



correctional services

Department:
Correctional Services
REPUBLIC OF SOUTH AFRICA

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REFERENCE 11/5/2

Mr. James Ekron
South African History Archive (SAHA)
PO Box 31719
BRAAMFONTEIN
2017

Dear: Mr. Ekron

RE: SUBMISSION OF PAIA REQUEST SAH-2016-DCS-0003

Your E-mail message dated 10 March 2016 regarding the above mentioned PAIA request, refers.

Attached hereto please find the response on the required information.

For your attention.

Regards

JG SMALBERGER
CHIEF DEPUTY COMMISSIONER: INCARCERATION & CORRECTIONS
DEPARTMENT OF CORRECTIONAL SERVICES

DATE: 2016/03/17.

SUBMISSION OF PAIA REQUEST SAH-2016-DCS-0003

Response on the required information are as follows:

- (i) **A list of the make and model of any electronically activated high-security transport stun belts used in terms of Regulation 18(1)(e) of the Correctional Services Act.**

Only one (1) type of an electronically activated high-security transport stun belt is used in the Department of Correctional Services. The belt is marketed as an electronically activated high-security prisoner transport stun belt. This is the only model with dimensions 60 x 110 x 30mm.

- (ii) **A list of the make and model of any electronically activated devices used in terms of Regulation 19(1)(b) of the Correctional Services Act.**

Other electronically activated devices in use within the Department of Correctional Services are as follows:

- Electrified Shields:
 - Electrified Maxi Shield with dimensions 600 x 900mm.
 - Electrified Mini Shield with dimensions 600 x 500mm.
 - Electrified Midi Shield with dimensions 600 x 250mm.

The above mentioned shields are marketed as electrified shields.

- Hand-held electronic immobilizing stun devices:
 - The hand-held electronic immobilizing stun device is approved for use in the Department but currently no such devices are in use.

- (iii) **Any internal memo or policy document indicating which rank or position within the Department of Correctional Services empowers an individual to use electronically activated high-security transport stun belts, in terms of section 31 of the Correctional Services Act.**

Heads of the Correctional Centres authorize the use of electronically activated high-security transport stun belts. This authorization is mandated in the

Departmental Policy document, namely the B-Order, Sub – order 2, Safety and Security, Chapter 16, paragraph 4.3.7. Copy of relevant Policy attached.

- (iv) Any internal memo or policy document indicating which rank or position within the Department of Correctional Services empowers an individual to use electronically activated non-lethal incapacitating devices, in terms of section 33 of the Correctional Services Act.**

Heads of the Correctional Centres authorize the use of electronically activated non-lethal incapacitating devices. This authorization is mandated in the Departmental Policy document, namely the B-Order, Sub – order 2, Safety and Security, Chapter 16, paragraph 4.4.1. Copy of relevant Policy attached.

- (v) The Department of Correctional Services B-Orders on Safety and Security**

- **Reference number, if available;**
- **Any further particulars of record.**

Departmental Policy regarding the above mentioned items is available in the B-Order, Sub – order 2, Safety and Security. This Policies is countrywide electronically available within the Department of Correctional Services and can be activated on the DCS Intranet.



Chapter 16: Security Equipment

0 Utilisation of Security Equipment

1.1	<p><i>Ref. Sections 31, 33, 34 and 35 of the Correctional Services Act - Act No. 111 of 1998 Regulations 18, 20, 21 and 22</i></p> <p>Policy Statement Approved security equipment must be issued to officials for utilisation during the performance of the safe custody function. Area Managers, Heads of Prisons are responsible for ensuring that sufficient security equipment is available at all times and must exercise proper control over the budgetary and procurement process.</p>
1.2	<p>Security equipment must be used as prescribed as it is an essential aid for the protection of officials, prisoners and other persons and the prevention of escapes.</p>





16.0 Non-Lethal Incapacitating Devices

2.1	The only non-lethal incapacitating devices that may be used by a correctional official are the following.
(a)	Chemical agents
(b)	Electronically activated devices
(c)	Rubber missiles





4.0 Electronically Activated Devices: General Stipulations

4.1 (a)	<p><i>Ref. Section 33 of the Correctional Services Act - Act No. 111 of 1998 Regulation 20(7)</i></p> <p>An electronically activated non-lethal incapacitating device may only be activated for use for the purposes prescribed in Section 33 of the Act and only for such a period as absolutely necessary to incapacitate the prisoner after which it must be deactivated.</p>
(b)	<p>Non-lethal incapacitating devices used as mechanical restraints may only be used on prisoners when outside their cells and during transit (escort).</p>
(c)	<p>When not in use such equipment must be stored and locked away safely.</p>
4.2	<p>Hand-held electronic immobilising stun device</p>
4.2.1	<p>The hand held stun device is mainly used for self defence by both female and male officials working with prisoners. The following are the ideal situations/areas where the stun device can be used:</p> <ul style="list-style-type: none"> ● For self-defence by social workers, psychologists, educationists, etc. during consultations as well as nurses in prison hospitals. ● Ideal for use by female officials working in male prisons. ● During the escorting of high risk/dangerous prisoners inside or outside the prison premises. ● In cells (riot situations) where space is limited. ● In areas where the use of fire-arms is not safe/permitted. ● Other appropriate areas according to the Head of the Prison's/Head: Community Corrections' discretion.
4.2.2	<p>The following aspects must be strictly adhered to:</p>

