

KNOW YOUR RIGHTS

Your Rights as a Prisoner



Irish Council for
Civil Liberties



IPRT
Irish Penal Reform Trust

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KEY WORDS

Appeal

A challenge in a higher court to a decision made in a lower court.

Authorised structured activities

The educational, training and recreational services and facilities available to prisoners.

Barrister

Specialist in litigation (legal actions) and advocacy (speaking up for or acting on behalf of a client). Usually barristers are instructed by a solicitor rather than dealing directly with the person taking the case.

Case

A legal dispute between two parties (individuals or organisations) that is settled by a court or by some other legal process.

Class Officer

The officer in charge of your unit or prison landing (also known as Unit Officer) who can tell you about the prison routine and arrange for you to see the doctor, psychiatrist or probation services.

Close supervision cell

This is a special kind of cell to keep prisoners who prison staff consider are a danger to others in the prison or who they think are disruptive and need to be separated from other prisoners to maintain a safe and secure environment.

Committal

The process of being admitted to prison.

Custody

Being kept by the Gardaí or in prison.

Detention

A period of time during which you are kept in one place and not allowed to leave, for example in a Garda station or a prison.

Deportation

A process in which the government makes a person leave a country. This may be because they were living there illegally.

European Court of Human Rights

The court that hears cases from people whose rights under the European Convention on Human Rights have been affected.

European Committee for the Prevention of Torture (and Inhuman or Degrading Treatment or Punishment) (CPT)

The Committee visits places of detention including prisons and psychiatric institutions in Europe and writes reports on the conditions there.

European Convention on Human Rights (ECHR)

Also known as the Convention for the Protection of Human Rights and Fundamental Freedoms. This is an agreement that protects various rights such as the right to a fair trial, the right to privacy and the right to freedom of expression and association. The impact of the ECHR was strengthened in Irish law in 2003.

Governor

The Governor is in charge of the day-to-day running of the prison. They are responsible for management, security, the safety of prisoners and staff, making sure sentence management plans are followed and ensuring the delivery of services to prisoners.

In possession of

Owning, carrying, storing or otherwise being responsible for, or having control over, an item or items. The term is used often in connection with stolen goods, firearms and controlled drugs.

Inspector of Prisons

The Inspector visits prisons and writes reports on human rights problems relating to physical conditions, healthcare, and complaints. Although the Inspector's recommendations are not law, they sometimes lead to positive changes in prison policy.

Irish Prison Service (IPS)

The Irish Prison Service is responsible for management of prisons and the safe and secure custody of prisoners.

Judgment

A formal decision made by a court.

Legal Advisor

A legal advisor is a solicitor or barrister who advises people before they are arrested and charged or before they take a case. Often, a solicitor is the only legal advisor you will need.

Legislation

The law.

Litigation

Taking legal action in court to settle a dispute.

On protection

You may be separated from the general prison population if prison staff consider that:

- you pose a threat to your own safety, or
- you pose a threat to another prisoner's safety, or
- a prisoner or group of prisoners may harm you.

This is known as being 'on protection'.

Press Ombudsman

The Office of the Press Ombudsman receives complaints about newspaper stories from members of the public. The Ombudsman decides whether the complaint is valid and tries to settle the matter so that everyone is satisfied.

Prison custody officer

This is the person who is with you when you are taken from or to a prison. They may be a member of the prison service or a member of the Gardaí.

Prison doctor

The prison doctor is employed by the Irish Prison Service (IPS) to look after your health. They should follow the same rules as if they were working in the community and cannot reveal any confidential medical information about you to any prison staff.

Prison nurse

The prison nurse is employed by the IPS to look after your health. They should follow the same rules as if they were working in the community and cannot reveal any confidential medical information about you to any prison staff. They are there to speak for you and help you with any medical needs you may have.

Prohibited items

Banned items. Things you are not allowed to have in prison, including mobile phones, illegal drugs, alcohol and weapons.

Regime

The range of educational, training and recreational out-of-cell activities available to prisoners.

Remand prisoner

A remand prisoner is someone charged with committing an offence who is not given bail and has to stay in prison until their trial.

Remission

This is the official term for early release given to prisoners for good behaviour when they have served three quarters of their sentence.

Safety observation cell

This is a special type of cell to keep prisoners who need frequent observation for medical reasons or because they are a danger to themselves. Safety observation cells are also called special observation cells, 'padded cells' or 'strip cells'.

Solicitor

A solicitor is a lawyer or legal advisor who deals directly with a person taking a legal case.

State agents

Employees of the government who carry out the functions of the State, for example the Gardaí, prison officers, the army or local authorities. The ECHR also calls them 'Government actors'.

United Nations Committee Against Torture (CAT)

The Committee is made up of 10 independent experts who make sure that the United Nations Convention against Torture and Other Cruel, Inhuman or Degrading Treatment or Punishment is followed by States that have signed up to the convention. Every four years the Committee examines State reports and makes recommendations for improvements.

GENERAL INFORMATION

The State gets its power from the people of Ireland through the Constitution of Ireland (Bunreacht na hÉireann). The Constitution sets out some of the rights of people who live in Ireland. We also have rights under the European Convention on Human Rights (ECHR). All State agents, including prison officers, must act in line with the Constitution and the ECHR.

The Courts decide what the Constitution means. All laws must respect the principles in the Constitution. The law must also follow the ECHR and the decisions of the European Court of Human Rights.

The Irish Prison Service must act in line with the law and the judgments made in court. Otherwise, they may be acting against the law. If you have any doubts about the way you have been treated by the prison authorities, or if you feel your rights have not been respected, you should bring the matter to the attention of the Governor or any staff member or make a complaint using the complaints process as soon as possible. You may also contact a solicitor.

Ireland has agreed to follow the terms of four international treaties (agreements) which lay out standards for the treatment of prisoners.

These are:

- the European Convention on Human Rights (ECHR);
- the Convention for the Prevention of Torture and Inhuman or Degrading Treatment from the Council of Europe;
- the International Covenant on Civil and Political Rights (ICCPR); and
- the United Nations Convention against Torture (CAT).

The Council of Europe's European Prison Rules are also important. Although they are not the law, they give important guidance on high standards for prisons.

The main source of prisoners' rights in Ireland is the Prison Rules 2007. Most of the information in this booklet is based on the Prison Rules.

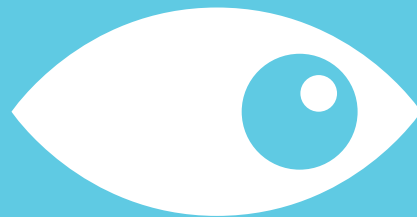
At the end of this booklet you will find a list of organisations that may be able to help you.

Do I lose my rights when I am in prison?

Everyone has certain basic human rights which must be respected. Prisoners should have these rights protected as much as anyone else. The basic rights protected by the Irish Constitution and European Convention on Human Rights include:

- a right to life,
- a right to be free from torture or inhuman and degrading treatment or punishment, and
- rights to education, family life and religious freedom.

If you are convicted of a criminal offence and sentenced to a term in prison, the loss of your freedom is the punishment. The way you're treated or the conditions in prison should not be used as additional punishment.



About this booklet

This booklet aims to help you to understand the rights you have while in prison. It is a summary of some legal rules and decisions of the courts. We have included a section called 'Key Words' which we hope will help you better understand this document. It does not and should not replace legal advice for your own particular situation. If anything you read in this booklet makes you think about making a complaint, you should read the section on making complaints (page 36).

If you need legal advice, you must check with a legal advisor such as a solicitor. We can't advise you on your individual situation or on the law. We have done our best to make sure the booklet is accurate but we cannot be responsible for any mistakes or things left out. Also, rules and laws change over time and this booklet may not be up to date when you use it. You should make sure that you find out what the current position is on any particular issue from the prison or your solicitor.

The answers in this booklet – a word of warning!

Many of the answers to questions in this booklet are not answered with a definite 'yes' or 'no'. Sometimes we might answer a question with a 'maybe' or use words like 'if possible' and so on.

This is because many of the rights of prisoners listed in the Prison Rules say things like 'as far as practicable', which means that the prison authorities have to do their best to respect these rights but still have to work with the resources available to them.

Things like overcrowding, lack of funding and the public service hiring freeze all have an effect on the ability of the Prison Service to respect your rights relating to cell conditions (for example, the number of people in your cell), as well as your access to education and training facilities. The financial crisis has had a very poor impact on Irish society and the rights of various vulnerable groups, including prisoners, have been badly affected. However, it is important to remember that lack of resources is not an excuse for not delivering on your rights.

LIFE IN PRISON

Going to Prison

How will I be treated on the way to prison?

- You have the right to be hidden from the public as much as is possible while being taken to and from prison.
- You should not have to suffer insult, public interest or publicity of any kind.
- The vehicle in which you are travelling should be safe and comfortable.

What does the prison officer or Garda do?

- A prison custody officer will be with you at all times when you are being taken to or from a prison.
- You will be searched if the officer believes you have banned items in your possession. You may have to sit on the Body Orifice Security Scanner (BOSS) chair. This is a highly sensitive metal detector which can detect items such as mobile phones which might be hidden inside your body.
- When you arrive at the prison, the Garda or prison officer must give the Governor the court order relating to your prison sentence.
- If you are on any medication or you have a prescription for any medication, the Garda or prison officer must give this to the Governor, and pass on any information that they have about your health.
- The Garda or prison officer cannot give information about you to any person outside the Prison Service unless they are ordered to by the Minister for Justice.

The Committal Process

What does the committal process involve?

The committal process deals with admitting you into the prison. You can only be committed to prison with a valid committal order from a court, which the Garda or prison officer must give to the Governor. When you're being admitted, you will go through the following steps:

- You will first be brought to the prison reception area where your name, address, date of birth, nearest relative, occupation, religion and other details will be taken down. The reason for your committal will also be taken down as well as the date and time of your admission and the date you are to be released.
- You will be weighed and measured. Details of any marks or scars on your body should be put in your personal prison file.
- You will be allowed to tell a family member or some other person where you are as soon as possible.
- You should tell the prison staff:
 - if you were ever in prison before,
 - if you take drugs,
 - if you were ever in a mental institution,
 - if you ever self harmed in any way, or
 - if you have any injuries on your body that have not been noted.

You need to do this so that they can get you the treatment you need. All information you give is treated in confidence. You should tell the prison staff if you believe it is not safe for you to be among other prisoners or if you wish to be placed on protection.

Will I be given information about my rights and duties in prison?

Yes. You should be given a booklet explaining your rights and privileges and what your duties are in prison. Also, a full copy of the Prison Rules should be available in a convenient place in the prison.

