

1. ADMISSION OF DETAINEES

1. Nobody shall be taken into the Prisons as detainee except under a court warrant or other lawful authorization.
2. Every detainee who is brought into the Prisons is under the lawful detention of the Director. It is also considered that he/she is under the lawful detention of the Director in those cases in which the detainee is taken or is, for any reasons, outside the Prisons either by permission of the Director or on the basis of any other kind of authorization.
3. The detainees have no other obligations nor are they subjected to any restrictions other than those which are expressly provided for in the laws, regulations and directions or orders which are issued by the Director within its competences and responsibilities.
4. Any discrimination against any detainee due to his/her racial origin, colour, language, religion, political or other beliefs, his/her ethnic or social origin, social status, economic position the place of his/her birth or for any other reason is prohibited.
5. Subjecting a detainee to any medical or scientific experiments is prohibited.
6. The deprivation of a detainee's freedom takes place in conditions which safeguard respect for human dignity.
7. The education, professional training and treatment of prisoners aim at their smooth reintegration into society, encouraging them and helping them to lead decent life. For this purpose, any kind of medical, educational, spiritual and other means are used in the Prisons and their application is pursued according to the individual needs of each detainee.
8. In case of an unlawful act against a detainee or assault on his/her rights in any way, the detainee has the right to apply in writing and without delay to the Director or to the Prisons Board or to the Court or to the Commissioner for Administration or to any other competent Authority, as the case may be. For this reason, special boxes were placed in all wards for the placement of these letters on behalf of the prisoners.

2. CONDITIONS OF DETENTION

A. Places of Detention

The buildings and layout of the places of detention must be such as to secure healthy living conditions for the detainees and meet the necessary conditions for the safety and smooth functioning of the Prisons.

B. Clothing and Bedcovers / Personal belongings

1. Every detainee has the right to wear his/her personal clothes, which must be decent and clean. Those who do not have personal clothes may ask for clothing, underwear or shoes which are provided free of charge by the Prisons.

2. Every detainee is intitled to have in his/her possession a reasonable number of clothing and footwear items, bedcovers, towels and personal hygiene items. He/she may also have in his/her possession a wristwatch (not digital), a neck chain with cross or another religious emblem. Those who are married or engaged are also entitled to wear their wedding or engagement ring.

3. Upon the approval of the Director they may also have in their possession various items of personal use such as radio, books, magazines, newspapers, television, PlayStation etc. Only one television is allowed in each cell.

4. Detainees working in workshops and other jobs are entitled to ask for and receive additional suitable clothing.

5. Clothing and footwear may also be provided to detainees who are in need at the time they are released.

6. The detainees have the obligation to keep the clothing described above clean and tidy and be decently dressed.

7. Money, valuables, clothing or other personal items which belong to a newly-admitted detainee not entitled to have in his/her possession inside the Prison are handed to an officer specially authorized by the Director for safe keeping.

8. Giving the above items or any other objects free of charge or selling them to another detainee or to anu other person or exchanging such objects with any detainee or with any other person is prohibited. This is allowed only upon written request by the detainee and written approval by the Director.

C. Diet of Detainees

1. The food which is provided by the Prisons should be healthy, nutritious, properly prepared, reasonably varied, qualitatively and quantitatively satisfactory and in conformity with the principles of a dietary and contemporary hygiene.
2. When determining the diet, the age, health, work and, as far as possible, the religious beliefs of the detainees shall be taken into consideration.
3. The Director may at his/her discretion draw up a list of allowed food items, in addition to the prescribed diet, which a detainee may get at his/her own expenses from the canteen– through the Grocery Store, and on the basis of a predefined procedure.
4. The following are prohibited:
 - (a) the preparation of food by the detainee himself/herself at the places where he/she stays and works;
 - (b) the delivery of food supplies to the detainee during visiting hours;
 - (c) the possession of any food other than that which is normally provided or which a detainee is allowed to possess;
 - (d) the possession or use of any alcoholic beverage.

C. Hygiene

1. It is an obligation of the Prisons to make sure that all sanitary installations are secured and maintained in good working order and the detainees have an obligation to follow the generally accepted rules of personal hygiene, to observe the instructions and orders concerning the cleanliness of the common spaces and other areas of the Prison, their individual cells and the common living wards.
2. Every detainee has the obligation to comply with the hygiene rules, wash and bathe themselves, and keep their clothes clean.
3. Every detainee who grows a beard has an obligation to keep it clean and in accordance with the generally accepted rules of hygiene and aesthetics.

