SFJFG4
Initiate responses to identified electronic monitoring incidents

---

Overview

This standard is initiating a response to identified electronic monitoring incidents through reports generated by electronic monitoring tagging equipment or other organisations or through the individual being monitored.

It also covers seeking and evaluating other information to corroborate these reports and then taking action.

Incidents could include unauthorised absences requests for absence, equipment malfunction, equipment tampering, loss of connection, loss of electrical power and eviction from the premises. In the case of exclusion orders or tracking this could include movement into a proscribed area.

Liaison with colleagues, other organisations and individuals close to the person being monitored is involved.

There are two elements

1   Identify electronic monitoring incidents
2   Provide initial responses to electronic monitoring incidents

SFJFG4
Initiate responses to identified electronic monitoring incidents

Performance criteria	**Identify electronic monitoring incidents**

You must be able to:

P1 monitor for reports of possible incidents within organisational timescales

P2 prioritise incidents requiring responses in accordance with your organisation's procedures

P3 seek additional information from other sources to confirm reported incidents in accordance with your organisation's procedures

P4 evaluate information received regarding incidents in accordance with your organisation's procedures

P5 choose appropriate methods of dealing with incidents in accordance with your organisation's procedures

Provide initial responses to electronic monitoring incidents

You must be able to:

P6 contact individuals being monitored to establish their identity within organisational timescales

P7 request information from individuals being monitored about incidents in accordance with your organisation's procedures

P8 contact relevant people to seek confirmation of incidents in accordance with your organisation's procedures

P9 record information regarding incidents in accordance with your organisation's procedures

P10 evaluate information regarding incidents in accordance with your organisation's procedures

P11 take actions to respond to incidents in accordance with your contractual requirements and organisation's procedures

SFJFG4
Initiate responses to identified electronic monitoring incidents

Knowledge and understanding

You need to know and understand:

K1   your legal responsibilities for implementing different types of electronic monitoring carried out by your organisation

K2   actions available to you to deal with incidents

K3   different types of incidents

K4   how electronic monitoring equipment operates

K5   what data monitoring equipment can generate

K6   different sources of reports about incidents

K7   incidents requiring responses and how to prioritise these

K8   situations in which to seek additional information about incidents

K9   how to evaluate information and choose appropriate responses

K10   the importance of contacting individuals being monitored when there are reported incidents

K11   the importance of establishing the identity of individuals being monitored and how to do so

K12   how to question individuals about incidents and possible causes

K13   situations requiring additional information

K14   who your partner organisations are

K15   procedures for contacting other organisations

K16   the importance of recording information and how to do so

K17   how to evaluate information you have collected

Initiate responses to identified electronic monitoring incidents

Additional Information

Glossary

Relevant people can refer to individuals, others relevant or significant to individuals, staff in your own agency including investigating teams or staff from other agencies.

Organisational procedures can include prison service instructions, prison policies, legislative policies and any other policies and procedures used across custodial care in the UK.

SFJFG4
Initiate responses to identified electronic monitoring incidents

Developed by	Skills for Justice
Version number	2
Date approved	October 2013
Indicative review date	October 2018
Validity	Current
Status	Original
Originating organisation	Skills for Justice
Original URN	SFJ FG4
Relevant occupations	Prison staff; Prison manager; Governor; Officers; Public Service Professionals; Youth Justice Officers; Youth Offending Team Officers
Suite	Custodial Care
Key words	Breach; tag; report; individuals; monitoring; incidents