



Annual Report 1998

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MISSION

To render a correctional service in order to contribute to community protection, stability and development.

VISION

Our vision is to be an excellent correctional service in the interest of the community and those that are entrusted to our care.

PURPOSE OBJECTIVES

Our purpose objectives are:

- safe custody of prisoners
- supervision and control over probationers and parolees in the community
- humane detention and treatment of prisoners
- provision of development services
- reintegration into the community
- effective resource management and utilisation

BUSINESS PHILOSOPHY

- The Department's core business is the safe custody and supervision of offenders
- The Department manages risk regarding offenders
- The Department acknowledges and applies the concept of humanity and human rights regarding all stakeholders.

The Department supports the assumption that offenders have the potential to function as law-abiding citizens. Therefore opportunities are created by supplying facilities and implementing incentives, with a view to the development and growth of the offender.

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Preface



Perusing through this report for 1998 the reader will in no doubt be struck by the extensive changes and transformation which has taken place in Correctional Services, not only during the past year, but beginning in 1994. To imply that these changes are significant would be an understatement. It would be more appropriate to refer to the transformation in Correctional Services, since the installation of South Africa's first democratic government, as "monumental".

The consequence of our dramatic transformation to an open, humane and legitimate correctional system is the new Correctional Services Act (Act no 111 of 1998) which was signed by the President on 19 November 1998. The new Act is the result of an extensive consultative process, and is an important cornerstone in the process of transformation. The Act is designed to break with the past and to provide for a modern correctional system in line with the Constitution. It can rightly be said that the Constitution was the inspiration for our new Act that guarantees the rights and treatment of those detained in prison.

It goes without saying that it is not an easy task to transform the culture of an organisation as old as Correctional Services. The former correctional system did not only rob each prisoner of his human dignity but also took away the human dignity of the personnel. After demilitarisation we realised that there is a need to equip our men and women with skills to function professionally and effectively, and above all to have an understanding of human rights in prisons. In June our President personally launched The Personnel Retraining Project at the Kroonstad Training College. This project aims at eventually retraining more than 30 000 Correctional Services personnel. The project will also be complemented by a professional skills programme which will raise the standards and efficiency of all our staff. It must also be mentioned that it is not only personnel who will be informed of human rights practices and obligations, but also the prisoners. By means of a structured programme they will be made aware of any violations of their rights, and of avenues available to them for recourse.

It is a fact that a veil of secrecy for many years surrounded South African prisons. Various international instruments, including the Standard Minimum Rules for the Treatment of Prisoners, emphasise the public's right not only to information about prisons, but also access to prisons. In an endeavour to improve transparency and accountability, the Correctional Services Act was amended in 1997 to allow for the appointment of a Judicial Inspectorate and an Independent Visitors Scheme. It was an important day for the promotion of justice in South Africa, when on 1 June 1998, the President appointed Mr Justice Trengove as the first Inspecting Judge on Correctional Services. My Department looks forward to a constructive and productive association with Justice Trengove and the staff of his office, in the fulfillment of their mandate.

One of the critical areas of the Reconstruction and Development Programme (RDP) is the promotion of the small-enterprise sector. The Department has made a notable contribution to the enhancement of small, medium and micro enterprises (SMMEs) and previously disadvantaged individuals (PDIs) in 1998, through the awarding of contracts to the amount of approximately R63 million. This is an increase of almost R50 million compared to the amount awarded to SMMEs and PDIs during 1997. We are indeed proud of our involvement in creating an enabling environment for small enterprises, thereby addressing the legacy of apartheid, based on the disempowerment of disadvantaged businessmen and women.

It would be naïve to believe that any transformation process, such as the one that has taken place in Correctional Services would be without its problems. Political and social events in the early part of the present decade unleashed a wave of liberalisation and expectancy in our society. Understandably the prison system has not remained untouched by these forces which are accompanied by periods of uncertainty and instability. During such times an organisation can lose sight of its essential focus areas. Furthermore the Department has to heed increasing populist pressure to get tough on crime, while remaining committed to maintaining internationally accepted norms and standards. In order to balance the rights of prisoners on the one hand with the objectives of imprisonment as a deterrent on the other, we have had to review the privilege system for prisoners. This step was taken to ensure that prisoners would no longer receive privileges to which they were not legally entitled to. In a nutshell - we have embarked on a "back to basics" approach in our prisons.

This "back to basics" philosophy will determine our way forward in many areas, such as alleviating the problems of overcrowding, decreasing the rates of escapes, and in the way that we train our staff. We have already made significant progress in a number of areas.

The number of facilities for the detention of juvenile offenders has increased, and this will continue to be a critical focus area in the future where the emphasis will be on education and development programmes. The biggest single challenge to Correctional Services is the ever increasing prison population and the reality of overcrowding. Together with our colleagues in the National Crime Prevention Strategy we are exploring a number of creative and pro-active options to relieve the crisis of overcrowding, such as the Integrated Justice System. The pilot project on electronic monitoring has proved to be

highly successful and all indications are that it will be extended to other parts of the country.

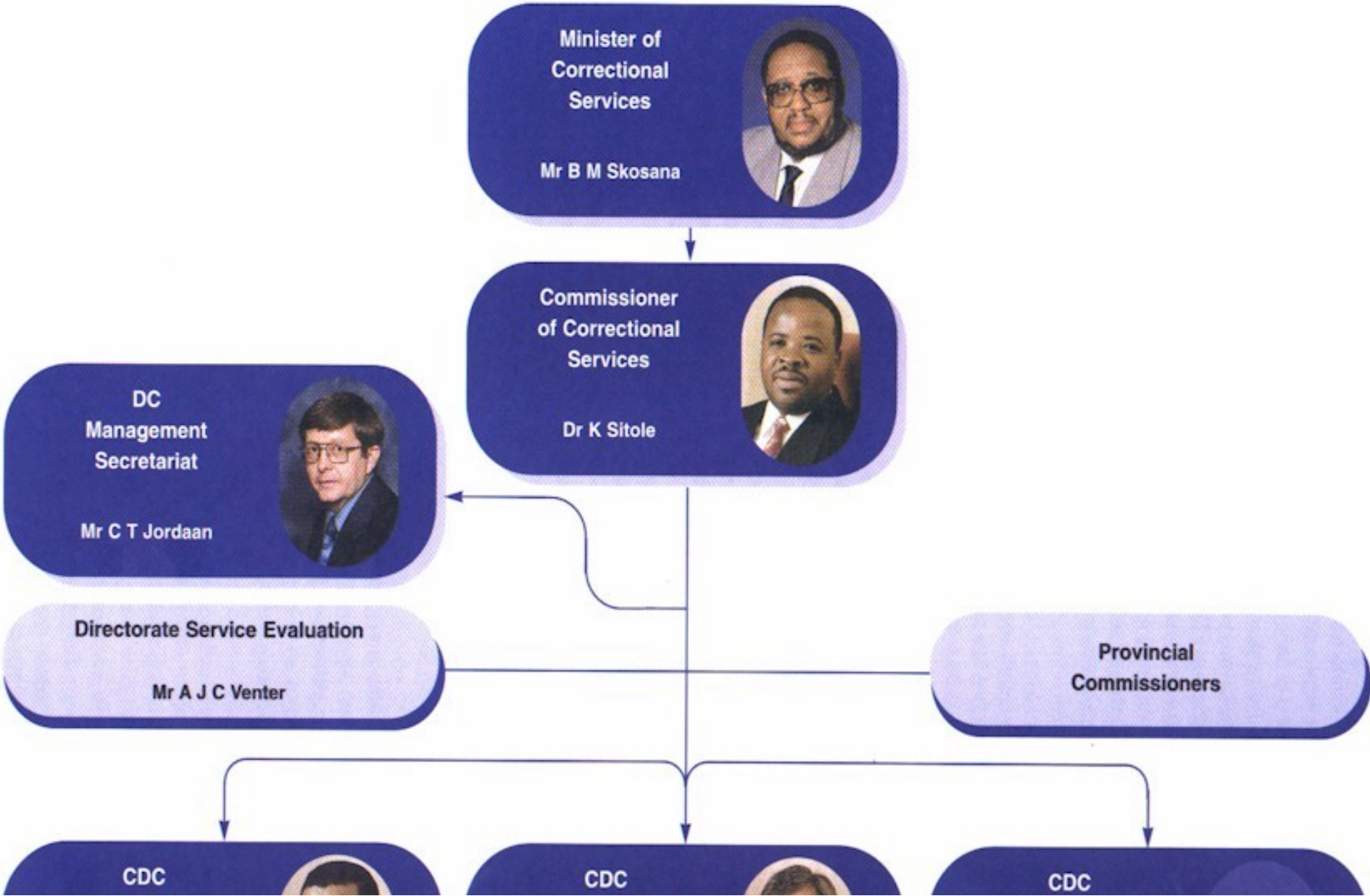
We have also taken decisive steps to reduce the unacceptably high number of escapes of previous years. During 1998 there were 498 escapes compared to figures as high as 1200 per annum during 1993 to 1997. The implementation of electric fences, disciplinary action, disqualification for parole, forfeiting of privileges and possible transfer to the CMAX Prison have proved successful deterrents. Personnel who are found to be negligent or involved in abetting escapes are severely dealt with by means of disciplinary action and criminal charges. We have sent a very firm message to our staff, that willful negligence, ill discipline and corruption will not be tolerated, and perpetrators can expect the full force of disciplinary measures at our disposal.

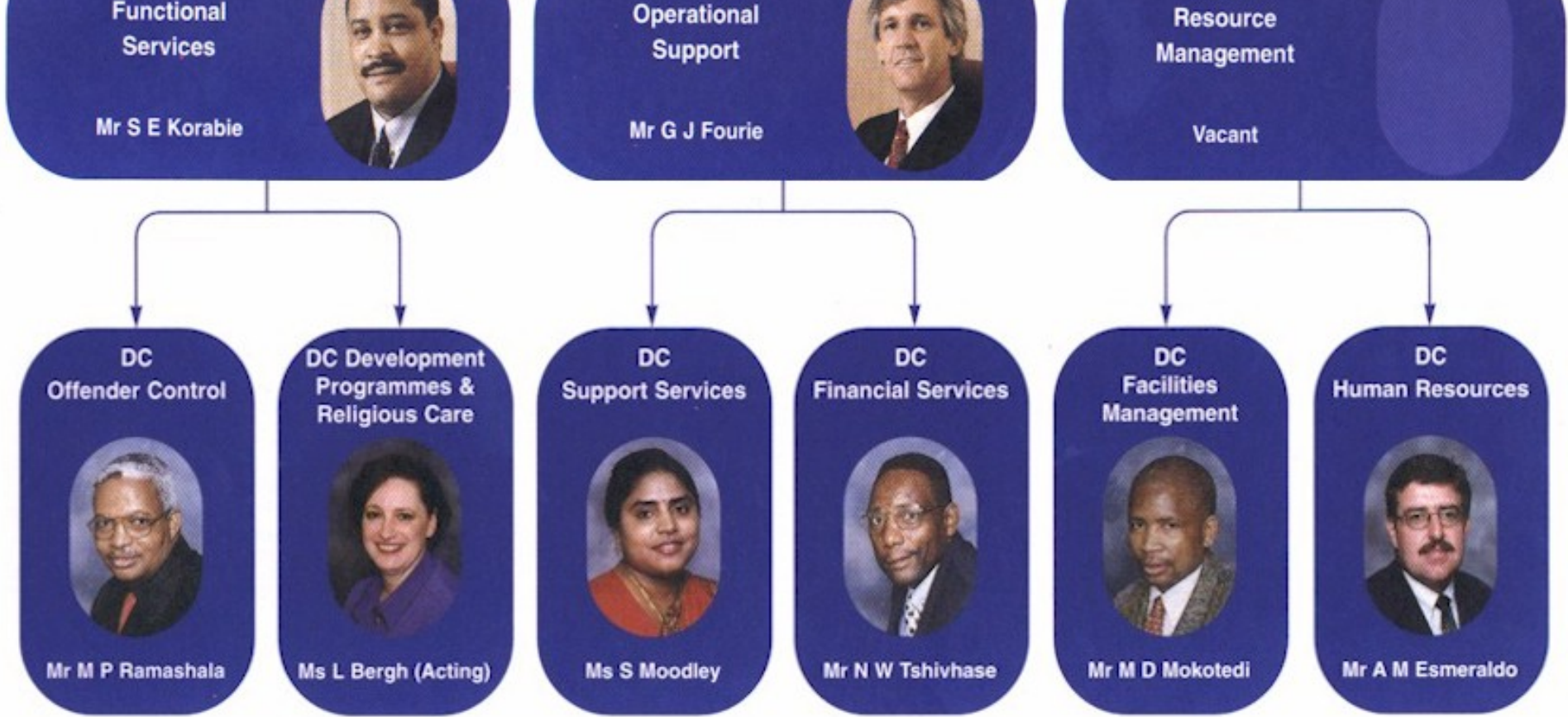
In April 1997 Vice-President Thabo Mbeki said, "Those who have eyes to see, let them see. The African Renaissance is upon us. As we peer through the looking glass, this may not be obvious. But it is upon us." We have given serious consideration to these words, and we are ready to meet the challenges of the future. As Correctional Services personnel we have committed ourselves to professionalism and excellence. I can assure you that my Department will take an active rather than passive role in shaping the future of South Africa and the Southern African Region. It will require from each one of us active leadership in setting a new course, a belief in our mission and vision, and above all a commitment to service.

