

South Australia

Correctional Services Regulations 2001

under the *Correctional Services Act 1982*

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Part 1—Preliminary

1—Citation

These regulations may be cited as the *Correctional Services Regulations 2001*.

2—Commencement

These regulations will come into operation on 31 August 2001.

3—Revocation

The *Correctional Services Act Regulations 1985* (see *Gazette 8.8.1985 p376*), as varied, are revoked.

4—Interpretation

In these regulations, unless the contrary intention appears—

Act means the *Correctional Services Act 1982*;

liquor means any beverage that, at 20 degrees Celsius, contains more than 1.15% alcohol by volume and includes any other substance that comprises, constitutes, contains or may be converted into that beverage;

prohibited activity—see regulation 10;

prohibited item—see regulation 9;

sexual intercourse includes any activity (whether of a heterosexual or homosexual nature) consisting of or involving—

- (a) penetration of the labia majora or anus of a person by any part of the body of another person or by any object; or
- (b) fellatio; or
- (c) cunnilingus.

Part 2—Admission of prisoners to correctional institutions

5—Admission hours

- (1) New prisoners may only be admitted for detention to the following correctional institutions from Monday to Friday (except public holidays), between 9 am and 6 pm:
 - (a) Adelaide Remand Centre;
 - (b) Adelaide Women's Prison;
 - (c) Cadell Training Centre;
 - (d) Mount Gambier Prison;
 - (e) Port Augusta Prison;
 - (f) Port Lincoln Prison;
 - (g) Yatala Labour Prison.
- (2) However, the manager of a correctional institution may admit a new prisoner to the institution on some other day or at some other time if the manager thinks good reason exists for doing so.

6—Declaration by prisoner on admission

On admission to a correctional institution, a prisoner must make a declaration in writing that specifies the personal property that the prisoner has with him or her or that is on or about the prisoner's person.

7—Prisoner may retain certain personal property

- (1) On admission to a correctional institution, a prisoner must be permitted by the manager to retain at the institution such personal property—
 - (a) the total value of which does not exceed \$200; and
 - (b) that is capable of being stored in a clothes protector and a locker area that measures 45 centimetres x 41 centimetres x 29 centimetres.
- (2) If, on admission, a prisoner is in possession of any personal property that is of a kind other than that referred to in subregulation (1), the prisoner must make arrangements to store it at a place other than a correctional institution and any costs incurred in storing the property will be borne by the prisoner.

- (3) If a prisoner refuses or fails to make arrangements to store property as required by subregulation (2), the manager may make such arrangements as are necessary to have the property stored at a place other than the correctional institution and may deduct any costs incurred in making such arrangements from any money held to the credit of the prisoner.

Part 3—Prohibited items, activities and communications

8—Items of personal use or consumption (section 32)

For the purposes of section 32 of the Act, the following items of personal use or consumption are prescribed:

- (a) soap;
- (b) female sanitary items;
- (c) shaving soap, razors and razor blades;
- (d) toothpaste and toothbrushes;
- (e) underarm deodorants;
- (f) hairbrushes and combs;
- (g) cigarettes, pipe tobacco and matches;
- (h) writing paper, envelopes, pencils, erasers and ball point pens.

9—Prohibited items (sections 33, 33A and 51)

For the purposes of sections 33(3)(f), 33A(4) and (5), and 51(1)(b), of the Act, the following items are prohibited items:

- (a) a substance that is—
 - (i) a prescription drug; or
 - (ii) a drug of dependence; or
 - (iii) a prohibited substance,
under the *Controlled Substances Act 1984*;
- (b) any—
 - (i) flammable, corrosive or toxic substance that is a dangerous substance under the *Dangerous Substances Act 1979*; or
 - (ii) liquor; or
 - (iii) paint; or
 - (iv) oil; or
 - (v) acid or alkali; or
 - (vi) glue; or
 - (vii) herbicide, fungicide or insecticide;
- (c) any pressurised spray canister;

- (d) any explosive, explosive device or incendiary device, or any substance or device that can be used in the manufacture of an explosive or incendiary device;
- (e) any pistol, revolver, rifle, machine gun, shot gun or any other kind of gun or weapon;
- (f) any device or instrument designed or commonly used, or that has been or is capable of being adapted or modified, for the purpose of—
 - (i) inflicting any kind of bodily injury or harm to a person; or
 - (ii) assisting a prisoner to escape from a correctional institution;
- (g) any book, diagram, plan or other document, or audio or video recording, or any other material of any kind, that instructs, teaches or otherwise guides a person—
 - (i) how to make any item referred to in the preceding paragraphs; or
 - (ii) about a method of escaping from a correctional institution or causing an insurrection, riot or other disturbance at a correctional institution;
- (h) any syringe or needle;
- (i) any pornographic material;
- (j) any camera or other photographic device;
- (k) any mobile telephone.

