	MONITORING TOOL FOR CHILD-CARING FACILITY AND OTHER RESIDENTIAL FACILITIES FOR THE YOUTH (GIRLS/MIXED POD)	DOCUMENT CONTROL NO.: CHR- Revision No. 001 Revision Date: ____ June 2023
	Visitorial Division, Prevention Cluster Owner	

**MONITORING OF THE HUMAN RIGHTS SITUATION OF
CHILDREN DEPRIVED OF LIBERTY IN _____
CONDUCTED ON _____**

CHR Region _____

I. Profile of the Facility

1. Address of the Facility: _____
2. Contact Information (*telephone/mobile number/s and email address*):

3. Name and designation of the Head of Facility:

4. Ideal Capacity: _____
5. Actual Number of Children Deprived of their Liberty (CDL)

Male/Boys _____

Female/Girls _____

TOTAL _____

Of the total number of CDL population, how many identify themselves as belonging to the LGBTQ+ community? _____

Of the total number of CDL, how many are above 18 years of age?

Male/Boys _____

Female/Girls _____

TOTAL _____

6. Number of facility personnel
- Custodial Personnel _____
- Non-Custodial _____
- TOTAL _____

Facility Personnel	Number of Facility Personnel	With child rights training?	With gender sensitivity training?
Social Workers			
House Parents			
Psychologists/Mental Health Professional			
Medical Doctor			
Nurse			
Educational/Guidance Counselor			
Clerk/Admin Staff			
Manpower Development Officer			
Guards/Security Personnel			

II. Special Categories of Children Deprived of Liberty

Category	Number of CDLs			TOTAL	Remarks
	Male	Female	LGBTQ+		
Children in Conflict with the Law					
Children at Risk					
Children under Protective Custody pursuant to RA 7610					
Children with Disability					
Children with Terminal Illness					
Children with Mental Health Conditions					
Children in Situations of Armed Conflict					
Children tagged as terrorist as defined under RA 11479					


III. Findings/Observations


Instructions: Fill out the tables under this section by checking the level of compliance to international standards. Write in the remarks section additional relevant information pertaining to the facility's compliance to the standards.


Below is the guide for rating your facility's compliance.

- **Not Complied** if the standard is not met at all,
- **Partially Complied** if the standard is not completely met,








- **Fully Complied** if the standard is completely met.
- If the standard is not applicable, put **"N/A"** in the space under Not Complied.


 Requires photo documentation to substantiate the facility's compliance with the standard.

 Requires members of the visitation team to observe the facility processes and surroundings to determine compliance with the standard.

 Review, if possible secure, relevant document/s as proof of facility's compliance with the standard.



1. Accommodation

Minimum International Standard	Not complied	Fully Complied
All accommodation and in particular all sleeping accommodation meet all requirements of health. 		
Every CDL is provided with his/her own separate bed. 		
Cells have windows large enough to allow entry of natural light and fresh air. 		
Artificial light and ventilation are provided. 		
Bedrooms are not part of the communal/living areas. 		
The sanitary installations are adequate. 		
Adequate bathing and shower installations are provided. 		

All parts of the facility regularly used by the CDL are properly maintained and kept clean at all times. 		
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Remarks _____

2. File Management



Minimum International Standard	Not complied	Fully Complied
A standardized CDL file management system is in place. 		
Every CDL received in the facility has a Commitment Order. 		
CDL records are kept confidential and accessible only to authorized persons.		

Remarks: _____

3. Physical Environment

Minimum International Standard	Not complied	Fully Complied
The design of the facility is in keeping with rehabilitative aim of residential treatment (pleasant, domestic and therapeutic) 		
Facility design complies with the accessibility law. 		
Emergency exits are installed to ensure safe evacuation of residents in case of emergency. 		
Facility is not located in areas where there is known health or other hazards or risks. 		

4. Clothing and Bedding

Minimum International Standard	Not complied	Fully Complied
CDL are allowed to use their own clothing 		
CDL are allowed to wash and change their clothes as often as necessary.		
Every CDL shall be provided with a separate and sufficient bedding. 		

Remarks: _____

_____.

5. Separation of Categories

Minimum International Standard	Not complied	Fully Complied
Girls are kept separate from boys. 👁		
Children are kept separate from adults. 👁		
CDL with highly communicable or infectious diseases are isolated / kept separate. 👁		
The facility has a written policy on classification of CDL. 📄		
The principal criterion for the separation of categories is the provision of the type of care best suited to the particular needs of each child.		

