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| **Barrier Control Procedures** |
| **Section** | 1. Security and Control |
| **CR Number** | 1.2.4 | **Current Issue Date** | December 2020 |
| **Legislation & Policy**  | Corrections Act 1986Charter of Human Rights and Responsibilities Act 2006 |
| **Standard** | Safety and Security Services - Security |
| **Attachments** | Official: Sensitive – Joint Barrier Control Operations Best Practice Guide  |
| **Forms** | Nil |

1. **PURPOSE**

To define minimum requirements for barrier control processes that restrict the introduction of controlled items into prisons.

1. **REQUIREMENT**

Barrier control processes are a necessity to ensure the detection of controlled items such as mobile phones by metal detection equipment.

1. **CONTEXT**

The secure perimeter of a prison must be maintained to ensure the good order and security of the facility. Stringent guidelines relating to the point of entry are required to meet this objective.

1. **INSTRUCTION**
	1. **General**
		1. All persons entering maximum and medium-security prisons are required to comply with screening processes and devices, including walk through metal detection and hand held scanners. Where there is other technology such as Millimetre Wave (MMW) Technology, all persons are required to comply with the requirements of entry to the prison.
		2. All prisons must have walk through and hand held scanners serviced and calibrated on a regular basis, in accordance with the manufacturer’s specifications, and to the prescribed sensitivity level.
		3. In maximum and medium-security prisons, all persons, including staff members are required to undergo a check with a hand held scanner in the event that a walk-through metal detector alarm is activated by that person on two concurrent occasions.
		4. In the event a walk-through device is not operable or otherwise not operating at optimal detection capacity, a hand held scanner must be used.
		5. The hand held scanner must be used whilst the person is standing in an appropriate area either on a raised platform, or by other means that ensures freedom of interference from steel reinforcement in any concrete foundations and surrounding areas.
		6. Coats and jackets must be removed for x-ray examination by gatehouse staff.
		7. All persons entering maximum and medium-security prisons, must also empty their pockets for x-ray examination of any items.
		8. Staff and professional visitors who also have permission to bring their clear bags into prisons, must submit their bag for x-ray examination.
		9. Searching of persons or their property, must properly consider the privacy of the individual and staff must take care when having conversations in an open area, which may impact upon the individual’s privacy.
		10. Staff are to refer to and operate in accordance with the Joint Barrier Control Operations Best Practice Guide **(Official: Sensitive)** when conducting barrier control operations.
	2. **Contraband in Prisons**
		1. This Commissioner’s Requirement must be read with Commissioner’s Requirements 1.2.9 - Contraband and Controlled Items and 2.1.1 - Prisoner Property to ensure items are not introduced into prisons, which are considered controlled or restricted.
		2. For example, only pens and highlighters with a transparent casing are permitted to be taken into a prison to ensure that the contents of the item may be inspected. A supply of pens and highlighters with transparent casing must be available for loan or purchase at the gate for visitors as required during visits.

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| Larissa Strong**Acting** **Commissioner** |

**Information below this point is administrative supporting detail**

 **only and not subject to Commissioner’s review or approval.**

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| **Acronyms** |
| MMW | Millimetre Wave (MMW) Technology |

| **Definitions** |
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| **Associated Commissioner’s Requirements** |
| 1.2.5 - Use of Ion Scanning Technology1.2.9 - Contraband and Controlled Items 2.1.1 - Prisoner Property |

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| **Document Detail** |
| Title: | Barrier Control Procedures |
| Owner: | Manager, Operations Directorate |

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| **Version Control** |
| Version | Date | Description |
| V7 | Dec-20 | Update |
| V6 | Aug-20 | Update |
| V5 | Mar-16 | Update |
| V4 | Aug-14 | Amalgamation of Pens and Highlighters in Prisons |
| V3 | May-09 | Update |
| V2 | May-08 | Update |
| V1 | Jan-06 | Update |