

Prison and Probation Centre for Uusimaa

Prison rules for Jokela Prison

Entry into force on 27 January 2025

Prison rules for Jokela Prison

Contents

1 § General	2
2 § Moving within the prison area	2
3 § Clothing in the prison area	2
4 § Locking of the premises and checking the number of prisoners	2
5 § Work and free time activities	3
6 § Visiting the prison canteen	3
7 § Visits	4
7.1 § Supervised visits	4
7.2 § Visits by a child	5
7.3 § Unsupervised visits	5
7.4 § Communication via video connection	6
7.5 § Receiving goods during visits	6
8 § Use of telephone	7
9 § Sending post	7
10 § Smoking and cleanliness	7
11 § Possession of property	8
11.1 § Objects and substances the possession of which may be denied	8
11.2 § Other factors influencing the possession of objects or substances	10
12 § Prison wards	11
13 § Substance use and medication	13
14 § Entry into force	13

1 § General

These prison rules contain more specific regulations than the Imprisonment Act and the Remand Imprisonment Act and the provisions and regulations issued under the Acts on the movement within the prison area and locking of the premises, wards, arrangements related to visits, telephone use and free time activities, possession of property, and other corresponding individual issues related to the maintenance of prison order and arrangement of activities in the prison.

Prisoners must comply with the prison rules. A prisoner may be imposed a disciplinary punishment for violating the prison rules provided that the prison rules expressly state that the violation of the rule may be punishable by a disciplinary punishment.

A prisoner may also be imposed a disciplinary punishment if the prisoner fails to obey a request or order issued by an official of the Prison and Probation Service within the official's authority to maintain prison order and security.

2 § Moving within the prison area

Prisoners may move and spend time in their appointed activity and workplace, in their own accommodation ward, and in areas appointed for outdoor exercise, meals, and free time activities at times stated in the daily schedule of the ward.

Moving elsewhere in the prison or its area without a permission is forbidden. A disciplinary punishment may be imposed for violating this rule.

3 § Clothing in the prison area

Prisoners must be properly dressed within the prison area. A disciplinary punishment may be imposed for violating this rule.

4 § Locking of the premises and checking the number of prisoners

The cell doors are locked during the times determined in the daily schedule. When the ward is locked, prisoners must be in their own cells or in other location marked in the checklist of prisoners. The checking of the number of prisoners has to be carried out by opening the cell

door so that the condition and state of health of each prisoner living in the cell can be visually observed. If necessary, the staff will discuss with the prisoners separately. During the checking of the number of prisoners, each prisoner has to stand up facing the staff. Exceptions to this may only be made if the prisoner's state of health prevents the prisoner from standing up. The times, when the number of prisoners is checked, are specified in the daily schedule.

If the accommodation ward is open, when the number of prisoners is checked, the prisoners have to go to the corridor of the accommodation ward in a place specified by the staff.

Prisoners are obligated to close the cell doors when they leave their cells. Opening or closing the safety latches on the cell doors is forbidden.

A disciplinary punishment may be imposed for violating these rules.

5 § Work and free time activities

In Jokela Prison, the available work activities include assembly, packing, folding, sewing, cleaning and real estate maintenance.

Preparatory and vocational education and training is arranged for prisoners together with outside educational institutions periodically. In addition, prisoners can complete basic education studies or common units of vocational upper secondary education and training. Prisoners may be granted permission to study independently in their cell.

Free time activities, such as physical exercise and religious events, are arranged in accordance with the daily schedule. The free-time activities of each ward are included in the daily schedule of the ward.

Prisoners can visit the library once a week according to the daily schedule of the ward or at times informed separately by the prison staff.

6 § Visiting the prison canteen

Prisoners order their purchases from the prison canteen beforehand by using the order list. The order list for the following week has to be left in the letterbox of the ward or given to a member of the prison staff by 8.00 on Friday of the preceding week.

The precise times for visiting the prison canteen are in the daily schedule of the ward.

Prisoners, who are in solitary confinement, segregated during the investigation of a disciplinary infraction, kept separate under the Coercive Measures Act, subject to precautionary measures, or in the travel cell ward, cannot shop personally in the prison canteen. The purchases they order will be delivered to their ward. The prisoners pay for their purchases with their payment card by using their payment terminal.

7 § Visits

7.1 § Supervised visits

Supervised visits are arranged on Saturdays. The duration of a visit is 45 minutes.

The visiting hours are the following:

- 9.15–10.00
- 11.15–12.00
- 12.15–13.00

Visits are not arranged on Christmas Eve, Midsummer Eve or public holidays.

