

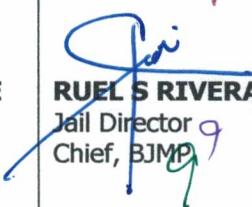

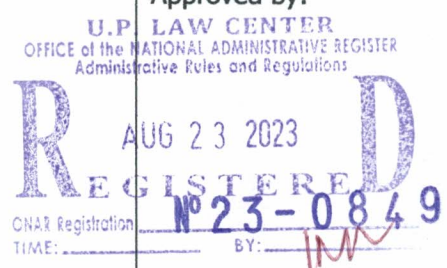
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	TOPIC: <b>PDL RECEPTION AND DIAGNOSIS</b>	ISSUE NO. <b>1</b>
	<b>MODIFIED PDL ADMISSION PROCEDURES; ASSESSMENT AND CLASSIFICATION; HOUSING ASSIGNMENT AND DISPATCH; AND DOCUMENT MANAGEMENT</b>	REVISION NO. <b>0</b>
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## 1.0 REFERENCES

- a. Training on Classification Risk Assessment and Case Management Program (CRACMP) and the Classification and Risk Assessment (CRA) Tool for General PDL for 5 NCR Jails conducted from February 19, 2022 to April 9, 2022;
- b. Presentation on the Findings of the Classification Risk Assessment and Case Management Program (CRACMP) Pilot Implementation at Manila City Jail-Male Dormitory dated November 18, 2021;
- c. Minimum Standards for the Design of BJMP Jails (2018); and
- d. United Nations Standard Minimum Rules for the Treatment of Prisoners.

## 2.0 RATIONALE

The assessment and classification of persons deprived of liberty (PDL) are constitutive of the BJMP's mandate to provide humane safekeeping and developmental opportunities, consistent with the United Nations Standard Minimum Rules for the Treatment of Prisoners ("Nelson Mandela Rules"). The institutionalization of a proper assessment and classification system using criminological and sociological theories and empirical studies would measure the criminogenic needs of PDL to empower the BJMP to respond to their rehabilitative needs. From the risk scoring, a PDL will be classified and assigned to a dormitory and shall be given an appropriate and structured program of activities aimed at fully rehabilitating the PDL and reducing propensities for

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reoffending. The proposed system is also capacitating to the BJMP and its administration. It is foreseen that an alignment and systematization of the daily operations of the jail, assistive of the Bureau's professionalization endeavors can be achieved using the framework.


### 2.1. Classification, Risk Assessment and Case Management Program (CRACMP)

In 2016, the need for a proper and effective assessment and classification of PDL was raised by then Assistant Professor Raymund E Narag of Southern Illinois University-Carbondale, when he met with then Quezon City Jail Male Dormitory warden, JSUPT RANDEL H LATOZA. Assistant Professor Narag discussed the fundamental factors that result in PDL reoffending with a Risk-Need-Responsivity (RNR) Model to form the backbone for an assessment and classification interview tool that needed to be developed.

By 2017, an initial version of the assessment and classification tool was presented by Assistant Professor Narag. JSUPT LATOZA supported the conduct of capacity-building measures for personnel to train on different theories of prison management (Social Learning, Social Control, General Strain, Life Course, and Labeling) as well as to refine the interview tool. This extended until his transfer to wardenship at Manila City Jail Male Dormitory. At this juncture that a proposed Classification, Risk Assessment, and Case Management Program (CRACMP) was developed.

### 2.2. Classification and Risk Assessment (CRA) Interview Tool

Crafting of the assessment and classification interview tool became a product of two fields— criminology and sociology. While criminology is poured into the tool of empirically-based valuations that contribute to the criminogenic tendencies of a person, sociology highlights the role of our social realities on how we proceed with our life choices, behaviors, directions and aspirations. Our immediate social groups matter— family, religion, community and education. Sociology teaches us that crime is not a problem of personalities. Committing a crime is not merely a fault of one's character. With the rate of crime and recidivism that our country experiences today, we should see crime and rehabilitation as a social problem.

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The assessment and classification tool underwent several refinements. Each version of the tool had to undergo a series of consultative meetings that focused on the feedback, analysis of the robustness of the tool and exactness of the results of the tool to reflect the daily realities in Philippine jail systems and wider society.

