b>SMR 19, 21 Clothing and Bedding</b>	Identify facilities as well as officers/inmates/outside to train in hair care for women	Met, as per rules manager supply regularly.	Centre manager was advised to maintain the Cleaness with regards inmates clothing and bedding in the centre.
	Require inmates to "break" their beds and air their bedding outside on a regular basis	Met, inmates took their beddings and cloths outside during noon hours.	Centre manager was advised to upkeep the pace.
<b>SMR 58 BR, 4 Contact with the outside World(Visits)</b>	Managers to test implementation of the policy on return to Centres	Met, centre have cell phone visit is organized at the gate lodge	Centre manager was advised to plead with NGOs and telecommunication authorities to aid centre with toll free line.
<b>SMR 58 Phone</b>	Managers have tested or 2the implementation of UNDP phone and policy on return to Centres to improve Contact with the outside world.	Met, centre has cell phone but constrained with airtime.	Centre manager was advised to follow the phone policy strictly.

<b>SMR 105 Recreation and Culture</b>	-Appoint a (part-time) sports/recreation officer -Appoint "captains" from inmates  -Identify outside teams (colleges etc) to play games with	Partly met, centre allows inmates they only observed cultural activities/practices in the centre due to structural limitation.	Centre Manager was advised to implement this rule out of the centre considering security (staff) strength.
<b>SMR 104 Education</b>	-Identify peer tutors (inmates) -Identify community groups, NGOs -Appoint a (part-time education officer -Identify a location (multi-purpose)	partly met	Centre manager was advised to fulfill this rule prior the next visit.
<b>SMR 63 News</b>	-Ask local organizations that receive newspapers (e.g. UNDP)to donate them at the end of each day/week -Centre managers to try and source at least one radio each for controlled use.	Not applicable for newspaper, centre manager promised to source one big radio for centre use.	Centre manager was advised to keep to his promise.
<b>SMR 64 Books</b>	-Identify a library location: shelves or mobile library (trolley/bag/box etc) -Request local organizations/schools/churches for book donations.	Partly met, centre manager has sourced few books and placed them top floor.	Centre manager was advised to identify inmates /officers with formal educational background to fulfill this rule.
<b>SMR 96, 103.3. Work/Rehab</b>	-Identify and implement work opportunities target 10% population within next six months -Regional PRO to reach out to community organizations, NGOs to help with treatment for domestic violence, drug and alcohol abuse.	Met, at the time of visit due to the seasonal change and the regional PRO often reached the NGOs with the community.	Centre manager was advised to reach out NGOs in the Community.
<b>SMR 106, 108.3 and BR 45, 55. Social Relations and after care (Family Relations)</b>	-Contact FBOs to help with reintegration of inmates to families -Organize quarterly open days when families can come into prisons and spend extended time with inmates. If limited facilities, priorities inmates near end of sentence. Uses bring 'n' share. -Gradually, and in consideration of risk, involve families in Friend/Sunday prayers	Partly met, Regional case management often pays visits in the centre but manager shoulder up the responsibility	Centre manager was advised to keep up the spirit.
<b>SMR 109 Mental Health Care Services</b>	-PRO to reach out at regional level to find organizations that can provide advice/training to SLCS officer -Consider developing peer support inmates with careful assessment to ensure they do not abuse the position.	Partly met, Centre nurse was also one of the best in terms of centre management, BUT there was a problem with drugs supply.	Centre Manage was advised to recommend the nurse for double promotion, and to liaise with the regional health officer for drugs supply.
<b>SMR 61 Contact with the Outside World (Legal Aid)</b>	-Increase literacy amongst inmates in line with education standards -Engages court liaison officers for training with organizations such as Don Bosco, Advocaid, Timap, and Legal Aid for assistance. -Consider developing capacity amongst inmates with careful assessment to ensure they do not abuse the position.	Partly met, Legal Aid does visit the centre but much was not done to reduce overcrowding..	Centre Manager was advised to continuously engaged NGOs for help.
<b>SMR 39 Discipline and Due Process</b>	-Source and maintain contact details for organizations/individuals in the community that can help with mental health assessment/counseling.	Not applicable	Centre Manager was advised (in case of any).
<b>SMR 42 &amp; 43 Discipline and Due Process</b>	-Managers to confirm that Penal Diet never applied at their Centres	Not applicable, Centre only has hand cuffs as instruments of restraints.	Centre Manager was advised not to apply penal diet.
<b>SMR 42 &amp; 23 Discipline and Due Process</b>	Managers to establish procedures for inmates undergoing punishment to have a minimum of one hour/day outside.	Met, no inmate was locked at separate cell.	Centre Manager was advised not to implement prolonged solitary confinement.
<b>SMR 54 Information to Prisoners</b>	Managers to add information specific to their Centres and post in prominent areas (gate, offices, blocks etc).	Not met;	Centre Manager was advised to achieve this rules prior next visit.

<b>SMR 68 Notifications</b>	<b>Reception to have responsibility:</b> -Provided with phone and airtime -Instructed to offer phone calls to new inmates, or at least SMS informing and asking contacts to call -Phone number can also be general contact point for the centre- to be posted at regions, HQ and website.	Met, manager provide airtime through the aid of SLCS HQ /UNDP	Centre Manager was advised to maintain the practice.
<b>SMR 70 Notification</b>	<b>Centres:</b> -To implement the policy right away -To consult with Regions in cases where inmates might be allowed to attend a bedside, funeral, viewing, memorial etc and decide based on individual assessment of risk.	Met, policy was implemented	Centre Manager was advised to continue with this practice;
<b>MR 56 BR 25.1&amp;2 Request and Complaints</b>	Centres to establish complaint boxes in areas accessible for all and not constantly monitored (e.g. in blocks) with Region to hold the keys and check weekly.	Met, Centre has requests and complaints book no records with records on it.	Centre Manager was advised to keep up the spirit.
<b>SMR 85 Inspections (Internal &amp; External)</b>	<b>Centres Manager to:-</b> -Inform mandated organizations on visits that they are expected to provide written reports shortly after visits -Respond to written reports quickly.	Met, they both visited the centre.	Centre Manager was advised to encourage such visits.
<b>SMR 13: Accommodation</b>	<b>How to find more space?</b> <ul style="list-style-type: none"> <li>• Convert rooms into cells, e.g. church, mosque, library, stores, offices (many of these can still be used for original purpose during the day)</li> <li>• Makeshift structures e.g. tents, tarps, zinc roofs, sea containers</li> </ul>	<b>How to reduce hardship?</b> <ul style="list-style-type: none"> <li>• Increase time outside of cells and exercise opportunities</li> <li>• Increase visits to more than 2 days/week</li> <li>• Provide entertainment, e.g. radios, TVs</li> <li>• Increase ventilation e.g. add vents, unblock windows put grilles in solid doors provide fans</li> <li>• Provide extra lighting e.g. solar</li> <li>• Use corridors, grille areas</li> <li>• Unused space e.g. sports field</li> <li>• Transfer inmates out</li> <li>• Liaise with courts.</li> </ul>	Met, centre has made provision made to accommodate female inmates, manager also reduce hardship in the centre.
<b>SMR 40: Discipline</b>	<b>Red Bands Can:</b> <ul style="list-style-type: none"> <li>• Represent other inmates on Boards etc.</li> <li>• Be librarians</li> <li>• Be lay preachers</li> <li>• Be team captains (sports etc)</li> <li>• Help other inmates get to clinic</li> <li>• Supervise other inmates cleaning</li> <li>• Supervise other inmates fetching water</li> <li>• Report indiscipline to officers--?</li> </ul>	<b>Red Bands Cannot:</b> <ul style="list-style-type: none"> <li>• Handle keys</li> <li>• Sit on cases (be a judge)</li> <li>• Handle administrative documents</li> <li>• Administer corporal punishment</li> <li>• Administer medical treatment</li> <li>• Allocate accommodation</li> <li>• Supervise visits</li> <li>• Control access to water/toilets/bathrooms</li> <li>• Participate in searches</li> <li>• Participate in counts</li> </ul>	Met, Centre Manager managed her centre in accordance with SMR rule 40

Below are details of Centre Level Action, Findings and Recommendations Streamline.