10—Prohibited activities (section 33)

For the purposes of section 33(3)(e) of the Act, the following activities are prohibited:

- (a) a riot, insurrection or disturbance in a correctional institution;
- (b) the taking of a hostage in a correctional institution.

11—Breaches of regulations—penalties (sections 43 and 44)

- (1) For the purposes of section 43(2)(a) of the Act, the prescribed amount is \$25.
- (2) For the purposes of section 44(2)(c) of the Act, the prescribed amount is \$50.
- (3) For the purposes of section 44(4) of the Act, the prescribed amount is \$3 000.

12—Prohibited manners of communication

- (1) For the purposes of section 51(1)(a) of the Act, all manners of communication between a prisoner and a person (other than a person who is lawfully in the same place as the prisoner) are prohibited except communications—
 - (a) at a lawful visit; or
 - (b) by an authorised telephone call; or
 - (c) by a letter lawfully sent to a prisoner.
- (2) For the purpose of this regulation, an *authorised telephone call* is one that is made or received in accordance with rules made by the manager or that has been specifically allowed by the manager.

Part 4—Conduct of prisoners

Division 1—Prisoners on home detention

13—Prisoner on home detention not to damage etc property of Department

A prisoner serving a period of home detention under Part 4 of the Act must not, without lawful authority or reasonable excuse, damage, interfere with, alter or dispose of any property belonging to the Department that is in the prisoner's custody.

Division 2—Prisoners in correctional institutions

Subdivision 1—Interpretation

14—Interpretation

In this Division—

prisoner does not include—

- (a) a prisoner serving a period of home detention under Part 4 of the Act; or
- (b) a prisoner released on parole under Part 6 of the Act.

Subdivision 2—Serious breaches

15—Serious breaches—miscellaneous

- (1) A prisoner must not assault another person.
- (2) A prisoner must not—
 - (a) disrupt security or order in a correctional institution; or
 - (b) incite another person to disrupt security or order in a correctional institution.
- (3) A prisoner must not—
 - (a) make preparation for an escape from lawful custody; or
 - (b) without the authorisation of the manager of the correctional institution in which the prisoner is imprisoned, possess an article that may assist a prisoner to escape from lawful custody.
- (4) A prisoner must not disobey, or refuse or fail to comply with—
 - (a) a lawful order or direction of an officer or employee of the Department or of a person authorised by the manager of the prison, individually or by class, to give directions to prisoners; or
 - (b) a procedure for, or notice or direction about, work safety promulgated by an officer or employee of the Department.
- (5) A prisoner must not perform work in an unsafe manner—
 - (a) knowing it to be unsafe; or
 - (b) with reckless indifference as to whether or not it is unsafe.

- (6) A prisoner must not set fire to any article without the authority of an officer or employee of the Department.

16—Serious breaches—sexual offences

- (1) A prisoner must not—
- (a) engage in sexual intercourse with another prisoner; or
 - (b) masturbate another prisoner.
- (2) A prisoner must not sexually harass another person.
- (3) A prisoner sexually harasses another person if he or she does any of the following acts in such a manner or in such circumstances that the other person feels offended, humiliated or intimidated:
- (a) he or she subjects the other person to an unsolicited act of physical intimacy;
 - (b) he or she demands or requests (directly or by implication) sexual favours from the other person;
 - (c) he or she makes, on more than one occasion, a remark with sexual connotations relating to the other person,

and it is reasonable in all the circumstances that the other person should feel offended, humiliated or intimidated by that conduct.

17—Threatening behaviour

- (1) A prisoner must not threaten any person (whether for the purposes of obtaining a benefit or not).
- (2) It is a defence to a charge against subregulation (1) if the prisoner proves that the threat was a threat to invoke the due process of the law and that—
- (a) the prisoner did not intend to obtain a benefit for himself, herself or any other person by making the threat; or
 - (b) the prisoner made the threat only for the purpose of avoiding the circumstance in relation to which the law would be invoked.