Finalized on October 16, 2019, the seventh (7<sup>th</sup>) version incorporated the positivist ontological and epistemological foundations of criminological theories and harnessed sociologically-informed and culturally-sensitive lines of questioning.


The Classification and Risk Assessment Interview Tool was formally named the "Narag, Nario-Lopez, Latoza, et. al. Tool".

### 2.3. Pilot Implementation of CRACMP and the CRA Tool

Following the 22<sup>nd</sup> Consultative Committee Meeting on June 20, 2019, the Manila City Jail-Male Dormitory was given the full support of the BJMP-NHQ to proceed with the pilot implementation of the Classification, Risk Assessment and Case Management Program (CRACMP). The Consultative Committee, in particular, stressed to the Proponents that the whole process of CRACMP, which includes the key components of effective jail management (Classification, Risk Assessment, Case Management and Documentation) should be piloted in its entirety.

Pilot implementation formally began on November 8, 2019. At the onset of the CRACMP pilot implementation, the proponents saw a need to align the program with existing protocols established in the BJMP Comprehensive Operations Manual, Revised 2015, particularly with the PDL intake procedures and the existence of the Classification Board. This policy provides the practical system to implement Rule III of the BJMP Comprehensive Operations Manual, Revised 2015.

CRACMP and the CRA tool were developed through the collaboration of Dr. Narag; Asst. Professor Hannah Glimpse Nario-Lopez of the University of the Philippines-Diliman; Mr. Rhoderick M. Santos, ICRC Consultant for the Design Brief of the New Quezon City Jail; the management of MCJ-MD, and the fifteen

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(15) MCJ-MD personnel comprising the Classification and Risk Assessment Unit (CRAU) that have been conducting the CRACMP pilot implementation since November 18, 2019.

The assessment and classification interview tool is considered a dynamic document that will be subject to continuous refinement as the CRACMP continues to expand and adapt to the realities of our jail system. One of the results of a CRACMP and CRA Tool Training for NCR Jails held last February 9, 2022, to April 19, 2022, was to review the tool's language to consider the female PDL perspective.

The CRACMP has undergone a laborious gestation process since 2016. Its purposeful, careful, strategic, and organic development throughout this time has resulted in a CRA Tool that incorporates criminological and sociological theories. With PDL being assessed, classified, and provided with the appropriate intervention programs using the theoretical framework of a human rights-based approach to jail management, the outcome, it is hoped, will be the eventual reduction of PDL reoffending. PDL who eventually return to their communities upon release are equipped with the right mindset, core values, educational attainment, and skills that ensure their productive contribution to society.

### **3.0 OBJECTIVES**

- ❖ To adopt the PDL Journey in Jail concept that embraces a human rights-based approach to effective jail management in keeping with the United Nations Standard Minimum Rules for the Treatment of Prisoners ("Nelson Mandela Rules"). It comprises PDL admission, diagnosis, and data management protocols that incorporate into the PDL's dispatch to the appropriate program-based housing;
- ❖ To adopt the PDL Assessment and Classification Tool (PACT) that was developed for the general PDL population which determines the criminogenic risk of each PDL and classifies and reclassifies them based on their criminogenic needs; and
- ❖ To create a PDL Reception & Diagnosis Division under the Directorate for Operations and an PDL Assessment and Classification unit (ACU) under the Security and Control Section at the Jail Level.

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#### 4.0 SCOPE

This policy shall be implemented on a staggered basis considering the need for the capacitation of personnel and provision of structural requirements for a Diagnostic Hub. The Directorate for Operations shall develop protocols for the accreditation of jail facilities that are deemed capable of implementation of PDL reception and diagnosis.

This policy shall be strictly implemented and shall cover the following:


- a. PDL committed to all district, city, and municipal jails; and
- b. All jail officers who have access to the admission system and assessment instruments.

Initial psychosocial activities conducted by the proposed Assessment and Classification Unit, while the newly committed PDL is undergoing assessment and classification at the Diagnostic Hub, shall be in close coordination with the Directorate for Welfare and Development (DWD) and consistent with their initiatives on PDL programming.

The Case Management stage of the PDL's Journey in Jail concept encompasses the entire stay of the PDL after classification and housing where appropriate welfare and development programming is provided based on initial recommendations stemming from the assessment and classification process. The DWD serves as the focal body in this regard.


