



correctional services

Department:
Correctional Services
REPUBLIC OF SOUTH AFRICA

INDEMNITY FORM (Dos & Don'ts) MEDIA VISITING CORRECTIONAL CENTRES

It is critical to ensure that constitutionally guaranteed rights are accompanied by responsibilities that create a balanced view without violating basic rights including human dignity and the responsibility of Correctional Services to protect society and victims of crime.

1. All journalists wishing to visit a correctional centre must provide full work and personal details including their identity numbers and contact details using the template provided;
2. They should subject themselves to security checks including their equipment;
3. Journalists are not allowed to stray off the identified areas;
4. They should obey the instructions of the assigned communication official or the officer in charge of the media;
5. Journalists or photographers are discouraged from taking photographs that show in identity of offenders concerned unless prior consent is obtained from the offenders concerned in writing. Offenders have a right to refuse to be filmed or photographed and that must be respected;
6. Cellphones are not allowed inside Correctional Centres;
7. Journalists are not allowed to interview offenders in the vicinity except those that have been identified by communication officials and have consented. Should such interviews with offenders occur, an offender should not be asked about the type of crime they were sentenced for. Questions should be limited to their names & surnames, age, length of sentence, and other relevant questions;
8. Taking of pictures will be limited to the areas to be visited;
9. One on one interviews with the Regional Commissioners or Heads of Correctional Services must be arranged in advance through the dedicated spokespersons;
10. If these rules and regulations are not observed the journalist concerned and his/her institution will be liable for any litigation by the affected / aggrieved offender that may ensue following such deviation from the guidelines. Correctional Services reserves the right to explore all its legal option to get remedy for such unacceptable conduct by a journalist;
11. The journalist visiting a correctional centre also indemnifies the Department of Correctional Services from liability for any unfortunate incident arising out of the visit.

Each journalist must sign his/her name hereunder to declare their consent to the above guidelines before the commencement of the visiting process at a Correctional Centre:

Name: _____ I.D.: _____ Date: _____

Signature: _____ Media House _____