Prisoners can be visited by their spouse and children belonging to the same household or at most two other adult visitors.

Prisoners can reserve a visiting hour for the following weekend by filling in a separate form on Wednesday at the latest. The form has to be left in the letterbox of the ward or given to an official of the prison by 8.00 in the morning. An official of the Prison and Probation Service confirms the time of the visit and returns the form to the prisoner. Prisoners are obligated to inform their visitors of the time of the visit.

The visitors must report to the prison gate at least 15 minutes before the actual visiting time. A visit may be denied if the visitor is late.

Conditions of visits:

The visitor and the prisoner are not allowed to have any means to take notes or transmit written messages without the permission of the staff.

The prisoner and the visitor may not touch each other during the visit. Touching the plastic partition or extending hands over it is prohibited.

If a prisoner violates the terms of a visit laid down in the prison rules, a disciplinary punishment may be imposed on the prisoner.

7.2 § Visits by a child

A prisoner may be granted permission to receive a visit from a child under 15 years of age in premises suitable for this, if the visit is necessary to maintain contact between the prisoner and the child and the visit is not against the best interests of the child. The visit is supervised.

The visits are arranged in the rooms intended for visits by children at the same times as other supervised visits and on Sundays. For a justified reason, such visit may also be arranged in another place or at another time.

Visits by children are reserved in the same way as supervised visits. A visit can be reserved if a decision on the matter has been made.

7.3 § Unsupervised visits

Prisoners can apply for an unsupervised visit in writing by filling in a separate form. The application must be given to the senior prison official of the ward in good time before the applied visiting time.

Unsupervised visits are arranged in a separate visiting room at the following times:

Weekends:

- 9.15–13.15
- 13.30–17.30

Wednesdays:

- 8.00–12.00
- 13.00–17.00

For a justified reason, unsupervised visits may be arranged at other times, too.

7.4 § Communication via video connection

Permission to communicate with close relatives, other close people, or other person important to the prisoner via video connection must be applied for at least one week before the desired time by using a separate form. The application must include the email or Skype address of the person to be contacted.

Communication via video connection is arranged on Sundays between 9.15 and 11.05 and on weekdays at times stated in the daily schedule of the ward. The duration of a visit is 30 minutes. For a justified reason, such visit may also be arranged at another time. A prisoner, whose family members live abroad or for some other corresponding reason cannot visit the prisoner in prison, may be granted a one-hour communication via video connection.

Prisoners are told the exact time of the communication when they are given the notification of the decision. Prisoners are obligated to inform their visitors of the time of the communication via video connection.

Prisoners are not allowed to have any means to take notes in their possession or transmit written messages without the permission of the staff. Prisoners are not allowed to touch the devices; the staff opens and closes the connection. A disciplinary punishment may be imposed on a prisoner for violating this rule and for communicating or attempting to communicate with a person not included in the decision on permission.

7.5 § Receiving goods during visits

With the permission of an official of the Prison and Probation Service, prisoners may receive a small amount of personal property in connection with a visit but not during a visit. A small amount is about one normal plastic shopping bag (30 litres) of goods. When assessing the quality and quantity of the property to be received, the prison rules on the possession of property and the limitations of the storage facilities in Jokela Prison are taken into consideration. Magazines and newspapers have to be given to an official of the prison at the office in the visiting facilities before the visit. Other goods meant for a prisoner have to be left to the officials at the gate for inspection.

8 § Use of telephone

The telephones at the wards are available daily during the times specified in section 12 § Prison wards of these prison rules. The number of calls is limited by the number of available telephone devices and the time available according to the daily schedule. Based on individual consideration, prisoners may also be allowed to make telephone calls at other times than those specified in these prison rules.

All prisoners receive telephone codes that are for personal use only. The codes may not be given to the use of another person.

A prerequisite for the use of the telephone is that the prisoner tells the staff the numbers and the names of the people in advance by using the form reserved for this purpose. There can be no more than 20 numbers, which are then stored in the telephone system.

A disciplinary punishment may be imposed on a prisoner if the prisoner gives incorrect information about the telephone numbers or the receivers of the calls, gives the personal codes to the use of another person, or uses the personal codes of another person.

9 § Sending post

If a prisoner tries to carry or gives another prisoner for the purpose of carrying a letter or other postal item or a message pass the inspection of the prison post, the prisoner may be imposed to disciplinary punishment.