#### 5.0 DEFINITION OF TERMS

- a. **Arrest Report** is a record of a law enforcement agency of an arrest of any related detention or confinement incident together with the charge connected.
- b. **Assessment** refers to the process of gathering information from and about the PDL in order to develop and understand their needs and determine suitable intervention options.
- c. **Assessment and Classification Unit (ACU)** is the unit created by this policy in the jail that shall conduct evidence-based assessment and

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classification services to newly committed PDL. This includes related activities that shall be conducted during the PDL's stay at the Diagnostic Hub and, together with the Classification Board, comprise the Classification and Housing Committee that determines and formalize each PDL's housing assignment.

- d. **Assessment and Classification Unit Documentation Officer** refers to the BJMP officer who is responsible for the data management of the assessment scoring of all PDL as well as other documentation required for the PDL's housing and programming recommendations.
- e. **Assessment and Classification Unit Interviewer/Assessor** refers to the BJMP officer who is authorized to conduct an assessment of the PDL.
- f. **Assessment and Classification Unit Reception Officer** refers to the BJMP officer who attends to the daily batch of newly committed PDL throughout their stay at the Diagnostic Hub until their dispatch to their assigned housing assignment.
- g. **Case Management** refers to the facilitation of developmental programs and services and the delivery of active and caring support to prepare the PDL to live an offense-free life and to ensure a successful transition to probation colleagues or directly into the community. It ensures that the determined modular intervention programs are provided to each PDL. Each program's impact is evaluated to determine if the PDL has shown improvements in his criminogenic risk level. Re-assessment of the PDL's criminogenic risk is part of Case Management and forms the basis of computation of GCTA as well as possible transfer of housing assignment once criminogenic risk scores change.
- h. **Classification and Housing Committee** is comprised of the Classification Board as described in Sec. 22 of the BJMP Comprehensive Operations Manual, Revised 2015, and members of the Assessment and Classification Unit (ACU). The Committee determines the housing assignments of assessed PDL based on the concepts of program-based housing as adopted by each jail facility.
- i. **Classification and Risk Assessment Interview Tool (CRA Tool)** refers to the initial name of the assessment and classification tool developed at Manila City Jail Male Dormitory from 2016-2019 and later came to be known

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as the “Narag, Nario-Lopez, Latoza, et al Tool”. The authors of the said tool collectively signed an Authorization Letter on January 20, 2023 stating that it was developed for the exclusive use of the BJMP. The same assessment and classification interview tool shall be renamed the PDL Assessment and Classification Tool (PACT) upon the adoption of the policy.

- j. **Criminogenic Needs Principle** identifies the risk factors that are most likely to lead to acts of reoffending and uses them as treatment targets. Rather than treating just any risk factor, the principle prioritizes treatment for risk factors most likely linked to reoffending.
- k. **Diagnostic Hub** refers to the cell block or cell dormitory where newly committed PDL, upon completion of initial reception procedures, shall be housed for a period of time and undergo assessment and classification and other activities detailed in this policy.
- l. **Documentary Analysis** refers to the review of documents in aid of identifying PDL custodial risk upon the commitment to the jail.
- m. **Dynamic Factors** are factors that relate to risk that can change. Some examples are whether the PDL is currently unemployed or currently has a drug or alcohol problem.
- n. **General PDL Population** refers to those PDL who are not classified as high-risk and high-profile, and commonly classified as low-custodial risk.
- o. **Habitual Delinquent** refers to a person who, within a period of ten years from the date of his release or last conviction of the crimes of serious or less serious physical injuries, robbery, theft, estafa or falsification, is found guilty of any of said crimes a third time or oftener.
- p. **Harm-related Risks** refer to the tendency of the PDL to harm himself, other PDL, and other people working in or visiting the jail.
- q. **Initial Holding Area** refers to a cell where the newly committed PDL is initially accommodated while undergoing required reception procedures.

