

Author:

Dr. William Aloskofis, Sociologist, Detention Premises of Korydallos

Edited by:

Dr. Sofia Giovanoglou, Law

Office of the Secretary General of Crime Policy

Critics by Messrs.:

M.Anagnostaki, G.Archontidis, G. Thrapsaniotis, N.Pimenidis, I.Stalikas, G.Psaraki

Study – Designed by:

Anna Karakonstanti

Printed by:

National Printing Office, March 2016

Prison is a place where people live together. Therefore, it is necessarily governed by rules, so that life for the detainee and work for the employee may be safe and without any problems. The “rules of the game” in prison is a grid of rights and obligations. A summary of these rules is presented in this booklet. You may find more in the Penitentiary Code and Internal Regulations.

Time in prison is difficult: without freedom, away from family and friends, without any favourite habits. Not though without any rights. Knowing and exercising them, strengthen and protect your personality, but also compel the administration to act based on rules. But at the same time, there are also obligations, and fulfilling them will not just get you out of prison more easily, but will turn time spent inside prison more easy.

Respecting the rights and fulfilling the obligations excludes arbitrariness. Of course, the final measure on rules is respecting human dignity and protecting life. In any case though, justice does not stop at the prison door.

Eftychis Fytrakis

Director General of Crime and Penitentiary Policy

CONTENTS

Leaves

Correspondence

Referring to the authorities and expressing complaints

Prohibited items

Permitted items

Hunger strike (right to health)

Conditional Release

Conditional release for disabled prisoners

Release from prison (preparation)

Safety and physical integrity

Legal aid

“Bracelet” (early release on electronic monitoring)

Nutrition and clothing

Possibilities once entering the detention premise

Prosecution supervision

Voting right

Training - Serving time

Serving time at home (at your residence)

Information, entertainment, sports

Visitation rights

Work

Beneficial calculation

Treatment, detoxification (from drugs)

Religious freedom

Detention premises

Central Council for Prisoners Transfer (K.E.M.)

Community service

Reduction of detention time (cases)

Day's wages (see beneficial calculation)

Transfers

Transport

Disciplinary control

Disciplinary offences and disciplinary punishments

Disciplinary Board

Clothes

Prisoners' Labour Board

Prison Council

Telephone communication

Health

Hygiene, cleanliness

Obligations (basic)

Food

Visiting hours

Timetable

Leaves

You have a right to ask, if you meet legal requirements, for:

- **Regular leave** from 1 to 6 days for your gradual reintegration and for preparing yourself to be released from prison. The duration of your leave may be increased up to 9 days, as soon as you have served 2/5 of the sentence or 12 years in case of life imprisonment. You may apply for a new leave two months after the date you left. The overall days of regular leave, without days of travelling, may be 45 days per year maximum. The Disciplinary Board (see Disciplinary Board below) decides on granting the leave based on terms and conditions prescribed by the law (articles 54 – 56 of the Penitentiary Code). If your request for granting a regular leave is rejected for a second time in a row, you may appeal before the Council of the Magistrate's Court within 5 days since the rejection decision is communicated to you.

You also have a right to ask financial support when receiving a regular leave, to cover the absolutely necessary expenses, to travel with public transportation, if proven that you are in need.

- **Extraordinary leave** by the supervising public prosecutor (see Prosecution supervision below) for 24 hours maximum, either under escort or without. The extraordinary leave is granted to fulfil family, vocational or other emergency or unforeseeable exceptional needs.

An extraordinary leave may also be granted by the personnel and the director of the detention premise, notifying the supervising public prosecutor, due to a spouse or family member's funeral, up to second degree family relation, in urgent critical situations of their health.

- **Educational leave** for your studies at any grade educational school on terms prescribed by the law. The educational leave is granted by the Disciplinary Board (see Disciplinary Board below).

Correspondence

You have the right to:

- Send and receive letters without limitation and in due time via the service of ELTA box (Hellenic Post). You need a licence by the Prison Council (see Prison Council below) only to correspond with another prisoner.
- Ask social service to cover the expenses of your correspondence in case you are in need.

