

# Organisation of a prison

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**Governor**

departments  
for executing  
the sentences

departments  
for specialized  
business

departments  
of  
administration

# Organisation of a prison

## The departments

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departments  
of  
administration

administration of staff affairs including vocational education and training, staff report and evaluation, financial transactions, labor administration for the prisoners, security, writing of emergency plans, security in general, transportation and fleet of vehicles, prison registry

departments  
for executing  
the sentences

interrogation of prisoner at the beginning and end of sentence; coordination of sentence planning; responsibility for examinations of p.; decision making open or closed regime, loosening, vacation, release conditions; cell, clothes, shopping conditions for prisoners

departments  
for specialized  
business

medical, psychological, social, pedagogical and spiritual guidance support of the prisoners

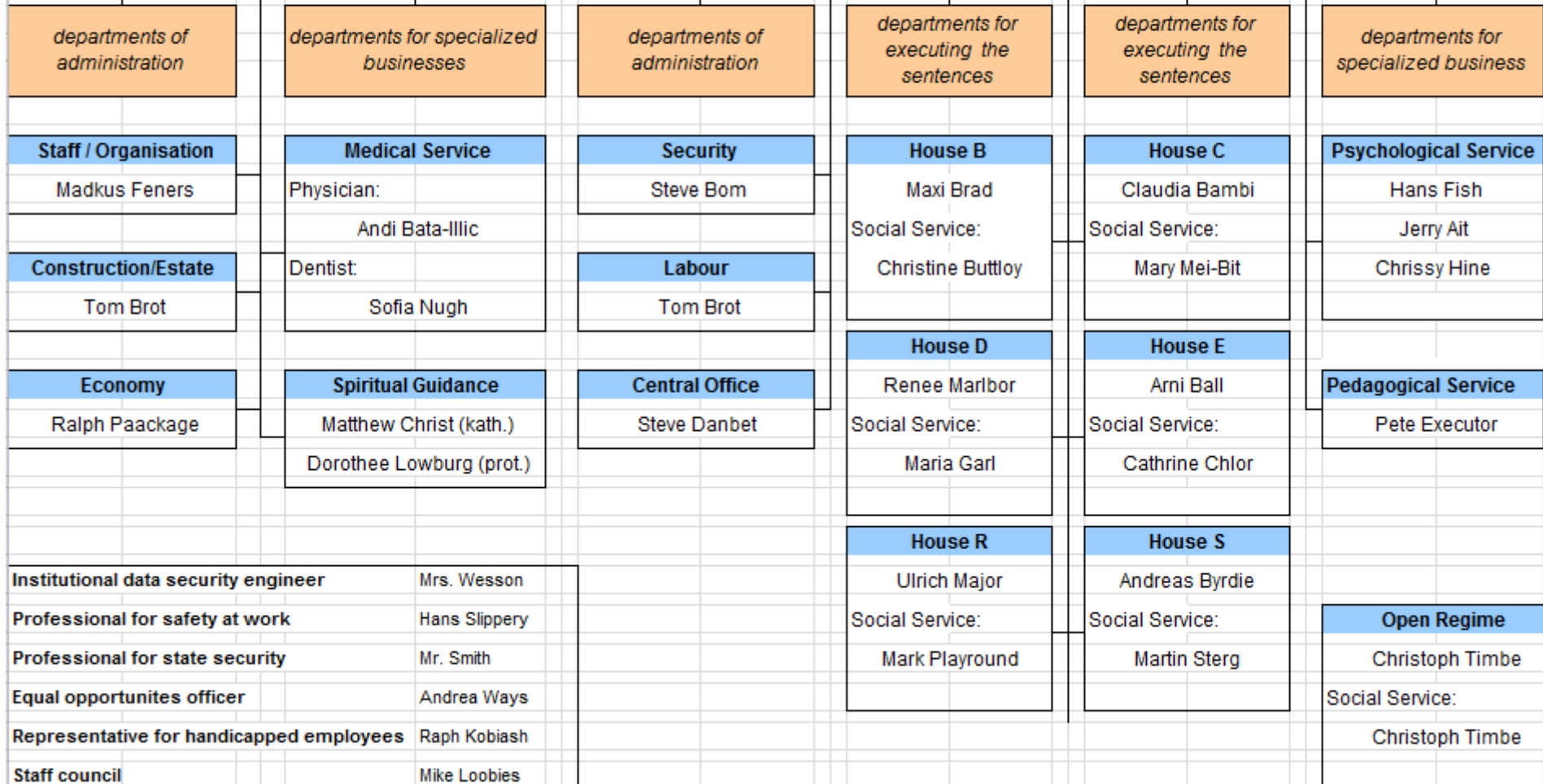
# ORGANISATION

## Prison EXAMPLE

**Governor:** Mr. Smith  
**Substitute:** Mrs. Wesson

**Field of Responsibility I**  
 Mr. Smith

**Field of Responsibility II**  
 Mrs. Wesson



Organisation of the JVA Rohrbach			
<b>departments of administration</b>  (VAL= Verwaltungs- abteilung)	VAL Personell	1 head of unit, 2 members	
	VAL Organisation	2 members of staff , 1 member for unit IT	
	VAL Economic management	1 head, 2 persons, 3 persons for the unit paying office	
	VAL Labour	1 head of unit, 1 member, plus several employees for the workshops	
	VAL Safety and order	1 head of unit (40%), 1 member	
	VAL Building and estate	1 head of unit (35%), 2 members	
	VAL Prison registry	1 head of unit, 6 members	
	VAL Transport	1 head of unit (parttime), 1 for time scheduling, several employees	
	VAL Open regime	1 head of unit (50%), 1 head of uniformed staff, 3 members in administration	
<b>departments for executing the sentences</b>  (VAL= Vollzugs- abteilungs- leitung)	VAL-1	91 male p. (transport and remand)	
	VAL-2	Cast of each VAL: Head of unit, 1 social worker, 1 psychologist (parttime), 1 head of uniformed staff, several members of uniformed staff	66 male p. (regular)
	VAL-3		64 female p. (regular and remand)
	VAL-4		98 male p. (accessing prisoners)
	VAL-5		66 male p. (regular)
	VAL-6		66 male p. (regular)
	VAL-O (open regime)		1 head of unit (social worker, 50%), 1 psychologist, 1 head of uniformed staff and several members of staff for 64 male and 10 female prisoners
<b>departments for specialized business</b>	Medicine	1 3/4 doctors (male/female), 1 dentist (contract), head of medical unit, several regular members	
	Spiritual guidance	1 catholic and one protestant chaplain	
	Psychology	4 psychologists	
	Addiction counselling	Internal a.c. (30%), external a.c. (several hours)	
	transition management	1 social worker	

# Sentence planning & Treatment

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## **Penal Law of Rhineland-Palatinate ( § 2):**

The imprisonment of adult and young prisoners serves the purpose to enable them to lead a life without further crimes in social responsibility. Imprisonment has the function to protect the community.

# Sentence planning & Treatment

diagnostic  
procedure

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