Subdivision 3—Minor breaches

18—Application of section 42A to this Subdivision

Section 42A of the Act applies to the regulations in this Subdivision.

19—Minor breaches—miscellaneous

- (1) A prisoner must obey the rules made by the manager of the correctional institution in which the prisoner is imprisoned.
- (2) A prisoner must not behave in a disorderly manner or cause unreasonable disturbance or annoyance to another person.
- (3) A prisoner must not forge, counterfeit or alter any document, article of identification or signature.

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Part 4—Conduct of prisoners

Division 2—Prisoners in correctional institutions

- (4) A prisoner must not hinder or obstruct—
 - (a) an officer or employee of the Department in the exercise of his or her powers or functions; or
 - (b) any other person lawfully exercising powers or carrying out functions in relation to prisoners.
- (5) A prisoner must not make a complaint against a person unless the prisoner has adequate grounds to believe that the complaint is true.
- (6) A prisoner must not use language or make a gesture that is abusive, insolent or obscene.
- (7) A prisoner must not refuse to work or carry out his or her duties without a reasonable excuse.
- (8) A prisoner must not—
 - (a) tattoo himself or herself; or
 - (b) tattoo another prisoner; or
 - (c) allow himself or herself to be tattooed.
- (9) A prisoner must not, without lawful authority, be in possession of any property of the Department or another person.
- (10) A prisoner must not, without lawful authority or reasonable excuse, damage, interfere with, alter or dispose of any property belonging to the Department or to another person.
- (11) A prisoner must not possess, or supply to another prisoner, a prohibited item.
- (12) A prisoner must not supply any property to another prisoner or receive any property from another prisoner—
 - (a) without the authorisation of the manager of the correctional institution in which the prisoner is imprisoned; or
 - (b) in exchange for any valuable consideration, benefit or service.
- (13) A prisoner must not fight with another prisoner.
- (14) A prisoner must not gamble.
- (15) A prisoner must not deposit litter, refuse or waste matter in any place other than a receptacle provided for the purpose.
- (16) A prisoner must not enter a cell or quarters other than his or her own without the authorisation of an officer or employee of the Department.
- (17) A prisoner must not leave—
 - (a) an area in which the prisoner is directed to be; or
 - (b) the areas in which the prisoner is authorised to be,without the permission of an officer or employee of the Department.
- (18) A prisoner must not use equipment or machinery of the Department without the authorisation of an officer or employee of the Department or of any other person who has lawful control over the use of the machinery or equipment.

- (19) A prisoner must not—
- (a) intentionally; or
 - (b) with reckless indifference as to whether or not a task is mismanaged or improperly performed,
- mismanage or improperly perform prison work or any other task assigned to the prisoner by an officer or employee of the Department.

20—Minor breaches—liquor and drugs

- (1) A prisoner must not supply or administer to another person—
- (a) liquor; or
 - (b) a substance that is a prescription drug, a drug of dependence or a prohibited substance under the *Controlled Substances Act 1984*.
- (2) A prisoner must not possess or consume, or administer to himself or herself, liquor unless the liquor was possessed, consumed or administered in accordance with the authorisation of an officer or employee of the Department.
- (3) A prisoner must not possess or consume, or administer to himself or herself, a substance that is a prohibited substance under the *Controlled Substances Act 1984*.
- (4) A prisoner must not possess or consume, or administer to himself or herself, a substance that is a prescription drug or a drug of dependence under the *Controlled Substances Act 1984* unless—
- (a) the substance has, for the purposes of that Act, been lawfully prescribed for or supplied to the prisoner; and
 - (b) the prisoner possesses or consumes or administers the substance for the purpose for which it was prescribed or supplied.

21—Defence to minor breaches relating to controlled substances

- (1) If a drug is found to be present in a sample of a prisoner's urine, the prisoner will be taken to be guilty of an offence against the relevant provision of regulation 20 unless—
- (a) the drug was lawfully supplied or administered to the prisoner; or
 - (b) the prisoner had not, on the day the urine sample was given, been in prison for the prescribed period; or
 - (c) the prescribed period had not, on that day, elapsed since the prisoner last gave a sample of urine in which the same drug was found to be present.
- (2) For the purposes of subregulation (1), the *prescribed period* means, in relation to the following drugs or a drug of the following classes:
- (a) amphetamines—7 days;
 - (b) cocaine metabolite—7 days;
 - (c) opiates—7 days;
 - (d) tricyclic antidepressants—7 days;
 - (e) methadone—21 days;

- (f) barbiturates—28 days;
- (g) benzodiazapines—28 days;
- (h) cannabinoids—70 days.