The secrecy of your communication is protected. Its content may be checked for security reasons or for the competent authorities to investigate particularly serious crimes.

Referring to the authorities and expressing complaints

You have a right to:

- Request in writing a hearing by the supervising public prosecutor, director or department heads, as well as the scientific personnel (psychologist, sociologist, social worker). On a daily order by the director posted on the detention premises areas, days and hours of hearing per month are determined.
- Report in writing to the Prison Council in case of illegal action against you or illegal order given by the personnel (see Prison Council below). If the Prison Council rejects your request, you may, within 15 days since you are notified of the decision, or in case of no answer within a month since you submitted your report, appeal by a memo to the local Magistrate's Court Council (article 6, paragraph 1 of the Penitentiary Code).
- Appeal to the supervising public prosecutor, if there are obstacles in your visiting hours, your telephone or other communication and for any other matter concerning your fair treatment and protection.

- Send reports or letters to national agencies, such as The Greek Ombudsman or international organizations. Letters must be immediately forwarded by the directorate of the premise, without checking its content (article 6, paragraph 3 of the Penitentiary Code).

The Greek Ombudsman authority has further been appointed as the “National Preventive Mechanism against Torture” and other cruel, inhuman or degrading treatment of punishment, and may visit all premises of custodial sentences and talk to prisoners. Furthermore, ordinary and extra controls in the detention premises are being held by the Detention Premises’ Inspection and Control Body of the Ministry of Justice, Transparency and Human Rights.

The Ministry’s General Directorate of Crime and Penitentiary Policy, supervises via its departments, the operation of detention premises in the country, insures that any illegal actions are revoked and meeting requests from prisoners, and also controls persons in charge (article 6, paragraph 2 of the Penitentiary Code).

Prohibited items

When you first enter it is prohibited to carry with you:

- soaps in solid and liquid form or powder
- toothpaste, shaving foam, crèmes in different packages, perfumes
- radio cassette players, cassette recorders, digital audio equipment except radio, microcomputers, electronic toys, mobile phones, personal organizers
- pens and markers if they may not checked
- pillows, mattresses, rugs, blankets similar to those granted
- cigarettes and smoke in any package
- toilet paper, paper towels, diapers, sanitary napkins
- cosmetics of any kind
- shoes, with metal parts or two soles or aerosol, and boots that cannot be checked
- jackets with glass fabric if they cannot be checked

You are not also allowed to have:

- a mobile phone (it is prohibited to possess and use a mobile phone) and its parts (adapter, SIM card)
- sharp objects that can be used as weapons
- narcotic or alcohol substances, devices to manufacture or use them
- assets or items your cellmates exclusively use
- phone cards amounting overall over 25 euro

Money, jewellery, valuables and other items, despite those permitted, you are giving them for keeping in the accounting office and the storeroom when you are first let in. These items are listed analytically in a special registry book by an employee, you sign when giving them and they are returned to you and you sign for them in case you are transferred or released from prison.

In case of a doubt as to whether an item is permitted or not, the Police Sergeant makes the decision.

Permitted items

It is permitted for you to have in your cell items of direct and everyday use, with no metal sheeting. Their overall volume may be of a regular size suitcase and not any larger, and these are:

- necessary clothes, shoes, underwear, slippers without any nails, buckles or any other dangerous parts
 - a wrist watch operating, wedding ring
 - a religious symbol
 - plastic hangers
 - toothbrush, plastic razors, plastic comb, BIC lighter
 - small radio, small TV set with headphones
 - sunglasses or vision glasses
 - a small nail clippers without scissors

- pencils, pen, paper, books, newspapers, magazines on a limited number and provided they are checked, sheets, pillowcases, towels and blankets without webbing
- plastic utensils, spoons, forks, Tupperware, and a small thermos if that can be examined
- backpack, travel bag of soft fabric, plastic or any other flexible material, without double bottom and metal supports
- any kind allowed for buying from a shop or a canteen
- plastic back brace, hernia belts, crutches, orthopaedic articles, following a permit from the prison doctor and provided they can be checked
- medications, following a doctor's permit
- articles for educational or artistic purposes and for using time creatively, following your application and a permit granted by the Prison Council, provided they can be checked

Hunger strike (right to health)

A prisoner stating that he/she is beginning a hunger strike has the right to call a prison doctor or a doctor of his/her choice, to verify his physical, emotional and mental health (article 31, paragraph 1 of the Penitentiary Code).

