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Queensland Corrective Services Intranet

Procedure - Palen Creek - Management of Wine Used for Religious Services

Purpose

- 1. Process
- 1.1 Security

Purpose

To ensure an accountable and controlled process for the issue of wine to approved religious visitors for conducting religious services.

1. Process

Refer procedure - Religious Visitors section 9.

1.1 Security

Only wine purchased with the approval of the assistant general manager will be authorised for storage on site.

All wine approved to be stored on site is to be secured in a locked cupboard within the correctional supervisors office and is to be accessed only by the correctional supervisor for issue to a chaplain.

In consultation with the chaplain the assistant general manager will determine the quantity of wine to be issued to the chaplain.

1.2 Issue and recording

Only the approved amount of wine (100ml) is to be issued and only for the purpose of conducting a religious service.

A register must be maintained for the issue and receipt of wine.

Wine must be decanted into a container and must be measured and that amount must be recorded in a register.

That register must at a minimum contain the following -

- a. date;
- b. chaplains name and denomination;
- c. amount of wine decanted;
- d. amount of wine remaining; and
- e. name of the correctional supervisor decanting the wine.

Jim Mullen

Procedure Properties

Title: Palen Creek - Management of Wine Used for Religious Services

Category: Offender Management

Version: 01

Implement Date: 6 February 2008

Application: Palen Creek Correctional Centre

Availability: Public

QCS Procedures

- Religious Visitors

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