If you are a foreign national, you should, if possible, be given a copy of the prison booklet in a language you can understand. If the prison booklet is not available in your native language and you can't understand the contents, reasonable efforts should be made to explain the information so that you understand it.

If you can't read or can't understand the prison booklet, the Governor should arrange to have your rights and duties explained to you as soon as possible.



Can I be searched?

Yes. You will be searched by a person of your own gender. Your decency, privacy and dignity should be respected during the search. At no stage should you be left completely naked.

If you refuse to be searched, the prison officer may only use such force as is reasonably necessary to carry out the search. Searching of your anus or vagina is not allowed.

Any banned items such as mobile phones or weapons will be taken from you. Items such as mobile phones may be returned to you on your release.

Can I be photographed and have my finger and palm prints taken?

Yes. If you have been convicted of a crime, your photograph, fingerprints and palm prints will be taken and sent to the Gardaí. At any point during your time in prison, your measurements, photograph, fingerprints and palm prints can be taken if the Governor requests it. Or, the Governor may order your photograph and prints to be taken if the Gardaí have asked for a copy of these and there is a legal reason for this – for example, if your prints are necessary for the investigation of a different offence.

What is the role of the Prison Governor?

The Governor is head of the prison. You will meet the Governor or somebody who represents them within 24 hours of your committal to prison or as soon as possible afterwards.

You should let them know if you have any legal plans – for example, if you intend applying for bail or legal aid, or if you intend to appeal your conviction or the length of your sentence.

The Governor should:

- protect and uphold the human rights of all prisoners;
- check to make sure you understand your rights, duties and privileges;
- make sure that you are not discriminated against because of your age, race, gender, disability or sexual orientation;
- manage the delivery of all services to prisoners;
- make sure that a sentence management plan is prepared and put in place for you to help ease you back into society when you are released;
- supervise those who provide services to prisoners and those making sentence management plans so that they work together to get the best possible result for you.

Will I be told my release date?

Yes. If you are convicted and sentenced to a term in prison, you should be told the due date of your release as soon as possible. If your sentence is for more than one month, this date will be worked out based on your full sentence with a quarter off for good behaviour (see page 24 for more information on remission).

Will I see a doctor and nurse?

Yes. The Garda or prison officer who brought you to prison must give the Governor any medication or prescriptions belonging to you and pass on any information they have about your health.

You will have a health check done by a nurse as soon as possible after committal. You should be examined by a doctor on the day of your committal, if possible, or as soon as possible after that. You should tell the doctor if you have any illness – including an infectious disease – , injuries or disability. If you take prescribed medication or you need to undergo treatment or go to medical appointments outside the prison, tell the doctor. This information is stored on a computer system that only healthcare staff can access. It is confidential.

If you have a drink or drugs problem or if you were on a methadone programme in the community or in another prison, let the nurse and doctor know so that they can arrange appropriate treatment for you.

Your drug history and urine test results will decide the treatment you need. The doctor will put you on suitable treatment. It is very important to be honest with healthcare staff about your alcohol and drug taking in order to keep you safe in prison. Again, this service is confidential.

Can I wear my own clothes in prison?

It depends on the Governor and the prison you are in. Once you are weighed and so on, you should be given the chance to shower and then change into prison clothes. You will be given underwear, clothes, socks and shoes suitable to your gender.

The Governor may allow you to wear your own clothes in prison. If so, you must have enough clothes, including underwear, to change regularly. Your clothes must be warm enough and you must keep them in a decent, clean condition. If the Class Officer in charge of your landing decides that you have too many clothes in your locker, you will have to parcel them up to be stored or collected by your family.

If you are not allowed to wear your own clothing (for example, if you are at St Patrick's Institution or Cloverhill), you will be given clothes that are warm enough and, if possible, suitable for people of your age and gender outside prison.

If visitors wish to bring you clothing or other property, they must have it in a bag labelled with your name, your PRIS (Prisoner Records Information System) number, your date of birth and home address. They must hand the bag in at the reception desk in the visitors' waiting room.

What happens to my personal belongings?

A list of all your personal property will be made when you enter prison. Any valuable items such as jewellery or cheque books will be noted and stored safely in the General Office. Other personal property will be listed and stored safely at the reception.

If you want to keep any personal property in your cell, you need to get permission from prison management. If permission is given, you keep this property at your own risk. You do not have a right to give away or sell your property to another prisoner, nor can you swap it. If you want any of your property from the reception, you must get the Governor's permission.

What happens to my money?

When you're admitted to prison, your money is lodged in an account in the General Office. Friends and family members can put money into this account for you and they will be given a receipt. If you do not spend all your money in prison you will get it back when you are released. You may send money to your family with the permission of the Governor.

Physical Conditions

Will I be given toiletries?

Yes. Your Class Officer will provide items such as soap, sanitary towels, toothpaste, a toothbrush and razors. Throughout your time in prison, you will be given, free of charge, the items needed for good health and hygiene (cleanliness).

What can I expect my cell to be like?

All prison cells or rooms should be fitted with the necessary furnishings. They should be well ventilated, well lit, and warm enough. When you arrive in prison you will be given adequate bedding (usually a blanket, sheets and a pillow). Every prisoner should have at least a mattress, if not a bed, to sleep on.

If possible, toilets and washing facilities will be in the cell or room. If this isn't the case, you should have reasonable access to toilets and washing facilities outside the cell.

Can I have a cell on my own?

Generally, no. If possible, prisoners should have individual cells to sleep in, but overcrowding in Irish prisons means that not many prisoners have single cells, but instead usually share with one or two others. The Minister for Justice has the power to specify the maximum number of people who may be put in a cell.

The Inspector of Prisons says that prisoners should not be put in safety observation cells (used for medical reasons) or close supervision cells (used for disciplinary reasons) for everyday accommodation, but as this is not the law this sometimes happens.

Sometimes prisoners could be held for a short time in a place other than a cell (for example, an office, recreation area or lobby), if the Governor decides that exceptional circumstances – such as extreme overcrowding – justify it. The Governor must notify the Minister if circumstances mean you are to be accommodated in a place other than a cell for a period of more than 24 hours.

Am I responsible for cleaning my cell?

Yes. All prisoners must keep their cell clean and tidy. Prisoners should have access to a toilet and sink in their cells if possible. Usually each prisoner is allowed to wash every day, and showers are usually taken once a week.



Prison Food

What kind of food can I expect in prison?

You should receive a balanced diet with food that is nutritious and somewhat varied each day. If you are a member of a particular religion or culture (for example a Muslim who requires a Halal diet, a Jewish person who requires a Kosher diet, or a Hindu who is a strict vegetarian), the Governor will try, as far as possible, to respect the dietary practices of your religion or culture.

If you are suffering from a medical condition or being treated for one, the doctor can recommend that your diet be adjusted or changed if it affects your condition.

You should have access to enough clean drinking water every day.

Cigarettes, Alcohol and Drugs

Am I allowed to smoke in prison?

Prisoners do not have a right to smoke in prison. However, you may smoke in prison with the permission of the Governor. You must ask for permission to smoke in your cell or in other parts of the prison. Smoking is only allowed in certain areas in prison including your cell and outside areas.

Am I allowed to use illegal drugs in prison?

No. You may not have, and no member of the prison staff should provide you with, any controlled drug or medicine, unless you have a valid prescription from a doctor, a psychiatrist or dentist. You might have to give a hair, urine or saliva sample for the purpose of detecting the presence or use of alcohol or any controlled drug or any medicinal product other than one prescribed by a prison doctor, psychiatrist or dentist. You might also be randomly searched after a visit, even if you are not a known drug user. This is because you could be put under pressure to bring drugs into the prison for other prisoners.

Should you wish to stop smoking or if you have a drink or drug addiction problem, you should discuss this with the staff. They will be able to advise you about appropriate services or give you information about counselling available in your prison.

Education, Training and Services

What do I do during the day?

The 'prison regime' means the range of educational, training, recreational and sporting activities available to prisoners outside their cells. You should be allowed as much time as possible out of your cell each day where you can mix with other prisoners. You should be able to take part in what the Irish Prison Service (IPS) calls 'authorised structured activities'.

This includes work, training, education or taking part in programmes designed to reduce offending and help you to prepare for going back into society. Where possible, you should get involved in these activities for at least five hours a day, five days a week.

Working in the prison might mean doing jobs to keep the prison running smoothly. These jobs might include cleaning or painting of landings or yards or other parts of the prison. You do not have to participate in work if the prison doctor certifies in writing that you are unfit to work due to health reasons, or due to age or disability.

How much can I exercise in prison?

By law you have the right to at least one hour of recreation or outdoor activity every day, such as walking around the yard.

Also, where possible, you should have access to suitable indoor space and equipment for recreation, exercise and training. You will not have to take part in exercise or training if a prison doctor certifies in writing that you are unfit due to ill-health or age. The Governor should provide remedial physical education or therapy to you if the prison doctor certifies that it is necessary.



Can I access education and training in prison?

Yes. You should be able to access education programmes to suit you in prison. All prisons in Ireland have a duty to provide education and training facilities so that prisoners can serve their sentence in the most useful way possible. Every prisoner should be allowed to access education facilities in the prison where they are serving their sentence. A wide range of educational resources should be available to you while you are in prison. Shortly after committal you should meet with the head teacher to talk about your options for education and work training.

Classes are available in subjects such as English, Irish, maths, computers, art, music, woodcraft, personal development, parenting and nutrition. Specific pre-release courses may be available, including professional development and career guidance. You can study some subjects at Junior Cert and Leaving Cert level and you may even move on to third level courses. Taking part in prison education can help you to pass the time and also help you to develop as a person.

If I have problems reading and writing, can I take classes to improve these skills?

Yes. If you feel you need help with basic reading and writing skills, the education and prison staff should help you to take part in literacy and numeracy education programmes.

You should be encouraged by all staff to take on some educational activities while you are in prison.

Can I use the library?

Yes. A library and information centre should be provided in every prison. Prisoners should have regular access to a wide range of information. You should be able to use the library service at your prison at least once a week. Staff in the education unit and library of the prison should treat you with the same respect and dignity as if you were a student in an outside educational facility or library.

Letters, Phone Calls and Visits – Contact with the Outside World

How often can I make phone calls in prison?

- Each sentenced prisoner who is over 18 has a right to make at least one phone call a week to a family member or friend.
- If you are under 18, then you have a right to make at least two phone calls a week to your family or a friend.
- You must tell staff the phone numbers you wish to ring.
- As well as your weekly calls to family or friends, you may call your legal advisor at any time that is reasonable.
- If you are a remand prisoner (See 'Key Words' page 2 for explanation), you have a right to make at least five phone calls a week and also as many as you need, within reason, to manage your property or business affairs.