Conditional Release

You may be early released, that is, having served a part of the sentence that depending on the sentence imposed by the court is specifically prescribed by the law. You may ask about that the prison secretariat. The Magistrate's Court Council decides on your release. If though you do not meet the terms specified in the release ordinance, or you are convicted for another offence, you will return to prison and serve your entire remaining sentence.

Conditional release for disabled prisoners

In case you face serious health problems or a severe disability, you may be released earlier so that your health is not worsened. For that reason, you may ask for a relevant examination by an expert doctor or from KE.P.A. (Disability Certification Center). However, if you committed another offence, you will serve the entire remaining of your sentence without having the right to be released again based on these provisions (article 110A of the Penal Code).

Release from prison (preparation)

After you are released from prison, it is possible that you face practical difficulties in everyday life or adjustment problems. You may still not know where to go for help. To better prepare you return to family and social life, even to have support so that you may look for work, you may work together with social service and its specialized personnel (psychologist, sociologist, social worker at the detention premise where you are being detained).

Furthermore, your participation in educational programs and vocational training programs, as well as in special therapy groups and other activities organized in prison, might help you reinforce your skills and get in touch with people and agencies that could help you when you are released.

“EPANODOS” is a legal entity of private law operating under the supervision of the ministry of Justice, Transparency and Human Rights, and exclusively dealing with matters relating to persons being released from prison. You may have further information on “EPANODOS” and other agencies and services operating at your area of residence from the social service and the prison personnel where you are being detained.

EPANODOS, Released Prisoner Reintegration Center

28-30 Derigny St., Victorias Square,

P.C. 104 34 Athens,

Tel.: 210-8815904, 210-8815032, fax: 210-8251109

Email: epanodos@epanodos.org.gr,

<http://www.epanodos.org.gr>

Safety and physical integrity

The service has the obligation to ensure safety for each prisoner. If someone treats you violently or harasses you, you may address yourself to the supervising public prosecutor, the director and any member of the prison personnel, particularly to the Police Sergeant. Violence and harassment is when someone is hitting or threatening you.

Under recent law 4322/2015, there are now more severe punishments for actions exercising physical violence and have been committed by prisoners against other prisoners or against employees of detention premises, even during a leave. Sentences imposed on the above actions (provided they are felonies or misdemeanours committed with deceit) are served entirely after having served the initial sentence and cannot be merged with other sentences imposed or that will be imposed (article 94, paragraph 4 of the Penal Code).

Legal aid

If you are financially weak, you may apply to the supervising public prosecutor so that a lawyer is appointed ex officio, submitting together:

- supportive documents such as for example a tax return, an IRS clearance note, certificate of payment for welfare or unemployment benefits, minutes from court decisions proving that you were tried without a lawyer, that you were not able to pay any fines or convert sentences into fines, etc.

- a copy of the summons
- a note from a social worker
- a copy of your personal account from the accounting office of the prison.

In case your application is rejected you may appeal to the next higher agency within three days.

“Bracelet”

(Early release on electronic monitoring)

If you are convicted to a temporary incarceration sentence and your permanent residence is within the District of Attiki or Thessaloniki, you may request that you are released earlier under the terms of electronic monitoring, until the time limit of being released based on the provisions of article 105 as to the Penal Code. This is also valid in case you are convicted for felonies, which are examined by the First Instance Court of Athens, Piraeus and Thessaloniki due to jurisdiction, under the specific requirements prescribed by the law (Law 4205/2013, FEK (Government Gazette Issue) A’ 242, and Presidential Decree 62/2014, FEK A’ 105). You will be charged with the expense for the equipment (“bracelet”), unless you are poor, and then you have a right to ask that this measure is applied free of charge.