3. MEDICAL TREATMENT

1. There are medical services provided in the Prisons, which constitute an extension of the medical services of the Republic.
2. The Prisons are visited on a daily basis by a general practitioner, and once or more times a week by a psychiatrist and a dentist. Doctors of other specialities visit the Prisons periodically depending on the need from time to time (psychologists, ergotherapists)
3. In the Prisons there is also a clinic with the necessary staff on 24-hour basis.
4. The medical officer examines every detainee:
 - (a) Immediately after his/her admission into the Prisons, in order to ascertain his/her physical and mental health and the degree of his/her ability for work.
 - (b) During his detention at his own request at least once every twelve months or even earlier if the general state of the health of the detainee makes this necessary.
 - (c) Whenever the detainee requests to be examined.
 - (d) Immediately before his release.
5. The medical examination of the detainees includes any blood tests or other tests the medical officer considers necessary.
6. The detainees who need a special treatment which cannot be provided in the Prisons are referred to a government nursing institution or to a government medical specialist outside the prisons.
7. Every detainee may request to be examined by a doctor of his own choice. The examination is carried out with the approval and in the presence of the medical officer during the hours he is on duty in the Prisons in accordance with medical ethics.
8. In case the necessary treatment cannot be provided to a detainee by the government medical services, the medical officer may refer him to a private clinic following the relevant approval of the Director and in accordance with the terms and conditions defined by him in each case.

Hunger Strike

1. A detainee who declares he is going on a hunger strike and refuses to receive food is confined to his cell or to another special cell and is not entitled to have any other food in his possession.
2. In case the striker is in a condition which may immediately endanger his life or health, all the necessary measures may be taken including forcing him to receive food. Hunger strike constitutes a disciplinary offence.

4. WORK AND DILIGENCE ALLOWANCE

1. All the detainees who have been sentenced to terms of imprisonment longer than one month and desire to enjoy the benefits provided under section 12 of the Prisons Law (diminution of sentence due to good conduct and diligence and also to get the diligence allowance), are engaged in jobs to which they are assigned by the Classification Committee unless they cannot be engaged due to health reasons or for other reasons following a decision of the Director.
2. The accused persons and very old detainees aged sixty-five and above have no obligation to work in order to enjoy the benefits of diminution of sentence due to good conduct and diligence and to get the diligence allowance. However, if they wish to work, they may submit an application to this effect to the Director.
3. Diligence allowance is granted to the very old and also to those who are unable to work regardless of whether they work or not, in the lower category.
4. Diligence allowance is also provided to persons in custody who after submitting an application are allowed to work.

A. Undertaking of work by the Technical services of the Prisons

1. In cases where:
 - (a) A tender is submitted to the Prisons by individuals or public organisations for the execution of specific work,

(b) there are detainees who prove to have the necessary professional qualification for the execution of the work and want to work for remuneration for its execution;

(c) there are properly equipped working places for this purpose, the Director may, after consultation with the Technical Services of the Prisons and provided that no conditions of detention, discipline or order are violated and no security reasons are involved, approve the undertaking of the execution of the work offered by the Technical Services of the Prisons.

2. Provided that the Classification Committee may, at its discretion, impose any additional conditions regarding the remuneration of the detainees and the organization, performance, execution and delivery of the whole work and also regarding any other matter which concerns the undertaking of the execution of such ordered work by the Technical Services of the Prisons.

3. Detainees who are placed in the Guidance and Out of Prisons Employment Centre work in private enterprises of any kind outside the Prisons, under the supervision of the competent officials of the Centre.

4. The grades of the diligence allowance and the amount of the allowance, which corresponds to each grade, are fixed from time to time by the Council of Ministers. At present the diligence allowance is fixed as follows:

Grade A: €3.84 per day

Grade B: €3.08 per day

Grade C: €2.31 per day

Grade D: €1.79 per day

B. Work during leisure time

Detainees who wish to work during their leisure time in their cells or in another special place approved by the Director in order to make handicrafts may submit a relevant application to the Director provided their work does not cause inconvenience to the other detainees and no security risk is involved.

C. Work for which the detainees are not entitled to diligence allowance

No diligence allowance is granted

(a) on Sundays, on official holidays or non-working days unless

During these days they work, following an order, for at least four hours.

(b) for those working inside or outside the Prisons and receive remuneration in accordance with the remuneration in the free market.

5. EDUCATION OF DETAINEES

A. Intellectual education and training

Every detainee is entitled to be education, trained and informed through specific educational programmes, books, newspapers, magazines, radio and television broadcasts, lectures, debates etc. For more information regarding the above the detainees may apply to the competent officer and the Education Programme Coordinator of the Prison.

B. Entertainment

1. The entertainment of the detainees takes place in appropriately arranged places of the prison and aims, among other things, at the creative use of their free time while developing team spirit, cooperation and fair competition.

