

Criminal Sanctions Region of Western Finland

**VAASA PRISON
OPEN PRISON WARD
DISCIPLINARY REGULATIONS**

Effective as of 1 October 2017

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SECTION 1 GENERAL

These disciplinary regulations contain provisions more specific than those issued in and pursuant to the Imprisonment Act, concerning movement within the prison area; keeping premises locked; prison wards; visits and the arrangement of phone use and free time, possession of property; and other matters related to the maintaining of order and the organisation of operations at the prison.

Prisoners must comply with the disciplinary regulations. A disciplinary punishment may be imposed on a prisoner for violating the regulations, provided that the regulations expressly state that a disciplinary punishment may be imposed for such a violation.

A disciplinary punishment may also be imposed on a prisoner for failure to comply with a request or an order issued by an official of the Criminal Sanctions Agency, within his competence, in order to maintain order or safety in the prison. Such a request or order may be issued to ensure compliance with the disciplinary regulations.

SECTION 2 MOVEMENT WITHIN THE PRISON AREA

Prisoners may move around and spend time in the open prison ward's accommodation and at locations designated for outdoor exercise, meals and free time, at times specified in the daily schedule of the open prison ward. Any unauthorised movement elsewhere in the prison or in the prison area is prohibited. A disciplinary punishment may be imposed on a prisoner for unauthorised movement in the prison area.

Smoking is only permitted in the outdoor yard. Smoking indoors is prohibited. A disciplinary punishment may be imposed on a prisoner who breaks the smoking rules.

SECTION 3 DRESS CODE WITHIN THE PRISON AREA AND RECREATIONAL AREAS

Prisoners must be appropriately dressed within the prison area and recreational areas. A disciplinary punishment may be imposed for inappropriate clothing.

SECTION 4 KEEPING PREMISES LOCKED AND HEADCOUNT

Each prisoner on the open prison ward has an access control identifier, which he or she can use to enter their own cell and the outdoor yard at the times indicated on the daily schedule. Prisoners must lock their cell doors when leaving the cell. The prisoner must hand the access control identifier to a guard when leaving the open prison ward.

The ward's opening hours are set in the daily schedule. During the silent hours (11pm to 6am) each prisoner must be in his or her own cell with the door locked. The prisoner's access control identifier will not work on the cell or external doors during the silent hours. The doors to areas other than the cells or outdoor yard of the open prison ward are always locked.

Headcounts are conducted at the times given on the daily schedule. For the morning headcount, the prisoners are assembled in the communal kitchen, where the guard will perform a headcount. During the day and evening headcounts, each prisoner must check in at the guard's office.

A disciplinary punishment may be imposed on a prisoner who is not in the designated place during a headcount or the silent hours.

SECTION 5 WORK AND FREE TIME ACTIVITIES

The open prison ward of the Vaasa Prison has one post as a cleaner. Prisoners have the opportunity to participate in construction and nature conservation work arranged with the City of Vaasa at the sites designated by the city. Under certain conditions, the prisoners also have the opportunity to engage in civilian work and studies outside the prison.

Prisoners can participate in physical exercise, spiritual activities and other group activities during their free time within the open prison ward. During their free time, prisoners also have the opportunity to attend various events, and participate in sports and other similar activities outside the prison. It is possible to participate in recreational activities in accordance with the daily schedule and the recreational activity programme.

In addition, prisoners have the opportunity to visit the Vaasa City Library at the times given in the daily schedule and recreational activity programme.

SECTION 6 PURCHASE OF ITEMS

The opportunity has been arranged for prisoners to purchase food and other groceries during shop visits at times given in the daily schedule and the recreational activity programme. Food may not be brought into the prison under any other circumstances.

A reasonable amount of food may be bought at a time, but a maximum of one shopping bag of food is allowed on each occasion.

Prisoners must keep receipts of purchases made until they return to the prison, in case of an inspection.

SECTION 7 VISITS

Section 7.1 Supervised visits

The open prison ward of Vaasa Prison has no proper facilities for arranging supervised visits. However, supervised visits can be arranged on particularly strong grounds (e.g. if required for child welfare reasons) and if the visit does not endanger security or order in the prison.

Items brought for the prisoners during visits made to the prison must be handed over to the staff for inspection.

If a prisoner violates these conditions, the prisoner may be subject to a disciplinary punishment and/or the visit may be terminated.