Will someone listen in on my telephone calls?

Yes. Telephone calls are monitored and recorded except calls to your solicitor (legal advisor) and counselling services like the Samaritans.

Prison staff may listen to or record your phone calls at any time, but you should be made aware that they are doing this. For example, there might be a sign on the wall near the phone saying that your call is being listened to or you might hear a recorded message on the phone before you get through to the number you're calling.

The Governor may also end your phone call if they believe that it is threatening, upsetting or offensive to the person you are speaking to, or that it could interfere with the course of justice.

How many letters may I send a week?

It depends on the prison you are in. Each prison Governor decides how many letters a prisoner can send each week. However, you can ask for permission to send more if it is necessary. There is no limit on the number of letters you can receive each week.

If you are a remand prisoner, you can send as many letters as necessary each week to manage your property or business affairs.

If you send more than seven letters in any one week, you might have to pay the costs of postage and writing materials.

Can my letters be opened and read before they leave the prison?

Yes. Each letter will be opened and checked by a prison officer before it is sent. The letter may be taken away from you if the Governor considers it to be threatening in nature, or if the person you're writing to has told the Governor that they don't want to receive letters from you. Also, your letter could be taken from you if it could help a criminal offence to be committed or obstruct a criminal investigation.

Can I send any letters which will not be inspected?

Yes. Letters to certain organisations or bodies will not be opened before they are sent and will be posted without delay. These include letters to:

- your solicitor (legal advisor),
- the Minister for Justice,
- the Prison Visiting Committee,
- the Inspector of Prisons,
- the European Court of Human Rights,
- the Irish Human Rights Commission,
- the Parole Board,
- the European Committee for the Prevention of Torture and Inhuman or Degrading Treatment or Punishment (CPT), and
- the International Red Cross.

Incoming mail from your solicitor or any of the organisations or bodies listed above will only be opened to make sure that it is from your solicitor or one of the listed organisations. If any letter addressed to you is to be examined, it must be opened while you are there.

How many visits can I get from friends and family each week?

Type of Prisoner	Age of Prisoner	Min number of visits each week	Max number of visits each week	Length of visit
Sentenced	Over 18	1	Governor can decide	30 minutes
Sentenced	Under 18	2	Governor can decide	30 minutes
Remand	Any age	3	6	15 minutes

The Governor at your prison may allow you to have more visits than the minimum number if they think it would be good for your well-being or rehabilitation.

You can name up to six people a month to visit you, and in some prisons up to eight. They can book an appointment through the prison.

Visits should take place in suitable facilities. These facilities may have barriers such as screens or windows. This means you can't have physical contact with your visitor. These barriers are thought to be necessary so that banned items or substances can't be passed from visitor to prisoner. You are not allowed to pass items to your visitors, except with the permission of the Governor. The Governor may allow for visits where physical contact is allowed between you and your visitors. However, these visits will only take place where there is no risk of banned items being passed.



If I am married or have a partner, do I have a right to conjugal visits?

No. A prisoner and their spouse are not allowed to have sex in prison.

How often can my legal advisor visit me in prison?

The following points deal with your rights regarding visits from your legal advisor:

- You can receive visits from your legal advisor at any reasonable time of the day to discuss any legal action or case or appeal concerning you.
- Visits from legal advisors should take place in view of a prison officer, but not within their hearing.
- Phone calls and letters to your legal advisors are not read or monitored. Access to your legal advisor is completely confidential.
- If you are a foreign national and you want an interpreter to be present during a visit with your legal advisor, the Governor should do their best to arrange for an interpreter to be there.
- If you want your legal advisor to visit, you can ask the Governor to contact him or her to pass on your message.
- A visit from your legal advisor is not counted as an ordinary visit, which means you are still allowed to receive the normal number of visits from your family or friends.

Do I have a right to receive spiritual visits?

Yes. You can have visits from a spiritual advisor with the permission of the Governor. There are 20 full-time and nine part-time chaplains from the Roman Catholic, Church of Ireland and Methodist faiths. The chaplains are responsible for the spiritual care of all prisoners no matter what their religion. Chaplains of other religions can also attend the prisons on a visiting basis.

The following points deal with your rights regarding your spiritual well-being in prison:

- You should be allowed, if possible, to practise any religion of which you are a member. This means you should be able to attend relevant religious services in prison or have access to relevant religious books or materials.
- You should be allowed access to a chaplain of any religious denomination if a visit is orderly and safe.
- If you belong to a religion for which there is no authorised chaplain at the prison, you may receive spiritual visits from a minister of your religion with the Governor's written consent.
- Such visits should be held in the sight, but not the hearing of the supervising prison officer.
- A visit from a chaplain or spiritual advisor is not counted as an ordinary visit, which means you are still allowed to receive the normal number of visits from your family or friends.

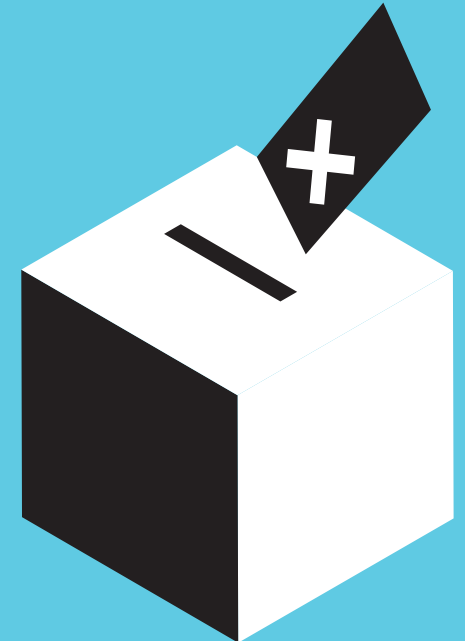
Does a chaplain do more than provide spiritual visits?

Yes. Apart from their religious ministry, chaplains have a 'pastoral' role. This means that they can provide you with care and counselling. They can help you to explore treatment and rehabilitation options and help you to keep up contact with your family and community. The chaplain will listen to you, support and encourage you at times of trauma, crisis, illness or grief. You can speak to a chaplain if you have concerns about any issue, including worries about your health, your family, legal matters, your emotional well-being and so on. They will always treat everything you say as confidential. The chaplains can also help you to prepare for your release.

Voting

As a prisoner, do I have a right to vote?

Yes. If you are in prison, you can register for a postal vote in the area that you would be living in if you weren't in prison by completing a 'Form RFA4'. If you are already registered to vote in that area and wish to be able to vote from prison then you should fill out a 'Form RFG'. These forms are available in all prisons and should be sent to the local authority for your area. If you need more information about how to register, ask the Governor or your Class Officer.



Healthcare

What standard of medical care should I receive in prison?

As a prisoner, you have a right to healthcare of the same standard as members of the public who have a medical card.

The IPS has to maintain the well-being of all prisoners in its care and to make sure that there is no spread of infectious diseases, such as TB. This is why the medical examination at the committal stage is so important. Any prisoner who needs to be isolated (because they might have a contagious condition) should be identified at the medical examination and have suitable treatment organised.

Prisoners can expect the same level of confidential treatment as they would get in any other healthcare setting outside the prison.

The IPS also has a duty to provide mental health services to you if you have a mental health issue. You should also be able to access drug treatment in prison if you misuse drugs.

You should never be asked to take part in any medical experiment or drug trial.

What should I do if I am sick and need to see a doctor?

If you feel sick, tell your Class Officer who will tell the nurse. The nurse will either come to see you and treat you if they can or they'll make an appointment for you at the next doctor's clinic. If you can't attend the healthcare or surgery area because you are too ill, arrangements can be made for the doctor to come see you in your cell.

When you are ill, you should be assessed by someone from the medical staff as soon as possible. If it is thought necessary, healthcare staff will attend to you immediately and, if it is a medical emergency, you should be sent to a hospital for further medical attention.

Who is responsible for the healthcare of prisoners?

The prison doctor is responsible for the healthcare of prisoners. If you get sick or suffer from a medical condition, the doctor will diagnose and treat you within the prison if this is possible. If the doctor or nurse in the prison cannot treat you properly within the prison, they can make arrangements, with the Governor's approval, for you to be treated in hospital.

The doctor or nurse in prison should treat you with the same dignity and respect as patients would receive outside the prison.

Will my consultation with the doctor be kept confidential?

Generally, yes. Healthcare professionals must make sure that a prisoner's right to confidentiality is respected. If you have to see the doctor, the consultation should take place in private unless the doctor requests a prison officer to be there. They might do this if, for example, they feared for their safety.

What you discuss with the doctor is your own business and the doctor must not discuss your health with anyone else except other healthcare staff. The doctor should give you all the information you need to help you make good decisions about your healthcare.

When can the doctor share medical information about me?

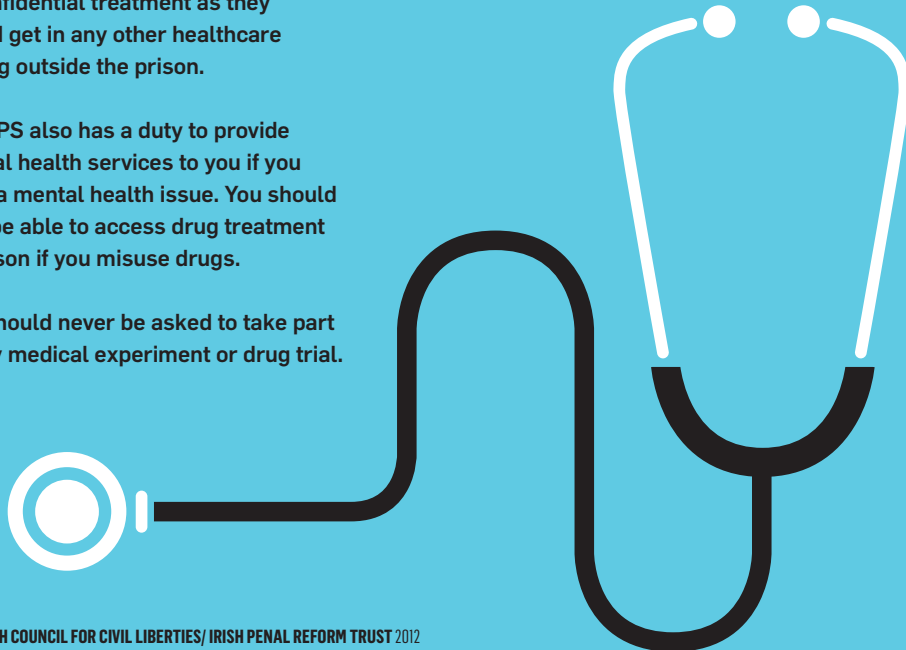
Information on your health should only be shared with other people on a 'need to know' basis.