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- r. **PDL Assessment and Classification Tool (PACT)** refers to the assessment and classification tool developed at Manila City Jail Male Dormitory from 2016-2019 originally dubbed as the Classification and Risk Assessment Interview Tool (CRA Tool) also known as the "Narag, Nario-Lopez, Latoza, et. al. Tool".
- s. **PDL Housing Dispatch** refers to the transfer of the PDL to his/her dormitory and cell assignment after undergoing the reception and diagnosis process delineated in this proposed policy.
- t. **Program-Based Housing** incorporates an evidence-based system in determining the housing assignment of PDL based on the level of criminogenic and custodial risks that are arrived at during the assessment and classification interview and the general conduct of the PDL during his/her stay at the Diagnostic Hub.
- u. **Quasi-Recidivism** is when a person commits a felony before beginning to serve or while serving a sentence on a previous conviction.
- v. **Recidivism** refers to the tendency of a convicted criminal to re-offend, it is used to refer to the percentage of former PDL who are rearrested for a similar offense.
- w. **Reoffending** refers to the commission of the PDL of the same or another offense.
- x. **Responsivity Principle** identifies and ensures the unique personality and learning characteristics of the PDL are being evaluated and considered during interventions.
- y. **Risk-Need-Responsivity (RNR) Model** is used in criminology to develop recommendations for how PDL are assessed and treated while in detention to address their likelihood of reoffending. It is operationally used as the basis for the framework used in this document. There are three main principles of the model that should guide interventions for aiding PDL to reduce criminal behavior:



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- **Risk Principle** identifies and prioritizes PDL with a higher risk of reoffending. Offenders differ in their risk of reoffending thus requiring different kinds of intervention. Interventions to be provided to PDL should match the likelihood of reoffending.
- **Needs Principle** identifies criminogenic needs of the PDL that should be the focus of targeted interventions rather than other needs which are not related to offending behavior. Each offender naturally has his/her own set of dynamic risk factors or criminogenic needs. Interventions should target these individual needs for best results.
- **Responsivity Principle** identifies and determines modes of intervention that would be most effective in reducing reoffending. Behavioral and cognitive-behavioral interventions are the preferred modes.

z. **Security-related Risks** refer to the PDL likelihood of escape.

aa. **Static Factors** are those factors that are related to risk and do not change. Some examples include a number of prior criminal charges and age.


## 6.0 PROCEDURES/DETAILS/GUIDELINES

### GENERAL GUIDELINES

#### 6.1. The PDL Journey in Jail (Annex D)

The PDL Journey in Jail concept encompasses the stages that the PDL undergoes throughout his stay in a BJMP jail facility from his admission to eventual release wherein the Bureau is mandated to provide for his humane safekeeping and holistic welfare and development program as the key elements in effective jail management that is human rights-based. The Journey in Jail concept also embraces the expanded mandate of the Bureau to include his post-release referral and after-care under the principles of restorative justice.

Applying the PDL Journey in Jail concept will contribute to the optimization of logistical resources and ensure financial adequacy considering that the right intervention is being given to the concerned PDL. It promotes comprehensive

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planning in terms of equipage and facility improvement which provides the needed developmental spaces for the necessary programs for PDL.


This Journey in Jail is divided into four major stages, to wit:

- a. PDL Reception and Diagnosis Stage includes three critical processes namely (1) PDL admission, (2) PDL orientation, assessment and classification, and (3) PDL housing assignment and dispatch. The assessment and classification of PDL is in keeping with the United Nations Minimum Rules for the Treatment of Prisoners also known as Nelson Mandela Rules.
- b. PDL Safekeeping Stage encompasses the safety and general well-being of PDL while in detention. The established disciplinary system for PDL infractions that are human rights-based is likewise considered.
- c. PDL Welfare and Development Stage processes include the individualized Case Management of the PDL after classification and housing. Appropriate welfare and development programs are provided based on initial recommendations from the assessment and classification process. Likewise included are pre-release procedures that measure the improvements in the criminogenic risk score of each PDL.
- d. PDL Referral and After-care Stage embraces the expanded mandate of the Bureau to include post-release referral and after-care under the principles of restorative justice.

Ensuring that the processes within these four stages of the PDL Journey in Jail concept are operationalized throughout the entire Bureau shall guarantee that the general impact of safer communities through enhanced peace and order and public safety. The overarching performance indicator in this regard is the reoffending rate which lies at the heart of the Bureau's strategic focus. Applying the PDL Journey in Jail concept will likewise contribute to the optimization of logistical resources, and ensure financial adequacy, considering that the right intervention is being given to the concerned PDL.

## 6.2. PDL Data Management

The pilot implementation of CRACMP served to underscore the need for comprehensive data management of all information in order to capture the PDL's entire Journey in Jail. It is important that all PDL data, beginning from the admission process, assessment, classification, housing assignment, participation in prescribed

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welfare and development programs, and re-assessment to release, be accurately captured and managed.