Section 7 .2 Unsupervised visits

The open prison ward of the Vaasa Prison has no facilities for arranging unsupervised visits.

Prisoners may receive visits between 11am and 2pm on Saturdays and Sundays, in accordance with the recreational activity programme. The meeting place is the Vaasa area. Meetings do not need to be requested separately.

In addition to meetings arranged in relation to free time, prisoners can request prison leave of 12 hours for visits, if there are strong grounds for doing so, before their right to actual prison leave begins.

SECTION 8 USING TELEPHONES AND COMPUTERS

The open ward of the Vaasa Prison issues mobile phones, which have no internet or camera functions, to prisoners. The prisoner must acquire a SIM card for the mobile phone him or herself. Prisoners can use mobile phones provided by the prison at the times given in the daily schedule of the open prison ward. The prisoner must make and answer phone calls in his or her own cell.

The terms and conditions of possessing a mobile phone and other related matters are specified by the Prison Director. The prisoner must give a written commitment to comply with the terms and conditions of the mobile phone's use.

Breaking the rules on the use of phones may lead to a temporary ban on using a phone; breach of the terms and conditions can also lead to a disciplinary punishment.

No separate prisoner phone system is used in the open prison ward. If necessary for a justified and important reason, a prisoner can make a call using the land line in the guard's office, for 5 minutes at a time once a day, if (due to a disciplinary punishment, for example) he or she has temporarily lost access to a mobile phone issued by the prison. The time of the call must be agreed separately with the guard.

Prisoners have the opportunity to use prison computers; the computers do not have internet connections. Prisoners may not connect devices to the computers other than those intended for storing information (a memory stick paid for by the prisoner), and then only if the prisoner has obtained permission to use a computer for educational purposes. In addition, prisoners may not install or use any programs on the computer other than those already installed on it. No outside devices may be used to connect to the computer.

Prisoners may also use online computers at the Vaasa City Library to handle accommodation, work, studies and other issues related to civilian life, in accordance with the daily schedule and recreational activity programme. If necessary, the prisoner will be given the opportunity to handle the above-mentioned issues using prison computers with internet connections, together with a special instructor.

For special reasons, a prisoner can be granted leave to use the City of Vaasa Library for study purposes. Prisoners may be granted permission to use social media in exceptional cases, where studies take them outside the prison and where tasks or mandatory discussion groups related to studies are provided in the social media. In such cases, the use of social media is restricted to study purposes only.

A disciplinary punishment may be imposed for breaching orders applying to the use of a computer and the Internet.

SECTION 9 CLEANLINESS

The furniture of the accommodation room must be kept in order according to the furniture list, and all items must be stored in cabinets and other storage spaces.

Prisoners may affix pictures, posters and other objects to a board provided on the wall of their cell. A disciplinary punishment may be imposed on a prisoner for affixing such items elsewhere.

SECTION 10 POSSESSION OF PROPERTY

Section 10.1 Objects and substances prisoners are not allowed to have in their possession

According to Chapter 9 Section 1(1)(1) of the Imprisonment Act, prisoners must be denied possession of items and substances that pose a danger to personal safety. These include firearms, edged weapons, explosives, gas sprays, aerosol products and toxins. They also include chemicals that may be used to manufacture explosives, such as hair dyes containing hydrogen peroxide or lithium batteries. Also forbidden are e.g. scissors with sharp tips, other sharp objects, as well as hypodermic needles and syringes, unless provided by the prison's health care personnel.

According to Chapter 9, Section 1(1)(2) of the Imprisonment Act, prisoners are not allowed to have objects or substances in their possession that are particularly suitable for damaging property. These include, for instance, tools suitable for damaging property.

According to Chapter 9 Section 1(3) of the the Imprisonment Act, prisoners must be denied possession of items and substances that are particularly detrimental to general order in the prison. Such objects that cause specific harm include:

- 1) Devices suitable for saving data and images. Such devices include computers, cameras, video cameras, MP3 players and some game consoles, as well as memory sticks acquired for purposes other than the prisoner's educational activities. Any devices containing a hard drive, and separate memories, are prohibited.
- 2) Devices that enable electronic communications. These include mobile phones and their accessories, such as chargers. Prohibited items also include objects used for establishing an electronic connection, USB modems (flash drives), as well as satellite dishes and individual antennae. Items closely associated with electronic communication, such as SIM cards, are also prohibited (other than a SIM card acquired by the prisoner for a mobile phone provided by the prison).
- 3) Devices suitable for listening to and monitoring the radio traffic of public authorities or other surveillance of the activities of public authorities. Such items include, e.g. radiotelephones, motion sensors, radio traffic indicators and headphones operated by radio waves. Prohibited items also include binoculars and other optical devices suitable for surveillance.