2. The detainees participate in individual and group events such as theatrical, musical and athletic events, paintings and handicrafts exhibitions, film or other projections, and in any other activities that may secure them creative entertainment, improvisations and artistic expression inside the Prisons.

C. Physical training

1. Physical education programmes include physical exercises, gymnastics, group games and matches in and out of the prisons and are implemented by qualified staff - qualified gymnasts of the Cyprus Sports Organization. The gyms in the Prison are open on a daily basis except Sunday.
2. Every detainee has the right to participate in any of the physical training programmes in which his age, physical or mental condition allow him to participate.

6. EXTERNAL CONTACTS AND RELATIONS – COMMUNICATION WITH THE WIDER COMMUNITY

A. Letters

1. Detainees are entitled to send letters to members of their family, colleagues and friends after previously submitting these letters to the competent officer of the Admission and Release Office for checking.
2. There is no restriction on the number of letters a detainee may send or receive in the Prisons.

B. Telephone communication

1. The Director of Prisons may allow detainees to communicate by telephone with their families or with other persons (lawyer, colleagues, etc.) on daily basis from 08.00 a.m. until 08.30 p.m. on the basis of a list of up to 20 persons registered and approved by the Directorate.
2. The telephone communication of the detainees takes place from a specific telephone booth or booths located in all Wards, at the expense of the detainees themselves or otherwise with the approval of the Director.
3. The contents of the telephone calls or letters is checked in cases where in the opinion of the Director such check is necessary for security reasons or for the purpose of preventing the commission of a new crime or for any other reasonable cause.
4. Furthermore, any written or oral statements of detainees to the media are forbidden unless the prior permission of the Director is obtained.
5. The privilege of correspondence or telephone communication may be suspended upon an order of the Director in case a detainee commits a disciplinary offence.
6. Letters addressed by detainees to any official authority of the Republic or to political persons or to any other official or to the media shall always be sent through the Director.
7. In the case where the Director ascertains that their contents do not fall within the competences of the authority or of the person to whom they are addressed or that these letters use improper or insulting language or contain malicious allegations or unfounded accusations against anyone or

attempts to falsify facts or disclose information relating to the security and general functioning of prisons is revealed, the Director may not, in the interest of public security or public order or public morals or for the protection of the reputation or rights of others or for the prevention of disclosure of confidential information or for the maintenance of the authority and impartiality of the judiciary, allow such letters to be sent. The Director shall inform the detainee about his decision.

8. However, the detainees may address letters to the Prisons Board, Commissioner for Administration, the Director of Prisons, without their contents being controlled in any way by the prison authorities.

C. Visits

1. Every detainee is allowed to receive visits from the members of his family, from his relatives or friends up to ten times a month and can accommodate up to three adults per visit and may accept up to three adults per visit.

2. Detainees who cannot have visits, either because their families are abroad or for any other reason, can make online calls with their relatives via Skype upon written request to the Directorate.

3. Furthermore, the detainees in debt and those who owe a fine or penalty or court costs and damages may, with the permission of the Director of Prisons, receive additional visits from relatives or friends in order to arrange payment of the amount owed.

4. Foreign detainees are to be granted special facilities in order to receive visits from the diplomatic consular representatives of the state to which they belong or the state which is charged with their interests or from any other national or international authority whose mission is to defend their interest or from persons who contribute to the easing of the specific problems created by their detention and especially from persons who speak their mother language.

Provided that the Director may allow special arrangements regarding the visits of members of the families who come from abroad to visit them.

5. The process of visits, the number of the visitors the detainee is entitled to visit each time, the days and hours of visits to the detainees as well as

any other matter related to the visits are determined by the Director and notified to the detainees by special notices displayed at the detention wards and to the visitors by special notices displayed at the visiting room.

6. Before entering the visiting room and after leaving it the detainees are searched to make sure that no forbidden objects or substances are taken into or out of the prison.

7. For the same reason visitors to detainees may be subjected to body search, both when entering and leaving the prison.

D. Leave Permits

1. Leave permits of any kind do not constitute a right of detainees but a privilege which is granted at the discretion of the competent bodies in accordance with the provisions of the relevant Law and the relevant Regulations.

2. Detainees who have not been sentenced to life imprisonment and have served one third of their sentence and during their detention they showed diligence and good conduct may submit an application to get a permit to leave the prison for reasonable family, personal or business reasons.

3. It is noted that detainees who have been sentenced to life imprisonment may submit an application for the permit to leave the prison after they have served at least ten years of their imprisonment.

4. Leave permits are divided into permits without escort, permits with escort and educational permits and are granted when certain prerequisites defined by the Prisons Regulations are complied with.

E. Permit to leave without escort

1. Permits to leave the prisons without escort are granted to detainees who are not serving life imprisonment provided the following conditions are complied with:

(a) The detainee has actually served one third of the sentence imposed on him by the court.