Dr K Sitole
Commissioner of Correctional Services

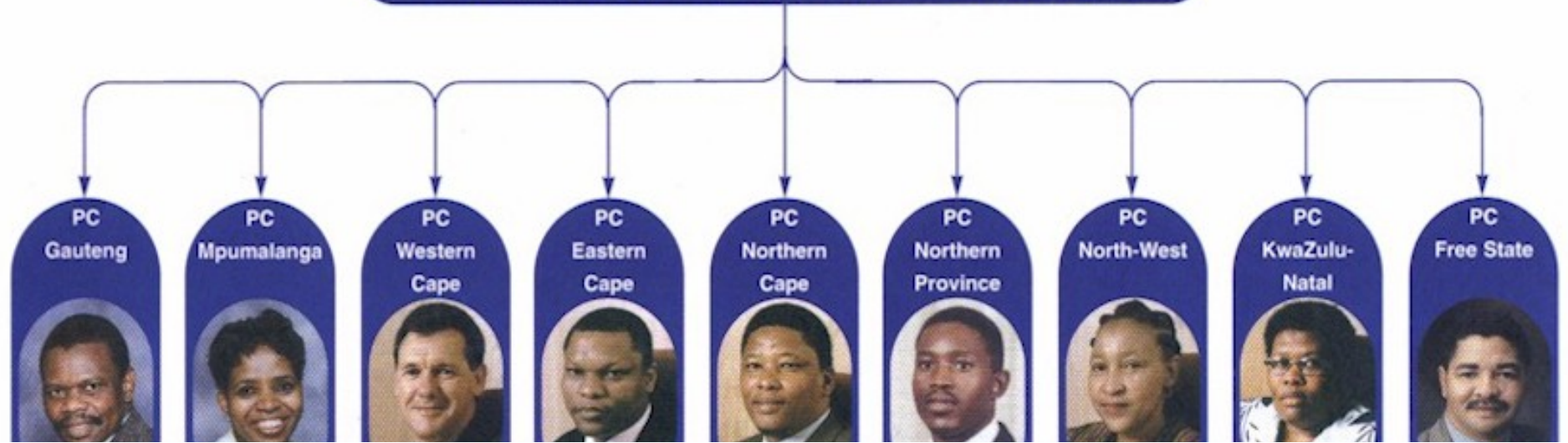
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Management Structure





Provincial Commissioners





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Safe custody of prisoners



One of the primary objectives of the Department is the safe custody of prisoners. The rapidly increasing prisoner population makes this a daunting task the Department is committed to fulfil. It can only be done by providing sufficient accommodation and an effective and professional security service.

The prison population

On 31 December 1998 the prison population stood at 146 278. This shows an overall increase of 2,72% on the same figure for 1997. The composition of the prison population as at 31 December 1998, as well as the percentage increase for the different categories, is reflected in the tables below.

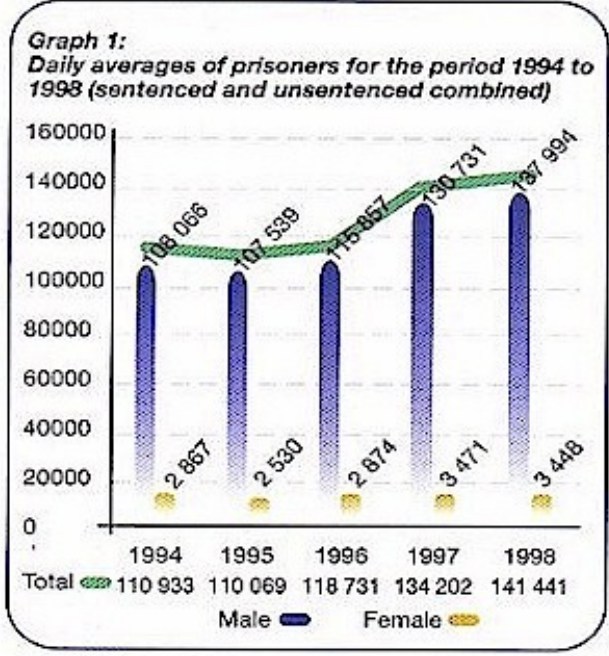
Table 1: The prison population as at 31 December 1998

	Adults		Youths		Total
	Male	Female	Male	Female	
Sentenced	79 033	1 986	10 941	197	92 157
Unsentenced	39 981	1 020	12 916	204	54 121
Total	119 014	3 006	23 857	401	146 278
Percentage	81,36	2,05	16,31	0,28	100

Table 2: The percentage increase in the prison population from 31 December 1997 to 31 December 1998

	1997	1998	Percentage change
Unsentenced male prisoners	40 260	52 897	31,39
Sentenced male prisoners	98 566	89 974	-8,72
Unsentenced female prisoners	1 175	1 224	4,17
Sentenced female prisoners	2 409	2 183	-9,38
Total	142 410	146 278	2,72

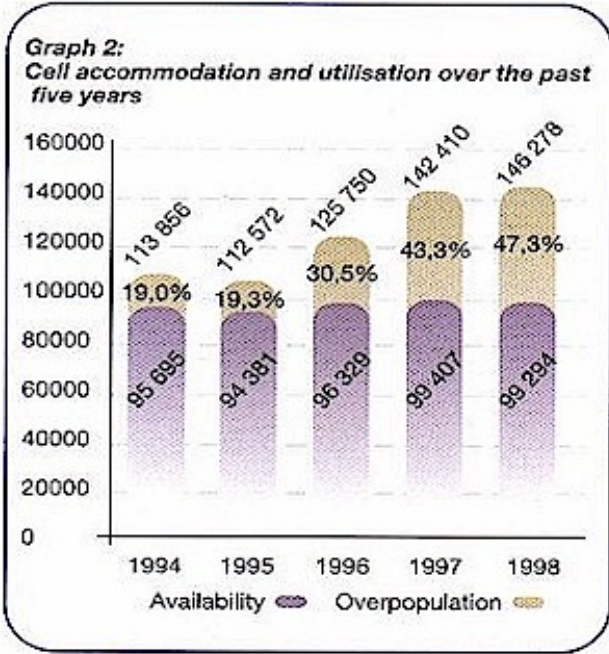
There has been an increase in the prison population over the past number of years, placing a strain on the Department's available resources. The graph below illustrates this increase.



Accommodation

The commissioning of the new Emthonjeni Youth Development Centre at Baviaanspoort (accommodating 640 prisoners) and the temporary closure of prisons for repairs and renovation, resulted in the variation of the available accommodation from 99 407 as at 31 December 1997 to 99 294 as at 31 December 1998.

On 31 December 1998, 222 prisons were in operation, 205 of which were male prisons, 8 were female prisons and 9 were male youth development centres. Where there are no special facilities for female and juvenile prisoners, such prisoners are normally accommodated in separate sections of the male prisons. The ratio of the prison population to the available accommodation clearly indicates that South African prisons are seriously overpopulated. The graph below indicates the magnitude of overpopulation in respect of the past five years, expressed as a percentage.



In order to alleviate overpopulation and therefor enhance living conditions for prisoners, available accommodation was extended by building new prisons and upgrading existing facilities. The following building projects were commenced with during 1998:

- construction of a new prison at Empangeni in KwaZulu-Natal commenced in March 1998 and the facility will be able to accommodate 1 392 prisoners
- construction of a new super maximum prison at Kokstad in KwaZulu-Natal commenced in July 1998 and the prison will be able to accommodate 1 440 prisoners
- the upgrading of the existing prison at Kokstad commenced during September 1998 and this prison will accommodate 296 prisoners
- the upgrading of the existing prison, kitchen and hospital at Pietermaritzburg started in November 1998.

Safety and security

The overpopulation of prisons has a negative effect on the security at prisons. In spite of this, it is the Department's responsibility to deliver a quality service to the community by ensuring that prisoners are held safely in custody and to this end the Department aims to:

- provide a safe and secure environment for both prisoners and officials by maintaining security and good order in every prison, and
- ensure that every prisoner lawfully detained in any prison be kept therein until lawfully discharged or removed therefrom.

Escapes

The Department set as target a 50% reduction of the annual average number of escapees which was 1 224 for the period 1993 to 1997. Strict measures were implemented and negligent or corrupt officials who aided escapees were severely dealt with by means of both disciplinary actions and criminal charges.

Background on Emthonjeni Youth Development Centre

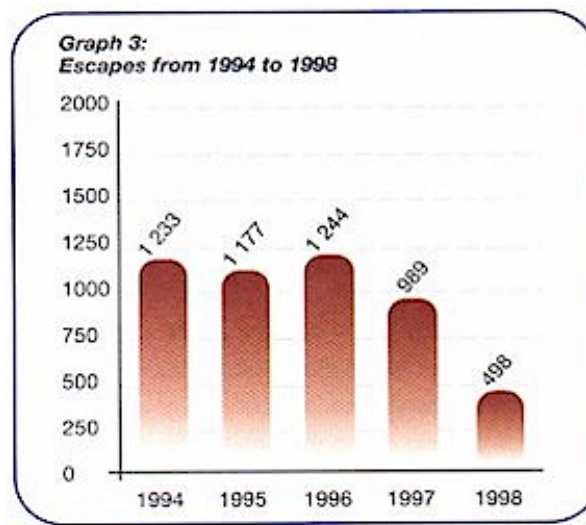
Emthonjeni is the ninth fully-fledged youth development centre of the Department but the first of its kind to have been designed and built with the sole aim of catering for the needs of juveniles, also incorporating the latest technology. Construction started on 17 February 1997. The completed centre was handed over to Correctional Services on 12 May 1998. It was built at a total cost of just over R123 million.

The centre can accommodate 640 youths and when fully operational it will require a staff complement of 174. The design of the centre is based on the principles of the "unit management" concept and thus the prison is made up of a number of separate fully autonomous units. Each such unit is totally independent and all services and programmes are rendered within the unit

Developmental programmes which are presented to prisoners under the age of 21 years include educational, training, social work, religious care and recreational programmes.

Other measures that the Department introduced to counteract escapes include:

- the erection of electrified perimeter security fences around prisons
- incentives for prisoners who report planned escapes or who raise the alarm
- continual training and retraining of personnel
- continual evaluation of security directives, procedures, policy and security installations
- intensified actions to prevent unauthorised articles from being taken into prison
- the introduction of a new privilege system for prisoners aimed at improving security
- procurement of modern security equipment during the 1998/99 financial year.



Through these measures and the efforts of its personnel the Department succeeded in reaching its target and the number of prisoners who escaped from custody during 1998 was reduced to 498. The result of these efforts can be seen in the table below.

Table 3: Escape statistics for the periods 1 January to 31 December 1997 and 1 January to 31 December 1998

Escape category: from where escape took place	Male		Female		Total	
	1997	1998	1997	1998	1997	1998
From prison	404	184	3	2	407	186
Work team with permanent personnel	349	185			349	185
Work team with temporary personnel	123	65			123	65
Public hospitals	41	23		3	41	26
Courts	32	10			32	10
During escort	37	26			37	26
Total	986	493	3	5	989	498

Security violations

Apart from escapes, other security violations occurred such as assaults on prisoners and officials, gang fights, and hostage taking of personnel.



Table 4: Reported incidents of assault

Type of assault	1997	1998
Prisoner on prisoner	3 050	2 361
Personnel on prisoner	1 193	612
Prisoner on personnel	40	39
Total	4 283	3 012

It is positive to note a decrease in the number of reported incidents of assaults. This could be attributed to the fact that all cases of alleged assaults are investigated departmentally and serious cases are also handed over to the

The Department strives to create a human rights culture within its correctional institutions in which each person feels a moral obligation to respect another person's rights. Consequently, during June 1998, the Department launched a project for the comprehensive retraining of all personnel in professional skills and for the training of both inmates and personnel in the principles of human rights. This project will play a major role in creating a secure and healthy correctional environment that is safe for both officials and inmates. It will also assist inmates to realise their potential and to assume their responsibility to become valued members of society.

Classification of prisoners

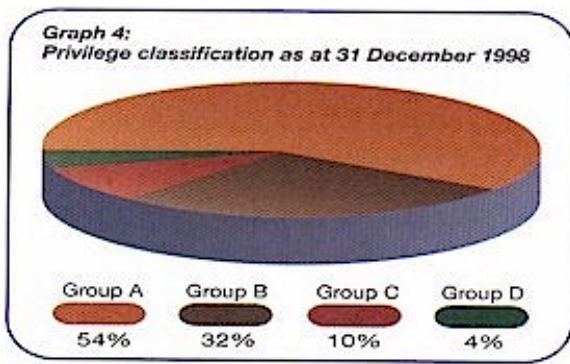
Prisoners are classified according to the risk which they pose to fellow prisoners, personnel and the community. They are thus placed in either maximum, medium or minimum security prisons according to this custodial classification.