A centralized PDL data management process shall be adopted that incorporates all data obtained throughout the PDL's Journey in Jail in order to support and strengthen the Security and Control Section, the Welfare and Development Section, and the Health Section towards ensuring integrated and holistic strategies towards PDL safekeeping and welfare and development.

#### 6.3. The PDL Assessment and Classification Unit (Annex E)

A PDL Assessment and Classification Unit (ACU) shall serve as the implementing unit of the jail facility tasked with the reception and diagnostic stage of the PDL's Journey in Jail to be comprised of the following and detailed in Annex E.

- Chief, Assessment and Classification Unit (ACU)
- Reception Officer/Diagnostic Hub Officer
- PACT Interviewer
- PDL Data Management Officer

#### 6.4. Capacity Building


##### Training Programs:

A series of training was developed during the pilot implementation of CRACMP at MCJ-MD. These are:

- a. Principles of Effective Jail Management;
- b. Criminogenic Assessment and Classification; and
- c. Interview Skills Enhancement and Ethics

Further, additional trainings particularly related to counseling and psychosocial interventions are recommended for the ACU staff.

Evaluation of the data gathered from risk assessments shall be done by trained ACU personnel to ensure that the tool continues to be accurate and predictive. It is

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recommended that the evaluation of risk assessment data is conducted by consultants involved in the crafting of the PACT annually for five years.

## **SPECIFIC GUIDELINES**

### **6.4. PDL Reception (Annex F)**

A proposed PDL intake form shall be used in the reception procedures that will document all basic information obtained by the Records and Health Units. This Form shall be attached to the Assessment and Classification Tool Form for use by the ACU Interviewer/Assessor during the assessment.


The ACU shall be the implementing arm of the Classification Board as described in Rule III Sections 22 and 23 of the BJMP Comprehensive Operations Manual, Revised 2015 subject to the review of the Directorate for Operations.

The ACU shall enable all jails to conduct the assessment and classification of PDL which is integral to effective jail management and will ensure proper housing and intervention programs aimed at an evidence-based strategy to reduce reoffending.


### **6.5. PDL Assessment and Classification Tool (PACT)**

The PACT is the primary instrument for criminogenic risk assessment. This tool considers dynamic and static factors. Criminogenic Risk refers to the risk of reoffending and not the seriousness of the criminal charges and has three objectives: (1) focus on those PDL with a higher probability of reoffending; (2) provide the most intensive treatment to high-risk offenders and (3) provide less intensive treatment to lower-risk offenders. The Needs concept maintains that intervention programs should target the PDL's criminogenic needs to reduce the probability of reoffending. Moreover, this instrument also includes non-criminogenic needs that are dynamic and changeable but are not necessarily associated with the probability to re-offend, for instance, low self-esteem, creative abilities, medical needs, physical conditioning, and individual motivation.

Accordingly, the "Big Eight" major risk and needs factors embedded in this instrument that are correlated with criminal conduct are the following:

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- a. Criminal History. History of antisocial behavior, such as the number of times the PDL was involved in criminal activities, including the age at first arrest;
- b. Family/Marital Situation. Family factors that include criminality and a variety of psychological problems in the family of origin including low levels of affection, caring, cohesiveness, poor parental supervision and discipline practices, and outright neglect and abuse;
- c. Pro-criminal Companions. Pro-criminal associates and isolation of oneself from prosocial others. A well-known criminological theory is differential association, whereby offenders associate with those engaged in criminal behavior. Time spent with deviant peers increase offending behaviors by providing the techniques, motives reinforcement for committing crime;
- d. Education, Skills and Employment. Low levels of personal education, vocational and financial achievement;
- e. Substance Abuse. Abuse of alcohol and drugs;
- f. Leisure and Recreation. Low level of involvement in prosocial leisure activities. If an individual does not involve himself/herself in prosocial activities, it is likely that he/she is involved in antisocial peers;
- g. Pro-criminal Attitude and Cognition. Antisocial/Pro-criminal attitudes, beliefs and cognitive-emotional states. Pro-criminal attitudes are what people think, not how people think; they comprise the content of thought, not the skills of thinking. Beliefs include negative expression about the law, conventional institutions, values, rules and procedures, self-management including problem solving ability, negative attitudes towards one's ability, lack of empathy and sensitivity towards others; and
- h. Antisocial Personality Pattern. Temperamental and antisocial personality patterns conducive to criminal activity including weak socialization, impulsivity, adventurous, restless aggressive egocentrism, below average verbal intelligence, a taste for risk and weak problem solving/lack of coping and self-regulation skills.