Possibilities once entering the detention premise

Once you enter to prison, you may:

- a) declare in writing:
 - whether your personal safety is in danger and you must be protected
 - whether there are prisoners with whom you are facing problems
 - whether there are prisoners with whom you have for example family relation
 - if you are a foreigner, inform the Embassy of your nationality about your detention, provided this is what you want
 - if you want to inform any person in case of emergency.
- b) Be advised by the prison personnel (director or police sergeant or secretariat or social service) on

- your rights
 - obligations
 - practical everyday matters.
- c) talk to a member of the scientific personnel in prison or to an employee of the detention premise in case when:
- there is a particular family problem
 - there is a family matter
 - you are preoccupied with legal matters or legal assistance is required.

Prosecution supervision

The public prosecutor where the detention premise you are being detained is located (supervising prosecutor) is empowered to supervise the conditions of executing court decisions and legitimacy of serving the penalty of confinement in prison. As to your right, you may request a hearing by the supervising public prosecutor; see above Referring to the authorities.

Voting right

You may vote at a polling station inside the detention premise on parliamentary elections, on European parliament elections, and on any referendum if you enlisted in the electoral registers following an application and if you have not been deprived of your civil rights by an irrevocable court decision.

Training

There are education units operating in several detention premises, where basic and ongoing education is provided. Diplomas granted are equivalent to the corresponding ones from school of the same level of education, without the certificate showing that they were acquired in a detention premise. Social service may inform you on the programmes operating in the detention facility where you are detained.

You have the right to:

- Apply for an educational programme (such as Elementary School, Gymnasium, Second Chance School, Vocational Training Institute) or a vocational training program realized at the detention premise where you are being detained.
- Continue your studies at the tertiary education, or attend a recognized educational institution, either by e-learning or when an educational leave is granted following an application to the Disciplinary Board (see Disciplinary Board below). On special provisions, the possibility for you to attend tertiary education courses outside the detention facility and on electronic monitoring is determined.

Serving time

The duration of your detention is estimated by the prison services (secretariat), based on the sentence imposed on you by an irrevocable court decision, after deducting time of temporary custody. In case of several irrevocable convictions against you, then the detention time will be calculated based on the merge decision. If there is no merge decision, you may, via the service or your lawyer, submit an application to the competent court. As to reducing the time of your detention, see Reduction of detention time.

Serving time at home (at your residence)

If you have been sentenced to imprisonment or incarceration (up to 10 years), you may submit an application and request from the Magistrate's Court Council situated at the location where you are being detained, to serve you sentence at home, in the following cases:

- if you are over 75 years old
- if you a mother of a minor child, until you child becomes 8 years old

Information, entertainment, sports

You have the right to:

- Have a TV set in your cell (your own or provided by the facility) with headphones so that fellow cellmates are not disturbed. There could be one pay TV channel only if permitted by the Prison Council (see Prison Council below) and at your expense.
- get newspapers, magazines and books or borrow them from the library
- ask information on your legal status.
- participate in entertaining – artistic events and in discussions with scientists or other guests.
- use computers only in special areas for training purposes, following a decision from the Prison Council.
- Walk and exercise in the yard or in sports areas for at least 1 hour a day, supervised by guards or trainers.
- participate in group fitness training programmes that do not prevent the operation of the detention facility.

Visitation rights

You have a right to have visitations provided you wish so, from a spouse and relatives up to 4th degree family relationship (you may receive further information from the facility's social service) that last half an hour at least, for at least:

- once a week if you are a convict
- twice a week if you are in custody (awaiting trial)
- unrestricted if debtor, or in case of a “guest” alien waiting to be deported.

If permitted by the Prison Council you may:

- get visitations from others as well, at least once every fifteen days.
- get permission for visitation without a partition (“free”) from a spouse and children, at an appropriate space.
- get visitations from other persons or bodies who could affect you in a positive way.
- get visitation from diplomatic or consul officials of your country in case you are an alien

If permitted by the supervising public prosecutor you may:

- Meet a spouse or relative up to 2nd degree, detained in the same detention facility complex (you may have more information from the social service of the facility).

If you are a mother, you have the right to have your child or children with you until the age of 3 years, at an appropriate space.

If you have no family or no communication with relatives, you may declare to social service a person who could be there for you.