(b) During his detention he showed diligence, consistency in his conduct and reliability.

- (c) No other criminal procedure is pending against him.
- (d) No disciplinary procedure is pending against him.
- (e) The detainee has not been punished for a disciplinary offence in the last three months before the decision to grant him the leave permit.
- (f) It has not been found that during his detention, following evaluation of his whole behaviour, he has a tendency to escape or to commit a new crime.
- (g) No question of safety for himself during his leave arises.

2. The duration of the leave without escort cannot exceed twenty-four hours for Closed Prisons detainees and one hundred and twenty hours for the Open Prisons and Centre detainees.

3. A detainee who is granted a leave without escort may also be subject to various other conditions concerning his/her way of living, the place of residence and movement and the hours of movement during his/her leave.

4. Detainees under the age of 18 and detainees with a disturbed psychosomatic personality are granted the leave without escort only if they are leaving the prisons.

and are accompanied on their return by their nearest relative or a person having custody of them.

5. No detainee is allowed to leave the prison for the purpose of attending the Court as party or witness except by a court order.

6. In case a detainee applies to the Director to obtain a permit to attend Court without a court order requiring his presence the Director sends the application to the Court for issue of instructions.

F. Permits with escort

1. Leaves permits with escort are granted to detainees who:

(a) Have actually served one third of the sentence imposed to them by the Court and who however do not comply with one or more of the prerequisites necessary for leave permit without escort.

(b) Are serving life imprisonment and have remained in the prison for a continuous period at least ten years and who fulfil the remaining prerequisites necessary for leave permit without escort.

2. The duration of leave with escort cannot exceed eight hours. In exceptional cases leave with escort may be extended up to twelve hours following a unanimous decision of the Classification Committee.

G. Transfer of detainees outside of Prison

The Director of Prisons has the power to allow the transfer of a detainee with suitable escort outside the prisons in certain cases defined by the Prisons Law.

H. Educational leaves

1. Educational leaves are granted to detainees who are placed for this purpose in the Out of Prisons Employment Centre and who:

- (a) During their admission to the prisons were pupils or students of a recognized secondary or tertiary education school or
- (b) Their imprisonment does not exceed three years
- (c) During their detention they showed consistency in their behaviour, diligence, good conduct and a desire to learn and
- (d) The remainder of their sentence does not exceed one year.

2. Detainees who do not meet one or more of the above prerequisites (a) (b) and (d) but meet the prerequisite (d) and are interested in attending lessons outside the prisons in order to require specific professional qualifications which will help them in their professional rehabilitation after their release from prison may be granted educational leave by the Minister following an application by them and the relevant suggestion of the Director provided the following additional prerequisites are complied with:

- (a) They are under the age of 35
- (b) The educational leave concerns professional training in a profession in which the convicts during their detention showed a particular interest by attending special classes and
- (c) possess the necessary qualifications to be accepted in a recognized secondary or tertiary education professional school.

7. OPEN PRISON

1. The Classification Committee places in the Open Prisons detainees who have been sentenced to imprisonment, and regarding whom, in the opinion of this Committee, there are no security or disciplinary reasons or other special reasons for which their inclusion in the Open Prison is not indicated and who:

- (a) Have been sentenced for any offence to imprisonment which does not exceed six months.
- (b) Have been convicted for debts or non-payment of fines, court costs or damages regardless of the length of their sentence.
- (c) Have been sentenced to imprisonment longer than twelve months and up to twenty-four months and who have served at least three twelfths of the sentence imposed on them by the Court and during their stay in prison showed excellent conduct and proved to be reliable and diligent.
- (d) Have been sentenced to imprisonment longer than twenty-four month and up to five years and have served at least four twelfths of the sentence imposed on them by the Court and during their stay in prison in the last year showed excellent conduct and proved reliable and diligent.
- (e) Have been sentenced to imprisonment longer than five years and up to twelve years and have served at least five twelfths of the sentence imposed on them by the Court and during their stay in prison in the last two years showed excellent conduct and proved reliable and diligent.
- (f) Have been sentenced to imprisonment longer than twelve years and have served at least six twelfths of the sentence imposed

on them by the Court and during their stay in prison in the last three years showed excellent conduct and proved reliable and diligent.

2. Detainees who are considered as recidivists and who in previous imprisonments were placed in the Open Prisons at least twice are not placed in the Open Prisons. Also, detainees who at any time in the past were charged with disciplinary or criminal offences and were found guilty of the offence of escape or attempted escape are not placed in the Open Prisons.

3. Detainees who are placed in the Open Prisons live, work and move under the conditions of reduced security but in accordance with the same principles of conduct, discipline and order, which apply, to the other detainees.

