

Action Plan – Ms Jo Whitehouse - HMP Hull NC 09/02/2018

No	Recommendation	Accepted/Not Accepted	Response	Target date for completion and function responsible
1	The Governor should initiate a disciplinary investigation into Officer Clay's conduct when he unlocked Ms Whitehouse on 3 February.	Accepted	The Deputy Governor has initiated a disciplinary investigation into this matter. Any learning points from the investigation will be implemented.	Complete Head of Operations
2	The Governor should ensure that staff are given clear guidance and reminded of their responsibilities when unlocking cells.	Accepted	Governor's Order 2/2018 published in March 2018 reminded staff of the importance of checking the welfare of prisoners on unlock. This Governor's order will be re-published and additionally emphasised via briefings to staff. Wing managers will be responsible for ensuring that staff in their respective areas are fully aware of the requirements on unlock. This will be communicated in wing briefings prior to unlock taking place.	01/01/2019 Head of Residence and Services