You may get visitations from your lawyer without limitations on how many times or any time limitations, besides the one imposing the timetable for lawyers' hearings.

Work

You have a right to:

- Apply to the Labour Board (see Prisoner's Labour Board below) to work under a beneficial calculation of penalty's days (day's wages).
- express what you prefer for the job you want.
Your application will be considered by priority order.
- be insured with I.K.A. (Social Security Institution) against any risk of accident if working at specific posts or following a vocational training programme.

Working or employment for the detainee is not punishment or oppression (article 40, paragraph 1 of the Penitentiary Code). In each detention premise there are working positions in auxiliary works or services that serve operational needs of the facility. Furthermore, in several facilities operate agricultural or handicraft working units. Allocating prisoners to working places, defining working hours and working terms are determined by the Prisoners' Labour Board.

Beneficial calculation

Each day of detention is beneficially calculated if:

- you occupy a working place or serving at a production laboratory at the facility where you are being detained
- you are in an educational programme (school of any level), during the entire year, or a vocational training programme
- you have a working place at an agricultural prison, a construction and technical workshop, or at K.A.Y.F. (Central Warehouse of Prisons' Supplies) (see Detention premises)
- you are in a detoxification therapeutic programme or at K.A.T.K. (Centre of Rehabilitation of Drug Addicted Detainees (see Treatment, detoxification)

The supervising public prosecutor is assigned with calculating day's wages following a proposition by the competent Prisoner's Labour Board.

The supervising public prosecutor, in case you are punished for a disciplinary offence, may not allow or may revoke the beneficial calculation for the days of your detention, and then, you may appeal before the Magistrate's Court Council within ten (10) days since the relevant decision is served to you.

Treatment, detoxification (from drugs)

The right to health services of similar level to the one for the general population also includes the right to treatment for people facing problems by using addictive substances. For that purpose there are several detention premises where operate consultation stations and therapeutic programmes. Furthermore, the Centre of Rehabilitation of Drug Addicted Detainees (K.A.T.K.) of Eleonas Thiva, is operating a full detoxification programme supervised by the Ministry of Justice, Transparency and Human Rights.

If you are an addicted drug user, you have the right to:

- Request to participate in a counselling or therapeutic programme operating at the facility where you are being detained.
- Request to be transferred to K.A.T.K. or to another facility where a therapeutic programme is operating so that you may follow it if you meet the law requirements.

- Request not to be transferred to a detention premise where you cannot continue to participate in a counselling or therapeutic programme.
- Request, fully applying Law 4139/2013, by the Special Committee prescribed by article 31, to decide on you being placed in a physical detoxification and mental rehabilitation programme in prison.

You may be informed by the social service and the scientific staff of the facility where you are being detained concerning counselling and therapeutic programmes that are operating.

Religious freedom

You have the right to:

- Exercise your religious duties regularly in a temple or another appropriate place formed for that purpose at the premise where you are being detained.
- Communicate and ask permission to accept visits from representatives of your religion.
- Ask for special diet for religious reasons and provide for that as possible.

Detention premises

Detention premises are divided into:

- General
- Special
- Therapeutical

General detention premises are divided into:

- A' type.
- B' type

Special facilities are the Detention Premises for Young Persons, Agricultural Prisons and the Central Warehouse of Prisons' Supplies (K.A.Y.F.).

Therapeutical premises are the Hospital for Detainees, Psychiatric Premises of Detainees, and the Centre of Rehabilitation of Drug Addicted Detainees of Eleonas Thiva (K.A.T.K.E.TH.).

Community service

You have the right to ask that you render community service near the place of your home when you are being detained for imprisonment sentence:

- **for part of your sentence, if that part is not converted into a fine** and you ask for it by applying to the Magistrate's court Council (article 64 of the Penitentiary Code)
- **for your entire sentence, if it is not converted into a fine** and you are not able to pay the amount converted, and you ask for it by applying to the court that issued the sentencing decision (article 82 of the Penal Code).

Central Council for Prisoners Transfer (K.E.M.)