Table 5: Custodial classification of prisoners as at 31 December 1998

Custodial classification	Number	Percentage
Minimum	2 792	1,90
Medium	61 406	41,98
Maximum	13 787	9,43
In process of classification	216	0,15
Unsentenced / sentences under two years	68 077	46,54
Total	146 278	100

classified into privilege groups. Group A receives the most privileges and group D the least.

Major policy changes with regard to the privilege system were introduced during the year and a totally revised privilege package was implemented on 1 November 1998. This will contribute to the effective control and management of the prison environment.



In support of the custodial classification system and for purposes of behaviour regulation, sentenced prisoners are also

Table 6: Distribution of sentences of prisoners admitted (percentages)

Length of sentence	1994	1995	1996	1997	1998
Longer than two years	26,34	27,29	26,50	25,70	27,10
Over six months to two years	17,13	17,66	18,20	18,60	18,58
Six months and less	56,34	54,11	54,80	55,10	53,76
Other categories	0,19	0,94	0,50	0,60	0,56
Total	100,00	100,00	100,00	100,00	100,00

Financial implications

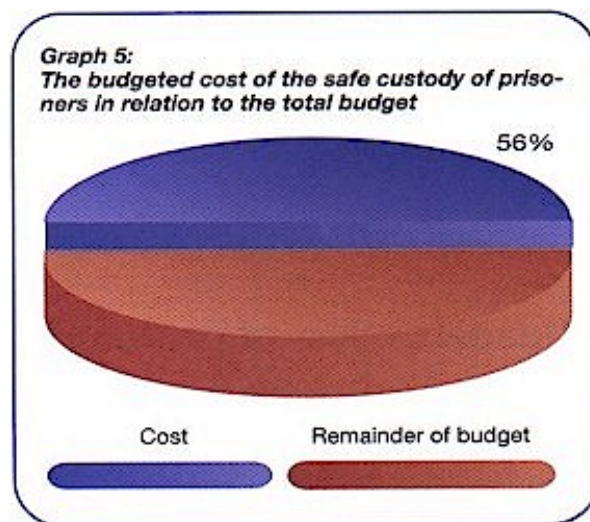
The Department's total budget for the 1998/99 financial year was R4 515 581 000. The budgeted cost with regard to the safe custody of prisoners amounted to R 2 546 956 700, that is 56% of the budget.

The budgeted unit costs per prisoner per day (per capita cost) is an important indicator of cost effectiveness for the Department. A comparison of the per capita cost between the 1997/98 and 1998/99 financial years is reflected in the table below.

Table 7: Budgeted per capita cost for the financial years as indicated

Item	1997/98	1998/99
Total expenditure per prisoner	71,81	72,99

The ratio between personnel and offenders is often used when comparing South Africa with other international correctional institutions. Here South Africa compares unfavourably. From 31 December 1997 to 31 December 1998 the prison population increased by 3 868, that is an increase of 2,7% over the previous year. During the same period the number of personnel only increased by 2,2%. This resulted in the ratio worsening in comparison to the previous year.



A comparison between the personnel: offender ratio for the 1997/98 and 1998/99 financial years respectively, is reflected in the table below.

Table 8: Comparison of personnel: offender ratios

Ratio	1997/98	1998/99
Personnel:prisoner	1:4,54	1:4,8
Personnel:probationer and parolee	1:51	1:34
Total personnel: offender ratio	1:6,24	1:6,4

Supervision over probationers and parolees in the community



There are two basic alternatives to imprisonment, namely correctional supervision and parole supervision. These fall under the umbrella of Community Corrections.

Community Corrections

Community Corrections is an internationally recognised concept for dealing with offenders who serve their sentences in their communities rather than in a prison. The prison will be utilised for offenders who are considered a danger to the community and who, during the period of incarceration, show that they are not suitable candidates for community-based sentences.

The objective of Community Corrections is to enable offenders to lead a socially responsible and crime-free life while serving their sentences in the community.

Community Corrections exercises supervision and control over the following categories of offenders:

- offenders who have been sentenced to correctional supervision
- prisoners placed out of prison under correctional supervision
- persons who have been placed under the supervision of the Department by courts and
- prisoners who have been placed out on parole.

Conditions are set for every offender who is incorporated in the system of Community Corrections. The primary objectives of these conditions are to exercise control over the offender, to reform and rehabilitate the offender and to protect the community. The offender is subjected to, inter alia, the following conditions:

- house arrest or home confinement
- restriction to a predetermined Magisterial district
- payment of victim compensation ordered by the court
- performing of community service
- attendance of correctional programmes and lectures
- any other condition that may promote the rehabilitation and successful integration of the

offender into the community.

The community corrections population for 1998 based on daily averages is reflected in table 9, while table 10 shows similar statistics as at 31 December 1998.

Table 9: Community Corrections population for 1998 based on daily averages

Category	Under supervision		Absconders*		Total
	Male	Female	Male	Female	
Probationers	10 224	1 527	4 397	366	16 514
Parolees	21 541	739	17 344	346	39 970
Total	31 765	2 266	21 741	712	56 484

Table 10: Community Corrections population as at 31 December 1998

Category	Under supervision		Absconders*		Total
	Male	Female	Male	Female	
Probationers	9 431	1 399	4 747	363	15 940
Parolees	20 874	645	18 840	328	40 687
Total	30 305	2 044	23 587	691	56 627

* Note: The figures in respect of absconders being sought are for the period 1 January 1992 to 31 December 1998.

Supervision was provided by 1 473 personnel of the Department and 186 part-time volunteers from the community.

The category of monitoring is determined by the offender's possible risk to the community.



There are maximum, medium and minimum supervision and monitoring categories. The offender's degree of cooperation determines his or her gradual advancement from the maximum to the minimum monitoring category.

The successful application and execution of community-based sentences depends on strict control and management of the system. The success rate as reflected in the accompanying table, is measured in terms of sentences served. These figures include fines that were paid, warrants of liberation issued and

deaths.

Table 11: Success rate of community based sentences

	Correctional supervision	Parole supervision	Total
Number	22 251	42 664	64 915
Success percentage	81%	71%	72%

Abscondence is a cause for concern and contributing factors are the following:

- unemployment, illiteracy and lack of skills
- insufficient release preparation before placement
- ignorance and lack of responsibility on the part of offenders
- lack of adequate support and care systems in the community
- offenders in informal settlements change their place of residence almost daily.

Measures implemented to address these problems are:

- special tracing actions implemented to trace absconders
- targets were set with regard to reducing abscondence
- special measures were introduced to promote community involvement.

As indicated in the table below, a large number of absconders were traced during the period 1 January 1998 to 31 December 1998:

Electronic monitoring

Research into the use of electronic monitoring as a means of improving the efficiency of control over offenders serving their sentences in the community, has been completed. The

Table 12: Absconders traced

Correctional supervision		Parole supervision		Total
Male	Female	Male	Female	
1 948	110	4 782	85	6 925

principle of electronic monitoring has been approved by both the Minister of Correctional Services and Cabinet.

Community involvement

Community involvement entails all the community services rendered by organisations and individuals to the Department as well as services rendered by the Department to the community.

The aim of community involvement is to include members of society in community-based correctional matters and to expand the capacity of the Department.

The objectives of community involvement are to:

- provide access to a wide range of support services to meet offenders' needs
- alleviate the shortage of personnel
- promote co-responsibility for offender management and crime prevention
- share responsibility for the rehabilitation of offenders
- maximise public and private resources with a view to promoting an efficient correctional system.

Community Safety Centres

The Department is currently participating in the National Crime Prevention Strategy (NCPS) of the government by means of the establishment of Community Safety Centres in support of the criminal justice process. The purpose of Community Safety Centres is to provide integrated services in order to create decentralised service points. These integrated services are provided to the community by the South African Police Service and the Departments of Health, Welfare, Justice and Correctional Services, under one roof.

Community integration

Community integration refers to the continuous process, whereby prisoners are prepared for their ultimate release and assisted to readjust to community life.

The objectives of community integration are to:

- ensure that offenders are successfully reintegrated into the community

- involve society in community-based correctional matters by encouraging them to provide employment and accommodation to needy offenders
- offer material assistance to needy prisoners upon their release and placement
- source job opportunities and obtain the co-operation of employers with regard to the employment of released offenders
- reduce the high rate of recidivism.

Financial implications

The budgeted cost in respect of the supervision of probationers and parolees for the 1998/99 financial year was R194 794 300, that is 4% of the Department's total budget of R4 515 581 000.

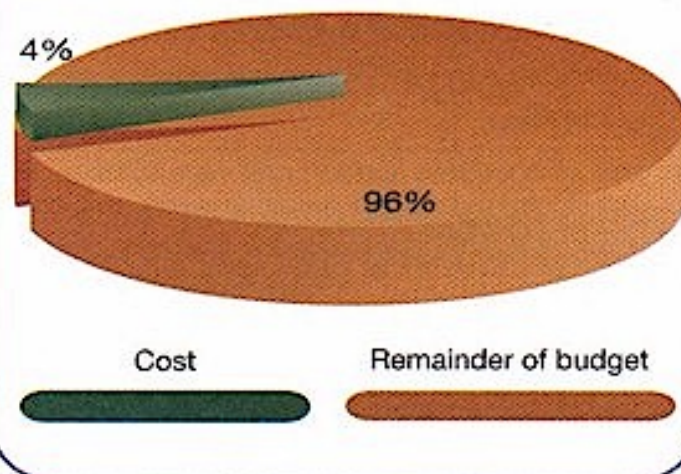
A comparison between the budgeted unit costs per probationer and parolee per day (per capita cost) for the 1997/98 and the 1998/99 financial years is set out in the table below. The ratio between personnel and probationer/parolee is also shown for the same periods.

Table 13: Cost and ratio comparison for 1997/98 and 1998/99

	1997/98	1998/99
Probationer/ parolee unit cost per day	6,05	7,99
Ratio between personnel and probationer/ parolee	1:51	1:38

Community Corrections is more cost-effective than imprisonment. During the 1998/99 financial year, the budgeted per capita cost for offenders in the community corrections system was R7,99 per day against a cost of R72,99 for prisoners.

Graph 6:
The budgeted cost in respect of the supervision of probationers and parolees in relation to the total budget



During 1998, the daily average community corrections population was 56 484. To keep this population in prison, would have cost the Department and the taxpayer R4 122 767 per day. However, in the system of Community Corrections, the comparative cost is R451 307 per day. This resulted in a saving of R3 671 460 per day.

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Humane detention and treatment of prisoners



The Constitution of the Republic of South Africa 1996 (Act 108 of 1996) as amended is also applicable to prisoners. Section 35(2) guarantees specific rights for prisoners while incarcerated: "Everyone who is detained, including every sentenced prisoner has the right to conditions of detention that are consistent with human dignity, including at least exercise and the provision, at state expense, of adequate accommodation, nutrition, reading material and medical treatment."

Rights and privileges

In order to inform both prisoners and correctional officials about their rights, the Department, in conjunction with its recognised employee organisations, the Centre for the Study of Violence and Reconciliation, Lawyers for Human Rights and Technikon South Africa, has launched a project on Human Rights training. This project was officially launched by President Nelson Mandela on 25 June 1998.

Health and Physical Care

The Department is committed to the promotion of health care for prisoners through the provision of adequate medical care, nutrition and by ensuring personal and environmental hygiene. The following objectives were reached during 1998:

- a regional prison hospital with 26 beds was established at Losperfontein in the North-West Province
- the Department succeeded in reducing the admission rate to private hospitals
- posts were created for 101 additional professional nurses and for 14 new pharmacists
- new prison pharmacies have also been established at Kimberley, George, Witbank, Umtata, Losperfontein, Potchefstroom, Grootvlei and Pietersburg.

Tuberculosis (TB), Sexually Transmitted Diseases (STD), HIV and AIDS



In an effort to manage STD, HIV and AIDS in prisons, clinics have been established in various prisons to provide health education, counselling and to issue condoms to prisoners and personnel. Professional nurses have been appointed as focal persons in prisons to manage HIV and AIDS programmes.

A total of 239 nurses, social workers, psychologists and disciplinary personnel received training in HIV and AIDS education and counselling. This training emphasises a multidisciplinary approach to health care.

Prisoners were trained in Peer Group Teaching and puppet shows were used to increase HIV and AIDS awareness. A video on HIV and AIDS in prisons was produced for the use of both prisoners and personnel.

The World AIDS Day as well as the World Tuberculosis Day was commemorated on all levels within the Department. Assistance from the Department of Health and other stakeholders played an important role in the success of these campaigns.

In spite of the Department's efforts to increase awareness about HIV and AIDS, there has been an increase in the incidence of known cases during 1998. There is also a marked increase in the incidence of tuberculosis. The statistics with regard to HIV and AIDS and tuberculosis are reflected in the tables below.