For example, the doctor might talk to the Governor about your health if they are concerned that some aspect of the prison environment or activities is damaging to your physical or mental health. Also, the doctor might need to share your health information if you need specialist care outside the prison or if you need to be transferred out of the prison in an emergency.

The prison doctor or psychiatrist should also write to the Governor if they believe that:

- your life will be in danger if you stay in prison;
- you are unlikely to live until the end of your sentence;
- you are unfit to remain in prison or unfit for the particular prison's regime;
- your mental or physical health is being seriously affected by being in prison; or
- you are unfit to travel outside the prison even for court appearances.

If the prison doctor or psychiatrist writes to the Governor about any of these issues, the Governor must let the Minister for Justice know of the medical opinion as soon as possible.



If I have a mental health problem, can I access any special services?

If you are suffering from a mental health problem and you want or need to talk to someone about it, the IPS must do its best to provide you with the services you need.

All prisons have access to mental health services and the doctor will make the necessary arrangements if they think it's necessary.

The first thing to do is to talk to the prison nursing staff, many of whom have mental health training. Addiction counsellors will see anyone with an addiction problem. The prison psychologist will see you and, if you need it, they'll treat you as much as they can.

The prison psychologist must respect your dignity and confidentiality at all times. They can also make recommendations to the Governor about any concerns they have about your safety if they think you might be a risk to yourself or to others.

The doctor in the prison must pay attention to any mental health problems you have. They can then ask the prison psychologist or the Governor to send you for a mental health assessment.

If I have a drug problem, are there treatment services that I can access in prison?

Yes. If you are taking drugs or are addicted to drugs, then there are drug treatment programmes available to you.

The IPS has a policy to provide services for the assessment, treatment and care of substance abusers. These services must be the same as services that can be found in the community and should be suitable to the prison setting. If you have a history of opiate use and you test positive, you may be offered medical help to detox. In most prisons, prisoners who are trying to come off drugs may have to do so in the presence of drug users.

If I am worried about my sexual health, can I access screening and treatment services in prison?

Yes. If you are worried that you may have a sexually transmitted disease or infection or that you have contracted HIV, hepatitis B or hepatitis C, you should speak to the medical staff at the prison about getting a blood test to set your mind at ease. All prisoners are offered a hepatitis B vaccination and screening for blood-borne viruses such as hepatitis and HIV.

What happens if I have a contagious disease such as TB?

If you have a contagious disease such as tuberculosis (TB), you should tell the nurse when you're being admitted to prison. Healthcare staff will contact the Public Health Department. If there's a danger that you could infect others, you will be separated from other prisoners as quickly as possible to stop the spread of the disease. You will be sent to hospital as soon as the diagnosis is confirmed. The medical examination on committal identifies any possible contagious diseases in prisoners, so that they can be kept apart from other prisoners and treated.

At committal you should be asked specific questions about the symptoms of any illnesses you have or have had in the past. You'll also be asked about any medications you're taking and about any history of contact with TB or other infectious diseases.

All prisoners should, if possible, be put in a cell on their own until they have been medically checked. TB is more common in prison due to the close contact prisoners may be in with each other, particularly if they are sharing cells. If the nurse suspects that you might have TB on committal, you should be isolated in suitable accommodation until the diagnosis is confirmed.

If I need medical treatment, will it be in prison or in a hospital outside the prison?

That depends. If it is confirmed that you have infectious TB, you will be sent to hospital and be cared for by a respiratory consultant (a specialist who deals with lung and breathing problems). If you have active infectious TB you will always be sent to hospital. You will be kept apart from other prisoners until you are non-infectious. If you have TB the prison doctor should write to the local HSE Public Health Officer so that the spread of TB in the prison setting can be managed properly.

What are the healthcare rights of people with disabilities in prison?

You have the same healthcare rights as prisoners without a disability. However, if a prison doctor says that you need remedial physical education or therapy, the Governor should, if possible, provide these services.

It is very important for your own safety that you state if you have a disability, including deafness or sight problems. This is so that you can be cared for properly in the event of an emergency or fire.

Will I be able to see a dentist?

Yes. All prisons have arrangements in place for accessing dental treatment the same as that available in the community. You can ask to be placed on the list for the dentist and, in some instances, the prison doctor or nurse may refer you.

Safety

Will I be protected by the prison staff while I am in custody?

You should be, yes. The Governor and prison officers have a duty to keep you safe while you are in prison. The Governor must make sure the prison regime is orderly and that all prisoners are safe from harm, either from others or from themselves.

Prison officers are responsible for the day-to-day well-being of all prisoners. If a prison officer believes that you might need medical, psychiatric or other assistance, special care or close observation, they must tell the Governor or other higher ranking officer immediately.

If it is brought to the Governor's attention that you are likely to harm yourself or someone else, or that you are at risk of harm or you pose a risk to security or order in the prison, the Governor may decide to order you to be monitored until the risk is over. This monitoring will be recorded in detail.

What does it mean to be put 'on protection'?

If, for some reason, you do not feel safe in the general prison population, you can ask to be put 'on protection' which means that you can be separated from other prisoners. If the Governor becomes aware that you are at risk of harm, they will make a decision, based on the information available, whether to put you on protection or not.

If you are placed on protection, the Governor must keep a detailed record of your protection regime, including the reasons for placing you on protection, the date and time it started, any views you expressed on the matter and the date and time the protection ends.



If I am on protection can I still have access to education and work facilities?

Generally, yes. If you are placed on protection, you can take part in supervised structured activity with other prisoners of the same category, if the Governor thinks that it would be in your best interests.

However, if there is such a threat to your safety that you cannot mix with any other prisoners, you will only have access to a 'restricted regime', which means you may get as little as one hour of recreation or outdoor activity a day. Prisons always try to reduce the number of protection prisoners who are in this situation. Sometimes they send these prisoners to other institutions where they will have a normal regime.

Are prison officers allowed to use force against me?

Prison officers are only allowed to use force if it is necessary to keep or restore order or safe and secure custody. Even then, the prison officer may only use such force as is strictly necessary.

A prison officer should not hit you unless it is to prevent injury to themselves or to another person. In such circumstances, the prison officer who used force on you must write to the Governor and explain why they used such force and how much force they used. If force is used on you, the Governor should make sure that you are examined by a healthcare professional as soon as possible after the event.

When could I be placed in a 'special cell'?

In 2005 the Irish Prison Service (IPS) made a decision that 'special cells' would be divided into two types:

- safety observation cells, and
- close supervision cells.

The Governor should only put you in a safety observation cell if they believe you need frequent observation for medical reasons or because you are a danger to yourself, such as at risk of self-harm or suicide.

A safety observation cell has special features, furnishings and methods of observation to improve your safety. You should not be put in one of these cells unless it is necessary for your immediate well-being. It is not appropriate for prison authorities to put you in a safety observation cell for any other reason.

As soon as possible after you are put in a safety observation cell, you should be examined by the prison doctor. If the prison doctor advises that you should be put somewhere else, the Governor must review the matter. If the Governor goes against the advice of the prison doctor, the reasons for this must be recorded. While you are in a safety observation cell you should be checked on by a prison officer at least once every 15 minutes.

If you have been disruptive or if you pose a danger to others, you may be put in a close supervision cell. This is a cell with special features, furnishings and methods of observation to improve safety for yourself and other prisoners and to keep good order in the prison. The Inspector of Prisons has stated that you should not be put in one of these cells for punishment reasons.

As soon as possible after you are put in a close supervision cell, you should be examined by the prison doctor.

Prison Procedures for Transfer, Temporary Release, Remission and Parole

What is the procedure for being transferred?

When you are sentenced to prison, you will be committed to the prison named for the court area where you appeared. The prison where you are to serve your sentence may be changed by the Minister for Justice.

As a prisoner, you have no legal right to serve your sentence in the prison of your choice. However, you may apply to the Governor for a transfer to another prison if you have a good reason. The Prison Service will try to make sure you are in a prison as close to your home as possible.

If you are a foreign national and you wish to return to your own country, you may apply to the Minister for Justice for a transfer to serve your sentence in your home state. You are not guaranteed to have this application accepted. It is up to the Minister for Justice to decide.

If you are transferred to another prison, the Central Mental Hospital or any other place such as a hospital for medical treatment, or if you are released on temporary release, the Governor must record the date and on whose order you were transferred or released. If you are transferred from one prison to another prison, you should be allowed, as soon as possible, to let a family member or friend know that you have been transferred.

What is the procedure for being released, including temporary release?

You may be granted temporary release while you are serving your sentence but the Minister for Justice decides if you are granted temporary release or not. Temporary release means that you will be allowed to leave the prison for a certain period of time set by the Governor. The Minister will consider a number of things when deciding to grant temporary release including the offence you committed, your family circumstances, your attitude to rehabilitation and your employment and training skills.

Temporary release is usually used in three circumstances:

- temporary release on compassionate grounds;
- day-to-day and weekly release; and
- reviewable temporary release towards the end of your sentence.

These circumstances are explained in the following paragraphs.

Temporary release on compassionate grounds may be granted if there is an emergency in your family, for example where someone has died or is seriously ill. You may also be released to attend special family occasions such as weddings, christenings or communions, or to deal with family matters.

Day-to-day and weekly release is usually granted to allow you to do work outside the prison. In some circumstances a prison officer will go with you ('under escort'), or you may go alone.

Reviewable temporary release towards the end of your sentence is like parole. It means early release from prison towards the end of your sentence. 'Reviewable temporary release' usually depends on certain conditions being met, which in most cases may include a condition that you report to a Garda station on a regular basis. Of course, should you fail to meet the conditions, you may be arrested and returned to prison immediately by the Gardaí.

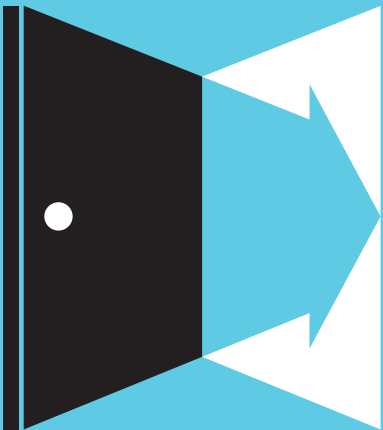
If you are granted temporary release, the Governor must make sure that you have sufficient means to travel to your destination. If you have no clothes of your own or if your own clothes are unsuitable, you should be provided with clothes suitable to your age and gender. If you don't have enough money to get by when you're out on temporary release, the Governor should, if possible, provide you with as much as they think you'll need.