**INSTITUTION NAME:-Kabala Correctional Centre**

**INSTITUTION DIRECTOR/OI/C:-Supt Mr Moses Conteh**

**SID TEAM MEMBERS :-(ASC) Mr Lamin Sheriff, (CO)Mr Lawrence tucker and Mr Ibrahim Sesay.**

**DATE OF ASSESSMENT, MONITORING AND EVALUATION:-19<sup>th</sup> December, 2020.**

**TOTAL STRENGTH / NUMBER OF INMATES:- 54 Male, 1 Female =55 inmates**

**CENTRE LEVEL ACTION PLAN PERFORMANCE INDICATORS**

<b>SMR/BR RULES</b>	<b>CENTRE LEVEL ACTION</b>	<b>SID TEAM FINDINGS</b>	<b>SID TEAM RECOMMENDATIONS</b>
<b>SMR 7 Prisoner file Management (Registers)</b>	check existing registers for compliance with Rule 7 and add info/numbers/signatures	Met, pages are numbered centre manager appends his signature at the bottom of the pages to ensure an audit trail.	Centre manager was advised to maintain this practice, not to deviate from this practice.
<b>SMR 8 BR 3.1 Prisoners File Management (individual Files)</b>	Meet with relevant section heads, brief them on Rules 8 and ask them to provide all such information to Reception to go into individual files with warrants	Met, UNDP provided laptop computer to ensure EDP is maintained in the centre.	Centre manager, was advised to maintain both records for future reference.
<b>SMR 11,17, 33 Accommodation, Separation of Categories</b>	1. Identify additional space to be used for accommodation and visiting areas where not already available	Met, as per rule visit is conducted at the gate lodge.	Centre manager was advised to identify more space to accommodate female inmates.
	2. Develop a plan for which blocks, cell and new space will be used to keep sentenced and unconvinced (remands/trials inmates separated as much as possible. Once plan approved, implement gradually.	Met, Centre manager has developed plan to house female inmates from male inmates.	Centre manager was advised to forward his plans to CHQ.
<b>SMR 29,30 BR 2.1,2 Admission Medical Examinations</b>	Centre Managers to issue post Orders on the same, pending the SOP, and regularly check Nurse's register to ensure it is followed.	Partly Met, post orders are pasted inside the gate lodge and the nurse is working perfectly at the centre.	Centre manager was advised to encourage the nurse who is doing good work at the centre.
<b>SMR 35 Public Health Inspections</b>	Centre Managers to engage Public Health Officers and/ or form Medical Boards to conduct relevant inspections and reporting, using hand-out as example	Not met, Centre manager promised to engage public health inspectors	Centre manager was advised to engage PHOs prior the next SID visit.
<b>SMR 22.1&amp;22.2. Food and water</b>	Centre Managers to identify any unused land that could be used to grow supplementary food.	Partly Met, centre manager has identified land for the next planting season and water is fetched from the well in and out of the centre.	Centre manager was advised to contact Guma valley, Salwaco Water Aid and other NGOs for help to the water available.
<b>SMR 18, BR 5 Personal Hygiene</b>	Organize regular cleanliness competitions between cells/blocks with privilege for the best performing	Partly met, cleaning was organized and done inside and outside of the centre.	Centre manager was advised to give moral and issue certificate to the best group or cell.
<b>SMR 19, 21 Clothing and Bedding</b>	Identify facilities as well as officers/inmates/outside to train in hair care for women	Met, as per rules manager supplies regularly.	Centre manager was advised to maintain the cleanliness with regards inmates clothing and bedding in the centre.
<b>SMR 21</b>	Require inmates to "break" their beds and air their bedding outside on a regular basis	Met, inmates take their bedding and cloths outside during noon hours.	Centre manager was advised to upkeep the pace.
<b>SMR 58 BR, 4 Contact with the outside World (Visits)</b>	Managers to test implementation of the policy on return to Centres	Met, centre has cell phone and visit is organized at the gate lodge.	Centre manager was advised to plead with NGOs and telecommunication authorities to aid centre with toll free line.

<b>SMR 58 Phone</b>	Managers have tested or the implementation of UNDP phone and policy on return to Centres to improve Contact with the outside world.	Met, centre phone is available and the court escort officer shoulder up the responsibility.	Centre Manager was advised to follow the phone policy strictly.
<b>SMR 105 Recreation and Culture</b>	-Appoint a (part-time) sports/recreation officer -Appoint "captains" from inmates  -Identify outside teams (colleges etc) to play games with	Partly met, centre allow inmates they only observed cultural activities/practices in the centre.	Centre Manager was advised to implement this rule.
<b>SMR 104 Education</b>	-Identify peer tutors (inmates) -Identify community groups, NGOs -Appoint a (part-time education officer -Identify a location (multi-purpose)	Not met	Centre Manager was advised to fulfill this rule prior the next visit.
<b>SMR 63 News</b>	-Ask local organizations that receive newspapers (e.g. UNDP)to donate them at the end of each day/week -Centre managers to try and source at least one radio each for controlled use.	Not applicable for news paper, centre manager promised to source one big radio for centre use.	Centre Manager was advised to keep to his promise.
<b>SMR 64 Books</b>	-Identify a library location: shelves or mobile library (trolley/bag/box etc) -Request local organizations/schools/churches for book donations.	Partly met, centre manager has source books and placed them in his office but there is no officer to facilitate the process.	Centre Manager was advised to identify inmates with formal education background to fulfill this rule.
<b>SMR 96, 103.3. Work/Rehab</b>	-Identify and implement work opportunities target 10% population within next six months -Regional PRO to reach out to community organizations, NGOs to help with treatment for domestic violence, drug and alcohol abuse.	Not met, at the time of visit due to the seasonal change and the regional PRO centre manager often reaches the NGOs with the community.	Centre Manager was advised to reach out NGOs in the Community.
<b>SMR 106, 108.3 and BR 45, 55. Social Relations and after care (Family Relations)</b>	-Contact FBOs to help with reintegration of inmates to families -Organize quarterly open days when families can come into prisons and spend extended time with inmates. If limited facilities, priorities inmates near end of sentence. Uses bring 'n'share. -Gradually, and in consideration of risk, involve families in Friend/Sunday prayers	Partly met, Regional case management often visits the centre but manager shoulder up the responsibility	Centre Manager was advised to keep up the spirit.
<b>SMR 109 Mental Health Care Services</b>	-PRO to reach out at regional level to find organizations that can provide advice/training to SLCS officer -Consider developing peer support inmates with careful assessment to ensure they do not abuse the position.	Partly met, Centre nurse was not trying but there is need to sent support staff to the centre.	Centre Manager was advised to recommend that the centre nurse needs other nurse to match up to standard.
<b>SMR 61 Contact with the Outside World (Legal Aid)</b>	-Increase literacy amongst inmates in line with education standards -Engages court liaison officers for training with organizations such as Don Bosco, Advocaid, Timap, and Legal Aid for assistance. -Consider developing capacity amongst inmates with careful assessment to ensure they do not abuse the position.	Partly met, Legal Aid does visit the centre but much was not done to reduce overcrowding.	Centre Manager was advised to continuously engage NGOs for help.
<b>SMR 39 Discipline and Due Process</b>	-Source and maintain contact details for organizations/individuals in the community that can help with mental health assessment/counseling.	Not applicable	Centre Manager was advised (in case of any).
<b>SMR 42 &amp; 43 Discipline and Due Process</b>	-Managers to confirm that Penal Diet never applied at their Centres	Not applicable, Centre only has hand cuffs as instruments of restraints.	Centre Manager was advised not to applied penal diet.
<b>SMR 42 &amp; 23 Discipline and Due Process</b>	Managers to establish procedures for inmates undergoing punishment to have a minimum of one hour/day outside.	Met no inmate was locked at separate cell.	Centre Manager was advised not to implement prolonged solitary confinement.

<b>SMR 54 Information to Prisoners</b>	Managers to add information specific to their Centres and post in prominent areas (gate, offices, blocks etc).	Not met;	Centre Manager was advised to achieve this rules prior SID next visit.
<b>SMR 68 Notifications</b>	<b>Reception to have responsibility:</b> -Provided with phone and airtime -Instructed to offer phone calls to new inmates, or at least SMS informing and asking contacts to call -Phone number can also be general contact point for the centre- to be posted at regions, HQ and website.	Met, manager provides airtime through the aid of SLCS HQ /UNDP.	Centre Manager was advised to maintain the practice.
<b>SMR 70 Notification</b>	<b>Centres:</b> -To implement the policy right away -To consult with Regions in cases where inmates might be allowed to attend a bedside, funeral, viewing, memorial etc and decide based on individual assessment of risk.	Met, policy was implemented	Centre Manager was advised to continue with this practice.
<b>SMR 56 BR 25.1&amp;2 Request and Complaints</b>	Centres to establish complaint boxes in areas accessible for all and not constantly monitored (e.g. in blocks) with Region to hold the keys and check weekly.	Met. Complaints and requests book was in the centre but with no records.	Centre Manager was advised to record any complain and request made by inmates.
<b>SMR 85 Inspections (Internal &amp; External)</b>	<b>Centres Manager to:-</b> -Inform mandated organizations on visits that they are expected to provide written reports shortly after visits -Respond to written reports quickly.	Met, They both visited the centre.	Centre Manager was advised to encourage such visits.
<b><u>SMR 13: Accommodation</u></b>	<b>How to find more space?</b> <ul style="list-style-type: none"> <li>• Convert rooms into cells, e.g. church, mosque, library, stores, offices (many of these can still be used for original purpose during the day)</li> <li>• Makeshift structures e.g. tents, tarps, zinc roofs, sea containers</li> </ul>	<b>How to reduce hardship?</b> <ul style="list-style-type: none"> <li>• Increase time outside of cells and exercise opportunities</li> <li>• Increase visits to more than 2 days/week</li> <li>• Provide entertainment, e.g. radios, TVs</li> <li>• Increase ventilation e.g. add vents, unblock windows put grilles in solid doors provide fans</li> <li>• Provide extra lighting e.g. solar</li> <li>• Use corridors, grille areas</li> <li>• Unused space e.g. sports field</li> <li>• Transfer inmates out</li> <li>• Liaise with courts.</li> </ul>	Partly met, as per rule centre manager was advised to fulfill the promised made prior next visit.
<b>SMR 40: Discipline</b>	<b>Red Bands Can:</b> <ul style="list-style-type: none"> <li>• Represent other inmates on Boards etc.</li> <li>• Be librarians</li> <li>• Be lay preachers</li> <li>• Be team captains (sports etc)</li> <li>• Help other inmates get to clinic</li> <li>•</li> <li>• Supervise other inmates cleaning</li> <li>• Supervise other inmates fetching water</li> <li>• Report indiscipline to officers--?</li> </ul>	<b>Red Bands Cannot:</b> <ul style="list-style-type: none"> <li>• Handle keys</li> <li>• Sit on cases (be a judge)</li> <li>• Handle administrative documents</li> <li>• Administer corporal punishment</li> <li>• Administer medical treatment</li> <li>• Allocate accommodation</li> </ul>	Met, as Red Bands do represent other inmates in boards etc.



		<ul style="list-style-type: none"> <li>• Supervise visits</li> <li>• Control access to water/toilets/bathrooms</li> <li>• Participate in searches</li> <li>• Participate in counts</li> </ul>	
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Below are details of Centre Level Action, Findings and Recommendations Streamline.