10 § Smoking and cleanliness

Smoking inside the prison is prohibited. The possession of tobacco product and lighting devices is prohibited at other times except during outdoor exercise. The smoking products of each prisoner are kept in separate storage boxes in a locked storage meant for that. Smoking is possible once a day during outdoor exercise. At other times, including during participation in activities, smoking is prohibited. A disciplinary punishment may be imposed on a prisoner for acting against this rule.

The order of the furniture in the cell cannot be changed without the permission of an official of the Prison and Probation Service. All goods must be stored in the cabinets and other storage places

Pictures, posters, and other objects may only be attached to the notice board hung on the wall in the accommodation room. A disciplinary punishment may be imposed on a prisoner for attaching objects elsewhere in the accommodation room.

Electrical devices must be switched off when leaving the accommodation room.

11 § Possession of property

11.1 § Objects and substances the possession of which may be denied

According to chapter 9, section 1, subsection 1, paragraph 1 of the Imprisonment Act (chapter 5, section 1, subsection 1, paragraph 1 of the Remand Imprisonment Act), the possession of an object or substance may be denied if it poses a threat to the safety of a person. Besides firearms, edged weapons, blunt instruments, explosives and gas sprays, such objects and substances include also, among others, poisons and aerosol products with propellant gas. In addition, substances posing a threat include chemical compounds that can be used to make explosives, such as hair dyes containing hydrogen peroxide.

According to chapter 9, section 1, subsection 1, paragraph 2 of the Imprisonment Act (chapter 5, section 1, subsection 1, paragraph 2 of the Remand Imprisonment Act), the possession of an object or substance may be denied if it is especially suited for damaging property. These include, among others, tools suitable for damaging property.

According to chapter 9, section 1, subsection 1, paragraph 3 of the Imprisonment Act (chapter 5, section 1, subsection 1, paragraph 3 of the Remand Imprisonment Act), the possession of an object or substance may be denied if the possession of it is, when taking into account the conditions and the level of supervision in the prison or a prison ward, detrimental to general prison order. These include, among others, the following:

1. Devices that are suitable for recording information. These include, among others, computers, cameras, video cameras, MP3 players, and some game consoles. Separate memory devices and devices containing hard drives are prohibited.

2. Devices that enable communication via electronic communication. These include, among others, computers, mobile phones, and some game consoles. Objects used for establishing electronic connection and objects the use of which is closely connected to the devices used for electronic communication are also prohibited.
3. Devices that are suitable for intercepting and monitoring the radio traffic of authorities or otherwise observing the activities of authorities. These include, among others, radiotelephones and radio traffic detectors. Binoculars and other optical devices suitable for observation are also forbidden.
4. Objects that can cause a cleanliness, health, or fire hazard. These include, among others, tattoo equipment, animals, plants and candles.
5. Objects that are otherwise detrimental to the public order of the prison. These include, among others, objects used for fighting and escaping, replica weapons, and objects bearing the symbols of criminal organisations and groups.

According to chapter 9, section 1, subsection 1, paragraph 4 of the Imprisonment Act (chapter 5, section 1, subsection 1, paragraph 4 of the Remand Imprisonment Act), the possession of an object or substance may be denied if it cannot be inspected without unreasonable difficulty or without damaging it. These include, among others, hygiene and cosmetics products, foodstuffs, and tobacco products that are brought from outside the prison. If prisoners take these products with them outside the prison, the products will not be given back into their possession when they return to the prison. The structure of the objects that are given into the possession of prisoners must be such that they are not suitable for concealing prohibited objects or substances.

According to chapter 9, section 1, subsection 1, paragraph 5 of the Imprisonment Act (chapter 5, section 1, subsection 1, paragraph 5 of the Remand Imprisonment Act), the possession of an object or substance may be denied if it is used as a means of commission of an offence or there are reasonable grounds to suspect that it will be used as such. This may refer to, for instance, a situation where a prisoner uses a typewriter, which is in the prisoner's possession, to falsify documents or commit frauds.

According to chapter 9, section 1, subsection 1, paragraph 6 of the Imprisonment Act (chapter 5, section 1, subsection 1, paragraph 6 of the Remand Imprisonment Act), the possession of an object or substance may be denied if the prison has acquired a corresponding object for the use of the prisoner. These include, among others, objects

already belonging to the furnishing of the accommodation room and other objects acquired by the prison for the use of prisoners if the prisoner has a real opportunity to use the object.

A disciplinary punishment may be imposed on a prisoner if the aforementioned objects or substances are found in the prisoner's possession.