If I get temporary release, must I agree to do or not do certain things?

Yes. If you are granted temporary release you must agree with any conditions that are set. For example, you might have to go to a particular place each day or each week (such as a Garda station), or avoid going to certain places or types of places.

What would happen if I do not follow all the conditions?

If you break the conditions of your temporary release, you may be arrested without warrant and returned to prison. You may not be granted temporary release again. You might also be punished for not having followed the rules. If you do not return when your period of temporary release ends, you could be charged with being 'unlawfully at large'. This means that you are out of prison when you should be in prison. This is against the law.



How do I get remission?

The term 'remission' describes the early and complete end of your sentence, based on good behaviour during the sentence. Remission means you can earn up to one quarter off your whole sentence by good behaviour. For example, if your sentence is 24 months long, remission means you can get out in 18 months, six months earlier. Your sentence must be longer than one month to qualify for remission. You cannot get remission if you are serving a life sentence or if you are in prison as a debtor or because of contempt of court. In practice, remission is automatic if you do not commit an offence in prison.

The Minister for Justice may decide to grant longer remission. They may be up to one third of your sentence if you show further good behaviour by getting involved in authorised structured activities, so that the Minister is satisfied that you are less likely to re-offend and you are better able to go back into the community. A third off a 24 month sentence would mean you could leave prison eight months earlier.

Prisoners released on remission having served their sentence usually don't have any form of community supervision.

What is parole and how does the parole system work?

The term 'parole' describes temporary release for more serious offences with longer sentences, including life sentences. The Parole Board only reviews the cases of prisoners serving life sentences and sentences of seven years or more. Usually, the Board tries to review individual cases half-way through your sentence or after seven years, whichever comes first. The Parole Board's main role is to:

- manage long-term prison sentences so that prisoners are given the best opportunity to rehabilitate themselves, and
- advise the Minister for Justice on the administration of such sentences.

Before the Parole Board can review your case, it must first be referred to the Board by the Minister.

If you are on temporary release (parole) you are 'on licence'. This means that if you are granted parole or temporary release, after you are released conditions may apply, such as supervision by the Probation Service. If you do not follow these conditions you could be called back into prison and have to serve the remainder of your sentence in prison rather than in the community, or wait for another parole review.

What kind of things will influence the Parole Board's recommendation about my release?

The safety of the public is top of the Parole Board's priorities. The board advises the Minister of your progress to date. The main factors taken into account are:

- the kind of offence and the seriousness of it;
- the sentence you're serving and any recommendations made by the Judge;
- how much of the sentence is served at the time of the review;
- the level of threat you pose to the safety of the public when you're released;
- the level of risk of further offences being committed while you're on temporary release (the official name for parole);
- the risk of you failing to return to custody from any period of temporary release;
- your conduct while in prison; and
- how much you have used the therapeutic services available (such as counselling or courses related to the offence committed) and how likely it is that temporary release would improve your prospects when you go back into your community.

The final decision on the recommendations of the Parole Board is made by the Minister for Justice, who can accept or reject them. The Minister usually, but not always, accepts the recommendations of the Parole Board.

If I am granted parole, will I be supervised in the community?

You will be supervised by the Probation Service.

If you are released on parole from a life sentence and commit a further offence, you will be arrested again, put back in prison and have to go through the whole process again before the Parole Board.

Are there any offences which are not covered by the parole process?

Yes. You will not be covered by the parole process if you are serving a sentence for certain offences, such as the murder or attempted murder:

- of a Garda or a member of the Prison Service in the course of their duty;
- of the head of a foreign state or a diplomat, for political purposes; or
- in the course of supporting the activities of an unlawful organisation.

Preparing for Release

How can I prepare for going back into the community?

If you are to be supervised by the Probation Service when you have been released, Probation Officers working in your prison can help you to prepare for life after release. They can give you information and put you in contact with social services, hostels, training and treatment programmes (individual and groups) outside the prison. They can also give you guidance as to how to manage your behaviour, lifestyle and personal affairs to reduce the risk of you re-offending.

Probation Officers can also help you keep in contact with your family and community during your time in prison.

They should work under the Governor's direction to make sure that 'sentence management plans' are made and carried out and that they include plans for easing you back into society.

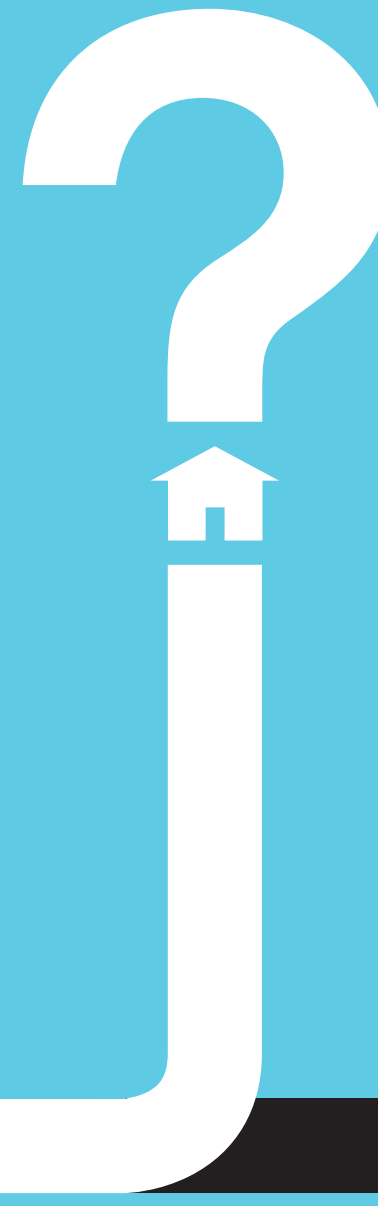
If you are not going to be supervised by the Probation Service after your release and Probation Officers in the prison can't help, you can speak to a chaplain or other prison services who may be able to help you prepare for your release.

What happens if I don't have anywhere to go when I get out?

If you don't have a place to go when you are released from prison, or you don't have a family member or friend who can put you up, talk to the Probation Officer or a chaplain at the prison who might be able to help you or to put you in contact with hostel accommodation.

The Homeless Persons' Unit of the Health Service Executive offers a community welfare service to 10 prisons. This service, delivered by the Probation Service and the Irish Prison Service, makes sure that prisoners at risk of homelessness on release have direct access to accommodation and income support.

If you live far from the prison, you will be given a travel voucher by the General Office.



DIFFERENT TYPES OF PRISONERS

Remand Prisoners

What does being 'on remand' mean?

If you are charged with an offence and you are in prison waiting for your trial, then you are 'on remand'. You can be remanded in custody or released on bail (if you or someone else pays a bond or surety to the court). The decision to remand you in custody depends on a number of factors, including:

- the type of offence you are charged with;
- the evidence in support of the charge;
- your previous history of turning up at court;
- your previous behaviour while on bail (if you ever were);
- whether you are awaiting trial for other offences;
- whether there is evidence that witnesses will be intimidated while you are awaiting trial; and
- whether a senior Garda officer is of the view that it is necessary that you be remanded in custody to prevent a serious offence being committed.

The District Court can remand you in prison for no longer than eight days on your first appearance at the court.

On your second appearance, you can be remanded for a further 15 days or for 16 to 30 days if you and your legal advisor agree.

Your rights as a remand prisoner are not the same as sentenced prisoners in relation to visits. There is further information on this below.

If I'm on remand, will I be placed with convicted prisoners?

This depends on what prison you are sent to on remand. As a remand prisoner in Ireland, you don't have a right to be separated from convicted prisoners. However, the Minister has to, as far as it is possible, separate remand prisoners from convicted ones. This is so that the safety of prisoners and staff is maintained and that the human rights of prisoners are protected as far as possible. If you are a male remand prisoner in Dublin you may be sent to Cloverhill prison in Clondalkin. It is the only prison in Ireland which is reserved for remand prisoners. If you live outside Dublin, then you will be remanded in the nearest prison to you and you might have to share a cell with convicted prisoners.

What right to visits do I have as a remand prisoner?

Remand prisoners have the right to a 15-minute long ordinary visit each day, for up to six days of the week (see table on page 15). A prisoner can name up to eight people on their visitor panel each month. Once a person has been nominated by you, they can book an appointment through the prison. Remand prisoners in Cloverhill prison are allowed one 15-minute visit a day, up to six days each week.

What access to a legal advisor will I have as a remand prisoner?

All prisoners have the right to legal advice at any reasonable time.

Can I have access to private healthcare as a remand prisoner?

Yes. Prisoners who have not yet been convicted can, with the permission of the Governor, access the services of a doctor or dentist other than the prison doctor or dentist. The Governor must agree that there is a real medical need for the medical professional to visit the prison. If you are allowed to receive private healthcare, you will have to pay any expenses from the visit of the doctor or dentist to the prison. If you agree, the Governor can pay these expenses out of any money belonging to you which was kept by the Governor for safe-keeping after you were admitted to prison.

What type of regime will I have access to on remand?

Remand prisoners may, with the agreement of the Governor, take part in authorised structured activities but you will not be forced to do this.

Immigration Detainees

As an immigration detainee what can I expect in prison?

If you are not an Irish citizen and you are kept in prison for any reason, the prison Governor must make sure that:

- you can contact a legal advisor, and
- you understand the rules about legal visits.

Your legal advisor can visit you at any reasonable time during the day and you should not be refused a visit from them.

What should I do if I am detained and want to apply for asylum?

Asylum is protection from the State to people who have left their native country as refugees escaping from danger.

You should tell the Governor or your Class Officer that you want your legal advisor to visit you to start your asylum application. If you need an interpreter to help you communicate with your legal advisor, the Governor may provide you with one.

If you are applying for asylum, then you should also be able to contact:

- the United Nations High Commissioner for Refugees through their office in Ireland; and
- any bodies that aim to protect the civil and human rights of foreign nationals or asylum seekers in Ireland or internationally, such as the Immigrant Council of Ireland, the Irish Refugee Council and NASC (The Irish Immigrant Support Centre).

You should be allowed visits from these organisations. However, a prison officer can be there during the visit, unless the Governor says otherwise.



Female Prisoners

As a female prisoner, how can I expect to be treated in prison?

Women should be kept in separate areas to male prisoners, and male prisoners should not be allowed access to areas at the same time as female prisoners. The Governor may, however, allow male and female prisoners to participate together in authorised activities.

