



ANDAMAN & NICOBAR ADMINISTRATION
तुय व/हकद दक; क्य;
OFFICE OF THE JAIL SUPERINTENDENT
फत्यक दकजकज] DISTRICT JAIL
इकरजकज] Prothrapur

CITIZEN CHARTER IN RESPECT OF A & N PRISON DEPARTMENT

1. What is the vision of the Prisons Department?

To Provide for the safe and secure detention of the Prisoners committed to Prison custody.

To Provide for the reformation and rehabilitation of Prisoners.

To Provide for Basic Minimum facilities to Prisoners to maintain human dignity.

2. What is the Mission of Prisons Department?

To provide minimum standard of living / treatment to the Prisoners remanded to judicial custody and at the same time reform/ rehabilitate them by involving them in various vocational, spiritual, educational activities so that they become better citizens of the country after their release.

3. What is the organizational set up of Prisons Department?

INSPECTOR GENERAL (PRISONS)				
SUPERINTENDENT JAIL	MEDICAL OFFICER	COMMANDANT	ANDAMAN ARMED POLICE	WELFARE OFFICER
DEPUTY SUPERINTENDENT JAILOR, DY. JAILOR, CHIEF HEAD WARDER, HEAD WARDER, WARDERS AND OTHER CLASS- STAFF	OTHER PARA MEDICAL STAFF	CENTRAL RESERVE POLICE FORCE		

The Inspector General of Prisons, is the Head of the Prison Department and is assisted by Superintendent Jails, Deputy

Superintendent, Jailor, Dy. Jailor, Chief Head Warders, Head Warder and Warders.

The custodial duties of the Prisoners are performed by the Jail Staff where as the external security, Patrolling, etc. are taken care of by Central Reserve Police Force and search by Andaman Police.

A section of Andaman Armed Police handles the escorting of the Prisoners to the courts/ hospitals etc.

A Medical Officer heads the Medical Administration of District Jail, Prothrapur assisted by the para-medical staff.

4. What is the Postal address of the main Office, attached/ subordinate Office/ field units etc.?

Office of the Inspector General of Prisons, Andaman & Nicobar Administration, Port Blair 744101.

Office of Superintendent, District Jail, Prothrapur, Brichgunj, Port Blair 744103.

5. What are the working hours for Office and Public?

Working hours in PHQ

8.30 A.M. to 5.00 P.M. – Monday to Friday.

Working hours for Mulakat with Prisoners

11.30 A.M. to 1.30 P.M. (Mulakat by relatives & friends)

No Public meeting on Sundays and Hoildays

6. What type of services are being provided?

Safe detention and release of Prisoners;

Wholesome and hygienic food to prisoners;

Arranging interviews of prisoners with their relatives/friends;

Education, spiritual, Vocational and recreational activities for the prisoners in association with reputed NGOs.

Medical care to prisoners lodged in jails,

Free Legal Aid to Prisoners

Holding of Special Courts for the confessing undertrials in petty offences.

7. What is the Mechanism for redressal of grievances

General Public can meet jail Supdt. or IG(Prison) in connection with any of their grievances on all working days.

Petition box is circulated in the jail through the petitions officer

Dy. Superintendent/ Jailor-I is the Vigilance Officer- all complaints can be addressed to Inspector General of Prisons and Superintendent of Jail.

Sampark Sabha by Jailor – II

Panchayats of Prisoners in jail by Supdt. Jail and Mahapanchayat with IG (Prisons).

Visit of Official and non-Official visitors.

Monthly visit by designated Addl. Sessions Judges who have their own petition boxes also.

Fortnight visit by District Magistrates / Addl. District Magistrates.

Petitions to trial courts – Prisoners can petition about their grievances.
