

GOVT. OF NCT OF DELHI
OFFICE OF THE DIRECTOR GENERAL OF PRISONS
PRISONS HEADQUARTER, TIHAR : JANAK PURI : NEW DELHI

File No.10(003687564)/Legal/PHQ/2022/18681

Dated: 16.03.2022

ORDER

Sub: Revision of Admission policy and introduction of Jails meant for lodging of First Time offenders.

Presently the first time offenders are lodged alphabetically like other prisoners in each Jail of Delhi Prisons. In the jail, they are kept in a separate ward known as Mulahiza Ward. It is also ensured that the first time offenders are not mixed up with the repeaters/habitual jail offenders. But despite of best efforts there are multiple chances that the first time offenders come in contact with repeaters/habitual prisoners while coming out of wards for interviews, legal interviews, legal aid, library, medical OPD, court production etc. Considering these factors, it is desirable to have exclusive Jails for first time offenders to shield them from the negative influence of the repeater/habitual criminals. Therefore in exercise of the power vested under rule 1336 of DPR, 2018, the DG(Prisons) Delhi, hereby designates Prison No-4, Tihar and Prison No-12, Mandoli as Prisons for First time offenders.

Following will be the procedure/modalities to start Mulahiza Jails (First Time Offenders Jails):

1. All the first time offender prisoners sent from Tis Hazari, Patiala House, Dwarka, Saket, Rohini and Rouse Avenue Court Complexes will be admitted in Central Jail No.4, Tihar. Similarly, the first time offender prisoners sent from Karkardooma Court Complex will be lodged in Central Jail No.12, Mandoli.
2. Identification of first time offenders and repeaters will be done at CPRO-1, Tihar and CPRO, Mandoli. Deputy Superintendent, CPRO-1, Deputy Superintendent, CPRO-Mandoli and Sr. System Analyst, PHQ will ensure availability of sufficient number of computers with biometrics system for identification of first time offenders and repeaters through PMS (minimum 3 systems at CPRO-1 and 2 systems at CPRO-Mandoli). The Deputy Superintendent, CPRO-1 and Deputy Superintendent, CPRO-Mandoli, will ensure that a marking indicating jail number should be done on the warrant of inmate.
3. The Superintendent Jail, Central Jail Number-4 & Central Jail Number-12 shall ensure with the help of Sr. System Analyst that atleast 6 computers

and 4 computers respectively are installed in their jails for operating the PMS system to expeditiously make necessary entries of fresh inmates.

4. RMOs, Tihar & Mandoli, will ensure that atleast 2 Doctors each are provided during evening hours in First Time offenders Jails (CJ-4 & CJ-12) for performing medical mulaizha of the inmates.
5. While the effort will be that the repeater/habitual offenders will be sent to the concerned jail as per Alphabet Policy from the CPRO itself, however, if any repeater/habitual offender is received in First Time Offenders Jail, he shall be sent to his concerned Jail at the earliest and not later than the next day positively as per alphabet policy.
6. DCP, DAP 3rd Bn., may provide separate jail vans for transporting the first time offenders from Jails No.4 & 12 to the court and vice-versa, to the extent possible. A separate block/space in the *Kharja* of all the Court Complexes may also be maintained for such inmates, as feasible.
7. The First time offender Jail is not meant for those prisoners who are booked under **terrorist activities, naxalites, extremists, gangsters, dacoits and those involved in multiples cases (i.e. two or more cases) or for whom any sufficient reason exists** on which the Superintendent believes that the person is of such a category that requires his lodging in repeater Jail/High Security Jail.
8. If more case(s) are subsequently added in the prison record of a first time offender (UTP) then the said UTP will immediately be shifted to repeater jail as per alphabet policy.
9. Inmates who are booked in cases of Section 107/151 Cr.P.C. will be lodged in Central Jail Number-2, Tihar for South, South-East, West. Dwarka, Outer, Central, North, North-West, Rohini, Outer-North, New Delhi and South-West districts and in Central Jail Number-14, Mandoli for Shahdara, East & North-East districts.
10. The present population of repeaters lodged in Central Jail No.4 as well as Central Jail Number-12 shall be gradually shifted by the concerned Jail Superintendent to their respective Jails as per new alphabet policy, in proper co-ordination with the receiving jail, under intimation to the Prison HQs.
11. The policy of lodging in High Security Wards of the Jails shall remain as it is and all necessary protocols/rules in vogue shall be followed in the similar manner for the High Security prisoners.
12. It should be ensured that no repeater/habitual offender is transferred to the First time Offender Jails under BR Policy.
13. The transgenders shall be lodged in separate ward/enclosure subject to medical identification on the basis of declaration given by the transgender. For example if transgender claims to be a trans-man he should be medically identified by the male Duty Doctor and thereafter on confirmation about his identify he should be lodged in Central Jail No.3.

Tihar or Central Jail No.13, Mandoli. Similarly, if the transgender is identified as trans-woman, she should be lodged in Central Jail No.6 or Central Jail No.16 after due identification.