What happens if am pregnant, or have a baby when I am committed to prison?

If a woman with a baby is committed to prison, arrangements can be made for the child to stay with her (for example, to allow for breastfeeding) up to the age of 12 months.

If you are pregnant and likely to give birth while you're in custody, the Governor should make arrangements for you to give birth in a hospital with suitable facilities outside the prison.

The Governor will check with the HSE (Health Service Executive) and Probation Service and may allow your baby to stay with you up to the age of 12 months. If the HSE assessment says that it is best that your child stays with you in prison until they are 12 months, the Governor will provide the necessary items and food that your baby needs.

Towards the end of the baby's time with you, the baby may be allowed to spend time outside the prison (for example, weekends with the family member who will care for them during your time in prison), in order to prepare you and the baby for eventual separation.

Your child will only be allowed to stay with you in prison after the age of 12 months in very special circumstances. If the Governor allows your child to stay with you after 12 months, you will have to arrange for any items or care needed at your own expense.

The Governor will check with you and the HSE as to whether your child will be placed in care when they leave the prison. The best interests of the child should always be the main concern.

Children and Young People

What rights do children and young people in prison have?

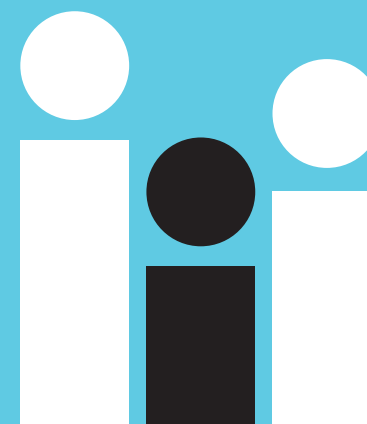
Young people under the age of 18 should be kept separate from adult prisoners as much as possible. All under 18-year-old females who are detained stay in a children's detention school.

If you are male, under 18 and put in prison in St Patrick's Institution, you should be kept apart from prisoners aged over 18 as much as possible in relation to accommodation, education, work, training, recreation and exercise.

The Governor may allow you to mix with older prisoners in authorised structured activities if the Governor believes it is necessary for your well-being – for example, if you have an older brother or family member in the same prison. As far as possible, you will be encouraged and allowed to associate with other young prisoners while serving your sentence. The Governor must, however, keep young prisoners separate from older prisoners if they might be at risk.

If you are under 18 years of age and are due to be released from prison, the Governor should make sure that your parent or guardian knows when and where you will be released. If the Governor can't contact your parents or guardian or they can't or won't meet you or provide you with accommodation when you get out, the Governor will try to contact a friend or relative who might be able to help. If necessary, the Governor will contact an appropriate agency that might be able to help you find accommodation. The Governor must keep a record of any person or agency they tried to contact about this.

Details of letters, phone calls and visits for young people can be found on page 13 .



PRISON DISCIPLINE

What could happen if I don't behave properly in prison?

If you don't behave properly in prison, you could be in breach of prison discipline. This means you might be punished for disobeying the rules of the prison. This could happen if, for example, you:

- disobey lawful orders,
- drink alcohol or take illegal drugs,
- assault a person,
- cause damage to property,
- attempt to bribe a prison officer,
- make false allegations against any prison officer,
- have prohibited items in your possession,
- use abusive, threatening or racist language,
- set fire to any part of the prison, or
- leave your cell or any prison area without permission.

The Governor does not have to hold an official inquiry into the breach of discipline, but if no inquiry takes place, the reason for this should be recorded. However, where the Governor chooses to hold an inquiry into your behaviour, you should be told in writing and you will have the right to attend the hearing. This should take place within seven days of the Governor's decision to hold the inquiry. You should be told what you were supposed to have done wrong and be given an opportunity to examine or have explained to you any evidence in support of the allegation.

If you want to respond to the allegation you can do so, and you should be able to call witnesses with the agreement of the Governor. You must give notice that you want to call such witnesses. You may also question witnesses through the Governor. You can make a plea in mitigation (give information that might make the punishment less severe) to the Governor before they impose a penalty.

If you are a foreign national, the Governor should, if necessary and if possible, arrange for an interpreter to be present during the inquiry into your alleged breach of discipline.

If I am found guilty of a breach of discipline, how might I be punished?

The Prison Act 2007 has a list of punishments that prison Governors can use when there have been disciplinary breaches. These include:

- a caution (a warning),
- confinement in a cell (other than a safety observation cell, which should only be used for medical purposes) for up to three days,
- loss of up to 14 days remission, or
- suspension of certain privileges for a maximum of 60 days. This could include penalties such as not being allowed to:
 - access recreation time,
 - study,
 - send letters,
 - spend money,
 - make phone calls, and
 - receive ordinary visits from anyone other than a family member.

You are still allowed ordinary visits from members of your family and professional visits from solicitors, chaplains, doctors, the Visiting Committee, the Inspector of Prisons, the CPT (see Key Words at the start of the booklet), TDs and Senators, the Committee against Torture or the IHRC.

However, the Governor may decide to suspend all or part of a penalty (except the loss of remission) for up to three months from when the inquiry ended. There are certain conditions that you must meet in the meantime. If you meet them, the penalty won't be imposed at the end of the suspension. If you don't meet them, the Governor may direct that the penalty be imposed.

Are there any types of punishments that would violate my rights?

Yes. You should never suffer:

- group punishment,
- a physical beating,
- punishment by putting you in a dark cell,
- punishment by putting you in a cell without adequate heating or ventilation,
- any cruel, inhuman or degrading punishment,
- the use of restraints such as shackles,
- deprivation of food or sleep, or
- a sanction (threat of penalty) for an unspecified period of time.

Can I appeal the findings and/ or the sanction that is imposed?

Yes. If you are found guilty of a breach of prison discipline and a sanction is imposed on you, you can send a petition to the Minister for Justice through the Governor within seven days to appeal either the finding or the sanction or both.

After checking with the Governor, the Minister will either uphold the Governor's finding on the sanction, or suspend or cancel the sanction.

If the sanction imposed against you is the loss of 14 days of remission, you may notify the Governor that you intend to appeal the decision to the Appeal Tribunal. The Appeal Tribunal may invite written submissions from you and the Governor. You may attend the hearing and get free legal aid for the purposes of the Appeal.

The Appeal Tribunal may:

- agree with or disagree with (and overturn) the finding that you breached prison discipline, or
- agree with or disagree with (and overturn) the sanction of loss of remission, or
- reduce the loss of remission, or
- substitute the loss of remission with another sanction (penalty).

You should be notified of the Appeal Tribunal's decision in writing.

COMPLAINTS

What should I do if I think my human rights have been violated (not respected) in prison?

If you wish to make a complaint, either by speaking to someone or in writing, you should do so as soon as possible after you believe your rights have been violated. As a first step, you can raise the matter with the Governor, or bring it to the attention of the Director General of the Irish Prison Service (IPS), the Minister for Justice or the Prison Visiting Committee.

What if I am not happy with the outcome?

At the moment, there is no independent complaints system for prisoners. This means that there is no person or body outside the IPS or the Department of Justice with the power to investigate and settle prisoner complaints.

Children in Children Detention Schools may make individual complaints to the Ombudsman for Children (OCO), but children in St Patrick's Institution cannot.

Although the Inspector of Prisons and the OCO do not have the power to investigate and resolve prisoner complaints, it might still be worth bringing your complaint to their attention. The Inspector is interested in all issues relating to Irish prisons and his recommendations sometimes lead to changes in prison policy. The OCO is keen to protect the rights of all children and young people.

Can I complain about the healthcare staff?

Yes. You should explain your complaint in a letter to the Governor. It will then be investigated and sent to the Director of Healthcare of the Irish Prison Service. Prisoners can also complain to the professional bodies governing doctors and nurses: the Irish Medical Council for doctors and An Bord Altranais for nurses (see contacts section at end of this booklet for details).

Are there external organisations I can tell if my rights are violated?

Yes. There are several external bodies you can write to confidentially. These include:

- the Inspector of Prisons,
- the Presidents of the various Irish Courts,
- the Irish Human Rights Commission,
- the European Committee for the Prevention of Torture and Inhuman or Degrading Treatment or Punishment (CPT),
- the European Convention of Human Rights (ECHR),
- the Parole Board, and
- the International Red Cross.

You can also talk to a prison chaplain who can give you support or advice, you can write to the United Nations Committee against Torture or contact the Irish Penal Reform Trust (IPRT) with your complaint. However, none of these bodies has specific powers to settle your complaint.

You can also write to your TD about violations of your rights.

What should I do if I believe my cell conditions are unsatisfactory?

If you feel that the cell conditions are so bad that keeping you there is a violation of your human rights, you have two choices in this situation:

- 1 You can make an official complaint to the Governor, the Minister for Justice or the CPT. Bad cell conditions include overcrowding, lack of proper lighting or lack of proper toilet facilities. You could contact your solicitor and consider taking a legal action for a court order directing your release; or
- 2 You could apply for a court order directing the Governor to change the conditions of your detention.

Winning your case will be difficult and you will need detailed legal help.



What should I do if I am assaulted in prison?

If you are assaulted by a fellow prisoner or a prison officer, you should immediately bring the matter to the attention of your Class Officer, the Governor or any staff member, who will tell the Gardaí. They will investigate the allegation and possibly bring charges against the person who assaulted you.

You should also bring an assault to the attention of your solicitor, if you have one, and consider writing to the CPT in Strasbourg (contact information is at the end of this booklet).

What should I do if a prison officer uses too much force against me, or does so for no reason?

Prison officers may only use such force as is necessary and sufficient to maintain and restore order. If you suffer excessive force, you should immediately report the matter to the Governor who will start an investigation and report the matter to the Gardaí. You may also report the matter to the Minister for Justice, the Inspector of Prisons, the CPT, the Committee against Torture and IPRT. You could also speak to your solicitor about taking a legal action against the prison officer and the prison authorities.

What can I do if I have a complaint against the media?

You can write to the Office of the Press Ombudsman to complain about a story published about you in a newspaper if it is false and harms your reputation. If the Press Ombudsman thinks that your complaint is valid, they will try to settle it to the satisfaction of everyone involved. If this is not possible, the Press Ombudsman can refer your complaint directly to the Press Council for a decision. There is no charge for the services of the Press Ombudsman.

If your complaint relates to a story about you that was broadcast on the radio or TV, you can write to the Broadcasting Authority of Ireland who will investigate the matter.