(a)	The stun device must only be used for self-defence.
(b)	Officials may not tamper with the device.
(c)	Care must be taken not to drop the device as it can be damaged.
(d)	The battery is rechargeable and the indicator light must be meticulously monitored (see user manual for more details).
(e)	Both electrodes should be in contact with the target in order for the stun device to be effective during use.
(f)	In order to prevent shocking, the electrodes must not be touched.
(g)	Whenever the device has been used the official must immediately make a written report to the Head of the Prison/Head Community Corrections regarding the circumstances surrounding the incident.
(h)	The reason for the use as well as the date and the official's name must be entered in the Head of the Prison's/Head: Community Corrections' diaries.
(i)	The Head of the Prison/Head: Community Corrections must enter the reason for the activation of the device, a summary of the occurrence as well as the actions following in his/her diary.
(j)	After the device has been used on a prisoner he/she must where necessary receive immediate medical attention.
(k)	Proper control must be exercised by means of a register in respect of the issue and receipt of stun devices.

The register must be divided as follows:

- Date
- Stun device number
- Battery number
- To whom issued
- Functioning of stun device (physical and functioning)
- Functioning of battery (physical and functioning)
- Signature (name in print) of recipient
- Datum returned
- By whom handed in
- Functioning of stun device (physical and functioning)
- Functioning of battery (physical and functioning)
- Signature (name in print)
- Checked by

The register must be checked on a daily basis by the Supervisor: Internal Custody. The register must be checked by the Head of the Prison/Division Head: Operational Services or Head: Community Corrections on a weekly basis.

Electronically activated high security stun transport belt

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| 4.3.1 | This belt may only be used on prisoners when outside their cells and during transfer/escorting. |
| 4.3.2 | Ideal for use when working with high risk/ dangerous prisoners especially during escort outside and inside high security sections/prisons. |
| 4.3.3 | Can be used on male and female prisoners (excluding pregnant women). Must only be used in the most extreme cases. |
| 4.3.4 | When used on a prisoner, the prisoner must be under the direct and immediate supervision of the official in possession of the activating device. |
| 4.3.5 | Whenever the belt had been activated, the incident must be reported to the Head of the Prison as prescribed for the electronic immobilising stun device. |

4.3.6	After activation of the belt the prisoner must where necessary receive medical attention as soon as possible.
4.3.7	This belt must only be issued for use on the specific instruction of the Head of the Prison.
4.3.8	Only trained officials must be allowed to use the belts. They must be fully aware of the operational instructions (manual for operation).
4.3.9	Officials may not tamper with the electrified belt and remote control.
4.3.10	The rechargeable battery must be meticulously monitored.
4.3.11	Proper control must be exercised by means of a register in respect of the issue and receipt of belts.
	<p>The register must be divided as follows:</p> <ul style="list-style-type: none"> ● Date ● Time ● Belt number ● Battery number ● Remote control number ● To whom issued ● Functioning of belt (physical and functioning) ● Functioning of battery (physical and functioning) ● Signature of recipient (name in print) ● Date returned ● By whom handed in ● Functioning of belt (physical and functioning) ● Functioning of battery (physical and functioning) ● Signature of recipient (name in print) ● Checked by <p>The register must be checked on a daily basis by the Supervisor: Internal Custody. This register must be checked by the Head of Prison/Division Head: Operational Services on a weekly basis.</p>

4.4	Electrified shields
4.4.1	Electrified shields are mainly utilised by Emergency Support Teams during situations of unrest inside or outside prisons. Where necessary the Head of the Prison can decide which other officials, who have been trained in the use thereof can be issued with such shields and under what circumstances.
4.4.2	Whenever electrified shields have been used the incident must be reported immediately to the Head of the Prison as prescribed for the electrified stun device.
4.4.3	Whenever the electrified shield has been used against a prisoner(s), the prisoner(s) must where necessary receive immediate medical attention.
4.4.4	Proper control must be exercised by means of a register in respect of the issue and receipt of electrified shields.
4.5	<i>Regulation 20(9)</i>
	Rubber type missiles (ammunition)
4.5.1	Weapons equipped for the purposes of firing rubber type ammunition may only be issued to trained correctional officials and then only for training purposes or during emergency situations for the purpose of crowd control both inside and outside prisons on prison reserves.
4.5.2	Rubber type ammunition must not be used at a distance of less than thirty (30) metres and if less than thirty (30) metres the fire must be aimed at the legs of the prisoners/persons. Rubber type ammunition must not be used within the confines of prison cells or other enclosed areas.
4.5.3	Whenever rubber type ammunition was used except for training purposes, the incident must be reported to the Head of the Prison immediately as prescribed for electronically activated stun devices.
4.5.4	<i>Regulation 20(9)</i>

	Before any action (emergency situations) is taken where rubber type ammunition is to be used it must be ensured that medical staff who can render medical assistance are available to deal with prisoners/persons who can be injured.
4.5.5	All injured prisoners/persons must receive immediate medical treatment after the incident.
4.5.6	The issue and receipt of this type of ammunition must be recorded in the Register: Rotation Fire-arms.