Table 14: Registered HIV positive and AIDS cases as at the last day of each month

	1997		1998	
	HIV	AIDS	HIV	AIDS
January	864	27	1 262	53
February	862	37	1 325	47
March	887	37	1 392	47
April	914	34	1 359	59
May	931	37	1 426	66
June	1 026	39	1 447	75
July	1 051	43	1 417	72
August	1 093	47	1 446	69
September	1 145	48	1 549	100
October	1 149	50	1 688	112
November	1 225	55	1 765	109
December	1 258	51	1 745	107

Table 15: Number of prisoners with tuberculosis

	1997		1998	
	New Cases	Total	New Cases	Total
January	104	955	142	1 215
February	122	878	158	1 221
March	114	919	228	1 223
April	121	907	189	1 113
May	133	1 041	203	1 273
June	121	1 052	148	1 311
July	146	977	199	1 159
August	164	1 120	184	1 125
September	164	1 193	217	1 312
October	138	1 224	206	1 243
November	144	1 207	187	1 297
December	135	1 145	174	1 577

The Department was represented at the First International Conference on HIV and AIDS in African Prisons held in Dakar during February 1998. The aim of this conference was to ensure respect for minimum conditions of incarceration, and to create better prison conditions throughout the world.

Nutrition

A revised 12-day meal cycle was developed in cooperation with provincial Departments of Health. An amount of R744 122 was allocated for the upgrading of dining facilities for prisoners.

A revised manual for cleaning of kitchens and a check-list were developed to assist in the inspection of kitchens. Arrangements were made with the South African National Defence Force to train personnel as caterers.



The Basic Chef's Course was successfully completed by 50 caterers while five caterers attended the Advanced Caterers Course during May 1998.

Clothing

The development of a new range of clothing for male prisoners has been finalised and a decision on a clothing range for female prisoners will be reached in due course.



Interdepartmental participation

The Department is represented on the committees mentioned below where networking takes place. The Department is also closely involved in the development and formulation of policies on health matters by these committees.

- District Health System Committee (DHSC)
- Interdepartmental Committee on HIV/AIDS
- Interministerial Committee on HIV/AIDS
- Committee/Task Team for Quality in Health Care for South Africa
- Committee/Task Team for Youth and Adolescent Health Care Policy
- Drug Advisory Council
- Co-ordinating Committee for Medical Provisioning (COMED).

Young offenders

The Department regards all youths (under the age of 21) and children (under the age of 18) as a

unique category and consequently their needs are specifically addressed.

The Department participates in committees such as the Inter-Ministerial Committee on Young People at Risk, the National Plan of Action for Children in South Africa, and the National Youth Commission. The aim is to address the specific needs of children and youths in detention in line with international and national norms and standards regarding their care and development in terms of the broader South African youth problem.

The Emthonjeni Youth Development Centre is the first facility which is structurally planned to accommodate a new approach to dealing with young offenders, i.e. provision for educational, training and recreational programmes, as well as more direct supervision and interaction between offenders and personnel.

In terms of the Correctional Services Amendment Act, 1996 (Act 14 of 1996), certain categories of unconvicted children (persons under 18 years) may be accommodated in correctional centres. Statistics for sentenced youths in custody as at 31 December 1998 appeared in table 1 in chapter 1.



Mothers with babies or young children

A female prisoner may be allowed to care for her infant or young child who accompanies her on admission to a correctional centre or who is born during her detention. The accommodation of an infant or young child in a correctional centre remains an interim measure and suitable placement needs to be actively addressed. The Department is responsible for the sound physical, social and mental care and development during the infant's or young child's stay in a correctional centre.

Deaths in prison

There has been an increase in the deaths in prison as reflected in the table below.

Table 16: Deaths in prison				
Cause of death	1997		1998	
	Sentenced	Unsentenced	Sentenced	Unsentenced
Natural deaths	241	86	335	102
Suicide	15	9	9	6
Assault	19	6	1	4
Shooting	1	1	1	1
Drowning	1	0	2	0
Other causes	14	9	15	29
Total	291	111	363	142

Financial implications

The budgeted cost in respect of the humane detention and treatment of prisoners for the 1998/99 financial year was R537 039 000, that is 12% of the Department's total budget of R4 515 581 000. The unit cost (per capita cost) in respect of the humane detention and treatment of prisoners for the 1998/99 financial year is indicated below.

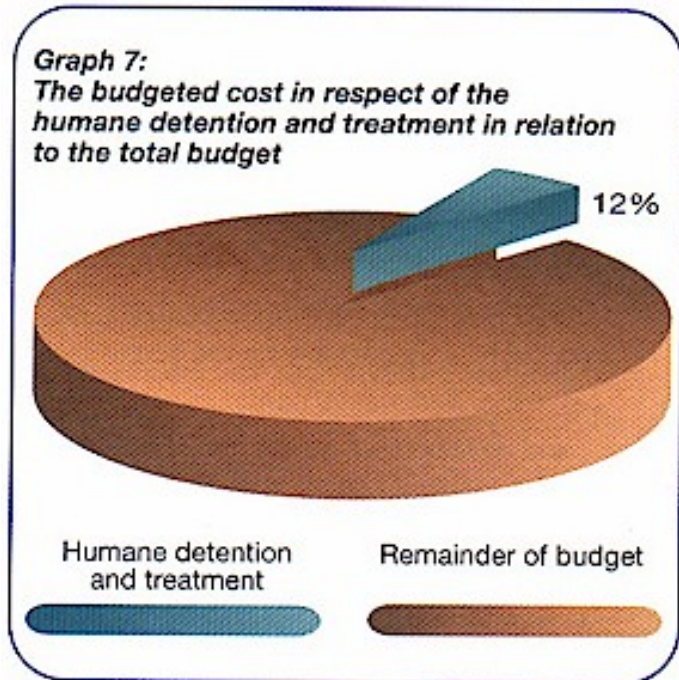


Table 17: Per capita cost in respect of humane detention and treatment of prisoners		
Item	1997/98	1998/99
Nutrition	3,83	4,07
Medical costs	1,67	1,79
Personal care	1,12	1,33
Guarding (transport to courts)	0,35	0,37
Day-to-day maintenance to buildings	0,28	0,32
Gratuity	0,10	0,14
Total	7,35	8,02

Provision of development services



The development and support of the prisoner forms an essential part of his/her incarceration. Various services are made available in order to provide for the prisoner's personal needs and to give him/her a better chance to lead a productive life after release.

Education and training

The purpose of education and training is to develop and enhance the educational level and improve the skills of prisoners in order to facilitate their reintegration into the community.

The following services are provided which will also contribute to community development, stability and protection. All sentenced prisoners have access to these programmes, where available:

- Life Skills Training and Development
- Literacy Training
- Adult Basic Education and Training (ABET)
- Main Stream Education
- Vocational Training
- Occupational Skills Training
- Recreation and Library Education
- Entrepreneurial Skills Training
- Computer Skills Training
- Correspondence courses (Tertiary)

The Department is in the process of aligning its education and training programmes with the requirements of SAQA (South African Qualifications Authority) and NQF (National Qualifications Framework).

Education and training programmes are presented by 264 qualified educationists, assisted by selected trained functional personnel. Programmes are presented at 64 prisons, nationally. Where no qualified educationists are available, supportive education and training programmes, which focus on literacy and recreation, are presented by functional as well as temporary personnel and volunteers.

Education

The Department distinguishes between formal and informal education programmes.

Formal education programmes

Adult Basic Education and Training (ABET) is presented on four levels. Level one includes literacy programmes and levels two to four programmes equivalent to grade four up to grade nine, respectively.

Programmes at secondary school level are presented to prisoners from grade 10 up to grade 12 as well as

technical studies from N1 to N3.

Correspondence courses are offered for N4 to N6 technical studies, diplomas, degrees and higher degrees.

Educational programmes are offered in co-operation with the following external role-players:

- Project Literacy
- Human Sciences Research Council (HSRC) (Educons)
- Hampton Community College
- President's Awards
- National Institute for Crime Prevention and Rehabilitation of Offenders.(NICRO)
- Institute for Specialized Training.
- Inter-government Departments Committee on ABET (IDC) .
- Readucate Educational Trust
- Juta Publishers
- Heinemann Publishers
- Lead the Field Africa (ABET providers)
- National and Provincial Education Departments
- UNISA (ABET Faculty)
- University of Western Cape (ABET faculty)
- Interim ABET Advisory Body (IAAB).

The number of students who participated in formal education programmes in 1998 is indicated in the table below:

ABET level 1	ABET levels 2 - 4	Secondary	Correspondence
1 297	1 807	3 328	371

Informal education programmes

Educational personnel present informal educational programmes, which include recreational and recreational-education programmes. These include elementary courses in which basic skills pertaining to sports are taught.

The Department of Sports and Recreation (DSR) and Recreation South Africa (RECSA) assisted the Department in facilitating the project "Getting the Nation to Play".

One of the six national projects of the South African Games and Leisure Activities (Sangala), namely Rehab, aims to improve the quality of life of prisoners by providing them with training and sporting equipment.

Life skills educational programmes involve the teaching of essential life skills such as basic personal money management, development of self-esteem and how to overcome depression. A concerted effort is made to fit these programmes into scheduled day programmes of ABET as part of the curriculum for prisoners.

Currently there are 109 libraries nationally which are managed in co-operation with the provincial library administrations. In some provinces the community and business sector play a vital role by donating

reading material to prison libraries. Library Services in the Gauteng Education Department as well as Juta and Heinemann Publishers donated books.

The accompanying table highlights the number of prisoners involved in informal educational programmes during 1998.

Table 19: Informal educational programmes	
Recreational education programmes	25 453
Specially organised sporting events	12 801
Library: numbers of readers	37 482
Library: number of books issued	150 127

Training

The aim of training programmes is the development of the market-orientated labour potential of prisoners. Participation in programmes depends on the duration of sentences, interests, aptitudes, abilities, previous experience and availability of training facilities.

Training is provided in co-operation with various external role-players under the guidelines and standards formulated by SAQA and recognised standard-setting bodies.

The Department differentiates between vocational, occupational skills and computer-based training.

Vocational training

Vocational training represents those fields in which artisan status can be obtained and includes building, workshop and hairdressing training. Upon completion, a prisoner receives a diploma or certificate from the Department of Labour or the Industry Training Board.

Building training is provided according to the competency based modular training system at 17 building training centres, nine of which are accredited by the Building Industries Education and Training Board. A skills training strategy was adopted in line with the Skills Development Bill.

Workshop training in trades related to the wood and metal industries is provided in eight equipped workshops.

The table below shows the number of prisoners involved in vocational training programmes.

Table 20: Prisoners involved in vocational training programmes	
Building training	593
Hairdressing training	113
Workshop training	1 056
Total	1 786

Occupational skills training

This training is aimed at equipping prisoners with basic technical skills in 61 fields, for example, welding, fencing, bricklaying, woodwork, needlework, leatherwork and pottery. Agricultural training is provided in three main fields namely livestock, crop farming and mechanised farming. Artisan status cannot be obtained but specialised training is required. Certificates are issued in co-operation with recognised external institutions. Selection of types of training is dictated by the market requirements.

The Department of Labour has reserved an amount of R2 million for the training of prisoners under the Scheme for Training of Unemployed Persons.

Prisoners equipped with technical skills are also equipped with entrepreneurial management skills to enable them to manage their own businesses.

This Department is in the process of building 14 training centres for the training of prisoners nationally as part of the NCPS. An amount of R 4 682 000 has been allocated for this purpose to increase the training capacity.

The table below shows the number of prisoners involved in occupational skills-training programmes during 1998.

Type of training	Courses presented	Prisoners involved
External career-directed skills	154	2 378
External agricultural	24	450
Internal career-directed skills	136	1 833
In-service training	61	679
Entrepreneurial skills	112	1 674
Total	487	7 014

and Barberton as part of the NCPS. At these centres prisoners will be trained in basic computer skills. These systems will also be used as a multi-media learning system. The system will assist prisoners with their studies as it contains advanced educational



Computer-based training

Multi-media computer-based training centres were established at Malmesbury

programmes. The "PLATO 2000 learning system" was installed which includes three thousand hours of learning instruction ranging from ABET to tertiary education in subjects such as algebra, trigonometry, reading and writing, geometry, communication and technical skills. Prisoners will be able to learn at their own pace.

Social work services

Social work services are accessible to all prisoners and probationers. These services are aimed at maintaining and improving their social functioning and contributing to their eventual reintegration into the community.

The following strategic objectives have been achieved with regard to social work services:

- the personnel establishment for social workers was increased from 337 to 503 which include nine new posts for Provincial Heads: Social Work Services
- guidance and control have been decentralised
- liaison with other Departments and organisations on provincial level has been enhanced
- eighty-one (81) social workers have been trained in the Free to Grow Life Skills Programme and eight (8) social workers have been trained as master trainers
- one hundred and seventy-nine (179) social workers received training on the utilisation of the computer programme for Social Work Services
- twenty-nine (29) social workers have been trained in the implementation of the Investment in Excellence Programme which they present to both prisoners and personnel
- fifty (50) computers have been supplied to social work personnel at provincial level to accelerate data capturing and processing

An assessment instrument is being developed which will be the first of its kind in South Africa and which will be utilised by the Department to:

- identify areas of significance (e.g. intra and inter-psychological factors; social factors; education and training needs) for the development plan of each prisoner
- assist and alert service providers to recognise strengths to build on
- provide information on critical factors that may prevent or deter rehabilitation
- evaluate progress by reassessment
- determine service effectiveness.

