

Prison and Probation Centre for Eastern
Finland

Prison rules for Naarajärvi Prison

Entry into force on 15 December 2025

Contents

1 § General	2
2 § Moving within the prison area.....	2
3 § Clothing in the prison area	2
4 § Headcount.....	3
5 § Work and free time activities	3
6 § Procuring goods.....	4
7 § Visits	4
7.1 § Supervised visits.....	4
7.2 § Unsupervised visits.....	4
7.3 § Communication via video connection.....	5
7.4 § Receiving goods during visits	5
8 § Use of telephone	6
9 § Smoking and cleanliness.....	7
10 § Possession of property.....	7
10.1 § Objects and substances the possession of which may be denied	7
10.2 § Other factors influencing the possession of objects or substances	9
11 § Prison wards	10
12 § Substance use and medication	10
13 § Entry into force.....	11

1 § General

These prison rules contain more specific regulations than the Imprisonment Act and the provisions and regulations issued under the Act 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 have to comply with the prison rules. Prisoners 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 residential building, and in areas appointed for outdoor exercise, meals, and free-time activities at times stated in the daily schedule of the prison and the attached map.

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 appropriately dressed within the prison area.

Weather permitting, prisoners may be shirtless in the beach area, in the sports field designated for free-time activities, in the smoking area in front of the residential building, and on the gravel track outside the prison perimeter fence.

A disciplinary punishment may be imposed for violating this rule.

4 § Headcount

Prisoner headcount is checked daily. A headcount may be conducted at any time of day if need be.

During a headcount, prisoners must stand at the door of their room with their face turned towards the staff conducting the headcount. Exceptions to this may only be made if the prisoner's state of health prevents the prisoner from standing up. A disciplinary punishment may be imposed for violating this rule.

Prisoners cannot leave their residential room until the whole residential building is checked. After the headcount, prisoners may move freely in the corridor again.

If a prisoner is not present in the specified place without an acceptable reason during headcount, a disciplinary punishment may be imposed on the prisoner.

5 § Work and free time activities

Prisoners have to comply with the daily schedule of the prison. A disciplinary punishment may be imposed on a prisoner for violating this rule.

In order to support prisoners' obligation to participate in activities and the implementation of their sentence plans, the prison organises the following work activities: car repair shop, metal industry, wood industry, laundry services and helmet repair for the Finnish Defence Forces, property and outdoor area maintenance, kitchen, cleaning, bedlinen maintenance and rehabilitative workshop.

The prison offers vocational and preparatory education and training as well as rehabilitative specialist services. The times and conditions of free-time activities are set out in the information leaflet for prisoners and the daily schedule.

A mobile library visits the prison according to a set timetable. More detailed information on the timetable and borrowing procedures can be found on the notice boards in the residential buildings.

6 § Procuring goods

Prisoners have a possibility to buy foodstuffs and other goods suitable for personal use (Imprisonment Act, chapter 9, section 4) from the local grocery stores according to the daily schedule and instructions of the prison once a week.

7 § Visits

7.1 § Supervised visits

Supervised visits are arranged on Saturdays, Sundays, and public holidays, excluding Christmas Eve and Midsummer Eve, according to the timetable specified in the daily schedule. Visits are arranged between 10.30 and 12.00 and between 12.30 and 14.00. Visits of prisoners placed in the travel or isolation cells are arranged at 9.15–10.00. For a justified reason, visits can be arranged at other times.

Prisoners may be visited by their spouse and children belonging to the same household or at most three other visitors.

Separate application forms for weekend visits must be submitted by 12.00 on Thursday. Visits during public holidays must be applied for two weekdays before the applied visiting time by 12.00 at the latest.

The visits of prisoners placed in the residential buildings are arranged in the visiting facilities of the prison. The visits of prisoners placed in isolation or travel cells are arranged in the lobby of the control room. Prisoners cannot leave the visiting facilities during the visit.

Prisoners must inform their visitors of the booked time of the visit.

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

7.2 § Unsupervised visits

Prisoners can apply for an unsupervised visit by filling in a separate form. The application form must be submitted to a senior prison official in good time before the applied visiting time. An unsupervised visit begins at 15.00 and ends at 14.00 on the following day. The

start time of a visit cannot be changed. Unsupervised visits for fathers and children are arranged on weekends and public holidays between 12.00 and 15.00.

Only those who have been granted permission and have reported to the control room may attend an unsupervised visit or a father-child visit. During an overnight visit, the prisoner must report to the control room for a check at 20.00 in the evening and 8.00 in the morning. If necessary, the check may be carried out by telephone. Possible inspection visit will be notified in advance by telephone.

Visitors must leave their vehicles in the control room parking area. Visitors may not take mobile phones or any medication they are using into the family visit facilities. These may be left in the control room for safekeeping, where the visitor may use them if needed. Prisoners may not take any leftover foodstuffs from the visit back to the residential ward.

7.3 § Communication via video connection

Prisoners may be given permission to communicate with their close relatives or other close persons via video connection or other suitable technical means of communication, where the participants have an audio and visual connection with each other, once a week or according to their needs.

Prisoners can apply for video communication by filling in a form, which must be submitted by 12.00 on Thursday.

The duration of video communication is 60 minutes. Video communication is arranged between 16.15 and 19.15 on Fridays to Sundays.

Prisoners are not allowed to touch the video communication devices. The prison staff is in charge of monitoring, opening and closing communication via video or other devices.

A disciplinary punishment may be imposed on a prisoner for violating these rules.