4) Substances and objects that cause harm to health or cleanliness, or constitute a risk of fire. These include tattooing and piercing instruments, animals and candles.

5) Objects that otherwise endanger the public order of the prison. Such items include replica guns, combat and escape devices, and objects equipped with the insignia of criminal organisations and groups.

According to Chapter 9, Section 1(1)(5) of the Imprisonment Act, prisoners are not allowed to have in their possession objects or substances that can be used for committing crimes.

The conversion of objects in a prisoner's possession to make them more suitable for acts of violence is prohibited. This means, for instance, sharpening an object such as a toothbrush suitable for use as a striking weapon, or making a handle on a pen.

If any of the items or substances described above are found in the possession of a prisoner, a disciplinary punishment may be imposed on the prisoner.

Section 10.2 Other factors affecting the possession of items and substances

Prisoners are allowed to have a reasonable number of utility items in their possession. The number of utility items in a prisoner's possession must be such that the items can be stored in the space reserved for them in the cell.

If there is an identical or similar item already included in the standard fittings of the cell, the prisoner will not be given that item. Prisoners shall also not be given any other items that the prison has already obtained for the use of prisoners, assuming that the prisoners have access to these items.

Cells are furnished, and prisoners may not have fittings of their own.

Insufficient power supply does not, except in exceptional cases, constitute grounds for limiting the possession of electrical devices. Giving a prisoner possession of an electrical device requires that the device has been granted type approval, its casing is intact and it has an identification number. Electrical devices must be switched off when not in use.

The provisions on the possession of property do not apply to items and substances given to prisoners before the entry into force of these disciplinary regulations. If a prisoner is transferred to another prison, the provisions on the possession of items and substances in force in the destination prison at the time of the transfer shall be observed.

Section 10.3 The inspection of items and substances

According to Chapter 9, Section 1(1)(4) of the Imprisonment Act, prisoners are not allowed to be in possession of objects or substances that cannot be inspected with a sufficient degree of reliability. These include so-called "burned" CDs, nutritional supplements other than energy drinks and snacks; and medicines, vitamins, minerals or herbal products in powder, pill, capsule or a similar form, other than those prescribed by prison health care physicians.

The permitted nutritional supplements (energy drinks and snacks) must be obtained during shop visits. Prisoners may not have nutritional supplements brought in from elsewhere in their possession.

In terms of structure, any items in a prisoner's possession must be such that they are not suitable for use in concealing prohibited objects or substances.

Seals attached to an object upon inspection may not be removed or damaged. A disciplinary punishment may be imposed on a prisoner for removing or damaging the seals.

All items given to the prisoner may be inspected by the prison staff. When bringing items to the prison, the prisoner must present all items to the staff. Prisoners who attempt to bring items into the prison by avoiding inspection may be subject to a disciplinary punishment.

SECTION 11 PRISON WARDS

The open prison ward includes one ward with two floors.

The Vaasa Prison's (secure section's) holding and isolation cells are also used by the open prison ward.

SECTION 12 SUBSTANCE ABUSE

Prisoners may not possess, use or manufacture alcohol, any other intoxicating substances, doping substances referred to in Chapter 44, Section 16 of the Criminal Code, or any items intended for the use or handling of narcotic substances. For the possession, use or manufacture of the substances or items referred to above, a disciplinary punishment may be imposed.

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

Prisoners may not have pharmaceuticals in their possession without the permission of a physician or nurse of the prison healthcare unit. A disciplinary punishment may be imposed on prisoners for unauthorised possession of pharmaceuticals.

SECTION 13 ENTRY INTO FORCE

These disciplinary regulations will enter into force on 1 October 2017, superseding the Disciplinary Regulations previously in force for the open prison ward of the Vaasa Prison, which entered into force on 1 January 2014.

Tampere, 30 August 2017



Kirsti Kuivajärvi
Region Director