

Criminal Sanctions Region of Western Finland

Hämeenlinna Prison

Prison rules

Entry into force on 11 May 2021

Prison rules for Hämeenlinna 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.

These prison rules apply also to the Prison Hospital located within the area of Hämeenlinna Prison. In addition, prisoners in the Prison Hospital must comply with the instructions and regulations concerning the operation of the hospital issued by health care staff.

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. The times when the number of prisoners is checked are specified in the daily schedule.

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

5 § Work and free-time activities

The work activities arranged in the prison include textile and clothing work, clothing maintenance, and cleaning. In addition, prisoners can work in real estate maintenance. All work activities are educational, which means that prisoners can complete parts of a qualification based on a training agreement. Prisoners who are not placed in work activities are offered activity groups.

In Hämeenlinna Prison, prisoners can complete basic education and general upper secondary education studies or take part in pre-vocational education preparing for vocational studies (Valma). Foreign prisoners can study Finnish.

In their free time, prisoners can exercise or participate in religious or other activities offered in the prison.

Prisoners can visit the prison library once a week. More precise times for using the library are in the daily schedule of the ward.

6 § Visiting the prison canteen

Once a week, every prisoner can order products from the Leijona Catering online canteen by using the cell terminal or the online workstations of the prison. Prisoners must pay with their Prepaid Cards via a payment terminal.

More precise times concerning the prison canteen are in the daily schedule of the ward.

7 § Visits

7.1 § Supervised visits

Visiting hours in Hämeenlinna Prison / Prison Hospital:

SATURDAYS

Men's visits 11.30–12.15 and 12.30–13.15

SUNDAYS

Women's visits 11.30–12.15, 12.30–13.15 and 13.30–14.15

Prisoners can be visited by their spouse and children belonging to the same household or at most two (2) other visitors. Visits can be granted at other times based on individual consideration.

Prisoners must reserve a visiting time for the following weekend by filling in a separate form and leaving it in the letterbox of the ward by 8.00 on Wednesday morning.

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. A separate application form for a visit by a child must be filled in and given to the prison staff. The visit is supervised. Visits by children are arranged daily.

7.3 § Unsupervised visits

A separate application form for an unsupervised visit must be filled in and given to the prison staff. Due to the small size of the visiting room, a maximum of six (6) visitors can come to an unsupervised visit at a time.

An unsupervised visit lasts three hours. Unsupervised visits are arranged every day at 9.00–12.00 or 12.15–15.15.

If the visitor comes from another prison, a two-hour visit can be arranged between 8.30 and 14.30.

7.4 § Communication via video connection

Prisoners can apply for communication via video connection by filling in a separate application form. Prisoners can ask for the form from the prison officers of the ward. The application form must be left in the letterbox of the ward by 8.00 on Wednesday preceding the meeting. The duration of video communication can be 45 minutes at most.

In Hämeenlinna Prison, video communication is possible on Saturdays at 9.00–9.45, 10.00–10.45, 11.00–11.45, 12.00–12.45 and 13.00–13.45.

Video communication with children can be arranged also on other days based on application.

In wards 2.1, 2.2 and 3.1/3.3 of the Prison Hospital, video communication is possible on Sundays at 9.00–11.25 and 13.20–14.15.

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

Prisoners are allowed to receive or give a small amount of goods on the day of a visit but not during the actual visit. Prisoners, who want to give goods to their visitors, must contact the staff of the reception in good time before the visit. When assessing what is a small amount of received goods, attention is paid to the amount of property the

prisoner already has in possession and in storage. Because the reception wards of the prison have limited storage facilities for the personal effects of prisoners, prisoners must check with the reception ward in advance whether visitors can leave goods for the prisoners. Visitors can bring a maximum of three magazines or newspapers at a time.

Visitors can only leave goods for prisoners who are registered in Hämeenlinna Prison.

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 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

In the prison, smoking is forbidden anywhere else than the places outside specifically assigned for smoking.

In the Prison Hospital, smoking is forbidden in all other places except for those specifically assigned for smoking or during outdoor exercise. 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 cell.

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 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

The prison has separate reception wards for female and male patients. Hämeenlinna Prison and the Prison Hospital both have their own isolation wards.

The prison has eight wards for women, a family ward and a ward for young prisoners. The wards are as follows:

A1 is an arrival ward

B1 is a substance rehabilitation ward

C1 is a ward for long-term prisoners

D1 is a ward for sentenced prisoners

A2 is a ward for remand prisoners (to secure a criminal investigation)

B2 is a ward with supported activities

C2 is a rehabilitation ward for fine default prisoners and short-term sentenced prisoners

D2 is a ward for remand prisoners who participate in activities

Family ward

Ward for young prisoners

The Prison Hospital has three wards for patients. Wards 2.1 and 2.2 are for patients requiring somatic treatment. The patients of these wards come from all prisons across Finland. Ward 3.3 is a psychiatric ward for women.

Calling times in Hämeenlinna Prison:

A1, A2, B2 and ward for young prisoners

On weekdays: at 7.15–16.15

On weekends: at 8:15–15:15

B1, C1, D1, C2, D2 and family ward

On weekdays: at 7.15–19.15

On weekends: at 8:15–19:15

Calling times in the Prison Hospital:

2.1, 2.2 and 3.3

On weekdays: at 7.15–19.15

On weekends: at 8:15–19:15

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 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

These prison rules enter into force on 11 May 2021 and repeal the prison rules that entered into force on 2 December 2019.

Tampere 10 May 2021

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