Subdivision 4—Complicity

22—Complicity

A prisoner who aids, abets, counsels or procures the commission of an offence under this Part is guilty of an offence and liable to be dealt with under the Act as a principal offender.

Part 5—Procedures on hearings and appeals

23—Procedure of manager dealing with breach of regulations under section 43

- (1) For the purposes of section 43(1) of the Act—
 - (a) the prescribed time within which the manager of the correctional institution may charge a prisoner with the offence of a breach of the regulations is 8 weeks from the date of the alleged breach; and
 - (b) the prescribed manner of conducting an inquiry into the allegation (except where the proceedings are to be heard and determined *ex parte*) is set out in the following subregulations.
- (2) On charging a prisoner with an offence against the regulations, the manager must—
 - (a) immediately give the prisoner a notice in writing that—
 - (i) sets out the date of the alleged offence and briefly states the facts on which the alleged offence is founded; and
 - (ii) identifies the particular regulation that is alleged to have been breached; and
 - (b) as soon as practicable after giving the prisoner notice of the alleged offence, fix a time, date and place for the hearing of the inquiry; and
 - (c) after fixing the time, date and place for the hearing of the inquiry, immediately inform the prisoner, by notice in writing, of the time, date and place of the hearing.
- (3) At the commencement of the inquiry, the manager conducting the inquiry must—
 - (a) read out the charge to the prisoner; and
 - (b) explain in simple language to the prisoner—
 - (i) the nature of the charge; and
 - (ii) the penalty that may be imposed if the charge is proved; and
 - (iii) the procedure that will be followed in conducting the inquiry; and
 - (iv) that the prisoner need not choose to give evidence but that, if the prisoner does so, the prisoner will be liable to be cross-examined.

(4) At the conclusion of the inquiry, the manager must—

- (a) make a written record of—
 - (i) the manager's decision in the matter; and
 - (ii) the reasons for the decision; and
 - (iii) the penalty (if any) imposed; and
 - (iv) the reasons for the penalty; and
- (b) provide the prisoner with a copy of the record.

24—Procedure of Visiting Tribunal dealing with breach of regulations

- (1) The procedure to be followed by a Visiting Tribunal in proceedings under Division 2 of Part 5 of the Act (except where proceedings are to be heard and determined *ex parte*) is set out in the Act and in the following subregulations.
- (2) At the commencement of the hearing, the Visiting Tribunal must—
 - (a) read out the charge to the prisoner; and
 - (b) explain in simple language to the prisoner—
 - (i) the nature of the charge; and
 - (ii) the penalty that may be imposed if the charge is proved; and
 - (iii) the procedure that will be followed; and
 - (iv) that the prisoner need not give evidence but that, if the prisoner does so, the prisoner will be liable to be cross-examined.
- (3) At the conclusion of the hearing, the Visiting Tribunal must—
 - (a) make a written record of—
 - (i) its decision in the matter; and
 - (ii) the reasons for the decision; and
 - (iii) the penalty (if any) imposed; and
 - (iv) the reasons for the penalty; and
 - (b) provide the prisoner with a copy of the record.

25—Orders relating to possession of prohibited item etc

If a manager or Visiting Tribunal has heard and determined a matter arising out of a breach of the regulations and the determination contains a finding that a prisoner was in possession of anything contrary to these regulations, the manager or Visiting Tribunal (as the case requires) may make any of the following orders:

- (a) in the case of a sum of money—
 - (i) if the prisoner is lawfully entitled to it—that the whole or part of it be credited to the prisoner;
 - (ii) if the prisoner is not lawfully entitled to it—
 - (A) that it be returned to the person lawfully entitled to it; or

- (B) where the identity or whereabouts of the person lawfully entitled to it cannot be ascertained—that it be paid to the Treasurer as unclaimed money for the purpose of the *Unclaimed Moneys Act 1891*;
- (b) in any other case—
 - (i) if the prisoner is lawfully entitled to it—that it be retained and handed to the prisoner on the prisoner's discharge from prison;
 - (ii) if the prisoner is not lawfully entitled to it—
 - (A) that it be returned to the person lawfully entitled to it; or
 - (B) where the identity or whereabouts of the person lawfully entitled to it cannot be ascertained—that it be destroyed or disposed of in such manner as is considered to be expedient.