Additional question/s:

1. How many children are currently enrolled in the Intensive Juvenile Intervention and Support Center (IJISC)?

Remarks: _____

_____.

6. Personal Hygiene


Minimum International Standard	Not complied	Fully Complied
CDL are provided with water throughout the day.		
CDLs are provided with toiletries as are necessary for health and cleanliness. 👁		
The accommodation of female CDL has facilities and materials required to meet girl's specific hygiene needs. 👁		

Remarks: _____

_____.

7. Food and Drinking Water

Minimum International Standard	Not complied	Fully Complied
Every CDL is provided with breakfast, lunch and dinner every day. 📄		
The food has nutritional value, of wholesome quality, and well-prepared and served. 👁		
Drinking water is available to every CDL whenever he/she needs it. 👁		
Dietary restrictions or religious culture of CDL are considered in food preparation.		



Each child is provided with a plate, drinking cups, and eating utensils. 		
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Additional question:

1. What is the budget for food for each CDL per day?




Remarks:_____



8. Exercise, Sport and Recreation

Minimum International Standard	Not complied	Fully Complied
Every CDL has at least one (1) hour of suitable exercise in the open air daily		
There are available spaces, installations and equipment for physical exercise and recreational training. 		
Recreational and cultural activities are provided in the facility for the benefit of the mental and physical health of CDL. 		

Remarks:_____

9. Health-care Services





Minimum International Standard	Not complied	Fully Complied
The facility has an infirmary/clinic with available equipment and furnishing for medical care and treatment of sick children. 		
CDL have access to necessary health-care services free of charge and without discrimination.		
The facility has in place a health care service which consists of an interdisciplinary team with sufficient qualified personnel and shall encompass sufficient expertise in psychology and psychiatry.		
CDL have access to dental care.		
Individual medical files of all CDL are accurate, up-to-date and kept confidential. 		
There is adequate and regular supply of medicine for common ailments of CDL. 		
The administration of any medicine is always authorized and carried out by qualified medical personnel.		
The facility ensures prompt access to medical attention in urgent cases. CDL are referred to a capable hospital for specialized treatment.		

The facility examines the medical conditions of newly arrived CDL. 		
The facility conducts torture screening of newly-admitted CDL. 		
CDL suspected of having contagious diseases are provided adequate treatment.		
CDL who are ill, complain of illness or demonstrate symptoms of physical or mental difficulties are promptly examined by a medical officer.		
All medical examinations are undertaken in full confidentiality.		
CDL with mental disabilities are referred to specialized facilities.		
Gender-specific health-care services at least equivalent to those available in the community are provided to CDL.		
Individualized, gender-sensitive and comprehensive mental health care and rehabilitation programs are available for CDL with mental health-care needs.		

Remarks:_____

_____.


10. Restrictions, discipline and sanctions

Minimum International Standard	Not complied	Fully Complied
CDL are aware of the house rules and the consequences for violation of the rules		
Discipline and order are limited to what is necessary for safe custody and well-ordered community life. 		
The facility administration ensures proportionality between the disciplinary sanction and the offense committed by the CDL. 		
Complete records of all disciplinary proceedings are kept. 		
The facility administration, before imposing disciplinary sanctions, considers a CDL's mental illness or developmental disability.		
CDL are not used to enforce discipline on other children.		
CDL are afforded due process before the imposition of disciplinary action. 		
Disciplinary sanctions or restrictive measures do not include the prohibition or prolonged restriction of family contact.		

Remarks: _____

_____.




11. Searches of CDLs and rooms

Minimum International Standard	Not complied	Fully Complied
Searches are conducted in a manner that is respectful of the inherent dignity and privacy of the person being searched. 		

Remarks: _____

_____.




12. Information to CDLs on facility's regulations, CDL rights and obligations

Minimum International Standard	Not complied	Fully Complied
The facility provides orientation to all newly arrived CDL. 		
The facility has adopted its own Child Protection Policy (CPP). 		
Upon admission, every CDL is provided with written information about facility regulations, and about his/her rights and obligations. 		

Remarks: _____

_____.

13. Requests or complaints by the CDL

Minimum International Standard	Not complied	Fully Complied
CDL are given the opportunity to make a request or complaint to the head of the facility or to his or her authorized representative. 		
CDL are informed of the response of the authorities without delay. 		
CDL have the right to request assistance from family members, legal counsellors, humanitarian groups or others in order to make complaints.		
Allegations of torture or other cruel, inhuman or degrading treatment or punishment of CDL are dealt with immediately and result in a prompt and impartial investigation by an impartial officer. 		

Additional question:

1. How does the facility ensure that the CDL is not exposed to any risk of retaliation, intimidation or negative consequences as a result of having submitted a request or complaint?

Remarks: _____

_____.

14. Contact with the outside world

Minimum International Standard	Not complied	Fully Complied
CDL are allowed, under necessary supervision, to communicate with their family and friends. 📄		
CDL are provided with adequate opportunity, time and facilities to be visited by their family. 📷		
CDL are provided with adequate opportunity, time and facilities to be visited by and to communicate with a legal counsel or a legal aid provider. 📷		
CDL are given the opportunity to keep themselves informed regularly of news.		

