

CYPRUS POLICE



**ΔΙΚΑΙΩΜΑΤΑ ΚΡΑΤΟΥΜΕΝΩΝ,
ΚΑΝΟΝΕΣ ΚΡΑΤΗΤΗΡΙΟΥ ΚΑΙ
ΥΠΟΧΡΕΩΣΕΙΣ ΚΡΑΤΟΥΜΕΝΩΝ**

ΑΓΓΛΙΚΑ / ENGLISH

ΚΑΤΑΛΟΓΟΣ ΔΙΚΑΙΩΜΑΤΩΝ ΚΡΑΤΟΥΜΕΝΩΝ

PART A

1. Immediately after you have been placed in the detaining facility, you are entitled to personally contact by telephone:
 - (a) a lawyer of your choice without any other person present;
 - (b) in the presence of a member of staff, any relative or other person of your choice and, if you are under eighteen years of age, any of your parents or guardians, to inform them of your arrest and your place of detention.
2. In the case of sub-paragraph (b) above, no right of communication shall be granted immediately after arrest for a period not exceeding twelve hours thereafter, if there is reasonable suspicion that the exercise of the right of communication immediately after arrest with a person referred to in that sub-paragraph can potentially:
 - (a) lead to the destruction or concealment of evidence related to the identification of the person or related to any case;
 - (b) prevent the arrest of another person who is in the Republic illegally or lead to his/her escape;
 - (c) result in the commission of another offence or in death or personal injury to any person;
 - (d) result in damage to the interests of the security of the Republic or of constitutional or public order or in interference with the administration of justice.
3. In the event that a person is taken to the detention facility and is manifestly unable, due to any mental deficiency or physical disability, to exercise without assistance the communication rights referred to above, s/he shall be entitled to exercise them with the assistance and/or in the presence of an official of the medical and/or social services of the State, who shall be made available to him/her as soon as practically possible after his/her arrest or within twelve (12) hours, as the case may be, as referred to above.
4. In addition to the rights mentioned above, you are granted the right, as soon as practically possible after arrest, to personally contact by telephone, in the presence of a member of the Police, the consular or diplomatic mission in the Republic of the state of which you are a national, to inform it of your arrest or detention facility and, if there is no consular or diplomatic mission in the Republic, the Office of the Commissioner for Administration.

5. You are entitled at any day and time to have confidential interviews for your defence with your lawyer in the detention facility where you are being held, in a private area out of sight and hearing of any staff member, and to have him/her give you and to receive from him/her confidential instructions, written or oral, during the interview.
6. If you are a person under eighteen years of age, your parents or guardians are entitled to attend the interviews with the lawyer.
7. If your lawyer cannot communicate with you in an understandable language for any reason, an interpreter or other person may also attend the interviews at your lawyer's request so that your lawyer can communicate with you in an understandable language.
8. Your access to a lawyer may be denied if you have indicated to your lawyer that you no longer wish to use his/her services and have notified the detention facility manager in writing.
9. You are entitled to send and receive letters as follows:
 - (a) To and from your lawyer, without them being opened or read by any member of staff, except in exceptional circumstances where the detention facility manager reasonably believes that an illegal item is enclosed in the envelope. In such a case, the letter shall be opened and checked by a member of staff in your presence.
 - (b) To and from the European Court of Human Rights, the Attorney General of the Republic, the Commissioner for Administration and any international or national human rights commission, body or authority with competence to examine and decide on allegations of human rights violations or to consider complaints in relation to the detention of persons, without such letters being opened or read by any member of staff.
 - (c) To and from family, friends or other persons with whom it is in your legitimate interest to maintain or come into contact, provided that the content is checked by a member of staff in your presence. The letter may not be sent or delivered if it is determined that an illegal item is enclosed or that the contents of the envelope endanger the security of the detention facility or detainees or other persons or are otherwise criminal in nature or likely to impede the detection or investigation of offences. It is provided that, in the above case, the letter may be read.
10. You and any relative or other person of your choice and, in the case of a detained person under the age of eighteen, his/her parents or guardians, are entitled to meet daily for up to one hour in total in a private area of the detention facility in the presence of a member of staff.
11. The right referred to above is also granted in relation to representatives of the consular or diplomatic mission in the Republic of the state of which you are a national and, if there is no consular or diplomatic mission in the Republic, in relation to representatives of any international or national human rights organisation or authority.
12. You are also entitled to:

