



**DIRECTORATE OF PRISONS AND
CORRECTIONAL SERVICES, ODISHA**

CIRCULAR No. 26/2021

Sub: Guidelines on use of Body Worn Cameras (BWC's).

1. Objectives-

The purpose of this SOP (as per BPRD guideline) is to inform about the usage of Body Worn Cameras (BWC's) within the Jails for transparency, accountability, security and protection of human rights. It will also help in dealing with:-

- Various issues regarding complaints and allegations of staff against inmates in terms of behaviour and vice-versa within Prison premises and during movement or admission at hospitals.
- Smoothen procedural impediments of security maintenance in Prisons.
- Facilitate role of Prisons/correctional staff at cells, entrance security level, judicial section etc. wherever the direct contact with inmates is established.
- Facilitate role of correctional administrators in reformation and rehabilitation of inmates, for future policy making as per existing international, constitutional, legal and judicial standards and practices.

2. Utilization:

- Areas where BWC's can be used-
 - i. Areas where allegations are generally made by inmates against correctional staff.
 - ii. Areas where complaints are generally made by jail staff against inmates.
 - iii. Areas which are not covered by CCTV Cameras in Prison premises.
 - iv. Areas which are covered by CCTV Cameras in Prison premises but close monitoring by BWC's is needed.
 - v. Any other area where trouble is anticipated.
 - vi. To be more specific, it is recommended that BWC's may be used for searching and frisking;-
 - During searches, when inmates come back from court to correctional homes.
 - During searches, on return of inmates from hospital.
 - During surprise check of cells/barracks, by teams of correctional homes to detect illegal items like mobile phones, contraband, currency, weapons, cigarette, etc.
 - While handling high risk criminals.
 - When escorting high risk criminals to the hospital.

3. Implementation-

- BWC's may be given to the staff in all domains, including medical, correctional and escorting, wherever direct contact with inmates is established on a routine basis. For example, security check for searching and frisking at the main entrance gate, barracks, kitchen area, vocational classes, meditation classes etc. It will also help in checking the movement of the escort taking inmates outside viz., hospital, court, other correctional homes etc.

- A Control Room may be established within the Prison premises for monitoring, recording, storage of the recorded data. If any server room already exists within the Prison premises the capacity of internet server may be enhanced suitably for storing the recorded data.
- The staff with BWC's will switch on and start recording once his/her duty shift starts and switch it off on the completion of the shift.
- Staff with BWC's may switch off BWC's at his/her discretion for maintaining privacy of inmates and their own (for example during visit in washrooms etc.) with intimation to the control room. The back-up of recorded data will be secured for at least 07 days in the Control Room of Prisons.
- BWC's should have the capacity of battery back-up for at least 4-5 hours to secure the recorded data.
- Data confidentiality to secure privacy of inmates and staff should be maintained by the Head of the Prison.
- Training for usage of BWC's (Operation & Storage) for front-line staff and management should be implemented simultaneously. Such training shall be done by the Prisons Academy, Bhubaneswar.
- Training on Operation and Storage for newly recruited correctional staff may be incorporated in their Induction Training Programme.
- Handling and taking over of the BWC, when the duty roster changes, should be logged properly.

4. Analysis of Recorded Data-

- Designated senior officer of the Jails with the in-charge of the Control Room may analyse the recorded data on regular basis for monitoring and supervision of the staff.
- In case of any allegations/complaints, the recorded data may be analysed immediately and copies preserved with due authentication.

As such, the pilot rollout may be monitored initially at Special Jail, Bhubaneswar and Circle Jail, Cuttack at Choudwar in 2021-22 and evaluated to study the benefits of the BWC's. This will help to set the standards for all other Prisons/Correctional Institutions where similar schemes may be implemented in due course.

Receipt of the guideline may be acknowledged.



D.G. of Prisons and D.C.S., Odisha

Memo No. 18251

Dated 18.10.2021

- Copy forwarded to the Superintendent of all Jails/ all Range D.I.G. of Prisons/ Deputy Director Prisons Academy for information & necessary follow up action.
- Copy forwarded to the Additional Secretary to Government, Home (Jails) Department, Odisha for information & necessary action.



D.G. of Prisons and D.C.S., Odisha