A Victim Empowerment Programme has been developed in cooperation with other Departments and the National Crime Prevention Strategy (NCPS). The community and stakeholders have been made aware of the Department's Parole Board Policy on victim participation. Funding for Victim Empowerment Programmes has been made available by the NCPS.

Table 22: Programmes presented by social workers

	Prisoners		Probationers	
	1997	1998	1997	1998
Lifeskills	15 849	26 282	8 750	7 625
Family care and marriage	7 216	15 352	1 388	1 524
Alcohol dependency	5 237	7 280	3 446	2 556
Drug dependency	5 046	5 659	2 870	1 011
Orientation in respect of social work services	14 050	7 840	17 463	2 650
Sexual behaviour problems	2 462	7 755	553	502
Aggressive behaviour	4 325	8 198	883	1 091
Trauma	6 548	11 794	1 305	529
Release preparation	7 979	16 161	954	1 355

Psychological services

Psychological services are provided to sentenced prisoners and probationers to maintain or improve their mental health and quality of life.

A very limited supportive service is provided to personnel in life-threatening situations or after traumatic events such as hostage incidents or unrest in prisons.

The Department has 75 posts for psychologists, of which 43 are filled. The lack of qualified personnel can be ascribed to the unavailability of psychologists in the open market, poor salary packages and the lack of infrastructure.

The Department makes use of the following measures to ensure that offenders are able to utilise psychological services:

- when the District Surgeon refers a prisoner for psychological treatment and no departmental psychologist is available, external registered psychologists can be used
- prisoners can see their own private psychologist at their own expense
- the Department can also employ external psychologists for limited sessions at a nominal fee
- the Department makes use of students who are busy with MA degrees in Clinical or Counselling Psychology who provide services without remuneration under supervision of the various universities.

Psychologists are also involved in the Investment in Excellence Programme (IIE). This programme has a non-traditional education curriculum aimed at bringing about meaningful and lasting change by challenging old habits, attitudes and beliefs. It can be facilitated by professionals as well as selected and trained correctional officers or offenders.

Service rendered	Prisoners	Probationers	Personnel	Total
Group therapy	1 297	34		1 331
Individual therapy	7 529	828	846	9 203
Investment in Excellence Programme	4 758		3 163	7 921

Religious care

The Department aims to provide religious care to all prisoners and authorises religious denominations to attend to their members or adherents, according to their religious practices.

Programmes are designed to meet the spiritual and religious needs of all prisoners. The different programmes that are offered include worship services, scripture studies, group discussions, individual counselling, prayer sessions, meditation and singing. The Department has 31 full-time chaplains from 13 different denominations, including the Muslim faith. There are 1 991 part-time religious workers from 71 churches and faiths attending to the religious needs of prisoners.

Prisoners have access to scriptures and other religious reading material. The Bible Society of South Africa donated a significant amount for the distribution of Bibles in prisons. Radio Pulpit also presents a regular programme especially for prisoners.

Six new chaplains, amongst whom was the first Muslim chaplain, were appointed.

Services rendered to prisoners		
	Religious workers	Chaplains
Large group meetings	29 343	1 292
Small group sessions	22 049	784
Personal interviews	37 013	2 847
Other religious programmes	24 628	
Services rendered to personnel		
Interviews		2 801
Lectures		323
Group meetings		531

Institutional Committees

The objective of the Institutional Committee is to uplift the offender by means of behaviour

modification based on a system of incentives, rather than punishment.

The Institutional Committees consist of multidisciplinary teams comprising custodial, educational, psychological and social work personnel, where available. These committees have decision-making authority in respect of the custody classification of prisoners as well as their participation in individual, sub-group or group programmes. Their involvement with a prisoner covers the entire period of his or her incarceration.

If the prisoner is dissatisfied with the Institutional Committee's decision, he may submit a representation to the Commissioner who can revise this decision.

Labour by prisoners

The main aim of prison labour is to cultivate work ethics amongst prisoners in order to facilitate their reintegration into the community.

Prisoners are encouraged to develop their skills and knowledge through labour in industries such as production and maintenance workshops and agriculture. Training opportunities are also available in the hospitality and entertainment industries.

Training is provided for certain categories of prisoners to obtain artisan status. Where artisan status cannot be obtained, prisoners are trained informally to obtain certificates.

The Department strives towards self-sufficiency through farm produce and furniture and textile manufacturing.

Currently only 29,6% of the prisoner population is working, due to a personnel shortage, financial constraints and lack of facilities. Participation in labour is voluntary but often prisoners choose not to work.



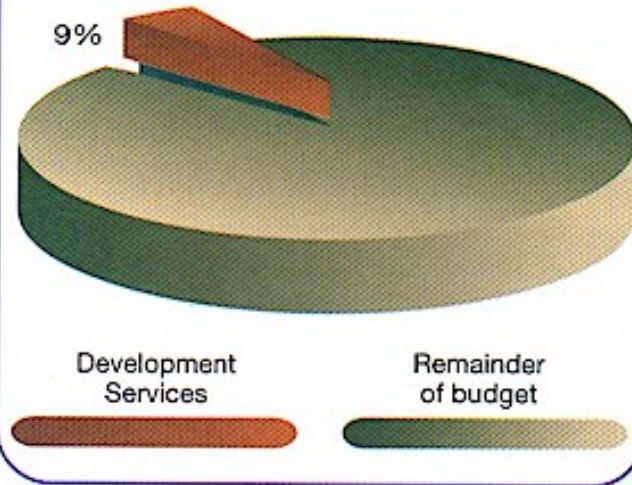
Table 25: Daily average of work opportunities provided

	1997	1998
Building and maintenance services	1 227	1 171
Agricultural services	6 674	7 371
Production workshops	2 077	2 440
Maintenance workshops	727	697
Total	10 750	11 679

Financial implications

The budgeted cost in respect of the provision of development services for the 1998/99 financial year was R385 585 300, that is 9% of the Department's total budget of R4 515 581 000.

Graph 8:
The budgeted cost in respect of the provision of development services in relation to the total budget



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Reintegration into the community



Parole Boards consider the placement of prisoners under correctional supervision, parole supervision or release upon the expiry of sentence.

Parole Boards

There are 51 Parole Boards nationally, with the primary function of considering and making recommendations regarding the placement of prisoners under correctional or parole supervision or release upon expiry of the full sentence. Parole Boards deal with prisoners with sentences of longer than six months, whereas those with sentences of less than six months are dealt with by the Head of the Prison.

Parole Boards dealt with 58 980 cases. Recommendations made by the Parole Boards are indicated in table 26.

Table 26: Recommendations of the Parole Boards

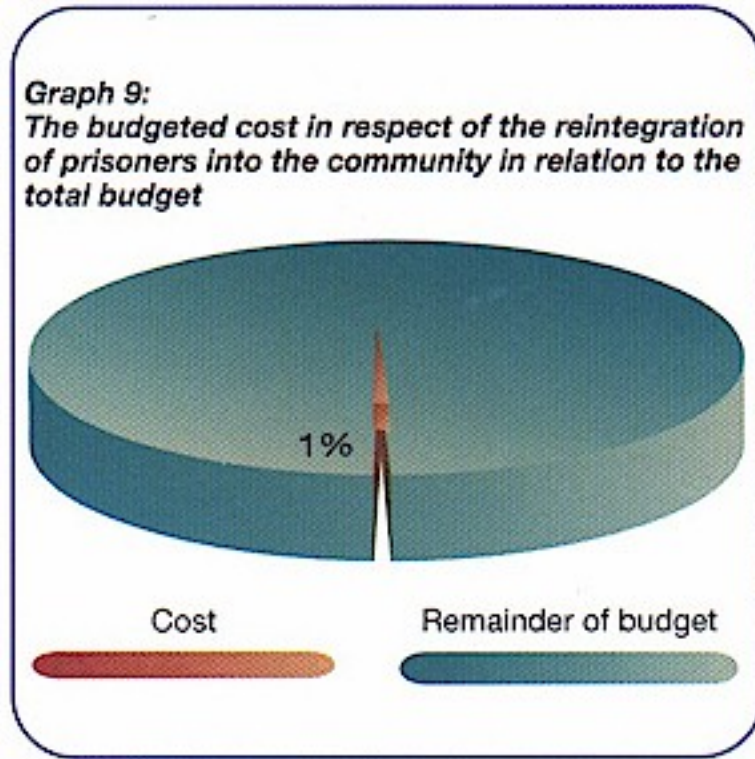
Release on sentence expiry date	16 270
Day parole	344
Parole	27 375
Placement under correctional supervision	9 733
Unsuitable for placement (Case to be reviewed later)	5 265
Total	58 980

Amnesty

As part of President Mandela's 80th birthday celebration on 18 July 1998, he granted six months special remission to all sentenced prisoners, including those sentenced to correctional supervision.

Financial implications

The budgeted cost in respect of the reintegration of prisoners into the community for the 1998/99 financial year was R29 469 100, that is 1% of the Department's total budget of R4 515 581 000.



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Effective resource management and utilisation



The Department is committed to managing and utilising its resources effectively. Resources that will be discussed in this chapter are finances, stores and livestock, human resources and industries.

Finances

The Department's aim with regard to its budget (vote 10) is to render correctional services by means of the appropriate detention, control, care, utilisation, development, treatment and community reintegration of prisoners and probationers in the most humane, cost-effective and least restrictive manner in order to protect the community from repeated crime.

The report is based on the period 1 January 1998 to 31 December 1998 and includes both the 1997/98 and 1998/99 financial years (1 April 1998 to 31 March 1999).

Budget for the 1998/99 financial year

The Department's original budget for the 1998/99 financial year amounted to R4 345 494 000, as indicated in table 28 and the adjusted vote amounted to R4 515 581 000 for the same financial year as indicated in table 31.

Standard expenditure item	1997/98 R'000	1998/99 R'000
Personnel expenditure	2 719 899	3 427 600
Administrative expenditure	105 206	141 319
Stores and livestock	298 468	415 943
Equipment	46 483	149 666
Land and buildings	21	17
Professional and special services	113 570	164 976
Transfer payments	3 800	8 277
Miscellaneous expenditure	32 148	37 696
Amount to be voted	3 319 595	4 345 494

Table 28: Original budget for the Department for the 1998/99 financial year.

Presentation according to programmes	Current		Capital		Transfers				Total	
					Current		Capital			
Main divisions	1998/99 R'000	1997/98 R'000	1998/99 R'000	1997/98 R'000	1998/99 R'000	1997/98 R'000	1998/99 R'000	1997/98 R'000	1998/99 R'000	1997/98 R'000
Administration	729 349	622 731	105 618	23 856			580	354	835 547	646 941
Incarceration	2 935 597	2 248 557	21 851	8 372	7 697				2 965 145	2 260 375
Development of offenders	300 335	261	54 984	46 590		3 446			355 319	308 462
		872								
Community Corrections	186 733	103 598	2 750	219					189 483	103 817
Amount to be voted	4 152 014	3 236 758	185 203	79 037	7 697	3 446	580	354	4 345 494	3 319 595
Increase	915 256	723 592	106 166	4 517	4 251	967	226	0	1 025 899	729 076

The accounting officer is the Commissioner of Correctional Services.

The original budget has been divided between a number of standard expenditure items as listed in table 27. The table also compares how the original budget has been divided between these expenditure items for the 1997/98 and 1998/99 financial years.

Departmental and sundry income for the 1998/99 financial year has been estimated at R69 825 000.

Table 29: Critical cost indicators as a percentage of the budget

Item	1997/98	1998/99
Personnel-related costs	83,52	80,33
Direct physical care and monitoring cost in respect of offenders	11,92	14,04
Equipment	1,40	3,44
Other indirect expenditure	3,16	2,19

During the course of the financial year, the original budget had to be adjusted from R4 345 494 000 to R4 515 581 000 by means of additional votes. The nature and amounts of these additional votes are compared in table 30.

Table 30: Amounts voted to the Department for the 1997/98 and 1998/99 financial years

Item	1997/98 R'000	1998/99 R'000
Original approved budget	3 319 595	4 345 494
Funds carried over from the previous financial year	11 077	557
Improvements of service conditions (drawn from the Department of Public Service and Administration's budget vote)	190 873	100 943
Suspension from the budget vote of the Department of Correctional Services (DCS) to that of the DPW for the building of classrooms	0	(3 333)
Suspension from the budget vote of the Department of Correctional Services (DCS) to that of the DPW for leases	(61)	(516)
Gratuity to prisoners (additional income)	2 014	2 331
Additional amount approved by the Treasury Committee for physical needs of prisoners and monitoring of probationers	70 000	0
Special Projects (CJS) : Allocation for Video Arraignment	0	16 405
Special Projects (CJS) : Allocation for Electronic Monitoring	0	53 700
Suspension from the DCS to the Department of Water Affairs and Forestry for the building of a dam	(600)	0
Suspension of funds as a result of the reduction of the employers' contribution towards the pension fund from 18% to 17%	(12 844)	0
Total adjusted budget	3 580 054	4 515 581

Table 31: Adjusted budget for the Department for the 1998/99 financial year.