26—Appeals against penalties imposed by managers (section 46)

- (1) For the purposes of section 46(2) of the Act, the prescribed manner for instituting an appeal by a prisoner to a Visiting Tribunal against a penalty imposed by a manager is set out in the following subregulations.
- (2) The prisoner must, within 7 days of receiving a copy of the record of the penalty imposed and the reasons for the penalty, serve on the manager a notice in writing stating—
 - (a) that the prisoner intends to appeal; and
 - (b) the grounds of the appeal.
- (3) After being served with a notice of appeal, the manager must—
 - (a) arrange for the Visiting Tribunal to hear the appeal; and
 - (b) provide the Visiting Tribunal with a copy of—
 - (i) the notice of appeal; and
 - (ii) the record made by the manager under regulation 23.
- (4) The prisoner must be notified in writing, at least 7 days before the date fixed for the hearing, of the time, date and place fixed for the hearing.

27—Appeals against orders of Visiting Tribunals (section 47)

- (1) For the purposes of section 47(2) of the Act, the prescribed manner in which an appeal against an order of a Visiting Tribunal is to be instituted is set out in the following subregulations.
- (2) The prisoner must, within 14 days of receiving a copy of the record of the penalty imposed and the reasons for the penalty, serve on the manager a notice in writing that—
 - (a) identifies the proceedings that are the subject of the appeal; and
 - (b) sets out the reasons why the prisoner considers that the proceedings were not conducted in accordance with the Act and these regulations.

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- (3) The manager must, within 14 days of receiving a notice under subregulation (2), lodge at the District Court or the Magistrates Court (as the case requires)—
 - (a) a copy of the notice; and
 - (b) a copy of the record that has been made under these regulations relating to the proceedings the subject of the appeal; and
 - (c) any other relevant material.

Part 6—Parole Board procedures

28—Summons by Board

- (1) A summons under section 63(1)(a) of the Act requiring a person to attend before the Board must be in the form set out in Form 1 of the Schedule.
- (2) A summons under section 63(1)(b) of the Act requiring a person to produce a document relating to a matter before the Board must be in the form set out in Form 2 of the Schedule.

29—Release on parole—application by prisoner

- (1) An application by a prisoner for release on parole made under section 67 of the Act must be made in the form set out in Form 3 of the Schedule.
- (2) The prisoner must serve a copy of the application on the Chief Executive Officer and the Board and may serve each copy by post.
- (3) On receiving the prisoner's application for parole, the Chief Executive Officer must cause details of the prisoner in the form set out in Form 5 of the Schedule to be served personally on the prisoner and on the Board.

30—Release on parole—application by Chief Executive Officer

The Chief Executive Officer, or any officer or employee of the Department authorised by the Chief Executive Officer—

- (a) may apply under section 67 of the Act for a prisoner's release on parole in the form set out in Form 4 of the Schedule; and
- (b) must cause details of the prisoner in the form set out in Form 5 of the Schedule to be served personally on the prisoner and on the Board.

31—Order for release on parole

- (1) If the Board or the Governor makes an order releasing a prisoner on parole under Part 6 Division 3 of the Act—
 - (a) the order must be in the form set out in Form 6 of the Schedule; and
 - (b) the Board must send a copy of the order to—
 - (i) the prisoner who is to be released on parole; and
 - (ii) the Chief Executive Officer.
- (2) The manager of a correctional institution who receives a copy of an order under subregulation (1) must return to the Board the copy of the order, signed by the prisoner, within a reasonable time of the prisoner being released on parole.

32—Community corrections officer may give directions to parolee

A community corrections officer may, subject to the conditions of parole, give a prisoner released on parole one or more of the following directions:

- (a) to report to the community corrections officer on a regular basis;
- (b) to reside at a place specified by the community corrections officer;
- (c) to follow a particular course of employment;
- (d) to notify the community corrections officer of any change in the person's place of residence or place of employment within 48 hours of any such change occurring;
- (e) to obtain the community corrections officer's written permission before the person leaves the State;
- (f) not to possess a firearm;
- (g) to avoid having contact with a specified person;
- (h) to obey any condition ordered by the Board as a condition of the prisoner's release on parole;
- (i) not to visit a specified place either generally or at a specified time;
- (j) not to have contact with any specified thing.