- (a) the respect of your right not to be subjected to torture or to inhuman or degrading punishment or treatment or to any form of physical or psychological or mental violence;
 - (b) decent treatment, behaviour and living conditions;
 - (c) live in a reasonably sized cell, with basic amenities and sanitary conditions, adequate lighting and ventilation and suitable equipment for resting.
13. Detained persons under the age of eighteen shall live in separate cells from the cells of other detained persons.
14. The detained persons shall live in separate cells from the cells of detained persons of the opposite sex.
15. In any case, if you are a woman, you are entitled to:
- (a) treatment and conduct that does not constitute direct or indirect sexual harassment or an affront to your moral dignity;
 - (b) if you are breastfeeding, you may continue to breastfeed in a private room in the detention facility while you are detained and, if you wish, the infant may remain with you at your own expense, in the cell where you live;
 - (c) the necessary personal hygiene items or you can purchase, at your own expense, necessary personal hygiene items of your own choice;
 - (d) if you are pregnant, any necessary arrangements to avoid adversely affecting the pregnancy or the health of you or the foetus.
16. You are entitled at any time to be examined and/or treated and/or monitored by a doctor of your own choice and to personally contact him/her by telephone in the presence of a member of staff or, if you do not wish to exercise your right to choose your own doctor, to be examined and/or treated and/or monitored by a government doctor arranged by the detention facility manager.
- The costs of medical examination, treatment and monitoring by a doctor of your choice are paid by you.
17. If you wish to exercise the right mentioned above, you can do so by completing and signing a relevant form and handing it to a member of staff. You are entitled to keep a copy of the form after the staff member has signed and acknowledged receipt of the form.
18. Should you choose to be examined and/or treated and/or monitored by a doctor, it is the duty of the detention facility manager to make the necessary arrangements for the above to take place as soon as possible, either in the detention facility or in a state hospital, depending on what your health condition requires.
19. All medical examination, treatment and monitoring shall take place in a private room, out of the sight and hearing of any member of staff:

It is understood that any medical examination, treatment and follow-up may be carried out within the visual, but not the hearing, field of a member of staff of the same sex as you, where the detention facility manager has reasonable grounds to believe that the physical integrity of the examining doctor would otherwise be at risk.

20. If you are under eighteen years of age, your parents or guardians are entitled to be present at any medical examination, treatment and monitoring.
21. If the doctor cannot communicate with you in an understandable language, an interpreter or other person, who must be made available to you by the detention facility manager, may also be present during the medical examination, treatment and monitoring at the doctor's request, so that the doctor can communicate with you in an understandable language.
22. In each cell there is a list of the detained persons' rights and the detention facility rules, as well as a list of the detained persons' obligations in various languages, as deemed necessary. A copy of these lists shall be given to each detained person in a language s/he can understand.

PART B

I,, have received the above list of detained persons' rights in a language I understand.

Date

Time

Detained person's signature

Σε περίπτωση άρνησης του/της να παραλάβει αντίγραφο του εν λόγω καταλόγου ή άρνησης να υπογράψει, να σημειώνονται οι λόγοι της άρνησης.

.....
.....
.....
.....

.....
Υπογραφή μέλους του προσωπικού
(ονοματεπώνυμο)

ΚΑΝΟΝΕΣ ΚΡΑΤΗΤΗΡΙΟΥ

- Visiting hours are from 9 am until one hour before sunset.
- The right to an interview with your lawyer may be exercised at any day and time.
- Breakfast time 7 am - 9 am
- Lunch time 12 pm - 2 pm
- Dinner time 6 pm - 8 pm
- Bedtime until 10 pm
- No mobile phones, money, jewellery, medication, matches, lighters, laces, belts, ties, razors and other dangerous items are allowed in the cell.
- Medication can only be provided to you on prescription or upon the instructions of a doctor.
- Alcoholic beverages are not allowed.
- If you do not want the food provided by the administration, you may purchase food at your own expense, after informing the Detention Facility Manager in advance and after it has been checked for security purposes.
- It is your obligation not to litter your detention area.
- Causing disturbance is not allowed.
- In case of intentional damage to the detention facility, you will be subject to criminal prosecution and will be charged with the costs of its repair.

Να αναρτάται σε περίοπτο χώρο του κρατητηρίου και να δίδεται αντίγραφο στον κρατούμενο, σε γλώσσα καταληπτή από τον ίδιο.

To be posted in a prominent place in the detention facility and a copy shall be given to the detained person, in a language that s/he understands.

