

DETENTION SERVICE ORDER 01/2003

DETAINEE RISK ASSESSMENT

Introduction

1. Following incidents at Yarl's Wood and elsewhere, this order introduces a more structured risk assessment to take place before a detainee is placed in detention, which can be updated as necessary, so as to better inform interested parties of any potential risk associated with that individual. Whilst we operate criteria for allocation to custodial establishments, we do not currently have a formal risk assessment system.

2 The new system assumes that detainees will, in nearly all cases, go initially to a relatively low security removal centre, as they do now. Even if decisions could be made quickly, finding a prison place for those requiring one and occupying it out of hours or at weekends would be problematic. There are not currently any secure induction units within centres and any formal system of progressive transfers within the removal centre estate may have to wait until 2004 when the higher security Logford opens. In the meantime, where the risk assessment points to allocation to a prison, or to another removal centre, this will be arranged as soon as possible after initial reception into detention.

3. The system distinguishes the role of ports and Local Enforcement Offices in identifying risk factors and responsibility of the Detainee Escorting and Population Management Unit (DEPMU), Management of Detainee cases Unit (MODCU) or Oakington Reception Centre, as the cases may be, for carrying out the actual risk assessment.

4 This instruction is also the subject of IL Gen. The procedure described below will become operational on Sunday 26 January. They will be reviewed after a suitable interval.

Procedure

5 The procedure will comprise three forms which will replace the current system of logging cases in by phone with the Detention Coordinator at DEPMU.

IS 91 RA part A: Risk Factors

IS 91 RA part B: Risk Assessment

IS 91 RA part C: Supplementary Information

a. Process for ports in all cases except for families:

(i) Complete IS91 RA part A and fax to DEPMU.

(ii) If DEPMU is able to allocate a bed, DEPMU completes IS 91 RA part B and faxes it to the port and Removal Centre.

- (iii) Any information that the Removal Centre of port subsequently discovers should be recorded on form RA part C and faxed to DEPMU.
- b. Process for LEOs in all cases expect for families:
 - (i) Where the subject is initially held in a police station, serve the IS 91 (Authority to detain) on the police and log the details with DEPMU. No risk assessment is required at this stage. If the subject is required to be removed to, or detained from the outset in, a removal centre, RF part A should be completed and faxed to DEPMU for consideration of suitable accommodation.
 - (ii) Process as described above for the ports applies.
- c. Application for family accommodation should be made to MODCU. Applications for cases going into Oakington should be made to them. The same process as described as above will apply.

The IS 91 should continue to be served on the escort or detention contractor. Details of the risk factors should mirror the details noted on the IS 91 RF part A.

The dedicated fax number for the transmission of the Risk Assessment form at DEPMU is [REDACTED]. The fax number for MODCU is [REDACTED] and that for Oakington is [REDACTED]

DEPMU and MODCU will be unable to offer accommodation in a removal centre until the RA part A has been received from the port or LEO.

6. As hitherto, allocation of detention beds will be based upon a number of criteria. A more structured risk assessment system will, however, invariably result in detention space occasionally having to be denied due to unavailability of beds in centres deemed suitable for a detainee presenting certain possible risks. DEPMU/MODCU will make every possible effort to accommodate such detainees, but Ports/LEOs should be aware that this will not always be possible. It is nevertheless vital to the integrity of the removal estate that DEPMU/MODCU **be fully informed of all potential risks** associated with any individual that such information not be withheld through fear that detention will be denied.

7. The forms have yet to go through the processes to enable their production by IT systems. When they become available electronically we shall also be introducing a revised IS91. In the meantime, the forms should be produced locally and completed manually until IT systems are updated to produce the forms automatically. Ports/LEOs should be aware that detention spaces will be refused unless the risk assessment forms are sent to DEPMU/MODCU as indicated above.

8. **Contact Points:**

[REDACTED], HMI DEPMU
[REDACTED], Chief Immigration Officer
[REDACTED], Head of Detention Services Policy [REDACTED]

9. **Attachments:** Forms IS RA Parts A, B and C (reproduced locally as required)

[REDACTED]

Head of Detention Services and Policy
8 January 2003