

# Criminal Sanctions Region of Southern Finland

## Jokela Prison

### Prison rules

Entry into force on 1 December 2019

## Prison rules for Jokela Prison

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## **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 Criminal Sanctions Agency 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.

## **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.

When the ward is being opened and the number of prisoners checked at the same time, prisoners must stand or sit in their own cells. When the ward is open, the checking of the number of prisoners is announced through the public address system. Prisoners must then move to the corridor in front of the door of their own cell for the duration of the check. When the ward is closed, the checking of the number of prisoners is announced through the public address system. Prisoners must be standing or sitting in their own

cells in such a way that their presence can be checked without opening the cell door.

Prisoners are obligated to close the cell doors when they leave their cells.

## **5 § Work and free-time activities**

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

An outside educational institution arranges both preparatory and vocational education and training for prisoners. In addition, it is possible to complete basic education or general upper secondary education studies, open university courses, or other courses. Studies can also be combined with work activities.

Free-time activities include physical exercise, handicrafts, music group, religious events, and board games. 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.

## **6 § Visiting the prison canteen**

If prisoners do not have an opportunity to go the prison canteen themselves, they can make their purchases by using the order list and the official handling the matter delivers the ordered goods to them. Prisoners pay with their Prepaid Cards via a payment terminal.

More 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, can make their purchases by using the order list. Those prisoners also pay with their Prepaid Cards via a payment terminal.

## **7 § Visits**

### **7.1 § Supervised visits**

Supervised visits are arranged on Saturdays, Sundays, and public holidays. 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

In addition, the visiting hours for the group of prisoners accommodated separately at their own request are at 10.15–11.00.

Visits are not arranged on Christmas Eve or Midsummer Eve. 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 (or two weekdays before a public holiday). 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 Criminal Sanctions Agency confirms the time of the visit and returns the form to the prisoner. Prisoners are obligated to inform their visitors of the visiting time.

The visitors must report to the prison gate at least 15 minutes before the actual visiting time.

Conditions of visits:

The visitor and the prisoner are not allowed to have 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.

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 § 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. 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 criminal

sanctions 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 and public holidays:

9.15–13.15

13.30–17.30

Wednesdays:

8.00–12.00

13.00–17.00

Unsupervised visits can also be arranged in the conference room in the rehabilitation facilities:

Saturdays:

9.15–13.15

13.30–17.30

Sundays and public holidays:

9.15–13.15

For a justified reason, the officials may also appoint some other time for a visit arranged in the rehabilitation facilities.

#### **7.4 § Contact 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.

The video meetings are arranged on weekends and public holidays between 9.00 and 13.00. The duration of a video meeting is at least 30 minutes. Prisoners are told the exact time of the video meeting when they are given the notification of the decision. Prisoners are obligated to inform their visitors of the time of the video meeting.

Prisoners are not allowed to have means to take notes or transmit written messages without the permission of the staff. A disciplinary punishment may be imposed on a prisoner for violating this rule.

#### **7.5 § Receiving goods during visits**

With the permission of an official of the Criminal Sanctions Agency, 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.

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 has to tell 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 is forbidden in all other areas except for the cell or areas specifically assigned for smoking or during outdoor exercise. The cell door must be kept closed while smoking in order to prevent the cigarette smoke from carrying to the corridors. 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 Criminal Sanctions Agency. 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 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 50 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 into 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:

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

Prisoners may use the telephone on weekdays during office hours and, after consideration, outside office hours. Prisoners must inform the staff of their need to use the telephone. Prisoners may not have entertainment electronics or other electrical devices in their possession in the travel cell ward.

Isolation ward:

For prisoners, who are in solitary confinement, segregated during the investigation of a disciplinary infraction, or subject to precautionary measures. Prisoners must inform the staff of their need to use the telephone.

Accommodation ward 1:

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

Prisoners at the ward may use the telephone when the ward is open in accordance with the daily schedule of the ward.

Accommodation ward 2:

For remand prisoners kept separate under the Coercive Measures Act. For the group of prisoners accommodated separately at their own request.

Remand prisoners kept separate under the Coercive Measures Act may use the telephone during the activity hours stated in the daily schedule.

Prisoners in the group accommodated separately at their own request may use the telephone when the doors are open in accordance with the daily schedule of the group. The unsupervised visits of the group of prisoners accommodated separately at their own request are arranged on weekends and public holidays between 10.15 and 11.00.

Accommodation ward 3:

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

Prisoners at the ward may use the telephone when the ward is open in accordance with the daily schedule of the ward.

Accommodation ward 4:

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

Prisoners at the ward may use the telephone when the ward is open in accordance with 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 Prisoners' Health Care Unit. Medication has to 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.

**14 § Entry into force**

This prison order enters into force on 1 December 2019 and repeals the prison order that entered into force on 26 February 2016.

Helsinki, 29 November 2019

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