ΔΗΛΩΣΗ ΚΡΑΤΟΥΜΕΝΟΥ

I,, declare that I no longer wish to use
the services of the lawyer

Date

Time Detained person's signature

.....
Υπογραφή μέλους του προσωπικού
(ονοματεπώνυμο)

**ΔΙΚΑΙΩΜΑ ΚΡΑΤΟΥΜΕΝΟΥ ΣΕ ΙΑΤΡΙΚΗ ΕΞΕΤΑΣΗ,
ΠΕΡΙΘΑΛΨΗ ΚΑΙ ΠΑΡΑΚΟΛΟΥΘΗΣΗ**

PART A

Every detained person shall be entitled at any time while in detention to receive medical examination and/or treatment and/or monitoring by a doctor of his/her own choice and, for this purpose, to personally contact him/her by telephone in the presence of a member of staff, or, in the event that s/he does not wish to exercise the right to a doctor of his/her own choice, to receive medical examination and/or treatment and/or monitoring by a government doctor arranged by the detention facility manager.

The costs of medical examination, treatment and monitoring by a doctor of the detained person's choice shall be paid by the detained person.

I,, have received a copy of this form.

Date

Time.....

Detained person's signature

Σε περίπτωση άρνησης του να παραλάβει αντίγραφο του εν λόγω εντύπου ή άρνησης να το υπογράψει να σημειώνονται οι λόγοι της άρνησης του
.....
.....
.....

.....
Υπογραφή μέλους του προσωπικού
(ονοματεπώνυμο)



PART B

I have been informed of my rights set out in PART A above and I inform you that I wish to receive medical examination/monitoring/care from:

(a) A government doctor

(b) A private physician (full name)..... whose expenses I will pay for myself.

Date

Detained person's signature

Date

Time of collection

.....
Υπογραφή μέλους του προσωπικού
(ονοματεπώνυμο)

* Σε περίπτωση συμπλήρωσης του ΜΕΡΟΥΣ Β΄ από τον/την κρατούμενο/η να δίδεται σ' αυτόν/ήν αντίγραφο του εντύπου.

ΔΕΥΤΕΡΟΣ ΠΙΝΑΚΑΣ
(Κανονισμός 3(1))

ΜΕΡΟΣ Ι

ΚΑΤΑΛΟΓΟΣ ΥΠΟΧΡΕΩΣΕΩΝ ΚΡΑΤΟΥΜΕΝΩΝ

1. Cooperate with the staff of the detention facility.
2. Do not change cells without the approval of the detention facility manager.
3. Do not destroy the detained persons' personal rights forms and the detention facility rules posted in the common areas or inside the cells.
4. Do not intentionally cause damage to the detention facility (writing on the wall, damage to objects inside the detention facility, etc.).
5. Do not place objects in the cell locks.
6. Do not incite or cause commotion / disturbance / agitation / mutiny.
7. Do not behave inappropriately and hostile towards staff members.
8. Comply with the lawful instructions of the detention facility manager.
9. Do not litter the detention facility.
10. Keep your cell, the sanitary facilities and the common areas of the detention facility clean.
11. Do not incite other prisoners to commit misconduct (e.g. mutiny etc.).
12. Do not use violence against staff members, other detained persons or visitors.
13. Do not use abusive language or threats against staff members, other detained persons or visitors.
14. Do not conceal / use / possess / get hold or attempt to get hold of items whose use is prohibited in the detention facilities (lighters, mobile phones, money, jewellery, medication, belts, ties, razors, cigarettes or other dangerous items).
15. Do not smoke outside the designated smoking areas and at times other than those specified by the administration.
16. Do not use / get hold of / possess prohibited substances or drugs without a doctor's prescription.
17. Do not use / get hold of / possess alcoholic beverages.

18. Do not engage in arguments or fights with other detained persons.
19. Do not start a fire in the detention facility.
20. Do not commit lewd acts or encourage other detained persons to commit lewd acts.

PART A

I,, have received the above list of detained persons' obligations in a language, as far as possible, understandable to me.

Date

Time.....

Detained person's signature.....

Σε περίπτωση άρνησης του/της να παραλάβει αντίγραφο του εν λόγω καταλόγου ή άρνησης να υπογράψει, να σημειώνονται οι λόγοι της άρνησης.

.....
.....
.....