Presentation according to programmes	Current		Capital		Transfers				Total	
	1998/99 R'000	1997/98 R'000	1998/99 R'000	1997/98 R'000	Current		Capital		1998/99 R'000	1997/98 R'000
Main divisions					1998/99 R'000	1997/98 R'000	1998/99 R'000	1997/98 R'000	1998/99 R'000	1997/98 R'000
Administration	1 102 486	236 408	96 939	852			580	705	1 200 005	237 260
Incarceration	2 687 226	2 240 798	49 099	9 868	10 028				2 746 353	2 250 666
Development of offenders	323 343	260 917	22 035	50 736		6 717			345 378	318 370
Community Corrections	167 366	141 153	56 479	6 895					223 845	148 048
Amount to be voted	4 280 421	3 471 982	224 552	100 650	10 028	6 717	580	705	4 515 581	3 580 084
Increase	808 439	424 648	123 902		3 311	1 449		150	935 497	401 100
Decrease				25 177			125			

The adjusted budget is spent on a number of standard items as listed in table 32. The table also compares how the adjusted budget has been divided between these expenditure items.

Departmental and sundry income for the 1998/99 financial year has been adjusted accordingly and is projected at R 71 267 000.

Table 32: Presentation according to standard expenditure items

Standard item	1997/98 R'000	1998/99 R'000
Personnel expenditure	2 894 849	3 526 471
Administrative expenditure	121 960	156 809
Stores and livestock	327 244	406 675
Equipment	64 321	213 067
Land and buildings	13	244
Professional and special services	129 352	162 175
Transfer payments	7 422	10 608
Miscellaneous expenditure	34 893	39 532
Amount to be voted	3 580 054	4 515 581

National Crime Prevention Strategy (NCPS)

The NCPS's committee approved two business plans, firstly for the education and development of offenders and secondly to provide certain prisons with additional security systems.

In order to finance these business plans, the Department of State Expenditure allocated the following amounts to the Department of Correctional Services during the 1997/98 financial years.

Table 33: Amounts allocated to the NCPS's Business Plan

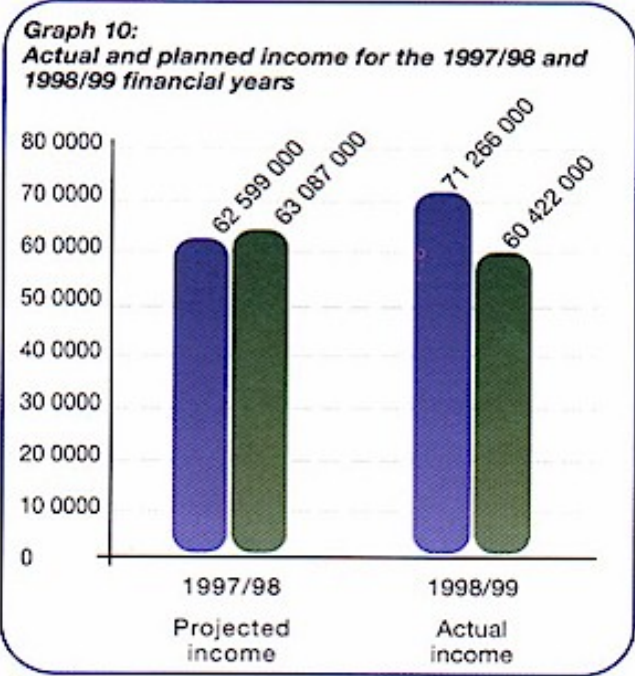
Item	1997/98	1998/99
Education and Development of Offenders	3 845 000	0
Security Systems: Perimeter fencing for Prisons	23 732 000	0

Income

Departmental income is generated by, inter alia, proceeds from the products of workshops, prison labour and rental in respect of official personnel accommodation.

Income generated through the utilisation of prison labour is partly utilised for the payment of gratuity to prisoners.

The income for the 1998/99 financial year (R71 266 000) is projected to be 11,47% more than the income recorded in respect of the 1997/98 financial year. This increase is largely due to increases in tariffs and prisoner fines. Efforts are continuously being made to increase the income generated by the Department.



Departmental losses

Incidents of losses and theft suffered by the Department in the 1998/99 financial year have increased in comparison to the 1997/98 financial year. The percentage of total budget written off is 0,033%.

Table 34: Losses written off according to treasury instruction		
Item	1997/98 R'000	1998/99 R'000
Claims against the state (TI: W3, W5, W6, W7)	248	1 222
Cover with regard to the use of mobile implements (TI: W4)	45	49
Deficiencies, losses or damages caused by acts or omissions (TI: W9)	64	18
Losses and damages through unavoidable causes (TI: W10)	54	43
Losses and damages through possible criminal acts or omissions (TI: W11)	86	7
Debts to the state (TI: X6.1)	223	141
Total	730	1 480

Financial administration

In respect of the 1997/98 financial year, the financial administration's budget as a percentage of the total budget amounted to 1,91%, whilst in respect of the 1998/99 financial year it amounted to 1,58%.

Table 35: Financial administration		
	1997/98	1998/99
The true post occupancy of Financial Administration as a percentage of the approved establishment of the Financial Occupational Class	62,0%	70,24%
The true establishment of the Financial Occupational Class as a percentage of the true establishment of the Department	0,43%	0,47%
The financial establishment of Financial Administration as a percentage of the approved establishment of the Financial Occupational Class	99,0%	99,0%

Logistics

The primary objective of Logistics is provisioning to meet customer requirements. This entails planning, implementing and controlling the efficient flow

of
commodities
from point of
origin to point
of
consumption
or disposal.

Management of funds and assets

The logistics
turnover
amounted to R1
201 903 000 for
the 1998/99
financial year,
compared to
R852 632 000
for the 1997/98
financial year.
Internal charges
have been
included in the
logistics
turnover.

The budget for
logistic services
for the 1998/99
financial year
amounted to
R115 680 800
compared to
R115 620 400
for the 1997/98
financial year.



The logistic
function in the
Department is
managed on a
decentralised
basis at 136
stores. Of the
136 stores, 132
stores have
already been
computerised
with the aim of
computerizing
the remaining
ones during
1999. These

stores administrate 64 093 different stock and inventory items.

Cost-effectiveness of the procurement of items and systems

Through the application of strategic objective funding and asset management, the cost-effectiveness of the procurement of items and systems was ensured. Workable proposals were submitted to the Office of the State Tender Board for the amendment of the ST 37 (Directives to Departments in respect of procurement). Several of this Department's proposals were accepted and are included in the amended ST 37.

This Department supports small, medium and micro enterprises (SMMEs) as well as the advancement of

Table 36: Logistics turnover for the 1997/98 and 1998/99 financial years

	1997/98 R'000	1998/99 R'000
Stores and livestock	327 244	406 674
Equipment	64 321	213 067
Professional and special services	129 352	162 175
Land and buildings	13	243
Transfer payments	7 422	10 608
Internal charges	324 280	409 136
Total : Logistics turnover	852 632	1 201 903

Table 37: The extent and cost of logistics.

	1997/98	1998/99
Logistic services as a % of the departmental budget	3,41	2,56
Logistic turnover as a % of the departmental budget	25,15	26,62
Logistic cost per rand spent	13,56	9,62

Table 38: Vehicles at replacement value up to 31 December 1998

	1997/98	1998/99
Departmental	32 035 439	34 041 315
State vehicles of Provincial Governments	238 804 905	241 950 855

previously disadvantaged individuals (PDIs). Tenders to the value of R44 539 299 were awarded to PDIs and R18 856 118 to SMMEs. There has been a tremendous increase in the value of tenders awarded to these groups, as illustrated in the table on the right.

Table 39: Value of tenders awarded to PDIs and SMMEs for 1998 compared to 1997

	1997	1998
Previously disadvantaged Individuals (PDIs)	2 045 088	44 539 299
Small, medium and micro enterprises (SMMEs)	11 929 264	18 856 118
Total	13 974 352	63 395 417

Effective asset management

Several actions have been taken by Logistics in order to support healthy asset management. Various precautionary measures were instituted to combat losses of Government stock and equipment. This resulted in a substantial decrease in losses relating to stock and equipment between the 1997/98 and 1998/99 financial years.

Community involvement

In support of the RDP's call to provide for the needs of underprivileged persons, street children, victims of floods, welfare organisations and other services, unserviceable or obsolete blankets and other bedding were donated to four such organisations supporting these causes.

Human resources

Human resource development

The development of human resources is aimed at continuously upgrading and developing the skills of personnel and improving their knowledge in order to equip them to render effective services to the Department's clients, the prison population and the community.

Management development

The Department's Management Development Centre at Krugersdorp was utilised intensively during 1998 for management development.

Specific focus was placed on the development of personnel in the following posts regarding functional skills:

- Area Managers
- Heads of Prison
- Heads of Security
- Section Heads

Feedback from the workshops which had been conducted, clearly indicated that it was successful in equipping the members involved for their various jobs.

Training of trainers focused on broadening the skills and knowledge of trainers through an intensive capacity-building programme, which exposed trainers to a wide variety of courses in a short space of time.

Team-building was one of the development initiatives for Top Management. The value of this intervention was very high and it will be carried to Top Management through team transformation.

External development

In order to encourage personnel to improve their academic qualifications, 154 study bursaries were awarded for part-time study and 53 bursaries for full-time study. The Department's bursary policy is applied to include more personnel from the previously disadvantaged groups, in order to enhance opportunities for self-development.

Emanating from the Conference of Eastern, Southern and Central African Heads of Correctional Services (CESCA), held in Botswana during 1997, a CESCA Training Committee was established. Meetings were held with the participating countries in June and October 1998. Representatives from the Department visited the participating countries to obtain first-hand information regarding their training.

A Human Rights Pilot Project was successfully conducted at four selected prisons, namely Rustenburg, Kroonstad, Nylstroom and Krugersdorp. Training was presented in cooperation with Lawyers for Human Rights, the Centre for the Study of Violence and Reconciliation and the Electoral Institute of South Africa. The success of the Project is being evaluated. If the results prove to be satisfactory, the project will be implemented at all prisons.

The Department's National Training and Development Committee meets quarterly to assess problems regarding training and to generate workable solutions.

Functional training

For the first time in the history of the Department, the following courses were presented:

- the training of personnel in the taming of wild horses
- the Basic Chef course, which was presented by one of the Department's personnel at the SANDF, using the curriculum of the SANDF
- the Advanced Chef Course
- the VIP Protectors' Course presented at BMW

All other post-specific training courses scheduled for the year, were managed successfully.

Basic training

All new recruits undergo basic training. A six months' period of training is completed at one of the Department's two training colleges, while in-service training is done for a further six months at the recruit's station.

During June 1998 a Personnel Retraining Project and Human Rights Training programme were launched at Kroonstad Training College.

Module one of the Basic Training Curriculum was outsourced. The Technikon SA was awarded the tender. It is envisaged that 400 trainers will be trained by means of the retraining project.

A Basic Training Team will work in conjunction with Technikon SA with regard to the retraining project.

In-service training: Further training or expansion of training fields where training has already been provided within the context of functional or management duties of all officials.

Training statistics

Table 40: Formal functional and management development courses

Types of courses	Personnel involved
Management development courses	5 924
Functional training courses	4 223
Basic training	525

Table 41: In-service training

Types of courses	Personnel involved
Management development courses	958
Functional training courses	23 434
Basic Training	489

Table 42: External training

Types of courses	Personnel involved
External functional training	989
Courses, symposiums and seminars presented by external individuals or institutions	443

External training: Functional courses at external institutions and other Government Departments.



Sport management

The Department recognises the fact that participation in sport is an investment in the health, vitality and productivity of its personnel.

Meetings were held with various organisations on the development of sport in the Department, inter alia:

- National Olympic Committee of South Africa (NOCOSA)
- South African Football Association (SAFA) Development Trust
- Referees SA
- Netball SA
- SAFA Coaching Development
- Sport School of Excellence
- United Cricket Board (UCB)

A sport development workshop was also held at Krugersdorp Training Centre for all our sporting codes. A total of 1 375 personnel members competed in 15 sporting events during the Departmental Sports Championships. The Department also took part in the October Invitational Games which were held in Pretoria. The team consisted of 177 participants who took part in 12 sporting codes and excelled in winning 150 medals comprising:

- 105 gold
- 19 silver
- 26 bronze

Equity

One of the Department's objectives is to create a representative and equitable correctional services and to promote a supportive environment to enable all personnel to function optimally.

A series of workshops were held in the Department, the purpose of which was to communicate progress on the transformation process in the Department, and to popularise the Employment Equity Bill, the Convention on the Elimination of All Forms of Discrimination Against Women (CEDAW) and the Beijing Platform of Action. These workshops culminated in the formulation of the Department's Draft Equity Policy.

To commemorate the 43rd anniversary of the women's march to the Union Buildings in 1956, a series of gender equality workshops were held. The purpose of these workshops was to generate inputs, based on real experiences of the women in the Department, towards the development of a gender policy.

The Department also convened the first ever "National Policy Workshop on People with Disabilities". The purpose of this workshop was to present the "Draft Discussion Document on Persons with Disabilities in Correctional Services" and to ascertain the real workplace needs of persons with disabilities. The Department is committed to ensuring that members with disabilities enjoy equal rights.