It is composed of three members, operates at the Ministry of Justice, Transparency and Human Rights and is dealing with prisoners' transfer requests for any reason, besides procedural ones (article 9 of the Penitentiary Code).

Reduction of detention time (cases)

Your detention time may be reduced in the following cases that aim at decreasing the consequences of imprisonment and at you gradually returning to society:

- conditional release
- conditional release for disabled prisoners
- beneficial calculation of detention days
- community service
- early release on electronic monitoring ("bracelet")

The facility's services where you are being detained, may inform you on all above measures. You may also ask help from your lawyer. (For more information, see the corresponding words in the "Primer".)

Day's wages (see beneficial calculation)

Transfers

You may request in writing to be transferred to another detention facility for personal, family, education, therapeutic reasons, or for the purpose of placing you in work (e.g. in an agricultural prison). It is for the best to support the reasons you invoke by presenting documents or other evidence. The Prison Council will make an opinion and the Central Council for Prisoners Transfer (K.E.M.) operating in the Ministry will decide on whether you will be transferred and where.

Transport

You have a right to be transferred in your country to continue serving your sentence, provided a relevant decision has become irrevocable:

- if you are a national from a third country that has signed the Strasbourg Treaty
- if you are a national of an E.U. member state and you permanently reside in an E.U. country (Law 4307/2014, FEK (Government Gazette Issue) A' 246).

You may submit a relevant application to the detention facility's secretariat where you may receive a special form and relevant information.

Disciplinary control

During the disciplinary control you have the right to:

- be informed in writing about the disciplinary offence you are accused of.
- be summoned before the Disciplinary Board to defend yourself and testify.
- appeal before the Magistrate's Court Council (judicial council) against the decision of the Disciplinary Board within 5 days since the decision was made.
- ask that the restriction sentence to an individual cell is suspended, interrupted or spared, in case of a serious danger against your life or health, or if you show by great actions that your sense of responsibility has been strengthened.

Disciplinary offences and disciplinary punishments

Disciplinary offences and disciplinary punishments are specifically described in the law. The Disciplinary Board operating in every detention facility is authorized to impose any disciplinary punishments and grant awards (see Disciplinary Board). It is useful for you to know the following:

- Disciplinary offences and their penalties are:

Category A’:

Disciplinary punishments: restriction to a specific cell up to 10 days, transfer, deprivation of work for 1 year, 16-30 penalty points, on:

- a) disobedience to lawful commands from the staff
- b) violent escape in collaboration with others
- c) using violence or threatening violence against staff
- d) exercising physical violence against a fellow cellmate
- e) offence against sexual freedom
- f) making dangerous objects
- g) entering, possessing, using, etc., of narcotics or alcohol substances
- h) destroying facility property of high value
- i) bribing a staff member

Category B’:

Disciplinary punishments: deprivation of work for 6 months, 6-15 penalty points, on:

- a) stealing valuable items from a prisoner or illegally using objects
- b) possessing money or items prohibited
- c) threatening or exercising psychological violence against a cellmate
- d) selling personal use items, e.g. medication
- e) organizing prohibited games
- f) escape of a detainee
- g) false attempted suicide, self injuring, swallowing objects
- h) insults and slander against the staff or a cellmate
- i) systematically presenting groundless and false complaints

Category C’:

Disciplinary punishments: deprivation of work or training for 2 months, 6-15 penalty points, on:

- a) Participating in prohibited games
- b) Manufacturing, possessing or using prohibited objects (besides dangerous ones, see category A’)
- c) Lack of personal hygiene and cleanliness inside the cell, chamber, common areas
- d) Encouraging other detainees to commit disciplinary offences.

Penalty points are taken into consideration as to conditional release, grant a leave, beneficial calculation of sentence days etc.

Disciplinary punishments are cancelled as follows:

- a) Restriction to a special cell (isolation) for 2 years, b) disciplinary transfer in 1 year, c) penalty points in 6 months, d) deprivation of work at the time prescribed.

Disciplinary Board

It is composed of three members, the supervising public prosecutor as president, the director and the senior social worker as members (article 70, paragraph 1 of the Penitentiary Code).