.....
Υπογραφή μέλους του προσωπικού
(ονοματεπώνυμο)

ΠΛΗΡΟΦΟΡΙΕΣ ΓΙΑ ΤΗΝ ΛΕΙΤΟΥΡΓΙΑ ΤΩΝ ΚΡΑΤΗΤΗΡΙΩΝ

Detained persons' schedule:

See detained persons' schedule - The schedule may be amended from time to time by the facility manager and will be announced.

Wake-up time & bedtime: As per the detained persons' schedule.

Meals:

Meals will be taken in accordance with the detained persons' meal schedule.

If you do not wish to receive the meals provided, you can purchase food at your own expense, after informing the ward manager in good time. This food will be checked for security purposes. Food should only be consumed during the meal times of other detained persons.

It is your responsibility to clean up your space and put your leftovers and meal packaging in the bin after you finish eating.

Bringing cooked food inside the cells is prohibited.

Visiting hours:

As per detained persons' schedule.

From a lawyer:

S/he may visit the detained person at any day and time. The detained person must notify the Facility Manager in writing by means of the appropriate form of the appointment and/or termination of a lawyer by writing down the full details of the lawyer.

Guests/Lawyers and anything they carry will be subject to inspection.

The use of the visitors' area for eating and/or drinking during the visit is prohibited.

Smoking:

Smoking is allowed only in designated smoking areas, as well as in the courtyard. Smoking in the rooms is strictly prohibited.

The use of lighters or matches in the detention facility is strictly prohibited.

Telephone Communication:

Mobile phone use is permitted throughout the day.

The Facility Manager may determine / change the hours of mobile phone use by the detained persons.

Charging the mobile phone will be the responsibility of each detained person. The charging points are located in the recreation rooms.

The storage and protection of your mobile phone is your responsibility.

The detention facility also has a sufficient number of telephone booths which can be accessed by the detained person and used by purchasing cards.

Fax:

There is a fax machine in the visitors' area, which you can use free of charge.

Computers:

There are computers installed in the recreation areas. In addition, the Facility Manager may allow the use of personal laptop computers, subject to permission.

Charging the personal computer will be the responsibility of each detained person. The charging points are located in the recreation rooms. The storage and protection of your computer is your responsibility.

Medication:

Medication can only be provided on prescription or doctor's instructions. Medication is not allowed inside the cell.

Cells/Rooms:

Jewellery, medication, matches, lighters, shoelaces, belts, ties, razors or other dangerous items are prohibited in the rooms.

Purchase of products:

The detention facility manager shall provide the opportunity for detained persons to purchase certain products with delivery at the detention facility. The products shall be checked for security purposes before delivery to the detained person.

All purchases of goods are made at the detained persons expense, which amount is deducted from the detained persons' funds. Proof of purchase shall be kept.

Cleanliness of Cells/Rooms:

Cleaning the cells is your responsibility.

The cells are sometimes cleaned by the facility's cleaners. During cleaning, it is your responsibility to keep your personal belongings safe.

During the cleaning hours of the common areas by the cleaners, the detained persons must be inside the cells.

Cells may be inspected daily.

Personal Hygiene:

Strictly follow the rules of personal hygiene.

The washing machines and dryers operate according to the schedule and it is the personal responsibility of each person to wash the clothes, sheets, towels, etc. that they use.

The washing machines and dryers are operated with "tokens", which are provided to the detained persons free of charge by the Ward Manager. Clothes shall be placed in a net, which shall be provided by the Ward Manager.

Shaving is done in the presence of staff members, who give the razors to and receive them from the detained persons.

Movement:

All movement outside the detention facility is carried out with the use of handcuffs.

Upon return to the detention facility, detained persons are subject to relevant checks for security purposes.

Restaurants & areas

Restaurants and leisure areas are open 24 hours a day.

Outdoor Recreation Area - Courtyard:

The hours of use of the outdoor areas are in accordance with the detained persons' schedule.

Religious Rights:

Any detained person shall be allowed to receive visits from a priest of his/her religion.

There is respect for the religious beliefs of each detained person.

Every detained person has the right to exercise his/her religious duties within the detention facility.

Activities:

There are books / magazines and board games in the facility, which can be used by the detained persons.

Recreational activities are offered on site according to the detained persons' schedule.

Psychologist - Doctor
Nursing staff:

The facility offers the services of a physician, nurse and psychologist in accordance with the detained persons' schedule.

Miscellaneous:

- In case of intentional damage to the detention facility, you will be prosecuted and will be liable for the costs of its repair.
- Any requests must be made in writing on a special form addressed to the Facility Manager.