4. A detainee who during his stay in the Open Prisons misbehaves or violates any Regulation governing the functioning of the Open Prison or commits any disciplinary or other offence, is transferred immediately to the Closed Prison until his offence is examined. If he is found guilty of a disciplinary offence and a sentence more severe than reprimand is imposed to him, the Director may order that he should stay in the Closed Prison for a certain period of time or for the remainder of his sentence depending on the seriousness of the offence. Otherwise, the detainee is returned to the Open Prison.

8. OUT OF PRISONS EMPLOYMENT AND REHABILITATION OF DETAINEES CENTRE

Inclusion of prisoners in the Centre

1. Male detainees who are placed in the Centre are chosen from among the Open Prisons detainees by the Committee for Guidance, Out of Prisons Employment and Rehabilitation of Detainees Centre.

2. Female detainees are chosen from all the women detainees who are staying in the special women's ward.

3. Provided that the women detainees who are chosen for out of prison employment continue even after their selection to stay in the women's ward.

4. The Committee's decision to place detainees in the Centre is taken by a simple majority of the members present and after serious consideration of a relevant recommendation from the Director. The Committee forms a quorum when at least five of its members are present.

5. The period of inclusion of detainees in the Centre may not exceed eighteen months nor be shorter than one month.

6. A detainee who is placed in the Centre and who after his release is again sentenced to imprisonment and returns to the prison is not entitled to be placed in the Centre unless at least seven years has elapsed from the date of his last release until the date of his return to the prison.

7. A detainee who during his stay in the Centre misbehaves or violates any regulation of the functioning of the Centre or condition of his work outside the prison or commits any disciplinary or other offence is immediately taken to the Closed Prison until his offence is examined. In case he is found guilty of disciplinary offence and a penalty more severe than reprimand is imposed on him the Director may order that he should stay in the Closed Prison for a certain period of time or for the remainder of this sentence depending on the seriousness of his offence. Otherwise, the detainee is brought back to the Centre.

9. USE OF FORCE/SECURITY MEASURES

1. The use of force against a detainee is prohibited unless reasons of lawful defence, resistance to lawful order, attempt to escape or suppression of violent incidents among the detainees are involved.

2. In case any detainee refuses to implement or to obey a lawful order or attempts or tries to assault or disarm or overpower any member of the staff who comes to help his colleague may use such force as is necessary in order to defend himself or to prevent his disarming or overpowering or in order to impose implementation of the lawful order.

3. In cases of conflicts among detainees or other violent incidents the Director may order the use of appropriate in his view suppression means

and the use of such force as it is necessary for the restoration of order and security in the prisons.

4. The use of clubs, tear gas or other chemical substances is allowed only with the approval of the Director in the following cases:

(a) for the suppression of serious incidents among the detainees

(b) for the suppression of uprising or mutiny by detainees

(c) for the prevention of escape

(d) for the prevention of destruction of property of the prisons due to violent actions of a detainee or detainees:

5. Provided that the approval of the Director is granted only in the case where it is established that the other suppression means have failed and that the continuation or spread of the incidents endangers the physical integrity or life of detainees or members of the staff or that the incidents cause material damage to the prison facilities.

B. Physical confinement of detainees

In cases of physical confinement of a detainee, such confinement is prohibited beyond the time which is considered strictly necessary. This time cannot exceed 24 hours without the written agreement of the medical officer and the written authorization of the Director and 48 hours without the written authorization of the Minister.

C. Isolation of detainees

1. The Director may, whenever he considers appropriate, order the confinement or isolation of a detainee for such period of time as he deems necessary for the purpose of:

(a) maintaining discipline and order;

(b) protecting the interests of the detainee himself or of other detainees;

(c) confining or isolation violent or disobedient detainees who by their conduct create unrest and intimidation among the rest of the detainees;

(d) for disciplinary purposes.

2. Provided that the isolation of a detainee in his cell or in a special cell or in another confinement place both for preventive or for disciplinary purposes is imposed only if the medical card of the detainee does not refer to any serious physical or mental illness cause of which the isolation of the detainee will have negative effects on his physical or mental health.

3. Depending on the case, the isolation or confinement of a detainee may take place:

(a) in the ward he stays, or;

(b) in his cell, or;

(c) in a special cell or in another special isolation place, or;

(d) in a special protection room.

4. Provided that the confinement or isolation of a detainee in a special cell or in another special isolation place beyond forty-eight hours may continue only if the medical officer examines the detainee and confirms that he is in a position to suffer such punishment without serious effects on his physical and mental health.