Remarks: _____

_____.

15. Notification of Death, Illness and Transfer

Minimum International Standard	Not complied	Fully Complied
The family or guardian of the CDL is informed		

of the death, serious illness, serious injury, or removal for medical treatment of the child. 📄		
CDL are informed at the earliest possible time of the death or serious illness or injury of any immediate family member.		
CDL are provided with the opportunity to attend the funeral of the deceased member of a family or visit a relative with critical illness.		
The family is informed of the CDL's planned transfer to another institution. 📄		

Remarks: _____

_____.



16. Exercise of Religion

Minimum International Standard	Not complied	Fully Complied
CDL are allowed to attend religious meetings or services within the institution.		
CDL are allowed to possess religious articles and books. 📷		
CDL are allowed to receive visits from a qualified representative of any religion of his/her choice.		

CDL can choose not to participate in religious services or freely decline any religious education, counselling or indoctrination.		
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Remarks: _____

17. Vocational Training and Work

Minimum International Standard	Not complied	Fully Complied
The facility provides skills training for the CDL based on their interest and the needs of the market in the area 		
CDL have the opportunity to perform remunerated work as a complement to the vocational training provided. 		
Vocational training in useful trades are provided for the CDL.		

Remarks: _____

18. Education/Books

Minimum International Standard	Not complied	Fully Complied
Provision is made for the further education of all CDL.		
CDL who have cognitive or learning difficulties are enrolled for special education.		
Diplomas or educational certificates awarded to juveniles while in detention do not indicate in any way that the juvenile has been institutionalized. 		
The facility has a library for the use of CDL, adequately stocked with both recreational and instructional books. 		

Additional question:

Does the facility provide school supplies and allowances to CDL who are enrolled in regular schools? If yes, please specify.

Remarks: _____

19. Retention of CDL’s Property

Minimum International Standard	Not complied	Fully Complied
CDL are provided adequate storage facilities for their personal effects. 📷		
All money, valuables, clothing and other effects belonging to a CDL which he/she is not allowed to retain upon his/her admission are placed in safe custody and kept in good condition. An inventory thereof is signed by the CDL. 📄 📷		
On the release of the CDL, all such articles and money are returned to him/her except if he/she has been authorized to spend money or send any such property out of the facility. 📄		

Remarks: _____

_____.

20. Investigation on Custodial Death, Disappearance, Serious Injury, Torture or other Cruel, Inhuman or Degrading Treatment or Punishment (CIDTP) of CDL.

Minimum International Standard	Not complied	Fully Complied
The facility has a mechanism/protocol in place to manage cases of torture against CDL 📄		

The head of the facility reports, without delay, to a judicial or other competent authority (e.g. CHR), any custodial death, disappearance, serious injury, act of torture or other CIDTP. 📄		
Health care professionals document any signs of torture and other CIDTP and report such cases to the competent authority. 📄		

Remarks: _____

_____.

21. Removal, Transport, and Release of CDL

Minimum International Standard	Not complied	Fully Complied
CDL are exposed to public view as little as possible when being removed to or from an institution.		
CDL removed from or leaving a facility for any purpose should be allowed to wear their own clothing.		
CDL are accompanied by social worker whenever removed to or from the facility		
The transport of CDL is carried out at the expense of the facility.		

Remarks: _____

_____.

22. Institutional Personnel

Minimum International Standard	Not complied	Fully Complied
Personnel are appointed on a full-time basis and have civil service status with security of tenure.		
There is continuous provision of in-service training courses with a view to maintaining and improving the knowledge and professional capacity of the personnel.		
The head of the facility is adequately qualified for his/her task by character, education, administrative ability, suitable training and experience.		
All staff assigned to work with female CDL received training relating to the gender-specific needs and human rights of female PDL.		
Girls are attended and supervised only by female officers; except for male members of the staff, particularly doctors and teachers who need to carry out their professional duties.		
Male staff are not allowed to enter the part of the institution set aside for girls unless accompanied by a female staff.		

Additional question:

1. Is there a licensed social worker in charge of the psychosocial aspect of CDL?

Remarks: _____

_____.

23. Others (Please state other significant findings or observations)

V. Good Practices, if any
(Cite good practices or initiatives of the facility that are worth replicating by other facilities.)

VI. Incidences reported/monitored *(perpetrated by a facility personnel or by a child-resident)*

	Number of cases reported		Remarks (causes/updates)
	During the year of visit	During previous year	
Death/s in custody			
Torture incident/s			
Riots			
Escape			
Suicide			
Gender-based violence			
A CDL is detained without Warrant of Arrest beyond the period of 14 calendar days under Section 29 of RA 11479			

List of Key Informants/Interviewee

Name	Designation	Office/Division/Unit

Inspection/Interview conducted by:

Name:
Position:
Signature:
Date: