



MANTOVA
PRISON
PRESENTS
ITSELF

EVERYTHING YOU NEED TO KNOW ABOUT



MANTOVA
PRISON
PRESENTS
ITSELF

THE PRISON AND ITS RULES

1998 - 2000 - 2002 - 2004 - 2006 - 2008 - 2010 - 2012 - 2014 - 2016 - 2018 - 2020

WHAT HAPPENS AS SOON AS I ARRIVE INSIDE PRISON?

A. REGISTRATION

Mug shots and fingerprints are collected and the **inmate file** is created, within which all the personal data are contained.

After the search, all the valuables are stored in the **warehouse** while the personal ID are kept in **Matricola office** (Registration Office).

Personal belongings, such as watches and wedding rings, collected at the entrance, can be returned through a request to the warden.

B. WELCOMING STAFF



Medical Examination, aimed to detect the inmate's health situation and any possible issues.



Interview with Psychiatrist and Psychologist, aimed to detect any possible problems in terms of adaptation to the prison context and assessing potential support interventions.



Interview with a Representative of Prison Authorities (Funzionario Giuridico Pedagogico), aimed to collect general information on the personal, family and judicial history of the inmate. It also represents the opportunity for the inmate to report any problems related to personal circumstances.



For foreign inmates not understanding and speaking Italian, it is possible to ask for the intervention of a **linguistic mediator**.



For inmates without their own **clothings**, it is possible to the volunteers association (Centro Solidarietà Carcere), through **domandina** (request form). Clothings distribution occurs two Tuesdays a month.

1.



HOW CAN I MEET MY RELATIVES AND FAMILY MEMBERS?



Meeting with relatives and family members lasts 1 hour, 2 in case of children under 14 years. Meeting days are: **Wednesday morning, Friday afternoon, Saturday morning, last Sunday morning of the month.** The last Saturday of the month is dedicated to inmates with children under the age of 14 accompanied by a family member. **Family members need to book the meeting by**



calling (0376/328829) the specific office (Ufficio Colloqui) on Monday morning from 09.00 to 12.00. At the time of the first booking, family members will be informed about the **documents** to present to allow the meeting itself. The **authorizations** to carry out the interviews are

issued:



- for who is waiting for first judgment by the **judge** who is proceeding;
- after the first judgement and before the final sentence by **Magistrato di Sorveglianza**;
- for who is definitive from the **Warden of the prison.**

HOW CAN I CALL?

- It is possible to make phone calls by using a **prepaid phone card** requested to the Prison Administration.
- Phone calls duration is **10 minutes**. Before calls it is necessary to **verify the phone users** (family members or third person).
Calls authorizations have to be requested to the Prison Warden, through a dedicated form that can be provided by the officers in charge.

SKYPE

For inmates whose family members cannot reach the prison to visit them, it is possible to make Skype calls, through a dedicated form that can be provided by the officers in charge.

N.B. Skype calls are included among the monthly total number of physical meetings.

2.



HOW CAN I RECEIVE...

PARCELS

It is possible to receive parcels from the outside containing food and personal care products either taking them directly to the Prison **during the visits days or by mail**. Any information about the allowed goods can be requested by phone to Ufficio Colloqui (0376/328829) on Monday morning from 9.00 to 12.00.

MONEY

These are the ways to receive money from outside:

- **depositing cash** during the visits days through the Police Officer in charge;
- by mail with **non-transferable money order** payable to the inmate at the Jail address (Via Carlo Poma n. 3, 46100 - Mantova);
- by **bank transfer** to IBAN 1T08X0760111500000011005469 with the reference to the inmate's name and surname in the purpose.

WHO CAN I TURN TO?

- **Prison Police Officers:** information on prison rules, communication with officers on duty, with the Prison Police Chief...
- **Ufficio matricola:** legal questions, engage/discharge of defense lawyers, request for free legal aid, requests for transfer to other prisons, requests for moving residency inside the prison...
- **Ufficio colloqui:** information on family members phone and skype calls and physical visits; information on how receiving goods and parcels.
- **Ufficio conti correnti:** economic matters, receiving money from the outside, purchasing goods, transfer of money from another Jail, personal account situation ...
- **Ufficio trattamento:** building the path of observation and treatment for the definitive inmate, participation to the projects and activities promoted within the Institute, forwarding of requests (for example: early release, inmates benefits, alternative measures) ...
- **Healthcare/Infirmary:** any request relating to health and/or psycho-physical well-being problems, also regarding the abuse of drugs or alcohol. The professionals of the Prison Addiction Service (SER.D) also belong to health area.