33—Variation or revocation of parole conditions (section 71)

- (1) An application by a person under section 71 of the Act for an order to vary or revoke any condition of parole must—
 - (a) be in writing; and
 - (b) be signed by the person making the application; and
 - (c) contain a concise statement setting out the facts on which the person intends to rely in support of the application.
- (2) The applicant must serve the application on the secretary to the Board by post or by leaving the application at the office of the secretary to the Board.

34—Application for discharge from parole (section 72)

An application by a person under section 72 of the Act for an order discharging the person from parole must—

- (a) be in writing; and
- (b) contain a concise statement setting out the facts on which the person intends to rely in support of the application.

Part 7—Miscellaneous

35—Prescribed number of visitors (section 34)

- (1) For the purposes of section 34(1) of the Act, the prescribed maximum number of persons is 3.

- (2) For the purposes of section 34(2) of the Act, the prescribed maximum number of persons is 3.

36—Declaration of drugs for purposes of Act (section 4)

Pursuant to paragraph (b) of the definition of *drug* in section 4 of the Act, the following substances (generally only supplied on prescription) are declared to be a drug for the purposes of the Act:

- (a) alprazolam
bromazepam
clobazam
clonazepam
chlorazepate
chlordiazepoxide
diazepam
flurazepam
flunitrazepam
lorazepam
midazolam
oxazepam
temazepam
triazolam;
- (b) amitriptyline
clomipramine
dothiepin
doxepin
imipramine
nortriptyline
trimipramine.

37—Drug testing of prisoners (section 37AA)

- (1) The directions that can be given to a prisoner for the purpose of collecting and authenticating a specimen of his or her urine for analysis to detect the presence of a drug under section 37AA of the Act are as follows:
- (a) a direction to accompany an officer or employee of the Department to a part of the correctional institution set aside for the purpose of collecting urine samples;
 - (b) a direction to select a urine sample container from among those provided by the institution and remove its cap;
 - (c) a direction to urinate, in the presence of 2 officers or employees of the Department and in such a manner as will enable the officers or employees of the Department to view the action, into the urine sample container so selected;
 - (d) a direction not to tamper in any way with the urine sample or to substitute it with another prisoner's urine or with any other substance;
 - (e) a direction to replace the cap on the container once the sample has been collected and place the container in a plastic bag provided by the institution;

- (f) a direction to clean up, with the cleaning materials provided, any urine that may have been spilt during the collection process.
- (2) A prisoner who has not, within 2 hours (or such longer period as the manager of the institution may in any particular case allow) of being directed to do so, provided a sample of his or her urine in accordance with the direction, will be taken to have failed to comply with the direction.
- (3) A prisoner must not refuse or fail to comply with, or contravene, a direction given under this regulation.
- (4) The maxima of the penalties that may be imposed under section 43 or 44 of the Act for a breach of this regulation are as follows:

Section 43(2):

(a)	forfeiture of a sum of money	\$75
(b)	forfeiture of amenities or privileges	84 days
(c)	exclusion from work	42 days

Section 44(2):

(a)	forfeiture of a sum of money	\$150
(b)	forfeiture of a sum of money	\$150
(c)	forfeiture of amenities or privileges	6 months
(d)	exclusion from work	84 days.

38—Medical examinations

For the purposes of assessing prisoners under section 23 of the Act, or for preventing or containing the spread of disease within correctional institutions, the Chief Executive Officer may direct a prisoner to undergo specified medical examinations or tests.

Schedule—Forms

Form 1:	Summons to attend before Parole Board of South Australia
Form 2:	Summons to produce document(s) to Parole Board of South Australia
Form 3:	Application for release on parole by prisoner
Form 4:	Application for release of prisoner on parole by, or on behalf of, Chief Executive Officer
Form 5:	Details of prisoner in relation to application for parole
Form 6:	Order for release on parole

Form 1

Correctional Services Act 1982

Summons to attend before Parole Board of South Australia

To(insert name in full)

of

..... (insert address)

The Parole Board of South Australia requires you to attend before the Board

at(insert place),

South Australia on(insert day and date)

at(insert time).

FAILURE TO ATTEND IN OBEDIENCE TO THIS SUMMONS MAY RENDER YOU
LIABLE TO A PENALTY NOT EXCEEDING \$5 000 OR IMPRISONMENT FOR A TERM
NOT EXCEEDING 3 MONTHS (SECTION 63 OF THE CORRECTIONAL SERVICES
ACT).

