Bureau of Police Research & Development
(Research & Correctional Administration Division)

Subject - Model Standard Operating Procedure (SOP) on implementation of Body Worn Cameras (BWC's) in Indian Correctional Administration System- reg.

As desired, the model Standard Operating Procedure (SOP) on implementation of Body Worn Cameras (BWC's) in Indian Correctional Administration System is enclosed for kind perusal.

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MODEL STANDARD OPERATING PROCEDURE (SOP) on

"IMPLEMENTATION OF BODY WORN CAMERAS (BWC’s) IN INDIAN CORRECTIONAL ADMINISTRATION SYSTEM"

Prepared by

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A. Introduction

Correctional Administration System has evolved over centuries into its current form. As per National Crime Record Bureau (NCRB) official data, a total of 673 inmates escaped during 2018, where 113 (16.79%) had escaped from the police custody and 560 had escaped from judicial custody. Total 30 incidents of jail break occurred during 2018 and 106 instances of clashes/group clashes among inmates occurred during 2018. Over the period of time many events of jails breaks, clashes/group clashes, inmates escaping, etc., are being faced by Correctional Administrators across the States/UTs in India.

Maintaining security and safety measures at correctional homes is a crucial issue faced by the correctional administration. In order to focus on this vital aspect, the BPR&D held a two days National conference from 12 to 13 September, 2019, on the theme: “Criminal Activities and Radicalization inside jails vulnerability of other inmates and jail staff and their protection”.

The Staff Strength at Correctional Homes, based on their duties and responsibilities, may be put into the following five categories: Executive, Medical, Correctional Services, Ministerial and others. From the statistical point of view, at present, there are 1339 Correctional Homes with the strength of 60,024 Correctional Staff {Executive (50,878), Medical (1,914), Correctional (616), Ministerial (4,335) and others (2,281)} only as against inmate’s population of 4, 66,084 in India (Source NCRB’s Prison Statistics in India-2018). The occupancy percentage comes to 117.6%.

Preparation of Model Standard Operating Procedure (SOP) on “Usage of Body Worn Cameras (BWC’s) in Indian
Correctional Administration” is one of the reformative initiatives taken by the Bureau of Police Research and Development of India for correctional administration reforms. Usage of the BWC’s will provide evidence/footage as an additional tool to the correctional institutes in order to help secure the correctional staff and inmates and protect their human rights as well.

B. Objectives-

The purpose of this SOP is to inform and recommend to the correctional departments/ institutions in (States/UTs) about the usage of Body Worn Cameras (BWC’s) within the Correctional Homes for transparency, accountability, security and protection of human rights. It will also help in dealing with:

- various complaints received regarding smuggling, human rights violation, manhandling, high-handedness of inmates etc.
- various issues regarding complaints and allegations of staff against inmates in terms of behaviour and vice-versa within correctional home premises and during movement or admission at hospitals.
- Smoothen procedural impediments of security maintenance in correctional homes.
- Facilitate role of 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.
C. 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 correctional home premises.
  iv. Areas which are covered by CCTV Cameras in correctional homes 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.

D. Implementation-

- Establishing and identifying the level of the existing correctional staff for the implementation of BWC's will be the foremost step.
- Correctional Staff Strength, based on their duties and responsibilities, are categorized into the following five categories: Executive, Medical, Correctional, Ministerial and Others. 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 correctional homes premises for monitoring, recording, storage of the recorded data. If any server room already exists within the Correctional Home 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 correctional homes.
- BWC’s should have the capacity of battery back-up for at least 4-5 hour with an additional set of batteries to secure the recorded data.
- Data confidentiality to secure privacy of inmates and staff should be maintained by the Head of the Correctional Home.
- There should be some surplus stock of BWC’s with the correctional executive for utilization of these BWC’s at their discretion. For example, spare BWC’s should be available for court visit and hospital visit of inmates.
- Training for usage of BWC’s (Operation & Storage) for front-line staff and management should be implemented, simultaneously.
Such training may be done by either the state correctional training institutes or correctional home itself.

- Training on Operation and Storage for newly recruited correctional staff may be incorporated in their Induction Training Programme.
- Purchase cost and maintenance expenditure will be borne by the concerned state correctional department.
- Handling and taking over of the BWC, when the duty roster changes, should be logged properly.

E. Analysis of Recorded Data-

- Designated senior officer of the correctional homes, 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.

F. Conclusion –

Currently, BWC's are being utilized in India mainly by the Traffic Police and law and order police to counter allegations of police high-handedness. It is recommended that state correctional institutions can start implementation of BWC’s scheme in a phased manner, carefully choosing pilot sites, where randomized controlled trials can be conducted on the benefits of BWC implementation. As such, the pilot rollout may be monitored and evaluated to study the benefits of the BWC's. This will help to set the standards for all other correctional institutions where similar schemes may be implemented.