Anness A

Ministeru	*Ministeru għall-Intern, is-Sigurta' Nazzjonali u l-Infurzar tal-Liġi*
L-impjieg	*Post ta' Uffiċċjal tas-Servizz ta' Detenzjoni*

MINISTERU GĦALL-INTERN, IS-SIGURTA' NAZZJONALI U L-INFURZAR TAL-LIĠI

201, TRIQ ID-DEJQA, VALLETTA, MALTA

Dmirijiet u responsabbiltajiet

i. tgħasses maċ-ċentri ta` detenzjoni fejn jinżammu d-detenuti tal-immigrazzjoni bil-għan li jiġi evitat li jsiru attentati ta` evażjoni, u li tinżamm l-ordni fiċ-ċentri magħluqa;

ii. takkumpanja lid-detenuti tal-immigrazzjoni miżmuma kemm fiċ-ċentri ta` detenzjoni stess kif ukoll f`postijiet oħrajn bħal sptarijiet;

iii. iżżomm persuni li mhumiex awtorizzati jikkomunikaw jew jagħmlu kuntatt personali ma' d-detenuti tal-Immigrazzjoni, kemm waqt li jkunu taħt detenzjoni kif ukoll waqt li jkunu qed jiġu akkumpanjati barra ċ-ċentri ta` Detenzjoni;

iv. tassikura li d-detenuti tal-Immigrazzjoni jwettqu l-obbligi li għandhom waqt li huma taħt kustodja. Dawn l-obbligi jinkludu t-tindif tal-post fejn joqgħodu u żamma tal-ordni u dixxiplina;

v. tissorvelja l-affarijiet ta` rutina li ma jkunx hemm ħtieġa li jiġu riferuti lil awtoritajiet ogħla bħal tqassim ta` ikel, għadd ta` persuni, kumpilazzjoni ta` listi ta` immigrant li jkunu talbu biex jarahom it-tabib;

vi. tassikura li ċertu talbiet mingħand detenuti tal-immigrazzjoni, meqjusa leġittimi, jgħaddu lil awtorita` ogħla;

vii. tfittix fuq persuni membri ta` għaqdiet mhux Governattivi jew persuni oħrajn awtorizzati jidħlu fiċ-ċentri ta` Detenzjoni, kif ukoll iċċekjar ta` basktijiet, bagalji u affarijiet oħrajn li dawn il-persuni jkunu qegħdin iġorru;

viii. kwalunkwe kompitu ieħor li s-superjur jista' jiddelega lilu/ha, kif jista' jkun meħtieġ;

ix. kwalunkwe dmir ieħor skont l-eżiġenzi tas-Servizz Pubbliku kif ordnat mis-Segretarju Permanenti Ewlieni.

Annex A

Ministry	*Ministry for Home Affairs and National Security*
Job title	*Post of Detention Service Officer*

MINISTRY FOR HOME AFFAIRS, NATIONAL SECURITY AND LAW ENFORCEMENT
201, STRAIT STREET, VALLETTA, MALTA

Duties and responsibilities

i. guard of closed centres accommodating immigration detainees, with the aim of preventing escape attempts, and maintaining law and order within Closed Centres.
ii. escort immigration detainees either within Closed Centres or outside to locations such as hospitals.
iii. prevent unauthorized persons from communicating or making physical contact with immigration detainees either in detention or while being escorted outside Closed Centres.
iv. ensure that immigration detainees fulfil their obligations while in custody. Such obligations include, cleaning of their accommodation, maintenance of good order and discipline.
v. handle daily mundane matters that can be resolved without referring to higher authorities: such as serving food, performing head counts, compiling list of immigration detainees requesting to be examined by a medical officer.
vi. ensure that certain requests by immigration detainees, deemed legitimate, are forwarded to higher authority.
vii. frisking of persons belonging to Non-Government Organisations or other civilians authorized access to Closed Centres and inspection of bags, cases etc, they may be carrying.
viii. Undertake any other tasks, which the superior may delegate to him/her, as may be required
ix. Any other duties according to the exigencies of the Public Service, as directed by the Principal Permanent Secretary.