Clothes

You have the right to:

- clothes of your choice
- Ask social service for clothes and shoes if you need them, and extra clothing is you are working, depending on the kind of work.

Prisoners’ Labour Board

It is composed of five members, i.e. the supervising public prosecutor as president, the director, the senior social worker, police sergeant and the agriculturist from the agricultural prison (or the person supervising the work place or the head of the technical

department, or any other specialized scientist) as members. Requests for work are examined in order of the date submitting a request. The Board makes its decisions following after hearing the detainees interested (articles 41, paragraph 3 of the Penitentiary Code).

Prison Council

It is composed of three members, that is the director as president, the senior social worker and the senior specialized scientist as members (with their substitutes, as prescribed by article 10, paragraph 1 of the Penitentiary Code).

The facility's police sergeant is participating in the meetings without a right to vote. The supervising public prosecutor may participate in these meetings following an invitation from the council or even ex officio, as well as the detainee interested at his/her request and if is considered necessary (article 10 of the Penitentiary Code).

Telephone communication

You have the right to:

- Use payphones, while chambers and cells are open, and communicate with persons who are permitted to visit you, and with your lawyer.
- Buy phone cards that mount to 25 euro or ask the service for one if you cannot afford it.
- Request to telephone your relatives at any time in case of an emergency in your family.
- The secrecy of your communication is protected. Checking the communication content may be realized for security reasons or for the competent authorities to investigate particularly serious crimes.

Health

You have the right to:

- Be examined by a doctor when entering a prison and whenever you request it with a note from you.

- Be examined by a private doctor, in the presence of the facility doctor, at your expense, following your request to the Prison Council.
- Receive – in the presence of a nurse or another authorized staff – medications prescribed by a psychiatrist.
- Be hospitalized in the Prisoners' Hospital or a hospital outside prison, if required for your health.
- Learn about the results of your medical examinations.
- Not undergo any medical examinations (or without any order from the supervising public prosecutor), operations or treatment, unless it suspected you are carrying an infectious or contagious disease. If you deny as to that last case, you are temporarily isolated.
- Never undergo any medical or other experiments.

As a detainee, you have the right to medical and pharmaceutical care of equal level as the one received by general population (article 27, paragraph 1 of the Penitentiary Code). The responsibility for rendering health services inside the detention facilities is jointly exercised by the Ministry of Justice, Transparency and Human Rights and the Ministry of Health. Detainees that are patients and it is not possible to hospitalize them inside the detention premise, are transferred either to a public hospital at the prefecture where the detention premise is located, or if hospitalization is not possible in that hospital, to the nearest public hospital at a prefecture where another detention premise is located. "Saint Paul" Hospital for Prisoners, and the Psychiatric Premises of Korydallos' Detainees are meeting hospitalization needs to some extent for prisoners who become ill during their detention or present serious psychiatric problems.

Hygiene, cleanliness

You have the right to:

- Live in an individual cell if permitted by building premises.
- Ask for the necessary means for your personal hygiene and for cleaning your clothes in case you cannot afford it.
- Buy sanitary articles from the store.

- When entering a prison, take a mattress, two pillow cases, two blankets, four sheets, two face towels, two bath towels.
- Use your own sheets, blankets and towels of different colour from the ones granted by the facility (without any selvage).
- Have warm water every day in baths and laundry areas.
- Wash your clothes in the facility's washing machines, if there are any.
- Have common areas and facilities cleaned every day by cleaning crews and have them regularly disinfected.
- Receive information on hygiene matters and prevention of infectious diseases.

Obligations (basic)

Your basic obligations are to:

- Follow legal instructions and orders from the staff and keep the programme.
- Not walk outside your wing's railing without permission or escort.
- Not communicate with prisoners from other wings and not correspond with other prisoners without a permit.
- Cooperate with the staff on regular or extraordinary searches on personal items and body searches carried out in special areas by staff of the same gender and in a way that does not offend your dignity.
- Accept following an order from the public prosecutor, the director or the police sergeant, intracorporal or x-ray search by a doctor or stay up to three days in a special area under surveillance in case you are suspected that you have hidden drugs into your body.
- Not prevent lighting in your cell/chamber and facilitate counting and visual inspection.
- Respect your fellow cellmates, treat staff decently, and behave decently in councils and visitations with relatives and lawyers.
- Deposit to the accounting office your money and deliver any deposit booklets, cheques, credit cards and other valuable personal items for safekeeping in the warehouse.
- Not deposit any money into another prisoner's account, unless it is a spouse, a relative, and not exchange phone cards or other items.

