



Vanuatu Dipatmen blong
KOREKSONAL SEVIS

Sefti, digniti, rispek mo gud fasin blong evriwan

Department Blong Koreksonal Sevis
PO Box 3082
Tel: 23263

Visitor Application Form

Visitors to Port Vila Correctional Centres are required to undergo an approval process before being permitted to visit a Detainee or Detainee's. To apply for approval to visit you are required to complete sections A of this form. Please return the completed form to:

The Correctional Centre Manager
Port Vila Correctional Centre

If your application for approval to visit is declined a letter containing the reason/s it was declined will be given to you.

SECTION A

a) Visitor Name: (please print) Surname _____ First name _____

b) Date of Birth _____ Contact No. _____

c) Address: _____

d) Name of prisoner/s you wish to visit: _____

e) Nature of relationship with prisoner/s: _____

f) Have you ever served a sentence of imprisonment? Yes/No

g) Have you served a sentence of imprisonment, when? _____

h) Are you currently on bail? Yes/No

i) Have you been convicted of an offence in the past 2 years? Yes/No

j) Have you been refused entry to this, or any other Correctional Centre as a visitor? Yes/No

Visitor Application is Approved/Declined

Date: _____

Signature: _____
Correctional Centre Manager

Port Vila Correctional Centre's Visitation Rules

1. A maximum of three Adult visitors only are permitted to visit at any one time.
2. Children are to be accompanied by an Adult and the visiting Adult is responsible for maintaining control and the behaviour of the Children inside the Correctional Centre.
3. All Adult visitors must have an approved Visits application before entry to the Centre is granted.
4. Only authorised and approved items are permitted to be brought into or taken out of the Correctional Centre.
5. Visitors must comply with all instructions from Correctional Officers.

Visiting Times:

30 minute duration during the hours stated below

To apply as follows:

Ex British High Risk Detainees: Saturday and Sunday 0900hrs – 1130hrs, 1300hrs – 1600hrs
Ex British Remand Detainees: Saturday and Sunday 0900hrs – 1130hrs, 1300hrs – 1600hrs

Booking Process:

Once Visitors have an approved Visitation application signed by the Centre Manager, Visitors are to apply to the Centres Principal Corrections officer each week to book their visit on either the following Saturday or Sunday depending on the Centre. This must be completed prior to 1700hrs (5pm) on the Friday before the visits day.

Queries:

Should Visitors have any concerns or complaints they should contact the Centre Manager during normal working (0730hrs – 1630hrs), Monday – Friday: Ph 23263

IMPORTANT NOTICE:

Hemi wan ofens sapos yu brekem lo blong Koreksonal Sevis Act 2006 (Pat 66)

- Yu tekem o karem eni samting i go insaed long Koreksonal Senta we yu no tekem permisen blong Senta Manaja
- Yu tekem/karem eni samting i kam aotsaed long Senta we i no blong yu taem we yu bin stap insaed long Senta
- No save tekem foto insaed long Senta sapos yu no tekem pemisen blong Senta Manaja

Stret punisman blong Koreksonel Sevis Act hemi talem olsem tu(2) yia i kam daon long Koreksonal Senta o faen we hemi no ova 200 000vt

Johnny Jimmy MARANGO
Director
Departmen Blong Koreksonal Servis