11.2 § Other factors influencing the possession of objects or substances

Prisoners are only allowed to have a reasonable amount of private property in their possession. The amount of utility articles given into their possession must be such that they can be stored in the storage spaces of the cell in places reserved for them.

The prerequisites for the possession of an electrical device are that the device is type approved (CE marking), it is intact and it has an identification number.

The seals attached to the device during an inspection may not be removed or damaged. A disciplinary punishment may be imposed on a prisoner for removing or damaging the seals.

Modifying authorised objects so that they are more suitable for being used for acts of violence is prohibited. This refers to, for example, making an article suitable as a blunt weapon or sharpening a toothbrush. A disciplinary punishment may be imposed on a prisoner if such objects are found in the prisoner's possession.

A disciplinary punishment may be imposed on a prisoner if the prisoner tries to bring unauthorised goods to a prison and avoid an inspection.

A maximum of 100 copies of all recordings (including CD, DVD, Blu-ray and game console games), 10 copies of books, and 20 copies of magazines are given into possession at a time.

The rules on the possession of property do not apply to objects and substances that have been given in the possession of a prisoner before the prison rules entered into force. If a prisoner is transferred to another prison, the prison rules in force there at the time of the transfer are applied.

12 § Prison wards

Travel cell ward:

Prisoners and remand prisoners waiting for their placement in a ward. Prisoners and remand prisoners going to court. Prisoners and remand prisoners transferred to other prisons.

Prisoners may use the telephone on weekdays in accordance with the daily schedule of the travel cell ward. Based on individual consideration, prisoners may use the telephone also outside the office hours and on weekends and public holidays. Prisoners have to inform the staff of their need to use the telephone. Prisoners are given only necessary personal goods into their possession.

Isolation ward:

Prisoners, who are in solitary confinement, segregated during the investigation of a disciplinary infraction, or subject to precautionary measures. If the prisoners need to use the telephone, they have to inform the staff. The cells of the ward may temporarily be used as travel cells if the actual travel cells are fully populated or for other corresponding compelling reason. Prisoners are given only necessary personal goods into their possession based on the grounds of their placement.

Accommodation ward 1:

Remand prisoners accommodated separate due to their own safety. Remand prisoners subject to restriction of contacts under the Coercive Measures Act.

Remand prisoners accommodated separate due to their own safety may use the telephone when the ward is open in accordance with the daily schedule of the ward. Their supervised visits are arranged at times stated in the daily schedule of the ward.

Remand prisoners subject to restriction of contacts under the Coercive Measures Act may use the telephone during the activity hours stated in the daily schedule. Their supervised visits are arranged at times stated in the daily schedule.

Accommodation ward 2:

Remand prisoners subject to restriction of contacts under the Coercive Measures Act and special personal safety group.

Remand prisoners subject to restriction of contacts under the Coercive Measures Act may use the telephone during the activity hours stated in the daily schedule. Their supervised visits are arranged at times stated in the daily schedule.

Prisoners in the special personal safety group may use the telephone when the doors are open in accordance with the daily schedule of the group. Their supervised visits are arranged at times stated in the daily schedule of the group.

Accommodation ward 3:

Prisoners and remand prisoners who participate in activities or wait for an opening in activities.

Prisoners in the ward may use the telephone when the ward is open in accordance with the daily schedule of the ward. In accommodation ward 3, the visiting times are normally between 9.15 and 10.00 and between 12.15 and 13.00.

Accommodation ward 4:

Prisoners and remand prisoners who do not participate in activities. Prisoners and remand prisoners waiting to be transferred to other prisons.

Prisoners in the ward may use the telephone when the ward is open in accordance with the daily schedule of the ward. In accommodation ward 4 and the travel cell ward, the visiting times are normally between 11.15 and 12.00.

In all wards, the prisoners may, for a justified reason, be allowed to use the telephone at other times than just those stated in the daily schedule of the ward.

13 § Substance use and medication

A disciplinary punishment may be imposed for manipulating or attempting to manipulate a substance use test.

Prisoners are not allowed to use or possess medication without the authorisation of a physician of the Health Care Services for Prisoners. Medication has to be kept in pill dispensers and bags meant for them or other original packaging and unused medication must be returned. Prisoners are not allowed to give medication prescribed to them to other prisoners. A disciplinary punishment may be imposed for violating these rules.

14 § Entry into force

These prison rules enter into force on 27 January 2025 and repeal the prison rules that entered into force on 6 January 2025.

Riitta Kari, Director of Core Operations Department

Jani Kotoaro, Lawyer