

**Action Plan – William Mapp. HMP Hewell. NC. 27/07/2017**

<b>No</b>	<b>Recommendation</b>	<b>Accepted/Not Accepted</b>	<b>Response</b>	<b>Target date for completion and function responsible</b>
1	The Governor should ensure that in the event of a death, prisoners' families are informed in person by a member of Prison Service staff in line with national guidance	Accepted	<p>All Duty Governors and Duty Managers have been reminded by e-mail that in the event of a death, prisoners' families should be informed in person by a member of prison staff in line with National Guidance.</p> <p>In addition this advice will be included in the establishments Contingency Plans when they are next reviewed.</p>	<p>Completed</p> <p>Governor</p> <p>April 2018</p>