- Not smoke in visiting areas and not receive phone cards or items granted or sold to the store by any visitors.
- Be quick when using payphones and respect the line.
- Not possess or use mobile phones.
- Execute with consistency and care the work you were assigned.
- Use well and not damage intentionally any tools, materials, items and facilities.
- Care for personal hygiene and cleaning clothes, sheets and blankets, and keep your personal items in order.
- Care for cleanliness of public areas.
- Return, when released, the mattress, blankets, sheets and pillows you have received.

Food

You are entitled to:

- Have breakfast, lunch and dinner based on the prison's food programme.
- Buy food or other items permitted by the store-canteen, with money from your personal account.
- Cover for a special diet for health reasons, following doctor's opinion or for religious reasons.
- Cook your food on the director's licence and in agreement with the doctor, provided there is a need for special diet or additional nutrition for health reasons.
- Have meals and food brought during visiting hours (not fruits though), that are checked easily, two times a month maximum, and with the Prison Council's permission.
- Request from the facility, provided it is possible, during holidays on new year's day, on the 25th of March, Easter day, Assumption Day (15 August), 28th October and Christmas Day, as well as on local national and religious holidays, if you wish, to have alcohol (beer or wine).

Visiting hours

Visiting hours for lawyers and family are:

- 08.00 am – 11.00 am and 15.00pm – half an hour before sunset in during winter period.
- 08.00am – 11.00 am and 15.00 pm – 18.00pm during summer period.

You may find information on days and the exact timetable for visiting hours, as well as any changes for exceptional circumstances, on the management's announcements in the wings.

Timetable

1) Timetable for the detention facility is the following: **07.30am:** waking – Cells and chambers open – Counting prisoners.

07.45am: Breakfast

08.00am – 12.00am: sports, work, training, participating in programmes, free time.

12.00pm: Meal

12.15pm: Cells closing at noon – counting prisoners.

12.30pm – 15.00pm: resting

15.00pm: cells opening for the afternoon.

15.00pm until half an hour before sunset: Sports, work, training, participating in programmes, free time.

Half an hour before sunset: Closing day – dinner – final counting.

2) Extra information on the timetable:

- Prisoners are allowed to remain in the wings with closed railings during winter period until **20.30pm** and during summer until **21.00pm**. After that time, prisoners go back to their cells until the next morning.
- Keeping the timetable is obligatory.
- **Exceptionally**, prisoners remain inside the cells in the wings with the railing closed:
- On 31st of December, until 00.30am of January 1st.
- During usual religious, national and local holidays at noon.
- In days of heat waves, when temperature is over 36°C at noon.

- At noon and for 1-2 hours, beyond regular night closure, when the State orders special measures for dealing with heat waves.
- During holidays and special days, the timetable above does not include training and participating in programmes.
- It is permitted, on the Prison Council's decision, for prisoners who participate in training or work, inside or outside the detention facility, to override the timetable.

3) You may find more information on the timetable of the facility where you are being detained, in a relevant announcement from the management:

You may find more information on your rights and the operation of detention facilities, in the Penitentiary Code (Law 2776/1999, FEK A' 291/1999), in the Internal Regulation for A' and B' Detention Facilities (Ministerial Decision no. 58819/7.4.2003, FEK B' 463/2003), as well as in the Internal Regulation for Special Detention Premises for Young People (Ministerial Decision no.47503/21.6.2005, FEK B' 889/30.6.2005).

We would like to thank the administrations of the Second Chance School (SDE – “Georgios Zouganelis”), and the Institute of Vocational Training (IEK) in Korydallos' Prison, as well as the students and trainees for giving their artworks.

Exact translation from the attached document in Greek.
Athens, 19/05/2016. The Translator, Eleni A.Liakoura