**INSTITUTION NAME:-Mafanta Correctional Centre**

**INSTITUTION DIRECTOR/OI/C:-(Supt) Mr Kallon**

**SID TEAM MEMBERS:- (ASC) Mr Lamin Sheriff, (CO)Mr Lawrence Tucker and Mr Ibrahim Sesay.**

**DATE OF ASSESSMENT, MONITORING AND EVALUATION:- 20<sup>th</sup> December, 2020.**

**TOTAL STRENGTH / NUMBER OF INMATES:-412 Male inmates**

**CENTRE LEVEL ACTION PLAN PERFORMANCE INDICATORS**

<b>SMR/BR RULES</b>	<b>CENTRE LEVEL ACTION</b>	<b>SID TEAM FINDINGS</b>	<b>SID TEAM RECOMMENDATIONS</b>
<b>SMR 7 Prisoner file Management (Registers)</b>	check existing registers for compliance with Rule 7 and add info/numbers/signatures	Met, pages are numbered Centre Manager appends his signature at the bottom of the pages to ensure an audit trail	Centre Manager was advised to maintain this practice, not to deviate from this practice.
<b>SMR 8 BR 3.1 Prisoners File Management (individual Files)</b>	Meet with relevant section heads, brief them on Rules 8 and ask them to provide all such information to Reception to go into individual files with warrants	Met, UNDP provided laptop computers to ensure EDP is maintain in the centre.	Centre Manager, was advised to maintain both records for future reference.
<b>SMR 11,17, 33 Accommodation, Separation of Categories</b>	1. Identify additional space to be used for accommodation and visiting areas where not already available	Met as per rule visit is conducted at the gate lodge.	Centre Manager was advised to identify space to accommodate female inmates (just in case).
	2. Develop a plan for which blocks, cell and new space will be used to keep sentenced and unconvicted (remands/trials inmates separated as much as possible. Once plan approved, implement gradually.	Met, Centre manager has developed plans to house female inmates from male inmates.	Centre Manager was advised to forward his plan to CHQ.
<b>SMR 29,30 BR 2.1,2 Admission Medical Examinations</b>	Centre Managers to issue post Orders on the same, pending the SOP, and regularly check Nurse's register to ensure it is followed.	Partly Met, post orders are pasted inside the gate lodge and the nurse is working perfectly at the centre.	Centre Manager was advised to encourage the nurse who is doing good work at the centre.
<b>SMR 35 Public Health Inspections</b>	Centre Managers to engage Public Health Officers and/ or form Medical Boards to conduct relevant inspections and reporting, using hand-out as example	Not met, Centre manager promised to engage public health inspectors.	Centre Manager was advised to engage PHOs prior the next SID visit.
<b>SMR 22 Food and Water</b>	Centre Managers to identify any unused land that could be used to grow supplementary food.	Met, Centre manager has identified land for the next planting season.	Centre Manager was advised to maintain that spirit.
<b>SMR 18, BR 5 Personal Hygiene</b>	Organize regular cleanliness competitions between cells/blocks with privilege for the best performing	Partly met cleaning was organized and done for inside and outside.	Centre Manager was advised to give moral and issue certificate to the best group or cell.
<b>SMR 19, 21 Clothing and Bedding</b>	Identify facilities as well as officers/inmates/outside to train in hair care for women	Met, as per rules manager supplies regularly and flows inside the cells.	Centre Manager was advised to maintain the cleanliness with regards inmates clothing and bedding in the centre.
	Require inmates to "break" their beds and air their bedding outside on a regular basis	Met, inmates take their beddings and cloths outside during noon hours.	Centre Manager was advised to upkeep the pace.

<b>SMR 58 BR, 4 Contact with the outside World (Visits)</b>	Managers to test implementation of the policy on return to Centres	Met, centre has cell phone and visit is organized at the gate lodge.	Centre Manager was advised to plead with NGOs and telecommunication authorities to aid centre with toll free line.
<b>SMR 58 Phone</b>	Managers have tested or 2the implementation of UNDP phone and policy on return to Centres to improve Contact with the outside world.	Met UNDP Provided cell phone and phone policy.	Centre Manager was advised to follow the phone policy strictly.
<b>SMR 105 Recreation and Culture</b>	-Appoint a (part-time) sports/recreation officer -Appoint "captains" from inmates  -Identify outside teams (colleges etc) to play games with	Partly met, Centre allows inmates they also observed cultural activities/practices in the centre.	Centre Manager was advised to implement this rule.
<b>SMR 104 Education</b>	-Identify peer tutors (inmates) -Identify community groups, NGOs -Appoint a (part-time education officer -Identify a location (multi-purpose)	Not met	Centre Manager was advised to fulfill this rule prior the next visit.
<b>SMR 63 News</b>	-Ask local organizations that receive newspapers (e.g. UNDP)to donate them at the end of each day/week -Centre managers to try and source at least one radio each for controlled use.	Not applicable for news paper centre manager promised to source one big radio for centre use.	Centre Manager was advised to keep to his promise..
<b>SMR 64 Books</b>	-Identify a library location: shelves or mobile library (trolley/bag/box etc) -Request local organizations/schools/churches for book donations.	Partly met, centre manager has source books and placed them in his office but there is no office to facilitate the process	Centre Manager was advised to identify inmates with formal education background to fulfill this rule.
<b>SMR 96, 103.3. Work/Rehab</b>	-Identify and implement work opportunities target 10% population within next six months -Regional PRO to reach out to community organizations, NGOs to help with treatment for domestic violence, drug and alcohol abuse.	Met at the time of visit inmates where fully engaged with work of useful nature and the regional PRO meet / reached the NGOs with the community for help	Centre Manager is advised to reach out NGOs in the Community.
<b>SMR 106, 108.3 and BR 45, 55. Social Relations and after care (Family Relations)</b>	-Contact FBOs to help with reintegration of inmates to families -Organize quarterly open days when families can come into prisons and spend extended time with inmates. If limited facilities, priorities inmates near end of sentence. Uses bring 'n' share. -Gradually, and in consideration of risk, involve families in Friend/Sunday prayers	Partly met, Regional case management team with the regional commander visits the centre but manager shoulder up the responsibility at times.	Centre Manager is advised to keep up the spirit.
<b>SMR 109 Mental Health Care Services</b>	-PRO to reach out at regional level to find organizations that can provide advice/training to SLCS officer -Consider developing peer support inmates with careful assessment to ensure they do not abuse the position.	Partly met, Centre nurse was also one of the best in term of centre management.	Centre Manage was advised to recommend the nurse for double promotion.
<b>SMR 61 Contact with the Outside World (Legal Aid)</b>	-Increase literacy amongst inmates in line with education standards -Engages court liaison officers for training with organizations such as Don Bosco, Advocaid, Timap, and Legal Aid for assistance. -Consider developing capacity amongst inmates with careful assessment to ensure they do not abuse the position.	Partly met, legal aid does visit the centre but much was not done to reduce overcrowding.	Centre Manager was advised to continuously Telecommunication companies for help.
<b>SMR 39 Discipline and Due Process</b>	-Source and maintain contact details for organizations/individuals in the community that can help with mental health assessment/counseling.	Met, Case management team visit the centre	Centre Manager was advised (in case of any)
<b>SMR 42 &amp; 43 Discipline and Due Process</b>	-Managers to confirm that Penal Diet never applied at their Centres	Not applicable, Centre only have hand cuffs as instruments of	Centre Manager was advised not to apply penal diet

		restraints	
<b>SMR 42 &amp; 23 Discipline and Due Process</b>	Managers to establish procedures for inmates undergoing punishment to have a minimum of one hour/day outside.	Met, no inmate was locked at separate cell	Centre Manager was advised not to implement prolonged solitary confinement
<b>SMR 54 Information to Prisoners</b>	Managers to add information specific to their Centres and post in prominent areas (gate, offices, blocks etc).	Not met;	Centre Manager was advised to achieve this rules prior net visit
<b>SMR 68 Notifications</b>	<b>Reception to have responsibility:</b> -Provided with phone and airtime -Instructed to offer phone calls to new inmates, or at least SMS informing and asking contacts to call -Phone number can also be general contact point for the centre- to be posted at regions, HQ and website.	Met, manager provide airtime through the aid of SLCS HQ /UNDP	Centre Manager was advised to maintain the practice
<b>SMR 70 Notification</b>	<b>Centres:</b> -To implement the policy right away -To consult with Regions in cases where inmates might be allowed to attend a bedside, funeral, viewing, memorial etc and decide based on individual assessment of risk.	Met, policy was implemented.	Centre Manager was advised to continue with this practice.
<b>SMR 56 BR 25.1&amp;2 Request and Complaints</b>	Centres to establish complaint boxes in areas accessible for all and not constantly monitored (e.g. in blocks) with Region to hold the keys and check weekly.	Met complain and request book was in the centre but no records	Centre Manager was advised to record any complaints and request made by inmates.
<b>SMR 85 Inspections (Internal &amp; External)</b>	<b>Centres Manager to:-</b> -Inform mandated organizations on visits that they are expected to provide written reports shortly after visits -Respond to written reports quickly.	Met, they both visited the centre.	Centre Manager was advised to encourage such visits
<b><u>SMR 13: Accommodation</u></b>	<b>How to find more space?</b> <ul style="list-style-type: none"> <li>Convert rooms into cells, e.g. church, mosque, library, stores, offices (many of these can still be used for original purpose during the day)</li> <li>Makeshift structures e.g. tents, tarps, zinc roofs, sea containers</li> </ul>	<b>How to reduce hardship?</b> <ul style="list-style-type: none"> <li>Increase time outside of cells and exercise opportunities</li> <li>Increase visits to more than 2 days/week</li> <li>Provide entertainment, e.g. radios, TVs</li> <li>Increase ventilation e.g. add vents, unblock windows put grilles in solid doors provide fans</li> <li>Provide extra lighting e.g. solar</li> <li>Use corridors, grille areas</li> <li>Unused space e.g. sports field</li> <li>Transfer inmates out</li> <li>Liase with courts.</li> </ul>	There is enough space to accommodate / house more inmates no facility made for female inmates There is need for SLCS authorities to develop plans to meet this rule, Manager promised to reduce hardship.
<b>SMR 40: Discipline</b>	<b>Red Bands Can:</b> <ul style="list-style-type: none"> <li>Represent other inmates on Boards etc.</li> <li>Be librarians</li> <li>Be lay preachers</li> <li>Be team captains (sports etc)</li> <li>Help other inmates get to clinic</li> <li>Supervise other inmates cleaning</li> <li>Supervise other inmates fetching water</li> </ul>	<b>Red Bands Cannot:</b> <ul style="list-style-type: none"> <li>Handle keys</li> <li>Sit on cases (be a judge)</li> <li>Handle administrative documents</li> <li>Administer corporal punishment</li> <li>Administer medical treatment</li> </ul>	Met the 2 (two) i/c monitors the entire process to see that SMR 40 is achieved fully

	<ul style="list-style-type: none"> <li>Report indiscipline to officers--?</li> </ul>	<ul style="list-style-type: none"> <li>Allocate accommodation</li> <li>Supervise visits</li> <li>Control access to water/toilets/bathrooms</li> <li>Participate in searches</li> <li>Participate in counts</li> </ul>	
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Below are details of Centre Level Action, Findings and Recommendations Streamline.