5. In case a detainee attempts to escape and during such attempt he manages by any way to climb on the perimeter prisons wall or he tries to get out of the prison by any way, any member of the staff, after first calling on the detainee to stop and he does not comply and after firing a warning shot in the air and the detainee continues to try to escape, may fire against this detainee.

D. Discipline

1. A detainee who is about to be charged with a disciplinary offence may be confined to his own cell or to a special cell, depending on the case and the seriousness of the offence, until the examination of the facts of the case is completed.

2. A detainee shall not be punished without previously being informed of the violation for which he is charged and without being given the possibility to defend himself.

3. No detainee is punished twice for the same offence.

4. Disciplinary offences, which are committed by detainees and are heard by the Director as well as the penalties which may be imposed are defined by the Prisons (General) Regulations.

10. DIMINUTION OF SENTENCE DUE TO GOOD CONDUCT AND DILIGENCE

If the convicted detainees show good conduct and diligence, they may have their sentence reduced in accordance with the Prisons Law. Detainees who are serving life imprisonment are not entitled to diminution of their sentence, as provided above.

DETAILED TABLE OF REDUCTION OF SENTENCE

SENTENCE	1ST KAI 2ND SENTENCE	3RD SENTENCE	MORE THAN 4
1 MONTH UP TO 2 YEARS	6 DAYS	4 DAYS	2 DAYS
2 YEARS UP TO 5 YEARS	8 DAYS	6 DAYS	4 DAYS
5 UP TO 8 YEARS	10 DAYS	8 DAYS	6 DAYS

8 UP TO 12 YEARS	12 DAYS	10 DAYS	8 DAYS
12 YEARS AND MORE	14 DAYS	12 DAYS	10 DAYS

A. Appeal of conviction / sentence

It is important for the person to know that he or she can appeal the conviction within 10 days from the day the sentence was imposed, (date of the decision) which is an extremely strict deadline. The appeal can be made either by the lawyer or by the person himself/herself even from inside the prison with simple grounds for appeal. If an appeal is made by the person himself without a lawyer, he must report it to the Central Prison and will be provided with the relevant assistance. Important for the person is to know that grounds of appeal can be added at a later stage if the person or lawyer thinks there are other grounds that should be included in the appeal.

11. CONDITIONAL RELEASE

According to the provisions of the Constitution, the President of the Republic with the consent of the Attorney General of the Republic may order the conditional release of detainees at any time.

12. NORMAL RELEASE OF DETAINEE

The release of a detainee takes place not later than the noon of the last day of his imprisonment sentence:

Provided that if the day of release is Saturday, Sunday or an official holiday, the release may take place the day before.

On his release the detainee is prohibited to donate or to sell or to exchange personal belongings with another detainee without the previous approval of the Director.

13. PRISONS BOARD

1. In case of an illegal act against a detainee or assault in any way on his rights, the detainee has the right to apply in writing or orally and without delay to the Prisons Board.

2. The Prisons Board is an independent body, which provides that the respect of the rights and interests of the detainees and the normal functioning of the Prisons are ensured.

3. The letters of the detainees may be addressed to the Prisons Board without their contents being checked by the authorities of the Prisons. For this purpose, special boxes have been placed in all the wards of the prisons.

A. Competences

1. The duties and powers of the Board may be summed up as follows:

(a) to investigate written or oral applications or complaints made to it by the detainees;

(b) to investigate the living and working conditions of the detainees;

(c) to examine whether the professional training, employment, education, entertainment etc. is adequate and suitable for the social reintegration and rehabilitation of the detainees;

(d) to cooperate with the Director of the Prisons in matters concerning the welfare of detainees;

(e) to carry out investigations or interrogations in the Prisons which it considers necessary, paying attention to the cases of sick or punished detainees.

2. The Board shall also ensure that any abuse in relation to the treatment of detainees that come to the knowledge of the Board are reported to the Minister and the Director of the Prisons.

3. It is noted that the Board may, following an investigation, reduce or cancel a disciplinary punishment imposed by the Director or by the Disciplinary Board provided that the detainee will raise an objection within twenty-one days of the date on which the disciplinary punishment was imposed and the Board establishes that:

(a) The disciplinary punishment imposed on the detainee is more severe than the punishments provided in the Regulations for the disciplinary offence for which the detainee was punished, or

(b) The disciplinary punishment imposed on the detainee is excessively severe in relation to the disciplinary offence, which he has committed.

4. The Board meet in the Prisons at least once every three months or more frequently if necessary.

13. Canteen

In the Prisons there is a canteen where a detainee can get what he wants. There is a list of items available in the canteen. In the canteen there is everything even electrical goods, food, sanitary products, household items etc. Payment at the canteen is made through the detainee's card and he is also informed of his card balance. Every Wednesday and Friday the detainees can be informed of their card balance.