A Needs Analysis Workshop was conducted on 29 and 30 October 1998 to determine the specific training needs of women, to enable them to compete with their male colleagues for all available positions in the Department. Training programmes are currently being developed and training will commence in 1999 in conjunction with the South African Management Development Institute (SAMDI).

When the Department demilitarised in 1996 a process was set in motion to develop a value system that would align the Department's structures, policies and processes with desired democratic values in order to

inculcate participative management principles. Two major projects toward this goal were undertaken, namely:

- a survey of the organisational culture to assess the extent to which the organisational culture reflects the core values of the Department
- development of the Departmental Code of Conduct

The Employee Assistance Programme (EAP) is a wellness programme designed to provide services which will assist employees in preventing or overcoming problems that affect job performance. Workshops were held to market the programme and to obtain inputs from grass roots level regarding possible problem areas for which such interventions are required.

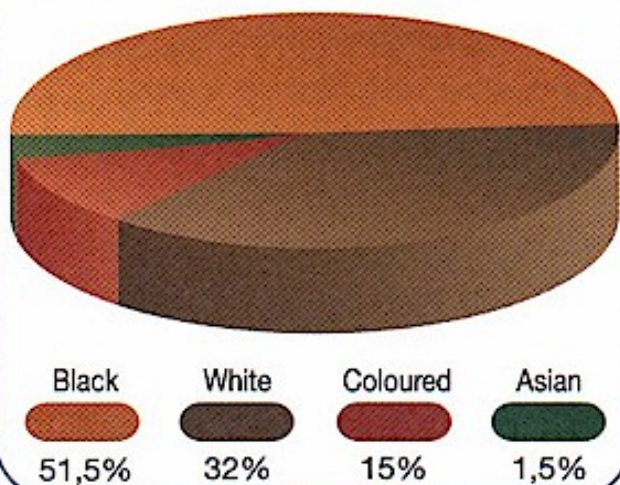
Table 43: Global personnel distribution as at 31 December 1998 compared to 31 December 1997

Group	Male		Female		Total		Percentage	
	1998	1997	1998	1997	1998	1997	1998	1997
White	8 060	8 524	1 554	1 617	9 614	10 141	31,8	34,3
Black	13 668	13 374	1 892	1 286	15 560	14 660	51,6	49,6
Coloured	3 987	3 895	586	436	4 573	4331	15,11	4,6
Asian	393	383	57	40	450	423	1,5	1,5
Total	26 108	26 176	4 089	3 379	30 197	29 555	100	100

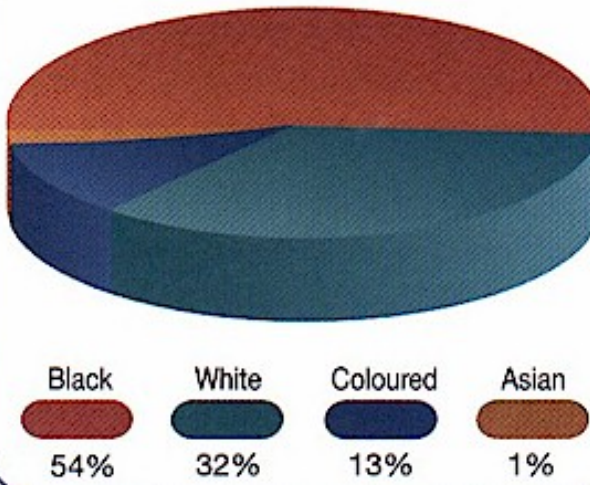
Table 44: Management echelon (Directors and higher) as at 31 December 1998 compared to 31 December 1997

Group	Male		Female		Total		Percentage	
	1998	1997	1998	1997	1998	1997	1998	1997
White	25	22	1	1	26	23	32	30
Black	31	34	12	7	43	41	54	54
Coloured	10	10	0	0	10	10	13	13
Asian	0	1	1	1	1	2	1	3
Total	66	67	14	9	80	76	100	100

Graph 11:
Global personnel distribution as at 31 December 1998



Graph 12:
Management echelon (Directors and higher) as at 31 December 1998



The aim of human resource maintenance is to satisfy the Department's personnel need by rendering provision, maintenance and administrative duties in order to contribute to the optimal utilisation and satisfaction of the personnel corps.

Recruitment

During the year 1 652 recruits at the entry level of the discipline occupational class were appointed.

Table 45: Recruits from the discipline occupational class

White		Black		Coloured		Asian	
Male	Female	Male	Female	Male	Female	Male	Female
127	32	632	508	183	125	27	18

During the year 174 recruits at the entry level of the closed and specialised occupational class were appointed.

Table 46: Recruits from the closed and specialised occupational class

Occupational class	White		Black		Coloured		Asian	
	Male	Female	Male	Female	Male	Female	Male	Female
Educationists	1	1	19	7	3	1		
State accountant			2	1	4			
Professional nurse	1	2	11	16	7	12		
Provisioning admin			5	3				
Typist		3	1	13		4		
Legal admin			2	2	1			1
Psychologist		11		5				
Social worker	2	2	5	10	2	2		
Chaplain			3	2				
Telcom operator			2	4				
Pharmacist			1					
Total	4	19	51	63	17	19		1

Promotions

In line with a Departmental Bargaining Chamber (DBC) resolution, all promotion posts are filled by means of internal and external advertisements. Promotions which took place, namely post or leg promotions, were

Establishment

Table 47: Approved establishment vs actual posts filled on 31 December 1998.

Occupational class	Approved	Actual personnel
Management echelon	91	80
Disciplinary personnel	31 215	28 349
Professional nurse	610	444
Psychologist	75	44
Educationist	403	270
Social worker	503	316
Information technology	148	85
Provisioning administration	167	89
State accountant	194	143
Legal administration	24	20
Work study	33	21
Chaplain	35	32
Pharmacist	40	20
Internal auditor	6	6
Industrial technician	10	10
Musician	6	6
Typist	168	147
Telcom operator	70	62
Roleplaying posts	35	30
Temporary matron		25
Total	33 833	30 199

affected according to the principle of interchangeability. The filling of posts at all post levels was pursued within the given objective of a 70:30 ratio in favour of the underrepresented groups by the year 2000.

Financial incentives

The Department had R42 million available to give recognition to officials whose performance was above average. This amount allowed the Department to reward 25% of its total personnel by means of merit awards.

•

An agreement was reached in the DBC to allocate funds for the awarding of second and third notches to all qualifying personnel in the Department within the following guidelines:

- 10% of qualifying personnel: 3rd notch
- 25% of qualifying personnel: 2nd notch

An amount of R34,2 million was made available for this purpose.

Officials who acted in higher posts for a period exceeding six months in the period between 1 November 1996 and 30 June 1998 were compensated by means of a once-off cash award.

Medcor

As a result of escalating expenditure regarding Medcor Medical Aid Scheme, it was deemed necessary for the Department to establish a special component which would investigate ways to decrease excessive medical aid expenditure. This component investigates, inter alia, fraud committed by members, fraud committed by service providers and the misuse and abuse of privileges by members and their dependants. This component has already investigated 137 cases.

Labour relations

The goal of labour relations is to promote sound labour

Termination of service

Table 48: Termination of services and occupational injuries

Dismissals due to medical unfitness	
Stress-related illnesses	142
Other illnesses	76
Total	218
Termination of services	
Voluntary severance packages	277
Medical discharges	292
Resignations	426
Discharges	125
Pensions	7
Inter departmental transfers	5
Deceased	112
Total	1 244
Occupational Injuries and diseases sustained	
Assaults on members by prisoners	20
Deceased	2
Other	199
Total	221

relations between the Department and its employees and their representative unions as well as harmonious working relationships amongst the employees themselves.

In an attempt to improve the relationships between the Department and its recognised employee organisations, all provinces were visited to meet the provincial representatives of all these unions and management, and thereby creating a spirit of goodwill.

Policies on sexual harassment, alcohol abuse and/or dependence and guidelines dealing with labour unrest or strikes have been formulated to suit the needs of the Department and its employees.

The Department believes that its effectiveness depends largely on the perceptions, attitude (morale) and the harmonious way that the organisation's employees work together. For this reason, the Department conducted a labour relations audit in order to review the Department's human resources and labour relations policies and practices and working relationships in general. All recognised unions were consulted and involved in this project. An independent data-research company, Imibono Data Research (in association with Group Dynamics) was contracted to conduct the audit. The firm will furnish the Department with a national report as well as a report for each of the nine provinces.

In the Departmental Bargaining Council, 24 meetings were held and 20 matters were addressed and issues negotiated.

One of the employee organisations or unions admitted to the Department namely the Correctional Officers Union Of South Africa (COUSA) merged with the Police and Prison Civil Rights Union (POPCRU) during July 1998. All COUSA structures in the Department have subsequently ceased to exist.

Verbal warning	762
Written warning	624
Serious written warning	306
Final written warning	352
Not guilty	308
Case withdrawn	99
Dismissed	163
Total	2 614

Industries

The objectives of industries are to create work opportunities and provide training for prisoners, to obtain a return on the investment and capital put into the Department's infrastructure and to contribute towards self-sufficiency.



Production workshops

Positive results were obtained with regard to work and training opportunities for prisoners in production workshops (wood, steel, and textile manufacturing). Job opportunities are available for 2 720 workers on a national basis, while 2 529 prisoners were employed in eight wood and steel production workshops, as well as 13 textile workshops. This indicates a 93% utilisation of existing job opportunities. Steps were taken to increase job and training opportunities as well as self-sufficiency.

The establishment of two new wood and steel production workshops (Pietermaritzburg and St Albans), textile workshops (Malmesbury), and the expansion of one existing wood and steel production workshop (Pollsmoor), is in progress. This will increase the number of existing work opportunities by 1 000 and enhance self-sufficiency in the manufacturing of products.

The establishment of new bakeries for bread as well as the extension and upgrading of existing bakeries is in progress.

Production workshops produce a wide variety of wood, steel and textile products (\pm 600 items) for the Department's own use (self-sufficiency), as well as for other state Departments and parastatal institutions. The return on investment and capital productivity, for production workshops during the 1997/98 financial year, is set out in table 50 below.

Table 50: Turnover, expenditure and nett profit of the wood, steel and textile production workshops during the 1997/98 financial year (R)

	Turnover	Expenditure	Nett profit
Wood and steel workshops	25 376 950	27 487 092	-2 110 142
Textile and shoe workshops	29 476 239	13 649 950	15 826 290
Total	54 853 189	41 137 042	13 716 148

Agriculture

Positive results were obtained with regard to training in agriculture. A total of 1 011 agricultural skills certificates were issued in different fields of agriculture (crop production, irrigation, animal production and farm machinery), which is an increase of 683 compared to 328 certificates issued during the 1996/97 financial year.

Negative results were attained in job opportunities. A total of 2 777 job opportunities were provided to offenders daily as compared to 2 796 job opportunities in the 1996/97 financial year. All available job opportunities are not being fully utilized due to urbanization of the South African population, the emphasis being placed on combatting escapes, and a shortage of custodial members to guard work teams. With the exception of red meat and chicken all the production results increased since the previous financial year. However, vegetable production is still not up to an acceptable standard. This is mainly due to a shortage of prison labour during the festive season. Numerous vegetable farms were invaded by weeds. The issue of prison labour is being addressed.

High stock theft in KwaZulu-Natal has resulted in a low average meat production as compared to the previous financial years. Measures are being taken to curb these thefts.

Table 51: The total agricultural production and self-sufficiency percentage for the 1997/98 financial year

Product	Production	Self-sufficiency
Vegetables (kg)	9 646 483	65%
Fruit (kg)	656 827	40%
Red meat (kg)	522 219	34%
Milk (litres)	5 762 734	39%
Chicken (kg)	511 017	25%
Eggs (dozen)	1 202 683	77%
Pork (kg)	1 586 638	89%



The total agricultural expenditure for the 1997/98 financial year amounted to R56 090 261, while the value of production was R 62 927 751. This resulted in a nett profit of R6 837 490.

Asset Procurement and Operating Partnership System(APOPS)

The aim with APOPS is to tackle the problem of overpopulation by means of providing correctional facilities to be financed, built, maintained and operated in partnership with the private sector.

Negotiations with bidders are complete and recommendations have been submitted to the State Tender Board. Their decision is still being awaited and if approved, the recommendations will be tabled at the Cabinet for final approval.

The APOPS accommodation capacity with regard to the four projects as stated in the table below has been increased from the original requirement in order to make it more cost-effective and affordable.

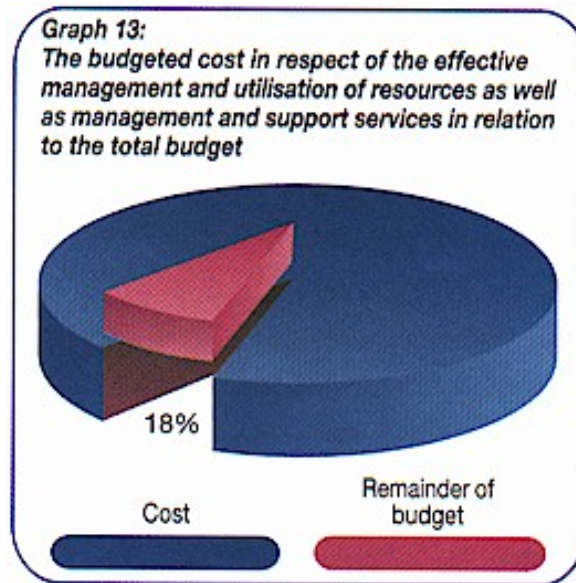
Table 52: Proposed accommodation of APOPS projects

	Original capacity	Increased capacity
Louis Trichardt Maximum Prison	1 500	±3 000
Bloemfontein Maximum Prison	1 500	±3 000
Boksburg Awaiting-Trial Prison	1 500	±3 000
Barberton Juvenile Centre	800	±1 600

Financial implications

The budgeted cost in respect of the effective management and utilisation of resources as well as management and support services (discussed in chapter 7) for the 1998/99 financial year was R821 736 600, that is 18% of the Department's total budget of R4 515 581 000.