**INSTITUTION NAME:-Magburaka Correctional Centre**

**INSTITUTION DIRECTOR/OI/C:-(ASC)Mr Sigismund Bassie**

**SID TEAM MEMBERS:- (ASC) Mr Lamin Sheriff, (CO) Mr Lawrence Tucker and Mr Ibrahim Sesay**

**DATE OF ASSESSMENT, MONITORING AND EVALUATION:-21<sup>st</sup> December, 2020.**

**TOTAL STRENGTH / NUMBER OF INMATES:-101 male 2 Female Inmates.**

**CENTRE LEVEL ACTION PLAN PERFORMANCE INDICATORS**

<b>SMR/BR RULES</b>	<b>CENTRE LEVEL ACTION</b>	<b>SID TEAM FINDINGS</b>	<b>SID TEAM RECOMMENDATIONS</b>
<b>SMR 7 Prisoner file Management (Registers)</b>	check existing registers for compliance with Rule 7 and add info/numbers/signatures	Met, pages are numbered centre manager appends his signature at the bottom of the pages to ensure an audit trail.	Centre Manager was advised to maintain this practice, not to deviate from this practice.
<b>SMR 8 BR 3.1 Prisoners File Management (individual Files)</b>	Meet with relevant section heads, brief them on Rules 8 and ask them to provide all such information to Reception to go into individual files with warrants	Met, UNDP Provide lap top computers to ensure EDP is maintain in the centre	Centre Manager, was advised to maintain both records for future reference.
<b>SMR 11,17, 33 Accommodation, Separation of Categories</b>	1. Identify additional space to be used for accommodation and visiting areas where not already available	Met, as per rule visit is conducted at the gate lodge	Centre Manager is advised to identify more space to accommodate female inmates.
	2. Develop a plan for which blocks, cell and new space will be used to keep sentenced and unconvinced (remands/trials inmates separated as much as possible. Once plan approved, implement gradually.	Met, Centre manager have place to house female inmates from male inmates	Centre Manager was advised to forward his further plans to CHQ.
<b>SMR 29,30 BR 2.1,2 Admission Medical Examinations</b>	Centre Managers to issue post Orders on the same, pending the SOP, and regularly check Nurse's register to ensure it is followed.	Partly Met, post orders are pasted inside the gate lodge and the nurse is working perfectly at the centre	Centre Manager was advised to encourage the nurse who is doing good work at the centre.
<b>SMR 35 Public Health Inspections</b>	Centre Managers to engage Public Health Officers and/ or form Medical Boards to conduct relevant inspections and reporting, using hand-out as example	Partly met, Centre nurse was one of the best in term of centre management	Centre Manage was advised to recommend the nurse for double promotion.
<b>SMR 22 &amp; 23.1 Food and water</b>	Centre Managers to identify any unused land that could be used to grow supplementary food.	Partly met legal aid do visit the centre but much was not done to reduce overcrowding	Centre manager was advised to continuously engage them.
<b>SMR 18, BR 5 Personal Hygiene</b>	Organize regular cleanliness competitions between cells/blocks with privilege for the best performing	Not applicable	Centre manager was advised (in case of any)
<b>SMR 19, 21 Clothing and Bedding</b>	Identify facilities as well as officers/inmates/outside to train in hair care for women	Not applicable, Centre only have hand cuffs as instruments of restraints	Centre Manager was advised not to apply penal diet
	Require inmates to "break" their beds and air their bedding	Met, no inmate was locked at	Centre Manager was advised not to implement

	outside on a regular basis	separate cell	prolonged solitary confinement.
<b>SMR 58 BR, 4 Contact with the outside World (Visits)</b>	Managers to test implementation of the policy on return to Centres	Not met;	Centre Manager was advised to achieve this rules prior net visit.
<b>SMR 58 Phone</b>	Managers have tested or 2the implementation of UNDP phone and policy on return to Centres to improve Contact with the outside world.	Met, manager provide airtime through the aid of SLCS HQ /UNDP	Centre Manager was advised to maintain the practice.
<b>SMR 105 Recreation and Culture</b>	-Appoint a (part-time) sports/recreation officer -Appoint “captains” from inmates  -Identify outside teams (colleges etc) to play games with	Met, policy was implemented	Centre Manager was advised to continue with this practice.
<b>SMR 104 Education</b>	-Identify peer tutors (inmates) -Identify community groups, NGOs -Appoint a (part-time education officer -Identify a location (multi-purpose)	Not met	Centre Manager was advised to fulfill this rule prior SID next visit.
<b>SMR 63 News</b>	-Ask local organizations that receive newspapers (e.g. UNDP)to donate them at the end of each day/week -Centre managers to try and source at least one radio each for controlled use.	Not applicable for newspaper centre manager promised to source one big radio for centre use	Centre Manager was advised to keep to his promise.
<b>SMR 64 Books</b>	-Identify a library location: shelves or mobile library (trolley/bag/box etc) -Request local organizations/schools/churches for book donations.	Partly met, centre manager has source books and placed them in his office but there was no officer to facilitate the process	Centre Manager was advised to identify inmates with formal education background to fulfill this rule.
<b>SMR 96, 103.3. Work/Rehab</b>	-Identify and implement work opportunities target 10% population within next six months -Regional PRO to reach out to community organizations, NGOs to help with treatment for domestic violence, drug and alcohol abuse.	Not met, at the time of visit due to the seasonal change and the regional PRO often reached the NGOs with the community.	Centre Manager was advised to reach out NGOs in the Community.
<b>SMR 106, 108.3 and BR 45, 55. Social Relations and after care (Family Relations)</b>	-Contact FBOs to help with reintegration of inmates to families -Organize quarterly open days when families can come into prisons and spend extended time with inmates. If limited facilities, priorities inmates near end of sentence. Uses bring ‘n’ share. -Gradually, and in consideration of risk, involve families in Friend/Sunday prayers	Met, one male case manager does pays visit to the centre and the manager monitor the process.	Centre Manager was advised to keep up the spirit.
<b>SMR 109 Mental Health Care Services</b>	-PRO to reach out at regional level to find organizations that can provide advice/training to SLCS officer -Consider developing peer support inmates with careful assessment to ensure they do not abuse the position.		Centre Manage was advised to recommend the nurse for double promotion.
<b>SMR 61 Contact with the Outside World (Legal Aid)</b>	-Increase literacy amongst inmates in line with education standards -Engages court liaison officers for training with organizations such as Don Bosco, Advocaid, Timap, and Legal Aid for assistance. -Consider developing capacity amongst inmates with careful assessment to ensure they do not abuse the position.	Partly met, Legal Aid do visit the centre but much was not done to reduce overcrowding.	Centre Manager was advised to continuously engage them.
<b>SMR 39 Discipline and Due Process</b>	-Source and maintain contact details for organizations/individuals in the community that can help with mental health assessment/counseling.	Not applicable	Centre Manager was advised (in case of any).

<b>SMR 42 &amp; 43 Discipline and Due Process</b>	-Managers to confirm that Penal Diet never applied at their Centres	Not applicable, Centre only have hand cuffs as instruments of restraints.	Centre Manager was advised not to applied penal diet
<b>SMR 42 &amp; 23 Discipline and Due Process</b>	Managers to establish procedures for inmates undergoing punishment to have a minimum of one hour/day outside.	Met no inmate was locked at separate cell.	Centre Manager was advised not to implement prolonged solitary confinement.
<b>SMR 54 Information to Prisoners</b>	Managers to add information specific to their Centres and post in prominent areas (gate, offices, blocks etc).	Not met;	Centre Manager was advised to achieve this rules prior net visit.
<b>SMR 68 Notifications</b>	<b>Reception to have responsibility:</b> -Provided with phone and airtime -Instructed to offer phone calls to new inmates, or at least SMS informing and asking contacts to call -Phone number can also be general contact point for the centre- to be posted at regions, HQ and website.	Met, manager provide airtime through the aid of SLCS HQ /UNDP.	Centre manager was advised to maintain the practice.
<b>SMR 70 Notification</b>	<b>Centres:</b> -To implement the policy right away -To consult with Regions in cases where inmates might be allowed to attend a bedside, funeral, viewing, memorial etc and decide based on individual assessment of risk.	Met, policy was implemented.	Centre Manager was advised to continue with this practice.
<b>SMR 56 BR 25.1&amp;2 Request and Complaints</b>	Centres to establish complaint boxes in areas accessible for all and not constantly monitored (e.g. in blocks) with Region to hold the keys and check weekly.	partly met, centre have book but with no records	Centre Manager was advised to achieve said rule by establishing and record all complaints and request on the book.
<b>SMR 85 Inspections (Internal &amp; External)</b>	<b>Centres Manager to:-</b> -Inform mandated organizations on visits that they are expected to provide written reports shortly after visits -Respond to written reports quickly.	Met, internal and external inspectors do visit the centre	Centre Manager was advised to ask mandate Organizations' and the SID team to communicate centre lapse verbally.
<b><u>SMR 13: Accommodation</u></b>	<b>How to find more space?</b> <ul style="list-style-type: none"> <li>• Convert rooms into cells, e.g. church, mosque, library, stores, offices (many of these can still be used for original purpose during the day)</li> <li>• Makeshift structures e.g. tents, tarps, zinc roofs, sea containers</li> </ul>	<b>How to reduce hardship?</b> <ul style="list-style-type: none"> <li>• Increase time outside of cells and exercise opportunities</li> <li>• Increase visits to more than 2 days/week</li> <li>• Provide entertainment, e.g. radios, TVs</li> <li>• Increase ventilation e.g. add vents, unblock windows put grilles in solid doors provide fans</li> <li>• Provide extra lighting e.g. solar</li> <li>• Use corridors, grille areas</li> <li>• Unused space e.g. sports field</li> <li>• Transfer inmates out</li> <li>• Liaise with courts.</li> </ul>	Met, as per rule centre have female holding block and manager promised to met all requirements of rule 13 and also to make it known to the public to build confidence.
<b>SMR 40: Discipline</b>	<b>Red Bands Can:</b> <ul style="list-style-type: none"> <li>• Represent other inmates on Boards etc.</li> <li>• Be librarians</li> <li>• Be lay preachers</li> <li>• Be team captains (sports etc)</li> <li>• Help other inmates get to clinic</li> </ul>	<b>Red Bands Cannot:</b> <ul style="list-style-type: none"> <li>• Handle keys</li> <li>• Sit on cases (be a judge)</li> <li>• Handle administrative documents</li> <li>• Administer corporal</li> </ul>	Met, as per rule Red Bands do represent other inmates in boards etc.