3.



I WOULD LIKE TO WORK...

Inside the Prison it is possible to work for brief periods (one month) according to the **workers list**, updated about every six months, and approved by a Commission composed by Labor Organisations and the Prison Direction.

The score will be calculated considering: legal position (definitive or not), number of months inside the institution, children under 14 and previous working periods.

The workers list considers different jobs:

COMMON INMATES WARD { CLEANER
KITCHEN ATTENDANT
BARBER

PROTECTED INMATES WARD { CLEANER
MEALS DISTRIBUTION ATTENDANT

FEMALE INMATES WARD { CLEANER
MEALS DISTRIBUTION ATTENDANT
LAUNDRY ATTENDANT



Some job positions are assigned by the Direction of the Prison, considering **inmates behaviors, trust and possible skills**. These are:

- internal and external maintenance workers (MOF),
- kitchen attendant,
- inmates purchases office attendant.



I WOULD LIKE TO STUDY...

Inside of the Prison, in collaboration with the Province Center for Adult Education (CPIA) of Mantova, the following courses are available:

- Literacy courses
- Secondary school courses
- High school courses (artistic degree)

For information on school paths, it is possible to ask to have an interview with the referee for school courses, through a dedicated form to be presented to Ufficio Trattamento.

4.



PRISON ACTIVITIES

Inside the Prison of Mantova there are always ongoing different educational and recreative projects and activities. Within each ward there is a **board** where can find the days, times and location of different activities and courses.

COMMON INMATES WARD

- Craft workshop
- Evangelical Church meetings
- Inmates Newspaper "Controsenso"
- Yoga course
- Biblical course
- Gym course
- Religious reflection group

PROTECTED INMATES WARD

- Catechesis
- Evangelical Church meetings
- Graphics course

FEMALE INMATES WARD:

- Embroidery and sewing
- Biblical course
- Catechesis
- Gentle gym

PRACTICES AND DOCUMENTS

- **ID Card:** Mantova Municipality can ask to your municipality of residence to release a new identity card (not valid for travel abroad).
- **Residency Permit:** it is possible to make a request for the presentation of the Kit for the renewal of the residence permit.
- **Unemployment request:** it is possible to apply for unemployment for those who have worked outside the prison; it is not possible to ask for those who have worked inside the prison.
- **Family allowances:** it is possible to request it both for external and prison job, asking respectively to external employer and Prison Administration.

For any information on the methods to be followed and on the necessary forms it is possible to ask to speak with Agente di Rete or Funzionario Giuridico Pedagogico (Ufficio Trattamento).



5.





Not definitive inmates have not an assigned Funzionario Giuridico Pedagogico, why? With whom they can speak?

Only after the definitive guilty sentence the personality analysis can start, in order to design a personal treatment programme to reach the aim of social reintegration. Till to that moment inmates can contact prison's Agente di Rete who will report they needs and requests to Funzionari Giuridico Pedagogici and Ufficio Trattamento in general.

Who is Agente di Rete?



Is a professional coming from outside the Penitentiary System. This figure has a role of accompaniment and promotion of a connection between the internal reality of the Prison and the external one, with the aim of promoting the involvement of the territory in the social reintegration of the inmate.

DOMANDINA

It is a **request form** through which the inmates can make their demands and express their needs. It can be addressed to the Direction, to single professionals working in the different internal areas and to volunteers.

REALIZZATO CON IL SOSTEGNO DI



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POR FSE 2014-2020 / OPPORTUNITÀ E INCLUSIONE

Progetto Milone



HIKE

LIBRA ONLUS


sol-co mantova
territorio, cooperazione, persone



ALCE NERO
ESSERCI PER TUTTI, DAVVERO.