

The Rules for the Working and Management of Prison Welfare Services in the Jails, 1985

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Rule

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The Rules for the Working and Management of Prison Welfare Services in the Jails, 1985Published vide Notification Home Department Resolution No. 12751 (Jail), dated 16.3.1985

1.

(A)These rules shall be called the "Rules for the Working and Management of the Prison Welfare Services in the Jails, 1985" and shall apply to all the Prison Welfare Services established in the Jails of Orissa.(B)These rules shall come into force from the date of its Publication in the Orissa Gazette and shall substitute the existing rules,

2. Inspector-General of Prisons, Orissa.

- (A) The Inspector-General of Prisons, Orissa shall be the Head of Department and Controlling Officer of Prison Welfare Services and shall exercise all financial and administrative powers as are exercisable by a Head of Department.(B)He shall exercise supervision and control over the Prison Welfare Services in the State and all persons employed in' the scheme shall be under his administrative control.(C)He shall inspect the institutions at least once a year and shall submit copies of his inspection note to Government.(D)He shall be the appointing authority of all categories of staff except Class IV staff.

3. Welfare Officer.

- Welfare Officer shall be appointed by the Inspector-General of Prisons and Director of Correctional Services for every Central, District and Special Jail of this State.

4.

The qualification for recruitment of a Prison Welfare Officer shall be-(i)a graduate of a recognised University preferably with Psychology and Demology as subjects in Degree Course;(ii)not more than 28 years of age, if not already in service under the Government or a University.

5.

Duties and responsibilities of Welfare Officer shall be -(i)to contact every prisoner in the jail and to prepare case history (in Form No. 14) with an analysis of personality aptitude and correctional needs of the prisoner;(ii)to offer counselling service to the prisoners on their personal, social and vocational problems;(iii)to establish and maintain good relations between prisoners and custodial staff and to act as a liaison between prisoners and their families or/and relatives;(iv)to arrange for correspondence with the families/relatives of the prisoners and keep them in touch with the prisoners through interviews so that the prisoners may find it easy to settle down after their release;(v)to help protection Af the family and property of a prisoner during the period of his imprisonment;(vi)to attend to the correspondence work of illiterate prisoners;(vii)to contract relatives, the welfare and employment agencies either directly of through the concerned Probation Officers to arrange for ultimate rehabilitation-in his own society or admission in an After-care Home after release of a prisoner;(viii)to help the prisoners in preparation of appeals or mercy petitions as may be necessary;(ix)to recommend the training facilities for the prisoners in Jail Industries and Crafts which may help them in future rehabilitation;(x)to arrange for parole and emergency leaves of prisoners;(xi)to arrange for moral and religious discourses by eminent persons;(xii)to take steps for follow-up work for the released prisoners;(xiii)to maintain the following registers.

1. Current Register

2. Case files of prisoners

3. History sheets of welfare works done

4. Register of Prisoners interviewed

5. Statistical returns

6. Daily report book

7. Register of follow-up cases of prisoners

8. Register of prisoners granted parole and emergency leave

9. Supervision Register

10. Cash Book and other accounts Registers.

(xiv)to submit quarterly progress report of the welfare activities to the Inspector-General of Prisons through the concerned Superintendent of Jail;(xv)to attend to such other work pertaining to the welfare and rehabilitation of prisoners as may be assigned to him from time to time by the Superintendent or the Inspector-General of Prisons.