	<ul style="list-style-type: none"> <li>• Supervise other inmates cleaning</li> <li>• Supervise other inmates fetching water</li> <li>• Report indiscipline to officers--?</li> </ul>	<p>punishment</p> <ul style="list-style-type: none"> <li>• Administer medical treatment</li> <li>• Allocate accommodation</li> <li>• Supervise visits</li> <li>• Control access to water/toilets/bathrooms</li> <li>• Participate in searches</li> <li>• Participate in counts</li> </ul>	
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Below are details of Centre Level Action, Findings and Recommendations Streamline.

**INSTITUTION NAME:-Kambia Correctional Centre.**

**INSTITUTION DIRECTOR/OI/C:-Supt)MrMoses M. Ngalawa**

**SID TEAM MEMBERS:-ASC MrLamin Sheriff, Mr Lawrence Tucker and Mr Ibrahim Sesay.**

**DATE OF ASSESSMEN,MONITORING AND EVALUATION:-22th December, 2020.**

**TOTAL STRENGTH / NUMBER OF INMATES:-155 Male 2 Female=157 Inmates.**

**CENTRE LEVEL ACTION PLAN PERFORMANCE INDICATORS**

<b>SMR/BR RULES</b>	<b>CENTRE LEVEL ACTION</b>	<b>SID TEAM FINDINGS</b>	<b>SID TEAM RECOMMENDATIONS</b>
<b>SMR 7 Prisoner file Management (Registers)</b>	check existing registers for compliance with Rule 7 and add info/numbers/signatures	Met, pages are numbered centre manager appends his signature at the bottom of the pages to ensure an audit trail	Centre Manager was advised to maintain this practice, not to deviate from this practice.
<b>SMR 8 BR 3.1 Prisoners File Management (individual Files)</b>	Meet with relevant section heads, brief them on Rules 8 and ask them to provide all such information to Reception to go into individual files with warrants	Met UNDP Provide laptop computers to ensure EDP is maintaining in the centre.	Centre Manager, was advised to maintain both records for future reference.
<b>SMR 11,17, 33 Accommodation, Separation of Categories</b>	1. Identify additional space to be used for accommodation and visiting areas where not already available	Met, as per rule visit is conducted at the gate lodge	Centre Manager was advised to identify more space to accommodate female inmates.
	2. Develop a plan for which blocks, cell and new space will be used to keep sentenced and unconvinced (remands/trials inmates separated as much as possible. Once plan approved, implement gradually.	Met, Centre Manager has place to house female inmates from male inmates	Centre Manager was advised to forward his further plans to CHQ.
<b>SMR 29,30 BR 2.1,2 Admission Medical Examinations</b>	Centre Managers to issue post Orders on the same, pending the SOP, and regularly check Nurse's register to ensure it is followed.	Partly Met, post orders are pasted inside the gate lodge and the nurse is working perfectly at the centre	Centre Manager was advised to encourage the nurse who is doing good work at the centre.
<b>SMR 35 Public Health Inspections</b>	Centre Managers to engage Public Health Officers and/ or form Medical Boards to conduct relevant inspections and reporting, using hand-out as example	Not met, Centre Manager promised to engage public health inspectors	Centre Manager was advised to engage PHOs prior the next SID visit.
<b>SMR 22 &amp; 23 Food and water</b>	Centre Managers to identify any unused land that could be used to grow supplementary food.	Met, Centre Manager has identified land for the next planting season and water well is at the centre.	Centre Manager was advised to maintain that spirit.
<b>SMR 18, BR 5 Personal Hygiene</b>	Organize regular cleanliness competitions between cells/blocks with privilege for the best performing	Partly met, Cleaning was Organized and done for inside and out side	Centre manager was advised to give moral and issue certificate to the best group or cell.

<b>SMR 19, 21 Clothing and Bedding</b>	Identify facilities as well as officers/inmates/outside to train in hair care for women	Met as per rules manager supply regularly	Centre Manager is advised to maintain the Cleanliness with regards inmates clothing and bedding in the centre
	Require inmates to “break” their beds and air their bedding outside on a regular basis	Met, inmates take their bed and cloths outside during noon hours	Centre Manager was advised to upkeep the pace
<b>SMR 58 BR, 4 Contact with the outside World (Visits)</b>	Managers to test implementation of the policy on return to Centres	Met, centre have cell phone visit is organized at the gate lodge	Centre Manager was advised to plead with NGOs and telecommunication authorities to aid centre toll free line
<b>SMR 58 Phone</b>	Managers have tested or 2the implementation of UNDP phone and policy on return to Centres to improve Contact with the outside world.	Met	Centre Manager was advised to follow the phone policy strictly.
<b>SMR 105 Recreation and Culture</b>	-Appoint a (part-time) sports/recreation officer -Appoint “captains” from inmates  -Identify outside teams (colleges etc) to play games with	Partly met, Centre allow inmates they only observed cultural activities/practices in the Centre	Centre Manager was advised to implement this rule.
<b>SMR 104 Education</b>	-Identify peer tutors (inmates) -Identify community groups, NGOs -Appoint a (part-time education officer) -Identify a location (multi-purpose)	Not met	Centre Manager was advised to fulfill this rule prior the next visit.
<b>SMR 63 News</b>	-Ask local organizations that receive newspapers (e.g. UNDP)to donate them at the end of each day/week -Centre managers to try and source at least one radio each for controlled use.	Not applicable for news paper, centre manager promised to source one big radio for centre use	Centre Manager was advised to keep to his promise.
<b>SMR 64 Books</b>	-Identify a library location: shelves or mobile library (trolley/bag/box etc) -Request local organizations/schools/churches for book donations.	Partly met, centre manager has sourced books and placed them in his office but there was no office to facilitate the process	Centre Manager was advised to identify inmates with formal education background to fulfill this rule
<b>SMR 96, 103.3. Work/Rehab</b>	-Identify and implement work opportunities target 10% population within next six months -Regional PRO to reach out to community organizations, NGOs to help with treatment for domestic violence, drug and alcohol abuse.	Not met at the time of visit due to the seasonal change and the regional PRO often reached the NGOs with the community	Centre Manager was advised to reach out NGOs in the Community.
<b>SMR 106, 108.3 and BR 45, 55. Social Relations and after care (Family Relations)</b>	-Contact FBOs to help with reintegration of inmates to families -Organize quarterly open days when families can come into prisons and spend extended time with inmates. If limited facilities, priorities inmates near end of sentence. Uses bring ‘n’ share. -Gradually, and in consideration of risk, involve families in Friend/Sunday prayers	met, one male one female case manager are deployed in the centre manager monitor the process	Centre Manager was advised to keep up the spirit.
<b>SMR 109 Mental Health Care Services</b>	-PRO to reach out at regional level to find organizations that can provide advice/training to SLCS officer -Consider developing peer support inmates with careful assessment to ensure they do not abuse the position.	Met, as per rule.	Centre Manage was advised to recommend the nurse for double promotion.
<b>SMR 61 Contact with the Outside World (Legal Aid)</b>	-Increase literacy amongst inmates in line with education standards -Engages court liaison officers for training with organizations such as Don Bosco, Advocaid, Timap, and Legal Aid for assistance. -Consider developing capacity amongst inmates with careful assessment to ensure they do not abuse the position.	Partly met, Legal Aid does visit the centre but much was not done to reduce overcrowding.	Centre Manager was advised to continuously engage NGOs for help



<b>SMR 39 Discipline and Due Process</b>	-Source and maintain contact details for organizations/individuals in the community that can help with mental health assessment/counseling.	Not applicable	Centre manager was advised (in case of any).
<b>SMR 42 &amp; 43 Discipline and Due Process</b>	-Managers to confirm that Penal Diet never applied at their Centres	Not applicable, Centre only have hand cuffs as instruments of restraints.	Centre manager was advised not to applied penal diet.
<b>SMR 42 &amp; 23 Discipline and Due Process</b>	Managers to establish procedures for inmates undergoing punishment to have a minimum of one hour/day outside.	Met no inmate was locked at separate cell.	Centre Manager was advised not to implement prolonged solitary confinement.
<b>SMR 54 Information to Prisoners</b>	Managers to add information specific to their Centres and post in prominent areas (gate, offices, blocks etc).	Not met;	Centre Manager was advised to achieve this rules prior net visit.
<b>SMR 68 Notifications</b>	<b>Reception to have responsibility:</b> -Provided with phone and airtime -Instructed to offer phone calls to new inmates, or at least SMS informing and asking contacts to call -Phone number can also be general contact point for the centre- to be posted at regions, HQ and website.	Met, manager provides airtime through the aid of SLCS HQ /UNDP.	Centre Manager was advised to maintain the practice.
<b>SMR 70 Notification</b>	<b>Centres:</b> -To implement the policy right away -To consult with Regions in cases where inmates might be allowed to attend a bedside, funeral, viewing, memorial etc and decide based on individual assessment of risk.	Met, policy was implemented.	Centre manager was advised to continue with this practice.
<b>SMR 56 BR 25.1&amp;2 Request and Complaints</b>	Centres to establish complaint boxes in areas accessible for all and not constantly monitored (e.g. in blocks) with Region to hold the keys and check weekly.	Partly met, centre have book but no records.	Centre manager was advised to achieve said rule by establishing and record all complaints and request on the book.
<b>SMR 85 Inspections (Internal &amp; External)</b>	<b>Centres Manager to:-</b> -Inform mandated organizations on visits that they are expected to provide written reports shortly after visits -Respond to written reports quickly.	Met, internal and external inspectors do visit the centre	Centre manager was advised to ask mandate Organizations' and the SID team to communicate centre lapse verbally.
<b><u>SMR 13: Accommodation</u></b>	<b>How to find more space?</b> <ul style="list-style-type: none"> <li>• Convert rooms into cells, e.g. church, mosque, library, stores, offices (many of these can still be used for original purpose during the day)</li> <li>• Makeshift structures e.g. tents, tarps, zinc roofs, sea containers</li> </ul>	<b>How to reduce hardship?</b> <ul style="list-style-type: none"> <li>• Increase time outside of cells and exercise opportunities</li> <li>• Increase visits to more than 2 days/week</li> <li>• Provide entertainment, e.g. radios, TVs</li> <li>• Increase ventilation e.g. add vents, unblock windows put grilles in solid doors provide fans</li> <li>• Provide extra lighting e.g. solar</li> <li>• Use corridors, grille areas</li> <li>• Unused space e.g. sports field</li> <li>• Transfer inmates out</li> <li>• Liaise with courts.</li> </ul>	Met as per rule centre have female holding block and manager promised to met all requirements of rule13. And also to make known to the public to build confidence.

<b>SMR 40: Discipline</b>	<b>Red Bands Can:</b> <ul style="list-style-type: none"> <li>• Represent other inmates on Boards etc.</li> <li>• Be librarians</li> <li>• Be lay preachers</li> <li>• Be team captains (sports etc)</li> <li>• Help other inmates get to clinic</li> <li>• Supervise other inmates cleaning</li> <li>• Supervise other inmates fetching water</li> <li>• Report indiscipline to officers--?</li> </ul>	<b>Red Bands Cannot:</b> <ul style="list-style-type: none"> <li>• Handle keys</li> <li>• Sit on cases (be a judge)</li> <li>• Handle administrative documents</li> <li>• Administer corporal punishment</li> <li>• Administer medical treatment</li> <li>•</li> <li>• Allocate accommodation</li> <li>• Supervise visits</li> <li>• Control access to water/toilets/bathrooms</li> <li>• Participate in searches</li> <li>• Participate in counts</li> </ul>	Met as per rule red bands do represent other inmates in boards etc.
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Below are details of Centre Level Action, Findings and Recommendations Streamline.

**INSTITUTION NAME:-Pre-Trial and Simulation Correctional Centre.**

**INSTITUTION DIRECTOR/OI/C:- (Supt) Mr Bai Kargbo**

**SID TEAM MEMBERS :- (ASC) Mr Lamin Sheriff, Mr Lawrence Tucker and Mr Ibrahim Sesay.**

**DATE OF ASSESSMENT, MONITORING AND EVALUATION:- 23 December, 2020.**

**TOTAL STRENGTH / NUMBER OF INMATES:- 118 Male + 8 Female = 126 Inmates**

**CENTRE LEVEL ACTION PLAN PERFORMANCE INDICATORS**

SMR/BR RULES	CENTRE LEVEL ACTION	SID TEAM FINDINGS	SID TEAM RECOMMENDATIONS
<b>SMR 7 Prisoner file Management (Registers)</b>	check existing registers for compliance with Rule 7 and add info/numbers/signatures	Met, pages are numbered centre manager appends his signature at the bottom of the pages to ensure an audit trail.	Centre Manager was advised to maintain this practice, not to deviate from this practice.
<b>SMR 8 BR 3.1 Prisoners File Management (individual Files)</b>	Meet with relevant section heads, brief them on Rules 8 and ask them to provide all such information to Reception to go into individual files with warrants	Met, UNDP Provide lap top computers to ensure EDP is maintain in the centre	Centre Manager, was advised to maintain both records for future reference.
<b>SMR 11,17, 33 Accommodation, Separation of Categories</b>	1. Identify additional space to be used for accommodation and visiting areas where not already available	Met, as per rule visit is conducted at the gate lodge.	Centre Manager was advised to identify more space to accommodate female inmates.
	2. Develop a plan for which blocks, cell and new space will be used to keep sentenced and unconvinced (remands/trials inmates separated as much as possible. Once plan approved, implement gradually.	Met, Centre manager have place to house female inmates from male inmates	Centre Manager was advised to forward his further plans to CHQ.
<b>SMR 29,30 BR 2.1,2 Admission Medical Examinations</b>	Centre Managers to issue post Orders on the same, pending the SOP, and regularly check Nurse's register to ensure it is followed.	Partly Met, post orders are pasted inside the gate lodge and the nurse is working perfectly at the centre.	Centre Manager was advised to encourage the nurse who is doing good work at the centre.
<b>SMR 35 Public Health Inspections</b>	Centre Managers to engage Public Health Officers and/ or form Medical Boards to conduct relevant inspections and reporting, using hand-out as example	Not met, Centre manager promised to engage public health inspectors.	Centre Manager was advised to engage PHOs prior next SID visit.

<b>SMR 22 &amp; 23 Food and water</b>	Centre Managers to identify any unused land that could be used to grow supplementary food.	Met, Centre manager has identified land for the next planting season.	Centre Manager was advised to maintain that spirit.
<b>SMR 18, BR 5 Personal Hygiene</b>	Organize regular cleanliness competitions between cells/blocks with privilege for the best performing	Partly met, Cleanliness was Organized in and out of the centre.	Centre Manager was advised to give moral and issue certificate to the best group or cell.
<b>SMR 19, 21 Clothing and Bedding</b>	Identify facilities as well as officers/inmates/outside to train in hair care for women	Met, as per rules manager supply regularly	Centre Manager was advised to maintain the Cleanliness with regards inmates clothing and bedding in the centre
	Require inmates to “break” their beds and air their bedding outside on a regular basis	Met, inmates take their bed and cloths outside during noon hours	Centre Manager was advised to upkeep the pace
<b>SMR 58 BR, 4 Contact with the outside World (Visits)</b>	Managers to test implementation of the policy on return to Centres	Met, centre has cell phone visit is organized at the gate lodge	Centre Manager was advised to plead with NGOs and telecommunication authorities to aid centre toll free line
<b>SMR 58 Phone</b>	Managers have tested or 2the implementation of UNDP phone and policy on return to Centres to improve Contact with the outside world.	Met, as per rules though the cell phone UNDP provided.	Centre Manager was advised to follow the phone policy strictly.
<b>SMR 105 Recreation and Culture</b>	-Appoint a (part-time) sports/recreation officer -Appoint “captains” from inmates -Identify outside teams (colleges etc) to play games with	Partly met, Centre allow inmates they only observed cultural activities/practices in the centre	Centre Manager was advised to implement this rule
<b>SMR 104 Education</b>	-Identify peer tutors (inmates) -Identify community groups, NGOs -Appoint a (part-time education officer -Identify a location (multi-purpose)	Not met	Centre Manager was advised to fulfill this rule prior the next visit.
<b>SMR 63 News</b>	-Ask local organizations that receive newspapers (e.g. UNDP)to donate them at the end of each day/week -Centre managers to try and source at least one radio each for controlled use.	Not applicable for news paper, centre manager promised to source one big radio for centre use	Centre Manager was advised to keep to his promise.
<b>SMR 64 Books</b>	-Identify a library location: shelves or mobile library (trolley/bag/box etc) -Request local organizations/schools/churches for book donations.	Partly met, centre manager has source books and placed them in his office but there was no office to facilitate the process	Centre Manager was advised to identify inmates with formal education background to fulfill this rule.
<b>SMR 96, 103.3. Work/Rehab</b>	-Identify and implement work opportunities target 10% population within next six months -Regional PRO to reach out to community organizations, NGOs to help with treatment for domestic violence, drug and alcohol abuse.	Not met, at the time of visit due to the seasonal change and the regional PRO often reached the NGOs with the community	Centre Manager was advised to reach out NGOs in the Community.
<b>SMR 106, 108.3 and BR 45, 55. Social Relations and after care (Family Relations)</b>	-Contact FBOs to help with reintegration of inmates to families -Organize quarterly open days when families can come into prisons and spend extended time with inmates. If limited facilities, priorities inmates near end of sentence. Uses bring ‘n’ share. -Gradually, and in consideration of risk, involve families in Friend/Sunday prayers	met, one male one female case manager are deployed in the centre manager monitor the process	Centre Manager was advised to keep up the spirit
<b>SMR 109 Mental Health Care Services</b>	-PRO to reach out at regional level to find organizations that can provide advice/training to SLCS officer -Consider developing peer support inmates with careful assessment to ensure they do not abuse the position.	Partly met, Centre nurse was one of the best in term of centre management	Centre Manage was advised to recommend the nurse for double promotion.
<b>SMR 61 Contact with the Outside World (Legal Aid)</b>	-Increase literacy amongst inmates in line with education standards -Engages court liaison officers for training with organizations such as Don Bosco, Advocaid, Timap, and Legal Aid for assistance. -Consider developing capacity amongst inmates with careful	Partly met, Legal Aid does visit the centre but much was not done to reduce overcrowding.	Centre Manager was advised to continuously engage NGOs for help.

	assessment to ensure they do not abuse the position.		
<b>SMR 39 Discipline and Due Process</b>	-Source and maintain contact details for organizations/individuals in the community that can help with mental health assessment/counseling.	Not applicable	Centre Manager was advised (in case of any).
<b>SMR 42 &amp; 43 Discipline and Due Process</b>	-Managers to confirm that Penal Diet never applied at their Centres	Not applicable, Centre only have hand cuffs as instruments of restraints	Centre Manager was advised not to applied penal diet.
<b>SMR 42 &amp; 23 Discipline and Due Process</b>	Managers to establish procedures for inmates undergoing punishment to have a minimum of one hour/day outside.	Met no inmate was locked at separate cell	Centre Manager was advised not to implement prolonged solitary confinement.
<b>SMR 54 Information to Prisoners</b>	Managers to add information specific to their Centres and post in prominent areas (gate, offices, blocks etc).	Not met;	Centre Manager was advised to achieve this rules prior net visit.
<b>SMR 68 Notifications</b>	<b>Reception to have responsibility:</b> -Provided with phone and airtime -Instructed to offer phone calls to new inmates, or at least SMS informing and asking contacts to call -Phone number can also be general contact point for the centre- to be posted at regions, HQ and website.	Met, manager provide airtime through the aid of SLCS HQ /UNDP	Centre Manager was advised to maintain the practice.
<b>SMR 70 Notification</b>	<b>Centres:</b> -To implement the policy right away -To consult with Regions in cases where inmates might be allowed to attend a bedside, funeral, viewing, memorial etc and decide based on individual assessment of risk.	Met, policy was implemented.	Centre Manager was advised to continue with this practice.
<b>SMR 56 BR 25.1&amp;2 Requests and Complaints</b>	Centres to establish complaint boxes in areas accessible for all and not constantly monitored (e.g. in blocks) with Region to hold the keys and check weekly.	Partly met, centre have book but with no records.	Centre Manager was advised to achieve said rule by establishing and record all complaints and request on the book.
<b>SMR 85 Inspections (Internal &amp; External)</b>	<b>Centres Manager to:-</b> -Inform mandated organizations on visits that they are expected to provide written reports shortly after visits -Respond to written reports quickly.	Met internal and external inspectors does visit the centre.	Centre Manager was advised to ask mandate Organizations' and the SID team to communicate centre lapses verbally.
<b><u>SMR 13: Accommodation</u></b>	<b>How to find more space?</b> <ul style="list-style-type: none"> <li>• Convert rooms into cells, e.g. church, mosque, library, stores, offices (many of these can still be used for original purpose during the day)</li> <li>• Makeshift structures e.g. tents, tarps, zinc roofs, sea containers</li> </ul>	<b>How to reduce hardship?</b> <ul style="list-style-type: none"> <li>• Increase time outside of cells and exercise opportunities</li> <li>• Increase visits to more than 2 days/week</li> <li>• Provide entertainment, e.g. radios, TVs</li> <li>• Increase ventilation e.g. add vents, unblock windows put grilles in solid doors provide fans</li> <li>• Provide extra lighting e.g. solar</li> <li>• Use corridors, grille areas</li> <li>• Unused space e.g. sports field</li> <li>• Transfer inmates out</li> <li>• Liaise with courts.</li> </ul>	Met, as per rule centre have female holding block and manager promised to met all requirements of rule 13 and also to make known to the public that the centre is a pre-trial and simulation centre.