14. Money in the Prison

A detainee may not have cash with him. His money is deposited into a personal account and the prison officer issues a receipt. Each detainee has his own account.

15. Requests

When a detainee wants to ask for anything, he shall ask for it in the form of a request. That is, he fills in his request manually on the Application Form which is examined by the Officer of the Central Prison of each ward, every day except weekends. In his request, the detainee can ask, for example, to be examined by a doctor, to request the

provision of electrical appliances, as well as to request communication with the Director, requesting a change of ward, the addition or change of a roommate, etc.

16. Every-day schedule

The every-day schedule and activities differ for each detainee. There are detainees who are part of the work programme, other detainees who are part of the drug rehabilitation programme, others attend schools. At 6:00 a.m. the cells are opened and the detainees are counted. Then around 07:30 a.m. the detainees are given breakfast. Immediately after breakfast, detainees are referred to work within the prisons, for which they have been approved, go to school within the prisons or participate in various educational programmes and activities. Every detainee from 7:30 a.m. until the lockdown of the cells has free access to the courtyard of his/her ward and can exercise in the courts and gyms located inside the wards, according to a schedule and under the guidance of physical education teachers of the CSO. Furthermore, detainees have access to television with free subscription service from the Prison Department, radio, CD player, etc. Around 12:00 noon, lunch is served, which is prepared by detainees working in the kitchens under the supervision of a Warden-Cook. Then, after lunch, the detainees use their time for activities, gym, work, etc. At 17:30 in the afternoon the detainees return to their wards, where the afternoon count takes place. They enter their cells at 21:00 on weekdays and at 22:00 on weekends and holidays.

17. Rehabilitation Programmes and Treatment Interventions

An open drug rehabilitation programme is offered in the Prisons on a voluntary basis. In particular, there are experiential workshops and programmes for special groups of detainees, including drug users, such as the DANAI Rehabilitation Programme and the LEMVOS Rehabilitation Programme. Furthermore, there are offered also opportunities to integrate detainees in rehabilitation programmes outside the Prisons with therapeutic communities, such as the therapeutic community of Agia Skepi, RETO, etc. The participation of detainees is not compulsory but is taken into account in their further

progress, by the Classification Committee, regarding the integration of a detainee in the Open Prison, in the Out of Prisons Employment and Rehabilitation Centre.

18. Serving a part of the sentence under house arrest

Pursuant to section 21B of the Prisons Act, the Classification Committee may allow a detainee to serve a part of his sentence under house arrest if he fulfils the following prerequisites:

He was sentenced to more than twelve (12) months and less than five (5) years and has served at least half of the sentence; he was sentenced to imprisonment for less than 12 months and has served at least 1/3 of his sentence; he is in the Open Prison and has entered a drug rehabilitation programme; he is in the Open Prison and has been granted leave without escort to serve a part of his sentence; he is in Open Prison and is 70 years of age or older unless convicted of specific offences that do not allow it. To ensure that the convict does not go away, a special electronic device (special bracelet) is applied to one of his limbs.

19. RELEASE OF A DETAINEE ON PAROLE

A. The right of detainees to be released on parole:

Each detainee who has been sentenced to imprisonment for more than 2 years has the right to apply for parole. Such a right shall also apply to detainees who have been sentenced to life imprisonment.

The release of a detainee on parole means a change in the manner in which the prison sentence imposed by the court is served, not a reduction of its duration. The detainee, who is being released on parole, continues to serve his sentence outside the prisons.

This right is regulated by Articles 14 to 14 N of the Prisons Act (Law 62(I)/1996) and is not automatic. In order for the application to be approved, certain prerequisites defined in the Act must be fulfilled.

Some of these prerequisites are related to the detainee's conduct and progress during his confinement. For this reason, the detainee should not treat his stay in prison as dead time. The detainee has a benefit in making the most of his time of confinement and turning it into useful and creative time. He also has a benefit in participating in and

completing the therapeutic, educational and other programs offered by the Prisons Department.

B. The Parole Council

The Council for the Release of Detainees on Parole (the Council) is competent to examine and decide on the application and is responsible for monitoring the progress of the detainee who is released on parole. The Council is an independent body of the State, is appointed by the Council of Ministers and consists of 5 members: one former judge, one lawyer and three other scientists, holding a university degree in one of the following subjects as well as academic qualifications and experience: in Psychiatry, Psychology, Criminology, Sociology and Social Work.

The Council shall operate and decide in accordance with transparent procedures: it shall assign a number to the application, establish a case file, keep minutes of its meetings and issue a written and reasoned decision, which shall be served on the detainee.

C. Submission of the application

The application has a simple form, can be written by hand and can record the reasons supporting it (personal reasons, health reasons, family reasons, etc.). The detainee gives the application to the Prisons Department and the Prisons Department forwards it to the Council.