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The following specific guidelines shall be observed when using this instrument:

- a. The ACU Assessment and Classification Interview/Assessor is authorized to use the PACT. It is to be administered at a designated day during the PDL's stay at the Diagnostic Hub (see Diagnostic Hub Activities);
- b. The PACT interview shall be conducted with the newly committed PDL after review and consideration of the level of custodial risk derived from the modified PDL reception process;
- c. Only those authorized personnel shall have access to the information derived from the PACT interview;
- d. The instrument contains fifty (50) questions covering the Big Eight criminogenic risk factors;
- e. The total score shall determine the level of criminogenic risk of the PDL. The scores range from 6 to 89. A score between 6-33 is defined as Low Criminogenic Risk, 34-50 as Medium Criminogenic Risk and 51-89 as High Criminogenic Risk; and
- f. Scores in each of the Big Eight risk factors have different ranges in determining risk levels and are summarized as follows:

Risk Level	Criminal History	Family & Marital Situation	Pro-Criminal Companions	Education, and Skills	Employment	Neighborhood and Community	Substance Abuse	Leisure and Recreation	Pro-Criminal Attitudes & Cognition	Antisocial Personality Pattern
Low	0-2	0-1	0-6	0-2	0-1	0-1	0-30	0-1	0-3	0-1
Medium	3-5	2-5	7-10	3-4	2-4	2-3	4-6	2-3	4-5	2-3
High	6-10	6-12	11-15	5-6	5-6	4-6	7-9	4-6	6-8	4-7

Figure 1 - Risk Level Scores per Big Eight Risk Factor

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## 6.6. Diagnostic Hub Activities

The Diagnostic Hub refers to the cell block or cell dormitory where newly committed PDL, upon completion of initial reception procedures, shall be housed for a period of not less than ten (10) working days to a maximum of thirty (30) working days (depending on the facility and the number of daily PDL commitment) and undergo classification and risk assessment and other activities detailed in this document.

The Diagnostic Hub incorporates the following areas and features as delineated in the BJMP Minimum Standards for Jail Design 2018 (pages 22-40):

- Holding Cell(s)
- Reception Counter/Processing Area
- Diagnostic Room(s)
- Orientation Room(s)
- Post-Holding Cell(s)
- Classification & Counseling Cell(s)
- Quarantine Room


The Classification and Counseling Cells shall consist of two areas where the newly committed PDL are separated before and after undergoing assessment and classification interviews to ensure the assessment tool remains uncompromised.

Area 1 – cells for newly committed PDL

Area 2 – cells for PDL who have undergone the assessment and classification interview

Ideally, other spaces required for the reception and diagnosis of PDL that incorporate initial intake, health assessment, interview spaces, office space for ACU, multi-purpose areas for psychosocial programs, storage, etc. should be provided.

Activities shall be conducted by the ACU staff led by the designated ACU Reception Officer of a specific batch of PDL. Each batch is comprised of all PDL who were committed to jail in the same week. They shall undergo all activities together until the completion of the diagnostic process. Activities include:

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**OPTION 1: TEN-DAY STAY AT THE DIAGNOSTIC HUB**

Days 1-5	PDL Commitment for the week to be housed at Area 1, Introduction to TCMP
Day 6	General Orientation
Days 7-8	PDL Assessment & Classification Tool (PACT) Interview/PDL who complete the interview are transferred immediately to Area 2
Days 8-9	Encoding of Interviews/Assessment & Data Management
Day 10	Classification & Housing Assignment Deliberations and Housing Dispatch


**OPTION 2: THIRTY-DAY STAY AT THE DIAGNOSTIC HUB**

Days 1-5	PDL Commitment for the week to be housed at Area 1, Introduction to TCMP
Day 6	General Orientation
Days 7-8	PDL Assessment & Classification Tool (PACT) Interview/PDL who complete the interview are transferred immediately to Area 2
Days 8-9	Encoding of Interviews/Assessment & Data Management
Day 10-29	Implementation of full TCMP
Day 30	Classification & Housing Assignment Deliberations and Housing Dispatch

The following guidelines shall be observed when conducting activities at the Diagnostic Hub:

- a. The ACU Interview/Assessor is authorized to use the PACT. It is to be administered on the 7<sup>th</sup> to 8<sup>th</sup> day of the PDL's stay at the Diagnostic Hub.
- b. The Diagnostic Hub should be separated from the PDL general population. As much as possible, newly committed PDL should have no interaction with other PDL from commitment until their transfer to the general PDL population.