As mentioned at the start of this booklet, prisoners have rights just like anyone else. While some of these rights are restricted because you're in prison, including the right to privacy, it does not mean that the media can invade your privacy and publish anything they like about you.

As a prisoner, you still have a personal reputation that can be damaged by false allegations. If you feel a false and damaging story about you has been published, you should speak to your legal advisor about the possibility of taking legal action. You may be able to seek damages for any harmful publication or you may be able to get a published apology or correction.



ACCESS TO THE COURTS

What type of cases have prisoners brought before the courts in the past?

Prisoners, in Ireland and abroad, have successfully challenged the lawfulness of their prison conditions. Where this has happened prisoners have received financial compensation or they've been granted a court order to make the prison in question change something, for example, the protection regime or education and training facilities.

You may consider that your rights under either the Irish Constitution or the European Convention on Human Rights have been violated. Under Irish and ECHR law, you have the right:

- not to have your health put at risk,
- to protection of your right to life,
- to be free from inhuman or degrading treatment, and
- to a certain degree of privacy.

Examples of cases that have been brought by Irish prisoners in recent years include:

- a case challenging a 5-month delay in accessing methadone treatment,
- the use of 'slopping out' at Portlaoise ('slopping out' means having to perform toilet functions into a bucket that must be emptied, due to a lack of proper toilet facilities in the cell),
- a case challenging the prolonged use of solitary confinement at Castlereagh,

- a case challenging the protection regime at Mountjoy, and
- a case alleging the Prison Service had not taken enough care to prevent a stabbing incident at Wheatfield.

Only some of these cases have been successful but even the unsuccessful cases have left open the possibility that other prisoners in different circumstances might succeed with similar actions in the future.

There have been many cases taken by prisoners under the European Convention on Human Rights. When deciding if a prisoner has been subjected to inhuman or degrading treatment, a court must look at all of the conditions of your detention such as your living accommodation, the size of your cell, out of cell time, facilities and decide if, all together, they are inhuman or degrading.

In Scotland, a prisoner with a skin condition won his legal action, arguing that the overcrowded Scottish prison conditions – which included slopping out, long lock-up periods and a poor regime – violated Article 3 (the right to be free from torture or inhuman or degrading treatment or punishment) of the European Convention of Human Rights (ECHR).

The case resulted in urgent measures being taken to stop slopping out throughout the Scottish prison system. Also in Scotland, a court decided that having to queue up with others to slop out was a breach of the right to privacy.

These are just examples of cases that have been taken in the past. Each case is different and it is important to seek legal advice about your own circumstances.

If there is a problem with my detention and I want to access the courts, how do I do so?

You can get your solicitor to bring an action for you such as an order to release you from custody, or an order directing the Governor to change something about the conditions of your detention. Sometimes you may be able to ask for damages (compensation) from the Irish courts.

You can bring an application for an order for your release if there was:

- no legal authority for your detention, for example, if you are held in prison without a valid warrant or court order, or
- a serious breach of your rights (particularly the deliberate breach of your rights by the prison authorities), or
- a serious error in the order authorising your detention or a serious error in the procedure leading to your detention.

This is referred to as an order for habeas corpus. You can make a habeas corpus application by writing a letter to the President of the High Court or, more usually, by your solicitor bringing an application to the High Court on your behalf.

In less urgent or less extreme situations, an application can be made to the High Court looking for an order directing the prison authorities to change something about your detention, such as the prison in which you are held.

How do I apply for legal aid?

If you want to apply for legal aid, contact the Governor and you will get the necessary forms.

How can I get a solicitor, if I do not have one already?

If you don't have a solicitor, you can contact the Free Legal Advice Centres, or the IPRT may be able to help you by referring you to the Voluntary Assistance Scheme run by the Bar Council and the Law Society.



How do I appeal my conviction or my sentence?

If you want to appeal your conviction or sentence, you must generally appeal to a higher court to the one you were convicted in. For example, if you were convicted in the District Court, you have a right to appeal to the Circuit Court within 14 days of your sentence.

If you want to appeal your conviction or sentence, tell the Governor when you are being committed and your Class Officer will give you the relevant forms. Once you have filled in the forms, return them to your Class Officer and they will make sure that they are sent to the court immediately. You should be kept informed of the progress of your appeal.

Sentencing Court	District Court	Circuit Court / Special Criminal Court / Central Criminal Court
Appeal Court	Circuit Appeal Court	Court of Criminal Appeal
Time to Appeal	14 days from the date of sentence	You have 3 days from the date of sentence to apply to the sentencing court for Leave to Appeal. If you get Leave to Appeal, you have 21 days to apply. If you are refused Leave to Appeal, you have 21 days to appeal the refusal.
Do I have a right to appeal or do I need permission to appeal?	You have a right to appeal.	Permission to appeal ('Leave to Appeal') is needed from the relevant sentencing court. If permission is refused, apply to Court of Criminal Appeal.
Is it possible to get extra time to appeal?	Yes, when you apply for extra time.	Yes, when you apply for extra time.

If you were convicted in a higher court – the Circuit Court, the Special Criminal Court, Central Criminal Court – you do not have an automatic right to appeal your conviction or sentence. You have to get permission to appeal from your sentencing court within 3 days of your sentencing. Your solicitor can apply to the court for you or you can get the necessary form from the Governor (Form No. 1).

If you do not get Leave to Appeal, you have 21 days to appeal this decision to the Court of Criminal Appeal. You need a special form for this (Form No. 3). If the Court of Criminal Appeal allows you to appeal, it will issue a Certificate of Leave to Appeal. You must send in your appeal within 21 days, but you can apply for an extension if necessary, using a special form (Form No. 5).

The decision of the Court of Criminal Appeal is final. Therefore, a further appeal to the Supreme Court is impossible unless the Court of Criminal Appeal, the Attorney General or the prosecution certifies that that a point of law of exceptional public importance – for example, an issue relating to a person's rights under the Constitution or a question about the meaning of a particular law – arises in the case.

What can the Appeal Court decide?

The Appeal Court can:

- dismiss the appeal,
- overturn your conviction and release you,
- overturn your conviction and order a retrial, or
- overturn your conviction and, if you are considered to be guilty of some other lesser offence, substitute a verdict and impose a sentence which is less severe than the original one.

Can the Appeal Court increase my sentence?

Yes. The Director of Public Prosecutions (DPP) can appeal the length of your sentence if the Court of Criminal Appeal thinks it is too short. If the court agrees with the DPP's legal arguments, it can increase your sentence.

Is it possible for me to change my mind and drop my appeal?

Yes. If you decide to drop your appeal, you should write to the Appeal Court. Your solicitor can also apply in person at the appeal hearing for permission to withdraw your appeal. The court may or may not allow you to stop your appeal.

CONTACTS

ASYLUM SEEKERS AND REFUGEES

Irish Refugee Council

This non-governmental organisation (NGO) speaks for refugees and asylum seekers.

Second Floor, Ballast House
Aston Quay, Dublin 2
Tel: 01 764 5854

Email: info@irishrefugeecouncil.ie
www.irishrefugeecouncil.ie

Integration Centre

This non-governmental organisation is a network of community and voluntary groups working to achieve full integration in Irish society of asylum seekers, refugees and immigrants.

18 Dame Street, Dublin 2
Tel: 01 645 3070
Email: info@integrationcentre.ie
www.integrationcentre.ie

UN High Commissioner for Refugees

This United Nations (UN) agency coordinates efforts to protect refugees and resolve challenges facing refugees.

Merrion House, Suite 4
1-3 Lower Fitzwilliam Street, Dublin 2
Tel: 01 631 4613
www.unhcr.ie

Refugee Legal Services

This is a specialised office of the Legal Aid Board. It provides confidential and independent legal services to people applying for asylum and on immigration and deportation matters.

Dublin: 48/49 North Brunswick Street
Georges Lane, Dublin 7
Tel: 01 646 9600

Email: dublinrls@legalaidboard.ie

Timberlay House
79/83 Lower Mount Street, Dublin 2
Tel: 01 631 0800
Email: dublinrls@legalaidboard.ie

Cork: North Quay House, Popes Quay, Cork
Tel: 021 455 4634
Email: corkrls@legalaidboard.ie

Galway: Seville House
New Dock Road, Galway
Tel: 091 562480
Email: rlsgalway@legalaidboard.ie

CHILDREN AND YOUNG PEOPLE

Children's Rights Alliance

The Children's Rights Alliance is a partnership of non-governmental organisations working to secure the rights of children in Ireland. They do this by campaigning for the implementation of the United Nations Convention on the Rights of the Child. You can contact the Alliance if you have any questions about your rights as a child or young person.

4 Upper Mount Street, Dublin 2
Tel: 01 662 9400
Email: info@childrensrighs.ie
www.childrensrighs.ie

Office of the Ombudsman for Children

This office gives advice to the government on children and young people. It also does research and handles complaints.

Millennium House
52-56 Great Strand Street, Dublin 1
Tel: 01 865 6800 / Freephone: 1800 20 20 40
Email: oco@oco.ie
www.oco.ie

CRIMINAL JUSTICE

An Garda Síochána

The Irish police service

Garda Headquarters

Phoenix Park, Dublin 8
Tel: 01 666 0000
Garda Confidential Line: 1 800 666 111
Emergencies: 999
www.garda.ie

Courts Service of Ireland

The Courts Service manages the courts, including court facilities. It maintains court buildings, provides support services for judges and gives information on the court system to the public.

15-24 Phoenix St North, Smithfield, Dublin 7
Tel: 01 888 6000
www.courts.ie

Garda Síochána Ombudsman Commission

The Commission deals with complaints made by the public about the conduct of Gardaí. If you have a complaint to make against a Garda, you should contact the Commission.

150 Abbey Street Upper, Dublin 1
Tel: 01 871 6727 / LoCall: 1890 600 800
Email: info@gsoc.ie
www.gardaombudsman.ie

Office of the Director of Public Prosecutions (DPP)

The DPP is in charge of prosecutions on behalf of the state and the people of Ireland.

14-16 Merrion Street, Dublin 2
Tel: 01 678 9222
www.dpp.ie

EMBASSIES

If you need to contact your embassy or consular office in Ireland, the best thing to do is to contact the Department of Foreign Affairs where you will get information about your embassy or consular office.

Department of Foreign Affairs

Consular Section
69-71 St Stephen's Green, Dublin 2

For the Munster area:

Consular Services, Dept of Foreign Affairs
1A South Mall, Cork
Tel: 01 408 2308 / 408 2585 / 408 2302
www.dfa.ie

GOVERNMENT

Department of Justice and Equality

This government department deals with a broad range of issues such as criminal and civil law reform, equality, property issues and asylum and immigration matters.

