

MANUAL 5
RULES, REGULATIONS, INSTRUCTIONS, MANUALS AND RECORDS FOR
DISCHARGING FUNCTIONS

{SECTION 4(1) (B) (V)}

The Management, control and working of the Prison Department is conducted as per the provisions contained in Delhi Prison Act, 2000 and Delhi Jail Manual.

The rules and regulations governing the interview of prisoners framed the Prison Department are as under:-

1. All prisoners will be allowed interview with their friends and relatives twice a week. If more interviews are requested, the same may be held only after due approval of Superintendent Jail in writing.
2. Prisoners would be allowed legal interviews/Embassy interviews with their advocates/Embassy officials during normal legal interview hours. In case the advocate/Embassy officials reach after the stipulated hours, no interview shall be permitted unless the bonafide of delay is to the satisfaction of the concerned Jail Superintendent and he grants the permission. Legal interviews/Embassy interviews shall be held in the room of Deputy Superintendent and in his presence. Every interview between a unconvicted prisoner and his legal advisor/Embassy officials shall take place within sight but out of hearing and every interview with a convicted prisoner shall take place in the presence of a Jail officer, who shall be responsible to see that no irregularity occurs and shall be so placed as to be able to see and hear what passes and to prevent any article being passed between the parties.
3. Neither legal nor personal interviews by prisoners with Advocate, friends and relatives shall be permitted on holidays, Saturdays and Sundays.
Generally all personal interviews by the prisoners with their friends and relatives should be held during the specified timings only. However, the Superintendent Jail may relax this provision if he is satisfied that grounds for relaxation are genuine.
4. All particulars of the friends/relative/advocates shall be noted in the interview register kept for the purpose.
Interviews of High Security prisoners shall be held in the presence of the Deputy Superintendent (Deody) and the particulars of all visitors shall be noted in the register kept for the purpose.
5. All interviews with the friends and relative of prisoners shall be held in the interview room only. However, this may be relaxed by the Superintendent Jail incase the visitor is very old or for any sufficient cause, where he can, allow interview in the room of Deputy Superintendent.
6. No prohibited articles shall be permitted into the jail at any time. A prisoner is allowed to receive one time home made vegetarian food during his interview days. He can also receive fruits either 12 pcs or 2kg (which ever is less) at one time. He can also receive coupons worth Rs.250/-, 4 pairs of clothes, undergarments. The foreign prisoners are allowed four pairs of clothing, eatables like biscuits, dry fruits, cheese, cake, jam (in plastic container) – the cumulative weight should not exceed 2 kgs per month, fresh fruits 2 kg per month, foot wear 2 pairs or any other articles with the permission of Superintendent Jail.
7. Registration for General Mulakat will start on telephone from 10 AM to 5 AM on a working day and should be done on the basis of identification from ration card/voters I card/Pass Port/Driving License or Identity Card issued by the Government. A Maximum of 3 persons shall be allowed to meet the prisoner and the duration of interview shall not ordinarily exceed 30 minutes. Registration for Legal interviews and Embassy Interviews will be held from 3.30 PM to 4 PM and should be done on the basis of Advocate's Identity card/Ministry of External Affairs authorization and Diplomatic card and interviews will be held between 4 PM to 5 PM only.