Graph 13:
The budgeted cost in respect of the effective management and utilisation of resources as well as management and support services in relation to the total budget



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Management and support services



The Department's successful execution of its functions and the achievement of its primary objectives largely depends on the effective evaluation of its service rendering and methods of work, its planning in respect of future strategies, its legal accountability, effective communication and up-to-date information technology.

Service evaluation

Service evaluation comprises of four activities, namely inspections, anti-corruption actions, internal and performance audits.

These activities were conducted in such a manner as to meet Top Management's commitment that service delivery will be the top priority in 1998.

Inspectorate

The Department conducted 130 inspections nationally with specific focus on identified critical performance areas. These results enabled the policymakers to re-evaluate the relevant directives. The aim was to narrow the gap between the ideal level of service delivery and the actual performance. Provincial inspectors conducted 105 detailed inspections and 39 special investigations.

Anti-corruption

The Department is determined to combat corruption and to ensure honest and responsible administration. The Department's policy with regard to corruption was publicised by means of articles in the media, the corporate magazine, messages on salary advices and workshops held with senior personnel. The public and personnel responded positively and 224 cases of alleged corruption were reported. Up to 31 December 1998, 117 alleged corruption related cases were being investigated departmentally and by the South African Police Service.

With effect from 1 October 1998 the function of the investigation of corruption in the

Department was transferred to the office of the Inspecting Judge.

Inspecting Judge

Since the appointment of Mr Justice J J Trengove, the first Inspecting Judge of the Judicial Inspectorate, significant progress has been made with the establishment of this Inspectorate. The necessary infrastructure is in place and a secretary, administrative staff and inspectors have been appointed. An inspection manual has been compiled to provide a uniform guideline for the inspection of the treatment of prisoners.

Inspectors of the Judicial Inspectorate have already visited various prisons as part of their induction training and have also investigated allegations of mass assault of prisoners at the Witbank Prison. The Inspecting Judge also held a commission hearing, the first of its kind, into an incident of alleged mass assault by personnel on prisoners in the Johannesburg Medium B Prison.

Negotiations are currently underway with the United Nations Human Rights Commission to secure training assistance from them for all Inspectors and Independent Prison Visitors.

The process of appointing Independent Prison Visitors to each of the 222 existing prisons is also underway. The process entails calling for public nominations and consultation with community organisations.

The appointment of Independent Prison Visitors at seven prisons in the Western Cape as a pilot project will be finalised shortly. It is envisaged that the appointment of Independent Prison Visitors to all prisons in South Africa will be finalised towards the end of 1999.

Internal audit

A commitment to sound administration resulted in 12 internal audits. In general it was found that the internal checking and control was inadequate and adverse reports were issued in almost all instances. Deficiencies are being addressed.

Due to a shortage of personnel the number of audits carried out were insufficient. An Audit Committee was established during the course of the year to further the objectives of internal auditing.

Performance audit

Performance audits on labour were conducted at 50 prisons and audits on checking and control actions were conducted at 34 prisons.

Corporate planning

Strategic planning

The Department's Strategic Plan incorporated the Government's priorities regarding Transformation with the focus being on empowerment, service delivery and the establishment of a professional service ethos.

The management of the Department received training in, inter alia, strategic thinking, strategic planning and problem solving. During work sessions held at provincial level, the respective management teams were introduced to the practical implementation of strategic planning as well as operational planning. Managers were also trained to draft of their own strategic plans.

Internal and external environmental analyses were done to ensure that the provincial strategic plans remain aligned with environmental changes and contemporary developments and demands.

Management Information System

The Departmental Management Information System is being phased in as funds become available. Its aim is to evaluate the efficiency of the Department and to reflect the progress in respect of transformation. This system will eventually be available to all levels of management.

Service delivery

Service level standards were determined, in consultation with the major stakeholders on national level and will now be conveyed down to provincial level according to the principles contained in the White Paper on Service Delivery (Batho Pele).

Professional service ethos

The evaluation mechanisms and measurement instruments are continuously revised with a view to achieving effective service rendering and optimal performance in respect of the Department's purpose objectives.

Organization and workstudy

A new set of guidelines was drawn up for the determination of the post establishments. Local circumstances in management areas were duly taken into consideration. These proposed post establishments were discussed with the area managers as well as personnel concerned. The restructuring of the posts at provincial offices and in management areas was finalised, resulting in an increase of 6 795 posts.

Information technology

Information technology (IT) is aimed at realising the objectives of the transformation plan within the framework of the Information and Technology Strategy.

This strategy endeavours to improve organisational and managerial efficiency by means of the utilisation of information and technology. It is aimed at capitalising on technology as a personnel support instrument.

The following objectives were achieved with regard to service delivery:

- the training of 550 personnel members in basic computer literacy
- all computerised systems were geared for the year 2000
- users were made aware of problems related to the year 2000 and equipped to deal with them
- an IT Roadshow was undertaken and the aim of the presentation was to promote an awareness of the benefits of an information technology-supported environment
- the installation of 127 personal computers nationally and the training of managers as part of the Management Information Project
- the Department was also engaged in a joint venture (pilot project) with the Department of Justice concerning a video conference hearing called "video arraignment" by linking the Johannesburg Prison to the magistrate's court
- development of a Departmental Goal IT Architecture, aligned to the Government IT initiatives including those of the NCPS
- development of a comprehensive Master Information Systems Plan (MISP), aligned with the Department's strategies
- establishing a data link with the South African Police Service regarding prisoners' affairs, such as their release.

The key Business Objectives are:

- year 2000 compliancy (Y2K)
- organisational development of the user community
- development of new computer software application

Legal services

The Department's internal legal advisors were instrumental in the finalisation of the new Correctional Services Act, 1998 (Act 111 of 1998).

This Act is designed to provide for a modern correctional system operating within the framework of the 1996 Constitution. The primary focus is on the rights and duties of

sentenced and unsentenced prisoners as well as persons serving sentences in the community.

The Act provides for efficient checks and balances to prevent abuse of power and a simple and fair system to determine when prisoners should be released.

Certain aspects relating to the structure of the Department and personnel matters are specifically omitted as they are to be regulated, inter alia, by collective agreements between the Department and its employees.

In view of the promulgation of the new Act, the Department is also co-ordinating the drafting of a new set of Correctional Services Regulations in line with the provisions of the Act.

The Department's legal advisors dealt with 316 court actions, 1 528 formal legal opinions and 146 labour arbitrations.

Communication and marketing

Communication in the Department is aimed at ensuring an informed clientele by rendering a proactive and effective communication service.

Sound relations were maintained with the media and all liaison officers established networks with local media in their areas.

Besides day-to-day media coverage of incidents related to Correctional Services, issues that featured prominently in the media were:

- legislation that allows for the procurement of new prisons under the Asset Procurement and Operation Partnerships (APOPS)
- the establishment of an anti-corruption unit as well as the appointment of the Inspecting Judge
- overpopulation of prisons
- the escape of prisoners from custody and the measures taken by the Department in this regard
- six months' special remission granted to sentenced prisoners by President Mandela
- Operation Jikeleza (searching of unauthorised articles in prison)
- implementation of the new privilege system
- the plight of unsentenced children in prison.

Table 53: Media liaison activities during 1998

Media releases	87
Media visits	55
Enquiries by the media	960
Media interviews	638
Participation in media programmes	26
Assistance with media productions	5

Production houses were permitted to shoot footage inside prisons for films and TV programmes, with a view to educating the general public. The Department is currently assisting with the filming of the movie "Long walk to Freedom" about President Mandela.

The Department has decided to clamp down on filming in prisons and television programmes about prisons. Prisons are security areas and the Department has a responsibility to protect the privacy and dignity of prisoners. In future only applications with significant merit will be considered.

Public visits to prisons remain a popular means of informing people about prison conditions and prison activities. All visits have to be well controlled as they are potentially disruptive to normal prison routine and could infringe on the privacy of prisoners. Visitors to prisons included members of Parliament and other statutory bodies such as the Portfolio Committee on Correctional Services and the National Advisory Council on Correctional Services, the Inspecting Judge, members of provincial governments, non-governmental organisations, academics, the media, members of the general public and also visitors from abroad.

A total of 55 exhibitions were held country-wide and proved to be an effective means of publicising the Department's activities.

Public addresses are also utilised successfully for the imparting of information. In addition to addresses by Top Management, managers of prisons are also encouraged to make use of opportunities to deliver public speeches to their local communities. These addresses cover both general prison policy and specific issues of importance to a particular audience.

Dog display teams gave performances at public venues on 12 occasions with a view to demonstrating the level of expertise maintained by the trainers and the service dogs as well as to promote goodwill between the Department and local communities.

The Correctional Services Museum situated at the Pretoria Prison, is a popular venue which attracted 1 473 visitors this year. It is particularly popular with schools as a means of creating an awareness that crime does not go unpunished.

The Department was honoured by President Mandela's presence at the launch of its personnel retraining and human rights training programmes and at the official opening of the Emthonjeni Youth Development Centre. Internal communication is also regarded as an important component of communication and various means are used to communicate effectively to personnel and prisoners. The in-house magazine, Nexus, forms an important vehicle for communication between personnel while e-mail, videos, pamphlets and notice boards are also used to convey specific messages. News on departmental issues and personalia is conveyed by electronic means through Intranet, which is updated regularly. The Department's Internet homepage can be found at www_dcs.pwv.gov.za.

International liaison

The Department liaises with the United Nations Crime Prevention and Criminal Justice Division. An Interdepartmental Committee was established for this purpose. The members of the Committee include the National Crime Prevention Secretariat, South African Police Service, Departments of Foreign Affairs, Justice, Correctional Services and Welfare.

Table 54: International visits to the Department during 1998

Month of visit	Country of origin	Designation of visitor	Number of delegates	Department or institution
2-5 February	Denmark	Museum Director Curator	2	Faaborg Cultural Museum
10-17 March	United States of America	President and Executive Director of ACA and delegation	24	American Correctional Association
2-4 June	Swaziland, Uganda, Tanzania, Botswana	Deputy Commissioners and Senior Superintendents and various ranks	8	Various African Departments of Correctional Services/ Prison Services
15-16 September	United States of America, Netherlands	Professors and academics	3	Academics from various universities, tertiary institutions
15, 19 October	United Kingdom	Clinical psychologist	1	United Kingdom
20-24 October	Swaziland, Tanzania, Mozambique, Namibia	Deputy Commissioner /various ranks	8	Various African Departments of Correctional Services/ Prison Services
2-7 November	Canada	Warden of Bath Institute	1	Department of Correctional Services: Canada
1-4 December	Denmark	Curator	1	Faaborg Cultural Museum, Denmark

The Interdepartmental Committee is involved in preparations for the Tenth United Nations Congress on the Prevention of Crime and the Treatment of Offenders which is scheduled to take place in the year 2000 in Vienna, Austria.

The inaugural meeting of the Conference for Eastern, Southern and Central African Heads of Correctional Services Training Board was held in South Africa in June 1998. Countries which are currently serving on the Training Board are South Africa as chairperson, Botswana, Swaziland, Tanzania and Uganda.

The Training Board was established with a view to the upgrading and standardisation of training for Correctional Officers in Africa.

A follow-up meeting was held in October as well as visits to the training facilities of Swaziland, Botswana and Tanzania.

Table 55: International conferences attended by officials of the Department

Date	Country	Conference or workshop attended
16-18 February	Senegal	Conference on Aids in African Prisons
13-28 March	Canada, United Kingdom	International Symposium "Beyond Prisons"
21-30 April	Austria	7th Session of the United Nations Commission on Crime Prevention
22-24 May	Poland	10th International Training Course
17-21 June	Hungary	Eastern European Directorates of Corrections
21-25 June	Israel	Israeli Prisons Service Conference
9-13 August	United States of America	American Correctional Association Conference
8-9 September	Canada	International Meeting of Corrections
7-25 September	Sweden	Human Rights Training course (HUSA)
1-4 November	United States of America	Association of Correctional Training Personnel Conference

Table 56: International visits by officials of the Department

Date	Country	Purpose of visit
25-27 March	Swaziland	Goodwill visit
12-25 March	Australia, Singapore	Study tour
24-30 May	Australia	Study tour
14-15 September	Botswana	Study of training facilities
4-9 October	Swaziland, Tanzania	Study of training facilities
4-11 October	Germany	Study tour
5-12 November	United States of America	Uniform investigation

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