7.4 § Receiving goods during visits

Prisoners are not allowed to receive or give goods during visits. Possible goods meant for visitors or prisoners must be given via the prison staff.

In connection with visits, prisoners may receive a minor amount (about one plastic shopping bag) of ordinary goods intended for their personal use. The goods must be handed over to the staff for inspection at the beginning of the visit, after which they will be given to the prisoner. Goods which prisoners cannot have in their possession are returned to the visitor after the visit.

Clothes brought to prisoners are not necessarily included in the amount mentioned above if the prisoners have discussed changing clothes to new ones in advance with the staff.

When assessing the quality and quantity of the property to be received, the provisions on the possession of property, the limitations of the storage facilities in the prison, and the fire load caused by the goods are taken into consideration.

8 § Use of telephone

Only mobile phones issued to prisoners by the prison may be used in prison. Prisoners, who are given a mobile phone, must agree in writing to commit to the rules and conditions governing its use. Prisoners must acquire a SIM card for their mobile phone themselves.

Prisoners are allowed to keep the phone in their possession and use it in their residential building. A phone provided by the prison may not be taken outside the prison (for example, during prison leave) without permission from the prison supervision staff.

The phone must be used in such a way that it does not disturb other prisoners or to persons outside the prison. The phone may not be used during inspections.

Prisoners may use their phone in their own residential building on weekdays during free time (not working hours) between 6.00 and 23.00, and on Saturdays, Sundays and public holidays between 8.00 and 23.00. At other times, the phone must be set to silent mode and kept in plain view inside their personal locked wardrobe.

The phone may not be lent to another prisoner.

The use of personal smartphones in prison is prohibited without separate permission from the prison (for example, for authentication in various systems).

The prison may issue more detailed instructions on the use of the telephone.

A disciplinary punishment may be imposed on a prisoner for violating this rule.

9 § Smoking and cleanliness

Smoking is forbidden in all other areas except for those specifically assigned for smoking.

A disciplinary punishment may be imposed on a prisoner for violating this rule.

Prisoners must not alter the layout of furniture in their rooms without permission from an official of the Prison and Probation Service. All goods have to 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 room. A disciplinary punishment may be imposed on prisoners for attaching objects elsewhere in the residential room.

Electrical devices must be switched off when leaving the room.

A disciplinary punishment may be imposed on a prisoner for violating this rule.

10 § Possession of property

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

According to chapter 9, section 1, subsection 1, paragraph 1 of the Imprisonment Act, 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, 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, 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 enable photography or filming. These include, among others, cameras and video cameras.
- 2) 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.
- 3) Objects that can cause a cleanliness, health, or fire hazard. These include, among others, tattoo equipment, animals, plants and candles.
- 4) 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, the possession of an object or substance may be denied if it cannot be inspected without unreasonable difficulty or without damaging it.

According to chapter 9, section 1, subsection 1, paragraph 5 of the 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, 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 residential room and other objects acquired by the prison for the use of prisoners if they have a real opportunity to use the object.

A disciplinary punishment may be imposed on prisoners if the aforementioned objects or substances are found in their possession.

10.2 § 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 in their possession must be such that they can be stored in the storage spaces of the residential room in places reserved for them.

Prisoners may be given a mobile phone, one SIM card and/or a computer if they have been given permission to use and possess them. Otherwise, such devices are prohibited, as are add-ons and accessories that can be used to connect to the internet. A disciplinary punishment may be imposed on prisoners for an unauthorised possession of the aforementioned objects.

An Internet connection may not be established on game consoles or other devices, even if the device could enable it. A disciplinary punishment may be imposed for unauthorised Internet access.

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.

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 prisoners if such objects are found in their possession.

When prisoners bring goods to prison, they must be shown to the prison staff. A disciplinary punishment may be imposed on prisoners if they try to bring unauthorised goods in 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 prisoners before the prison rules entered into force. If prisoners are transferred to another prison, the prison rules in force there at the time of the transfer are applied.

11 § Prison wards

The prison does not have separate wards. There are four residential buildings. In addition, there are two travel cells and two observation and isolation cells in the building with the control room.

The general rules and daily schedule are the same in all residential buildings. Prisoners are not allowed to be in or move around areas other than their own residential building and the designated smoking area in front of it between 21.00 and 6.50 on weekdays and between 21.00 and 8.00 at weekends. Work duties are an exception to this rule. Quiet hours in the residential buildings are from 23.00 to 06.00 on weekdays and from 23.00 to 08.00 at weekends. During these time, prisoners are not allowed to move around or be in areas other than their own room and the designated smoking area in front of residential building. Causing disturbance and cooking are prohibited during quiet hours. Heating food in a microwave and attending essential personal hygiene are permitted during quiet hours, provided they do not cause disturbance. Staying in other prisoners' rooms is prohibited during quiet hours.

Travel and isolation cells have their own daily schedule with specific instructions. Prisoners placed in a travel or isolation cell may have a small amount of personal property and utility articles in their possession. They are not given a mobile phone in their possession. Prisoners placed in a travel or isolation cell may use the prison telephone under the supervision of the staff.

A disciplinary punishment may be imposed on a prisoner for violating this rule.

12 § Substance use and medication

A disciplinary punishment may be imposed for violating the commitment to abstain from intoxicating substances, or 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 must be kept in pill dispensers and bags meant for them or other original packaging and unused medication

has to 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.

13 § Entry into force

These prison rules enter into force on 15 December 2025 and repeal the prison rules that entered into force on 24 February 2020.

Riitta Kari, Director of Core Operations Department

Jani Kotoaro, Lawyer