<b>SMR 40: Discipline</b>	<b>Red Bands Can:</b> <ul style="list-style-type: none"> <li>• Represent other inmates on Boards etc.</li> <li>• Be librarians</li> <li>• Be lay preachers</li> <li>• Be team captains (sports etc)</li> <li>• Help other inmates get to clinic</li> <li>• Supervise other inmates cleaning</li> <li>• Supervise other inmates fetching water</li> <li>• Report indiscipline to officers--?</li> </ul>	<b>Red Bands Cannot:</b> <ul style="list-style-type: none"> <li>• Handle keys</li> <li>• Sit on cases (be a judge)</li> <li>• Handle administrative documents</li> <li>• Administer corporal punishment</li> <li>• Administer medical treatment</li> <li>• Allocate accommodation</li> <li>• Supervise visits</li> <li>• Control access to water/toilets/bathrooms</li> <li>• Participate in searches</li> <li>• Participate in counts</li> </ul>	Met as Red Bands do represent other inmates in boards etc.
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Below are streamlines of data collected from the nine (9) Correctional Centres, including three (3) female holding facilities, Correctional farms and gardens visited:-

### **SIERRA LEONE CORRECTIONAL SERVICE CENTRES M&E / SID AUDITED**

<b>YEARS</b>	<b>NUMBER OF CENTRES AUDITED</b>
2017	Three (3) Correctional Centres
2018	Six (6) Correctional Centres
2019	Six (6) Correctional Centres
2020	Nine (9) Correctional Centres

The Table below shows the total correctional centers (nationwide) and the no. of times human rights Audit/follow-up exercises conducted from 2017 to 2020.

<b>SER/NO</b>	<b>NAMES OF CORRECTIONAL CENTRES COUNTRY WIDE</b>	<b>NO. OF TIMES AUDITED OR FOLLOW UP EXERCISE CONDUCTED.</b>
1	Freetown Male Correctional Centre	4
2	Freetown Female Correctional Centre	4
3	Male Re-integration Centre	4
4	Pre-Trial and Simulation Centre	2
5	Bo Male Correctional Centre	0
6	Bo Female Correctional Centre	1
7	Pujehun Correctional Centre	2
8	Moyamba Correctional Centre	2
9	Matru Jong Correctional Centre	2

10	Bonthe Correctional Centre	2
11	Magburaka Correctional Centre	2
12	Mafanta Correctional Centre	3
13	Kabala Correctional Centre	2
14	Kenema Male Correctional Centre	1
15	Kenema Female Correctional Centre	1
16	Kailahun Correctional Centre	1
17	Sefadu Correctional Centre	2
18	Kambia Correctional Centre	1
19	Makeni Male Correctional Centre	1
20	Makeni Female Correctional Centre	0
21	Port Loko Correctional Centre	1

Total=38 Times

The Table Shows thematic Area, Achievable Elements and Percentages Performance of Centres Visited

SER/NO	CORRECTIONAL CENTRES	SMR/BR THEMATICS AREA	ACHIEVABLE SMR/BR ELEMENT	PERCENTAGE %
1	Bonthe Correctional Centre	7 Thematic Areas	$\frac{297}{405} \times \frac{100}{1}$	73%
2	Pujehun Correctional Centre	7 Thematic Areas	$\frac{328}{402} \times \frac{100}{1}$	71%
3	Mattru Jong Correctional Centre	7 “	$\frac{301}{410} \times \frac{100}{1}$	73%
4	Kailahun Correctional Centre	7 “	$\frac{291}{382} \times \frac{100}{1}$	76%
5	Kabala Correctional Centre	7 “	$\frac{286}{401} \times \frac{100}{1}$	71%
6	Mafanta Correctional Centre	7 “	$\frac{262}{374} \times \frac{100}{1}$	70%
7	Magburaka Correctional Centre	7 “	$\frac{287}{401} \times \frac{100}{1}$	72%

8	Kambia Correctional Centre	7 “	$\frac{297}{412} \times \frac{100}{1}$	72%
9	Pre -Trial and Simulation Centre	7 “	$\frac{287}{400} \times \frac{100}{1}$	72%

The table below shows analysis/streamline data of correctional centers inspected in 2020.

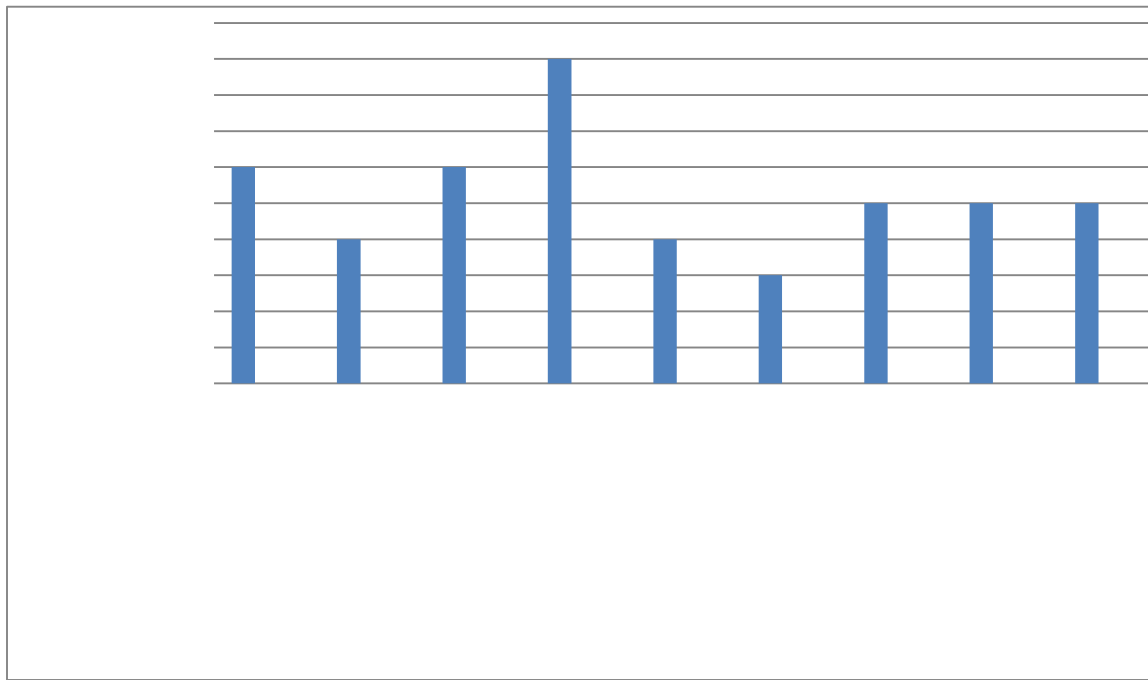
<b>CORRECTIONAL CENTRES</b>	<b>MET</b>	<b>NOT MET</b>	<b>PARTLY MET</b>	<b>NOT APPL</b>	<b>TOTAL</b>	<b>%</b>
Freetown Male Correctional Centre	0	0	0	0	0	0
Freetown Female Correctional Centre	0	0	0	0	0	0
Male Re-integration Centre	0	0	0	0	0	0
Pre-Trial and Simulation Centre	235	112	1	52	400	72%
Bo Male Female Correctional Centre	0	0	0	0	0	0
Bo Female Correctional Centre	0	0	0	0	0	0
Pujehun Correctional Centre	236	113	0	53	402	71%
Moyamba Correctional Centre	0	0	0	0	0	0
Matru Jong Correctional Centre	248	109	1	52	410	73%
Bonthe Correctional Centre	244	109	1	52	405	73%
Magburaka Correctional Centre	235	114	1	51	401	72%
Mafanta Correctional Centre	209	112	1	52	374	70%
Kabala Correctional Centre	233	115	1	52	401	71%
Kenema Male Correctional Centre	0	0	0	0	0	0
Kenema Female Correctional Centre	0	0	0	0	0	0

Kailahun Correctional Centre	261	91	1	29	382	76%
Sefadu Correctional Centre	0	0	0	0	0	0
Kambia Correctional Centre	244	115	1	52	412	72%
Makeni Male Correctional Centre	0	0	0	0	0	0
Makeni Female Correctional Centre	0	0	0	0	0	0
Port Loko Correctional Centre	0	0	0	0	0	0

This analysis table shows the elements identified against the range of the 500 elements of the SMR/BR which

Are Met, Not Met, Partly Met and Not Applicable in the Nine (9) Correctional centres visited among them three (3) have provision made for the housing of female inmates.

This table also shows / highlight the Compliance level of the Centres inspected in 2020 Comparing and Contrast Centres It's manifested that Kailahun Correctional Centre rated 76%, Matru Jong Correctional Centre 73%, Bonthe 73%, Magburaka 72%, Kambia72%, Pre-Trial and Simulation Centre 72%, Kabala 71%, Pujehun 71% And Mafanta Correctional Centre 70%.