The earliest the application can be submitted is 6 months before the completion of half of the term of imprisonment. This time is calculated by the Prisons Department.

D. Reports of the competent government services

When the Council receives the application, it asks Social Welfare Services, Mental Health Services, the Police Crime Prevention Department and the Prisons Department for reports relating to the detainee.

In order to prepare the reports of the Social Welfare Services and Mental Health Services, the detainee is obliged to cooperate with a Social Worker and a Psychologist, respectively.

What is recorded in these reports is important and useful and helps the Council to make its decision.

E. Application Examination Procedure

When the Council receives the reports referred to above, it shall invite the detainee for an interview.

During the interview, the detainee is entitled to call witnesses and present written testimony (medical reports, certificates of attendance of therapeutic and educational courses, certificates of participation in other beneficial activities, etc.).

Interviewing the detainee and his witnesses (if he calls witnesses) helps the Council to gain its own knowledge and understanding of their personality characteristics.

During the interview the detainee is entitled to be accompanied by a lawyer.

Before the interview, the detainee (or his lawyer) is entitled to read the reports of the relevant state services (Social Welfare Services, Mental Health Services, the Police Crime Prevention Department and the Prisons Department).

F. Requirements for Application Approval

At the end of the interview, the Council shall consider and evaluate all the evidence which it has before it and approve the application if it finds that the following applies:

- imprisonment helped the detainee to sincerely regret the crime he committed, improve his character, reduce his dangerousness to society and reduce the chances of repeating the crime,
- the detainee has relatives or friends who are willing and able to support him while he is serving his sentence outside the prison, to advise him for his good and to support him materially and psychologically; and
- the detainee has prepared a schedule of work and daily activities and/or studies, which he will follow while serving his sentence outside the prison, which will help him to stay away from crime and which will help him to progress.

G. The significant facts

In order to establish that the above conditions are met, the Council shall also consider and evaluate the following facts:

- the type of offence for which the detainee is serving the prison sentence;
- the duration of the sentence;
- the comments made by the Court when imposing the sentence;
- the detainee's criminal record;
- any previous opportunities given to the detainee (by the Court or the Prisons Department) in order to not repeat the criminal behaviour;
- the detainee's plans and his will to return to society as a law-abiding and responsible citizen;
- the detainee's awareness of the problems that led him to commit the crime and his efforts to deal with them;
- the conduct of the detainee during his imprisonment;
- the detainee's sincere regret and his actions that demonstrate it;
- the detainee's awareness of the consequences of his crime for the victim and his relatives;
- the report from the Psychologist,
- the report of the Social Worker
- the behaviour of the detainee in case he/she has been placed in a position of trust (placement in the Open Prison or in the Out of Prisons Employment and Rehabilitation of Detainees Centre or his/her previous release on parole),
- any information related to malicious acts that the detainee is planning to commit against his victim or his family members.

H. Application Approval

If the Council approves the application, the detainee will not only live in the community, but he also will live under restricted liberty, will be obliged to comply with certain conditions and restrictions imposed by

the Council, and will be supervised until the completion of the sentence imposed by the court.

These conditions and restrictions are recorded in the Council's positive decision and their observance is constantly monitored with the help of a specific Supervisor. The Supervisor appointed shall monitor the progress of the probationer's life within the community and support the probationer, promptly inform the Council of any problems, submit regular reports to the Council and recommend the modification or replacement or addition of conditions and restrictions.

If everything goes smoothly, the detainee will live under this restricted freedom status until the completion of his sentence and his normal release.

I. Modification or cancellation of conditions and restrictions or addition of new ones

Depending on the behaviour of the detainee, who is released on parole, and depending on his needs, the Council may modify or cancel conditions and restrictions imposed in its initial decision or add new ones. The Council shall decide on this matter after having heard the detainee and his Supervisor and if it considers the change to be reasonable and justified.

J. Revocation of the positive decision

In case the detainee violates a condition or restriction, the Council may revoke its decision of detainee's release on parole. He must then return to prisons and continue serving his sentence as an inmate.

The Council shall decide on this matter after hearing the detainee and the Supervisor and if it considers it reasonable and justified.

K. Rejection of the application

If the application of a detainee who is sentenced to life imprisonment or a detainee serving a prison sentence of more than 15 years is rejected, he may submit a new application after 2 years from the date of rejection. In all other cases, the detainee may submit a new application after 1 year from the date of rejection.

Furthermore, in the event of the rejection of his/her application by the Commission, the detainee may file an Appeal before the Administrative Court requesting a judicial review of the legality of the rejection decision. The appeal must be registered within 75 days of the notification of the rejection decision to the detainee. This deadline is strict.