Restriction or
deprivation of rights:

In case you violate your obligations shown in the Second Table "List of Detained Persons' Obligations", some of your rights may be restricted or deprived by the Facility Manager after s/he has examined the facts and given you the opportunity to be heard.

Submitting Complaints:

You may submit complaints concerning: (a) the decision of the Detention Facility Manager to restrict or deprive you of your rights, and (b) any matter relating to your detention or treatment, within 15 days of the decision of the Manager or the day of the incident, to the Complaints Committee. Your complaints can be submitted in writing in the complaints box in each ward.

Personal Data:

The Cyprus Police collects, maintains and processes personal data within the scope of the powers and provisions provided for in the Law.

The data are kept and processed in such a way as to comply with the provisions of the law for the protection of natural persons with regard to the processing of personal data (personal data protection legislation). For this reason, various procedures and rules are observed in order to ensure the protection of personal data. More information, concerning the protection of your personal data / information, can be found in **Annex A**.



ΠΡΟΣΩΠΙΚΑ ΔΕΔΟΜΕΝΑ

Information provided on the basis of Chapter III (Rights of the Data Subject) of Regulation (EU) 2016/679 of the European Parliament and of the Council of 27 April 2016 on the protection of natural persons with regard to the processing of personal data and on the free movement of such data and repealing Directive 95/46/EC (General Data Protection Regulation) and its implementing Law 125(I)/2018.

1. The Cyprus Police (Detention Centre of Menogia) collects, maintains and processes personal data, within the framework of the powers and provisions of the Places of Detention for Prohibited Immigrants Law 83(I)/2011) and Regulations issued under it.

2. The data are kept and processed in such a way as to comply with the provisions of the legislation for the protection of natural persons with regard to the processing of personal data (personal data protection legislation). For this reason, various procedures and rules are observed in order to ensure the protection of personal data.

3. The legislation on the protection of personal data in the Republic of Cyprus is:

- Regulation (EU) 2016/679 of the European Parliament and of the Council of 27 April 2016 on the protection of natural persons with regard to the processing of personal data and on the free movement of such data and repealing Directive 95/46/EC (General Data Protection Regulation), and its implementing Law on the Protection of Natural Persons with regard to the Processing of Personal Data and on the Free Movement of such Data (Law 125(I)/2018).
- the Protection of Natural Persons with regard to the Processing of Personal Data by Competent Authorities for the Purposes of the Prevention, Investigation, Detection or Prosecution of Criminal Offences or the Execution of Criminal Penalties and on the Free Movement of such Data Act of 2019 (44(I)/2019).

4. The data collected are kept in paper and electronic form. The paper file is kept for a period of 6 years, unless other reasons arise. For each file, a policy is in place to ensure the protection of the data contained therein and to prevent any illegal access. The electronic file shall be kept indefinitely. The data collected may be transmitted and processed by other recipients in the course of their duties and under relevant legislation (e.g. Commissioner for Administration, Ministry of Interior, Diplomatic Missions in the Republic, Attorney General of the Republic of Cyprus, INTERPOL & EUROPOL).

5. In case a person wishes to have access to data concerning him/her, either personally or through a duly authorised person, s/he has the right of access, as well as the right to rectification, deletion or restriction of processing of the data, which s/he may exercise by means of a request to the Data Controller, who is the Chief of Police. A relevant form (Pol. 195) is available from the Police (upon request), which is also posted on the Police website:

<https://www.police.gov.cy/police/police.nsf/All/112610271A168938C225853C0018764A?OpenDocument>

6. The rights of the data subject are set out in more detail below:

6.1. Right of Access:

You have the right to know the personal data that are processed by the Police and concern you. The right of access is provided free of charge and is satisfied as soon as possible. In the event that requests are unfounded or excessive, the Cyprus Police may impose a corresponding cost. In certain cases, the right of access may be restricted after consultation with the Commissioner for Personal Data Protection.

6.2. Right of Rectification / Deletion / Restriction of Processing:

You have the right to request the correction, deletion or restriction of the processing of data that concern you. However, your request may not be granted in accordance with the relevant legislation.

6.3. Right to Complain:

You have the right to lodge a complaint with the Commissioner for Personal Data Protection if you believe that the processing of your personal data violates the law.

6.4. Right of Appeal:

You have the right to apply to the Administrative Court against the Police, if you consider that your rights have been violated as a result of the processing of personal data.

*Data Protection Officer of Cyprus Police:
e-mail address: dpopolice@police.gov.cy*