Pinebrook House, 71-74 Harcourt St, Dublin 2
Montague Court, Montague Street, Dublin 2
Tel: 01 602 8202 / LoCall: 1890 221 227
Email: info@justice.ie
www.justice.ie

Department of Foreign Affairs

This government department deals with international issues and Ireland's interests abroad.

69-71 St Stephen's Green, Dublin 2
Tel: 01 478 0822 / LoCall: 1890 426 700
www.dfa.ie

Citizens Information Board

This is a national agency which is responsible for giving information and advice on social services and money matters. It also provides advocacy services. Information is available in person, by phone or on the website.

LoCall: 1890 777 121
www.citizensinformation.ie

There are 268 offices which provide information to people. You should call the telephone helpline or visit the website to find the one closest to you.

CONTACTS

Other government departments

To get information about other government departments, you should contact the citizens information services. You can find a list of all government departments, agencies and bodies on www.gov.ie.

HEALTH MATTERS

Medical Council of Ireland

The Medical Council regulates doctors to practise medicine in Ireland. Should you wish to make a complaint against a doctor, send your complaint to the Medical Council in writing, stating the name and address (if known) of the doctor, together with complete details concerning the complaint, to:

Professional Standards

Medical Council

Kingram House, Kingram Place
Dublin 2
Tel: 01 498 3100
Email: complaints@mcirl.ie
www.mcirl.ie

An Bord Altranais (The Irish Nursing Board)

An Bord Altranais regulates the practice and professional conduct of nurses and midwives in Ireland. You may make a complaint about the conduct of a nurse to the Fitness to Practise Committee of An Bord Altranais. Complaints must be addressed to the Office of the Chief Executive Officer stating the nature of the complaint and identifying the nurse(s) involved in the complaint.

Office of the Chief Executive Officer

18/20 Carysfort Avenue
Blackrock, Co. Dublin
Tel: 01 639 8500
www.nursingboard.ie

LEGAL MATTERS

Bar Council of Ireland

This is the representative and regulatory body for barristers. If you are looking for a barrister or have a complaint about your barrister, you can contact the Bar Council.

Bar Council Administration Office

Four Courts, Dublin 7
Tel: 01 817 5000
Email: barcouncil@lawlibrary.ie
www.lawlibrary.ie

The Law Society of Ireland

This is the representative and regulatory body for solicitors. If you are looking for a solicitor or have a complaint about your solicitor, you can contact the Law Society.

The Law Society of Ireland

Blackhall Place, Dublin 7
Tel: 01 672 4800
Email: general@lawsociety.ie
www.lawsociety.ie

Legal Aid Board

The board is responsible for legal aid if people can't afford legal assistance. It provides legal aid in relation to civil issues – such as suing for personal injury or applications for asylum. It does not deal with criminal issues.

Head Office:

Quay Street, Cahirciveen, Co. Kerry
Tel: 066 947 1000
LoCall: 1890 615 200
Email: info@legalaidboard.ie

Dublin Office:

47 Upper Mount Street, Dublin 2
Tel: 01 644 1900
www.legalaidboard.ie

Irish Human Rights Commission

The Irish Human Rights Commission (IHRC) carries out enquiries and can provide legal assistance or initiate legal proceedings in cases concerning human rights.

4th Floor Jervis House,
Jervis Street, Dublin 1
Tel: 01 8589601
Fax: 01 8589609
Email: info@ihrc.ie
www.ihrc.ie

Free Legal Advice Centres

This non-governmental organisation provides basic, free legal services to the public, including legal advice.

13 Lower Dorset Street, Dublin 1
Information and Referral Line: 1890 350 250
Tel: 01 874 5690
www.flac.ie

IMMIGRATION

Immigrant Council of Ireland

The Immigrant Council of Ireland is a non-governmental organisation that promotes the rights of migrants through information, legal advice, advocacy, lobbying, research and training. The Council is also an independent law centre.

2 St Andrew Street, Dublin 2
Tel: 01 674 0202
Email: admin@immigrantcouncil.ie
www.immigrantcouncil.ie

PEOPLE WITH A DISABILITY

Inclusion Ireland

Inclusion Ireland is a national voluntary organisation working to promote the rights of people with an intellectual disability in Ireland.

Unit C2, The Steelworks, Foley St, Dublin 1
Tel: 01 855 9891
Email: info@inclusionireland.ie
www.inclusionireland.ie

National Disability Authority

This is the state agency on disability issues. They provide advice to the government on disability issues.

25 Clyde Road, Dublin 4
Tel: 01 608 0400
Email: nda@nda.ie
www.nda.ie

Irish Deaf Society

This organisation provides support to people who have a hearing disability.

30 Blessington Street, Dublin 7
Tel: 01 860 1878
Minicom: 01 860 1910 / SMS: 086 3807033
Email: info@irishdeafsociety.ie
www.irishdeafsociety.ie

National Council for the Blind

This organisation offers support and services nationwide to people experiencing difficulties with their eyesight.

Whitworth Road, Drumcondra, Dublin 9
Tel: 01 830 7033 / LoCall: 1850 33 43 53
Email: info@ncbi.ie
www.ncbi.ie

MEDIA

Broadcasting Authority of Ireland

2 - 5 Warrington Place, Dublin 2
Tel: 01 644 1200
Email: info@bai.ie
www.bai.ie

Office of the Press Ombudsman

1, 2 & 3 Westmoreland Street, Dublin 2
Tel: Lo-call 1890 208 080
Fax: 01 674 0046
Email: info@pressombudsman.ie
www.pressombudsman.ie

PRISONS

Committee Against Torture (CAT)

The Committee is made up of 10 independent experts who make sure the UN Convention against Torture and Other Cruel, Inhuman or Degrading Treatment or Punishment is followed by its State parties. Every four years the Committee examines State reports and makes recommendations for improvements.

Petitions Team

Office of the High Commissioner for Human Rights, United Nations Office at Geneva
1211 Geneva 10 (Switzerland)
Tel.: +41 22 917 97 06
Fax: +41 22 917 9022
E-mail: petitions@ohchr.org
www2.ohchr.org/english/bodies/cat/

CONTACTS

European Committee for the Prevention of Torture and Inhuman or Degrading Treatment or Punishment (CPT)

The Committee visits places of detention including prisons and mental institutions in Europe and writes reports on the conditions there.

It recommends improvements in conditions of detention and carries out follow-up visits to see if they have been made.

Council of Europe

F-67075 Strasbourg Cedex
France
Tel: +33 3 88 41 39 39
Fax: +33 3 88 41 27 72
Email: cptdoc@coe.int
www.cpt.coe.int

Inspector of Prisons

The Inspector visits prisons and writes reports on human rights problems relating to physical conditions, healthcare, programmes for prisoners and prison management.

Office of the Inspector of Prisons

24 Cecil Walk, Kenyon Street
Nenagh, Co Tipperary
Tel: 067 42210
Fax: 067 42219
E-mail: info@inspectorofprisons.gov.ie
www.inspectorofprisons.ie

Irish Prison Service

The Irish Prison Service is responsible for management of prisons and the safe and secure custody of prisoners.

IDA Business Park
Ballinalee Road, Longford
Co. Longford
Tel: 043 333 5100
Fax: 043 333 5101
Email: info@irishprisons.ie
www.irishprisons.ie

Irish Penal Reform Trust

This organisation campaigns for the rights of people in prison and for penal reform.

4th Floor, Equity House
16-17 Upper Ormond Quay, Dublin 7
Tel: 01 874 1400
Email: info@iprt.ie
www.iprt.ie

Parole Board

The Parole Board's main role is to advise the Minister for Justice in relation to the administration of long-term prison sentences.

31-35 Bow Street, Dublin 7
Tel: 01 872 0280
Fax: 01 872 0316
E-mail: info@paroleboard.gov.ie

TRANSLATION AND INTERPRETATION

Irish Translators and Interpreters Organisation

This body represents translators and interpreters. If you are looking for a translator or interpreter, you could contact them for advice.

c/o Irish Writers' Centre
19 Parnell Square, Dublin 1
Tel: 087 673 8386 / 01 872 6282
www.translatorsassociation.ie

OTHER

Data Protection Commissioner

The Data Protection Commissioner is responsible for upholding the data protection rights of individuals and dealing with organisations that breach those rights.

Canal House, Station Road
Portarlinton, Co. Laois
Tel: 057 868 4800
LoCall: 1890 252 231
www.dataprotection.ie

International Red Cross

Based in Geneva, Switzerland, the International Red Cross works worldwide to provide humanitarian help for people affected by conflict and armed violence and to promote the laws that protect victims of war.

19 Avenue de la paix CH 1202 Geneva
Tel: +41 22 734 60 01
Fax: +41 22 733 20 57
Email: webmaster@icrc.org
www.icrc.org/eng/

KNOW YOUR RIGHTS:

Your Rights as a Prisoner

Know Your Rights is a public information project of the Irish Council for Civil Liberties (ICCL), designed to inform people in clear and accessible language about their rights under various key areas of the law in Ireland.

This is the fourth pack in the *Know Your Rights* series. This pack was produced with the Irish Penal Reform Trust (IPRT). It aims to help you to understand the rights you have while you are in prison. It is written in everyday language and we hope that you will find it informative and easy to use.

This, and other packs in the *Know Your Rights* series, are also available on our webpage, www.knowyourrights.ie, which we will update as the law changes. We will also provide details of upcoming packs in the series on this webpage.

The IPRT and ICCL would like to acknowledge the generous support of the Irish Research Council for the Humanities and Social Sciences (IRCHSS) in producing this pack.

The ICCL and IPRT would also like to thank the following individuals and organisations for their comments on earlier drafts of the pack:

- ▶ The Irish Prison Service
- ▶ Stephen Plunkett at U-Casadh
- ▶ Bernie and Stephen at Care After Prison
- ▶ Imelda Wickham
- ▶ Richard Leonard
- ▶ Orla McCaffrey, Samaritans

THE ICCL AND IPRT ARE RESPONSIBLE FOR ANY ERRORS OR INACCURACIES.

Published by the
Irish Council for Civil Liberties (ICCL)
9-13 Blackhall Place
Dublin 7
T: 01 799 4504
E: info@iccl.ie
www.iccl.ie

Irish Penal Reform Trust (IPRT)
4th Floor, Equity House
16-17 Upper Ormond Quay
Dublin 7
T: 01 874 1400
E: info@iprt.ie
www.iprt.ie

Statement of the law as of March 2012

ISBN: 978-0-9568928-2-9