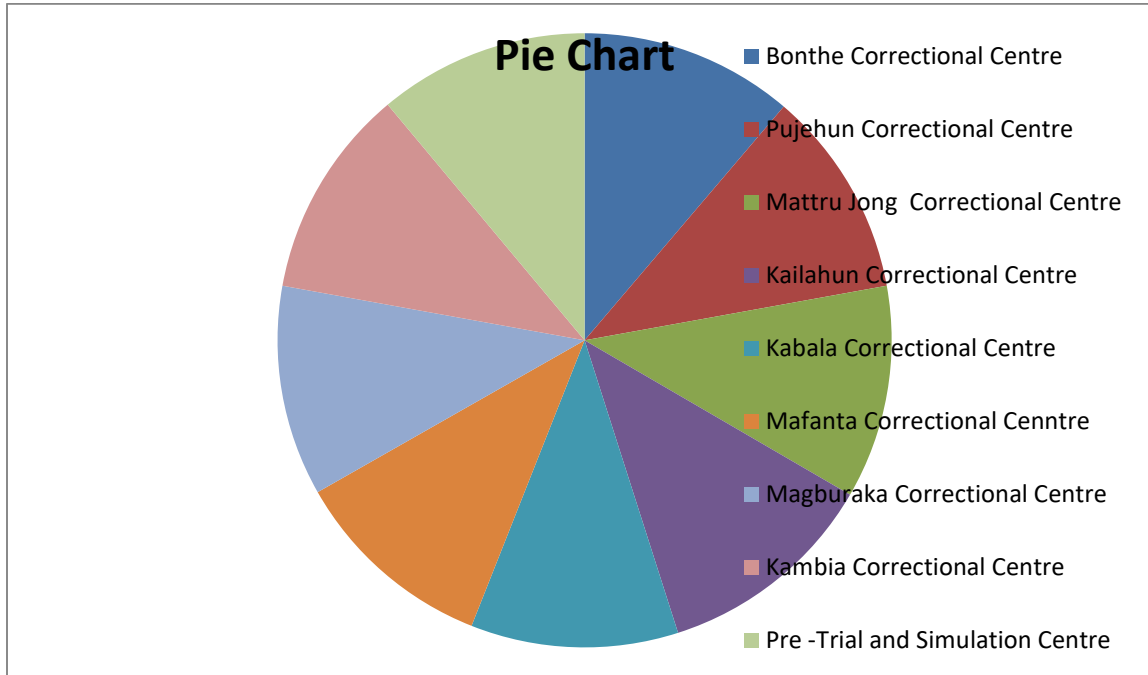


The above information / analysis can also be showed in a bar graph and pie chart.

The Bar graph shows various correctional centers Inspected and their performance level in percentages (%)



It can also be represented in a Pie Chart indicating colour code as shown below



The remaining twelve (12) correctional Centres were not inspected this year, I believe through the help of UNDP. These Centres will be inspected in 2021. So, SLCS/SID Team will be able to provide our donor partners with accurate, coherent and holistic report that will encourage the UNDP Country-Director and management team through INL to aid SLCS Better corrections management i.e. reduce re-offending /recidivism, Increase offenders Programs (Education & Future Employment) Increase out of cell hours, Improve productivity etc. That will provide opportunity to rehabilitate, transform and re-integrate the minds set of offenders and also use to consolidate the gains from “Prisons to Corrections”.

MALE	6	67%
FEMALE	3	33%
TOTAL	9	100%

The above table shows sex percentages of Correctional Centres Inspected in 2020.

SERIAL NO.	CORRECTINAL CENTRES	INSPECTION DONE IN 2020
1	Bonthe Correctional Centre	1
2	Matru Jong Correctional Centre	1
3	Pujehun Correctional Centre	1
4	Magburaka Correctional Centre	1
5	Mafanta Correctional Centre	1
6	Kabala Correctional Centre (Female)	1
7	Kambia Correctional Centre	1
8	Kailahun Correctional Centre (Female)	1
9	Pre-Trial and Simulation Centre (Female)	1

**BELOW ARE CORRECTIONAL CENTRES SMR/BR TOTAL HUMAN RIGHTS AUDIT DONE ANNUALLY**

CORRECTIONAL CENTRES	2017	2018	2019	2020
Freetown Male Corr Centre	1	1	1	
Freetown Female Corr Centre	1	1	1	
Male Re-integraton Centre	1	1		1
Makeni Male Correctional Centre				
Makeni Female Correctional Centre		1		
Magburaka Correctional Centre				1
Mafanta Correctional Centre				1
Bo Male Correctional Centre		1		
Bo Female Correctional Centre				
Kenema Male Correctional Centre			1	
Kenema Female Corr Centre			1	
Kabala Correctional Centre			1	1
Kambia Correctional Centre				1
Kailahun Correctional Centre				
Pujehun Correctional Centre				1
Port Loko Correctional Centre			1	
Moyamba Correctional Centre			1	
Safedu Correctional Centre			1	
Bonthe Correctional Centre				1
Matru Jong Corr Centre			1	1
Pre-Trial & Simulation Corr Centre				1
<b>TOTAL</b>	<b>3</b>	<b>5</b>	<b>9</b>	<b>9</b>

## TOTAL INSPECTIONS DONE ANNUALLY

YEAR	ANNUAL INSPECTION
2017	$3/21 * 100 = 14\%$
2018	$5/21 * 100 = 24\%$
2019	$9/21 * 100 = 43\%$
2020	$9/21 * 100 = 43\%$

This shows that in 2017, 14% of human rights audit pilot phase exercise was done, in 2018 Five correctional centers were audited which is 24%, In 2019 Nine centre where inspected which is 43% and in 2020 Nine centre's where inspected which is 43% as well. This clearly shows that the total HRA Inspections exercise done since 2017 to date are below average, considering the total number of correctional centre nationwide.

## **KEY FINDINGS AND OBSERVATIONS**

- ❖ The Standard Inspections Department (SID) team found out that all the nine (9) Centres visited there is huge compliance of 80% of the 500 elements of the SMR that were divided into seven (7) thematic areas mentioned and the Bangkok Rules.
- ❖ The SID team observed that there is urgent need for the roll-out of the assessment and classification project (ACP) manual to staff and centre managers which were not met in the entire centre's visited. They are the back bone for effective and efficient corrections management.
- ❖ The SID team observed that there is urgent need for the enhancement of the inmates earning scheme through the enactment of the draft policy on earningscheme from the workshop that was held at the Sierra Leone Correctional Service Training School.
- ❖ The SID team observed that most centre managers are not au fait with the centre level action plan of 2017 that was Developed by SLCS/UNDP Due to the dynamic nature of our job.
- ❖ The SID team observed that the agricultural gardens and farms that where visit prior the evaluation exercise most of them have harvested and preserved seeds for the next planting season, some have acquired large pieces of land for agricultural purpose.
- ❖ The SID team observed that “Contact with outside world” SMR. 58.1 62.2 were met through the provision of centre cell phones and phone policy by UNDP that was agreed upon form the Human Right Action Planning Workshop organized by SLCS andUNDP.
- ❖ The SID Team find out that the exercise was timely and it helps managers in their commitments to achieved the desired objectives of SLCS
- ❖ The SID team observed that compliance with all the SMR/BR rules all of the time was not possible but as Correctional Officers we should try as best as possible, what rules to break taking in account the best interest of the inmates.
- ❖ It was also observed that centre managers are observing the ten (10) Principles of the SMR and they were advised to uphold this practice as they are obligations to maintain international human rights best practices and convention.
- ❖ The SID Team Observed that SLCS Acts of 2014 is not linked with the SMR / BR.
- ❖ The SID Team found out that most centre managers are not au-fait with the universal accepted blueprint for Correctional Centre management.

## **KEY RECOMMENDATIONS**

- ❖ There is need for the SLCS/SID Team to conduct local trainings /workshops on human rights audit, inspections issues of inmates for Lower and Middle Level rank officers to au-fait with SMR/BR protocols and also the SID operations.
- ❖ The SID team recommends that there is need for the provision of one SUV vehicle and motor bike for the SID team to carry out its mandate (nationwide).
- ❖ The SID team should be supported on a quarterly (4) basis in a year to carry out its operation for holistic assessment report or to Serve as a wakeup call / awaken the minds of centre managers.
- ❖ The SID team recommends that facilities should be provided to house Female Inmates in areas or towns where facilities are not made available.
- ❖ The SID team recommends that workshop should be conducted for the rollout of local Corrections Management policies, procedures, processes, the Sierra Leone Constitution and also some International Instrument.
- ❖ The SID team recommends that let there be a review of the Centre level action plan and the National Plan of 2017.
- ❖ The SID Team recommends that centre manages to manage their centres in accordance with the ten (10) principles of the SMR for effective and efficient corrections management.
- ❖ The SID Team recommends that the SLCS Management supported by UNDP should try to link the correctional service act and the prison no 2 rules of 1961 with the SMR/BRto be the second country in Africa, like Kenya which is the first Country to make that achievement.
- ❖ The SID Team recommends that quarterly human rights audit assessment workshop must be conducted at regional level to awaken the minds of officers-in-charge in addressing human rights issues in our Correctional Centres using the SMR / BR.
- ❖ The UNDP should aid SID with Sponsorship so that copies of this booklet as a guide to all Centre Managers as to help them manage their centers.

## **CONCLUSION**

Concluding, I hereby extend our sincere thanks and appreciation to the Regional Commanders and Officers-in-Charge of the Centres visited during this exercise for their excellent cooperation throughout the process. I also want to encourage them to consider this process as on-going, follow-up exercise and for them to fulfill to their promises especially in areas where they did not meet which are not costly achievable and does not involve any cost in order for them to perform well in our next inspections visit.

Finally, special thanks to the Director-General, the Deputy Director-General of the Sierra Leone Correctional Service, the UNDP Country Director and Mr. Walter Neba Chenwi from UNDP and the entire management and staff of the United Nations Development Programme (UNDP) for providing support to make this exercise successful.

Faithfully Submitted by:-

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**CENTRE MANAGERS/OFFICER-IN-CHARGE, FEEDBACK FORM**

Please complete and return this form to assist the Standard Inspection Department of Sierra Leone Correctional Service in assessing the values and utility of its publication of report.

1. What is your general reaction to this SID exercise Excellent-----Good-----Average-----  
Poor.....Useless.....
2. To what extent do you see the SMR/BR document as being useful in terms of?

<b>S/NO</b>	<b>SMR/BR THEMATIC</b>	<b>USEFUL</b>	<b>OF SOME USE</b>	<b>USEFUL</b>
1	Basic Principles of Treatment			
2	Safeguards			
3	Material Conditions of Imprisonment			
4	Security, Order and Discipline			
5	Prison Regime			
6	Health Care Service			
7	Prison Staff			

3. Do you believe that more should be done in this checklist for inspection exercise? If so please specify the types of assistance needed.....
4. In what ways could this document be improved.....
5. How did this document come to your attention.....
6. How are you planning to use the information contained in this document.....
7. Please check one item that best describes your affiliation with Local Correctional Centre Management

A, Basic principles of treatments	
B, Safe guards	
C, Security, Order and Discipline	
D, Materials, Conditions of Imprisonment	
F, Prison regime	
F, Health Care Services	
G, Prison Staff (Personnel Management)	