



Incentives and Earned Privileges – Form A Written Warning Letter

Date 02/10/2018

From:

Member of staff Officer Watkins Activity/Work Location _____

To:

Prisoner name - Mr: Maurice Kirk Number A7306AT Location C/Block

I am writing to inform you that your behaviour/conduct is unacceptable for the following reasons:-
(provide a full account of the circumstances)

Very poor attitude and behaviour. Admitted to making cuts to yourself in order to gain access under false pretences to the hospital to issue staff with documentation you had written and printed off. Left the hospital after staff refused to hand out your documents and hospital staff refused to.

The written warning will remain in place for a period of 2 months and will attract 4.5 penalty points IEP Tariff.

As a minimum, a verbal and 2 written warnings will trigger an IEP review.

I have to inform you that you must make a determined and noticeable effort to improve. If you do not do so you will receive further written warnings or be placed on report.

As you are aware, if you exceed the tariff trigger you will be liable to demotion:

- Enhanced – Tariff scoring of 10 or above
- Standard – Tariff scoring of 10 or above

I must remind you that should you move to the Basic / Standard Regime Level you will cease to be entitled to many of the privileges, which are currently available to you. This will not only affect you but may also affect your family and friends.

If you have moved from Entry Level to Basic Regime level you MUST complete 14 days at entry level before you will be considered for Standard Level.

Should you wish to appeal against this written warning you may do so on the appropriate Form B (within 48 hours), which will be provided for you by unit staff.

Your appeal form (IEP Form B) should be posted in the complaints box on the wing and your appeal will be considered by a Manager of a higher grade than the member of staff issuing the written warning.

Written Warning Issued by:

Print Name: A. Jenkins Signature: [Signature] Date: 02.11.18

Give original to Prisoner
Enter details on PNOMIS

There is no requirement to keep a copy in the wing file