14. It is reiterated that Covid Test of all fresh inmates at CPRO will continue till further orders.
15. Detenues will be lodged as per alphabet policy except COFEPOSA detenues who will be lodged in Central Jail No.7, Tihar.
16. While determining the name alphabet of a person for lodgment, prefixes like Kumar, Mohd., Abdul, Sayyed, Shahjada, Haji, Ali etc. shall not be taken into account.
17. In case a repeater inmate comes with a new name then he should be lodged as per his previous recorded alphabet.
18. The above revised lodging policy is in suppression of all previous orders regarding lodgment of prisoners in Delhi Prisons. The Alphabet policy of lodgment will not apply to High Security prisoners, Special Security prisoners and such other prisoners where lodgment has been decided by a general or specific order by the Competent Authority in accordance to the Delhi Prison Rules, 2018.
19. The Central Dak Sections of Tihar and Mandoli will ensure that the daks received from courts are circulated after thorough examination through e-prison/PMS system, so that the dak meant for First Time Offender Jails does not by mistake go to the other jails on the basis of name alphabet.
20. The Revised Lodging Policy of Delhi Prisons will be implemented w.e.f. 24.03.2022 and the same is as per Annexure.

All Jail Superintendents/concerned officers are hereby directed to comply with the above instructions scrupulously.

Encl:As above.

|  16.3.22
(SANDEEP GOEL)
DIRECTOR GENERAL (PRISONS)
DELHI

Copy for information and necessary action to:—

1. All Jail Superintendent, Central Jails Tihar/Rohini/Mandoli, Delhi Prisons.
2. RMO (Tihar/Mandoli), & SMO Central Jail, Hospital/Dispensaries
3. DCP IIIrd Bn., DAP, Vikas Puri, New Delhi.
4. Commandant, TSP/CRPF/ITBP
5. D.S. (CPRO Gate No.1, 3 & 4), CPRO, Mandoli
6. Senior System Analyst, PHQ for uploading on PHQ website
7. SO to DG(P)
8. PA to AIG(G)/DIG(P), Mandoli
9. Notice Boards of all Jails & CPROs through SCJ-2 (CPRO Incharge)

Copy for information to:—

1. Ld. Registrar General, Delhi High Court, New Delhi
2. Ld. Pr. District & Sessions Judge, Tis Hazari Courts, Patiala House Courts, Rouse Avenue, Dwarka Courts, Saket Courts, Rohini Courts, Karkardooma Courts.
3. Commissioner of Police, Delhi Police, New Delhi.
4. Spl. Secretary (Home), GNCT of Delhi, New Delhi.
5. Member Secretary, Delhi State Legal Services Authority / Delhi High Court Legal Services Committee


16.3.2022

(JORAWAR SINGH)
LAW OFFICER : PRISONS
PRISON HQs., TIHAR, NEW DELHI

Order F.No.003687564/Legal/PHQ/2022/18681, dated: 16.03.2022

Revised Lodging Policy of Delhi Prisons w.e.f. 24.03.2022.

Jail No.	Description
Jail No.1	All Repeater male inmates from Delhi Courts except Karkardooma Courts whose name starts with alphabet S & Y. Repeater inmates of alphabet A & R of Dwarka and Saket Courts.
Jail No.2	All direct male convicts from Tis Hazari, Patiala House, Rouse Avenue, Saket, Rohini & Dwarka Courts. Inmates booked under Section 107/151 Cr.P.C. of South, South-East, West, Dwarka, Outer, Central, North, North-West, Rohini, Outer-North, New Delhi and South-West districts.
Jail No.3	All repeater male inmates from Delhi Courts except Karkardooma Courts whose name starts with alphabet B, V, C, D, E, F & G. Repeater inmates of A & R of Patiala House & Rouse Avenue Courts.
Jail No.4	All male inmates who are First Time Offenders from Tis Hazari, Patiala House, Rouse Avenue, Saket, Rohini & Dwarka Courts except meant for Jail No.5 & 7.
Jail No.5	All male young offenders whose age is between 18-21 years.
Jail No.6	All female inmates of Tis Hazari, Patiala House, Rouse Avenue, Saket, Rohini & Dwarka Courts
Jail No.7	All male inmates booked under offences relating to crime against women i.e. Domestic Violence, Eve-Teasing, Dowry Death, Dowry Prohibition Act, Human Trafficking, POCSO except Rape Case. All inmates booked under other specialized offences e.g. POC Act, Custom Act, PMLA & Negotiable Instrument Act. All Civil Prisoners & COFEPOSA Detenues.
Jail No.8/9	All repeater male inmates from Delhi Courts except Karkardooma Courts whose name starts with J, L, M, N & Z. Repeater inmates of A & R of Tis Hazari Court.
Jail No.10 (Rohini)	All repeater male inmates from Delhi Courts except Karkardooma Courts whose name starts with H, I, K, Q, O, P, T, U, W & X. Repeater male inmates of alphabet A & R from Rohini Courts.
Jail No.11	All repeater male inmates whose name starts with A, C, D, E, F, G, H, I & J of Karkardooma Courts.
Jail No.12	All male inmates who are first time offenders of Karkardooma Court.
Jail No.13	All repeater male inmates whose name starts with B, K, L, M, N, O, P, Q, R, S, T, U, V, W, X, Y & Z of Karkardooma Courts.
Jail No.14	All direct male convicts from Karkardooma Court Complex. Inmates booked under Section 107/151 Cr.P.C. of Shahdara, East & North-East Districts.
Jail No.15	High Security, SSW & other male inmates who are required to be kept separate from other inmates.
Jail No.16	All female inmates of Karkardooma Courts & Rohini Courts.


 16.3.2022
 (JORAWAR SINGH)
 LAW OFFICER : PRISONS
 PRISON HQs., TIHAR, NEW DELHI