Dated the

Signed:

Presiding member/Member of the Board*

**Strike out whichever does not apply.*

Form 2

Correctional Services Act 1982

Summons to produce document(s) to Parole Board of South Australia

To *(insert name in full)*

of
..... *(insert address)*

The Parole Board of South Australia requires you to attend before the Board

at *(insert place),*

South Australia on *(insert day and date)*

at *(insert time)*

to produce then and there the document(s) particulars of which are set out below.

Particulars of document(s) to be produced:

.....
.....
.....

Every document that is in your possession and power, and that is particularised above, must be produced in obedience to this summons.

IF YOU FAIL TO OBEY THIS SUMMONS, YOU MAY RENDER YOURSELF LIABLE TO A PENALTY NOT EXCEEDING \$5 000 OR IMPRISONMENT FOR A TERM NOT EXCEEDING 3 MONTHS (SECTION 63 OF THE CORRECTIONAL SERVICES ACT).

Dated the

Signed:

Presiding member/Member of the Board*

**Strike out whichever does not apply.*

Form 3

Correctional Services Act 1982

Application for release on parole by prisoner

To: The Parole Board of South Australia and Chief Executive Officer of the Department for Correctional Services

1 I (*insert full name of applicant*)
of
..... (*insert address*)

apply, under section 67 of the *Correctional Services Act 1982*, for release on parole.

2 Attached to this application is a statement signed by me to assist the Parole Board in making a decision regarding my request for release.

(*Statement to be signed and dated by applicant and attached to this application*).

3 I require/do not require* an interpreter in the language.

Dated

Signed
(*Applicant's signature*)

*Strike out whichever does not apply.

Form 4

Correctional Services Act 1982

Application for release of prisoner on parole by, or on behalf of, Chief Executive Officer

To: The Parole Board of South Australia

1 Pursuant to section 67 of the *Correctional Services Act 1982*, I, the Chief Executive Officer/an officer/employee* of the Department authorised by the Chief Executive Officer*, apply for the release of—

..... (*insert full name of prisoner*)

of

..... (*insert name of correctional institution*)

2 Attached to this application is a statement signed by me supporting this application.

Dated

Signature of Applicant:

*Strike out whichever does not apply.

Form 5

Correctional Services Act 1982

Details of prisoner in relation to application for parole

To: The Parole Board of South Australia

The following details relate to (*insert full name of prisoner*)
who is applying for parole/in relation to whom an application for parole is being made by*/by
an officer/employee* of the Department authorised by*, the Chief Executive Officer.

ID No:

Alias:

Date of birth:

Male/Female*

Total period of imprisonment: (*insert head sentence/s*)

#Date and details of conviction:

.....

.....

Non-parole period expiry date:

Deportation or extradition orders (if any):

Details of home detention (if any):

#Details of previous parole (if any):

.....

#Criminal history:

.....

The details of this application are certified to be correct.

Signed:

Chief Executive Officer/Authorised Officer/Employee*

#Attach separate sheet(s) if space is insufficient.

**Strike out whichever does not apply.*

Form 6

Correctional Services Act 1982

Order for release on parole

To (*insert full name of prisoner*)
of

..... (*insert address*)

You were, on (*insert conviction date*)

convicted of (*insert convictions*)

and sentenced to (*insert sentence details*)

with a non-parole period of (*insert non-parole period*)

The Board orders/I, the Governor, order* that you be released on parole

on (*insert date of release on parole*)

That release is subject to the following conditions:

- (a) that you not commit any offence; and
- (b) that you not possess an offensive weapon unless you have first obtained the permission of the Board to do so and comply with the terms of that permission; and
- (c) that you are under the supervision of a community corrections officer and that you obey the reasonable directions of the community corrections officer; and
- (d) other conditions (if any)—

.....
.....

* If the prisoner is serving a life sentence, period recommended by the Board and approved by the Governor that the prisoner is to remain on parole

Dated:.....

For and on behalf of the Board:..... Presiding Member*

..... Member of the Board*

..... Governor*

**Strike out whichever does not apply.*

I (*insert full name of prisoner*)

confirm that I fully understand the conditions on which I am to be released on parole and I am prepared to accept those conditions.

Date

Prisoner's signature:.....

Legislative history

Notes

- For further information relating to the Act and subordinate legislation made under the Act see the Index of South Australian Statutes.

Principal regulations

Year	No	Reference	Commencement
2001	198	<i>Gazette 23.8.2001 p3302</i>	31.8.2001 : r 2