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- c. The Diagnostic Hub being separated into two areas is to ensure that the risk assessment tool interviews are not compromised. PDL who have not undergone PACT interviews must be separated from those who have finished their interview.
- d. The two options of 10-day and 30-day duration at the Diagnostic Hub shall be based on the number of daily commitments, the size/available cells in the Diagnostic Hub, and the number of personnel assigned to the ACU Unit.
- e. The ratio of ACU Interviewer to PDL should not exceed 1:5 per day.
- f. The minimum number of ACU Interviews to be encoded by the ACU Data Manager should be 30 forms per day.


#### 6.7. Classification and Housing Committee

The Classification and Housing Committee will determine the housing assignments of assessed PDL based on the concepts of program-based housing as adopted by each jail facility. The Committee shall comprise the Classification Board together with all ACU personnel, and representatives from Records and Investigation Units. The ACU Data Management Officer shall present the risk scores of each assessed PDL as well as the specific risk factors that affect each PDL. The Committee shall meet on a regular basis based on the adopted length of stay at the Diagnostic Hub of each batch of committed PDL.

The Committee shall prepare a PDL Housing Assignment Report to be reviewed and signed by the City Jail Warden or Officer of the Day. The document contains the following information:

- a. PDL's housing assignment; and
- b. PDL's recommended intervention programs based on the assessment evaluation analysis.

Copies of these shall be provided to the Custodial, Records, WDS, Paralegal, and Investigation Units.

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#### 6.8. PDL Housing Dispatch

The ACU Reception Officer assigned to a specific batch of newly committed PDL, upon their classification, assessment, and assignment of housing by the Classification and Housing Committee, shall supervise the housing dispatch process.

A Housing Dispatch Summary shall be used during the dispatch procedure. Copies of this shall be provided to the Custodial, Records, WDS, Paralegal, and Investigation Units.

#### 7.0 MONITORING PROCEDURE/TOOL

The Directorate for Operations shall be responsible for the collation and integration of all reports from the Regions concerning the implementation of the above.


Inherent to the implementation of this endeavor is that ACU personnel would be getting and using information from PDL as well as those documents which are deemed classified. Risk should be managed in handling documents and information, in order to eliminate unauthorized access to thereof by unauthorized persons. Compliance with the Data Privacy Act shall be of utmost importance to ensure the integrity and confidentiality of sensitive documents and information.

The Directorate for Operations shall serve as the central repository of all PDL-related data and shall work closely with the DICTM, DL, DWD, and other internal stakeholders toward developing a secured software program for this endeavor. A review of the single carpeta system shall be included in the evaluation of current databases to see how it can be maximized and integrated.

Herein criminogenic tool will be reviewed once every 3 years or as deemed practicable by the BJMP to keep abreast with the changing circumstances in jails.

#### 8.0 FINANCIAL CLAUSE

The funding for this program is chargeable to the respective Regional Budget and Expenses, such as Maintenance and Other Operating Expenses. It must also be included in the regional budget estimates for their planned Program, Projects, and Activities (PPA) and to be included in the Regional Annual Operation Plan and Budget (OPB) for implementation.

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Regional Directors and Jail Wardens shall likewise endeavor to obtain resources through other avenues to ensure the capacitation of personnel and construction/renovation of facilities needed for PDL reception and diagnosis.

### **9.0 SEPARABILITY CLAUSE**

If any provision or part of this policy is declared unauthorized or rendered invalid by a competent authority, those provisions not affected shall remain valid and effective.

### **10.0 REPEALING CLAUSE**


All other existing issuances which are inconsistent with this policy are hereby rescinded or modified accordingly.

### **11.0 EFFECTIVITY CLAUSE**





This Memorandum Circular shall take effect fifteen (15) days from the filing thereof with the U.P. Law Center – Office of the National Administrative Register in accordance with Sections 3 and 4, Chapter II, Book VII of Executive Order No. 292, otherwise known as the "Administrative Code of 1987".

### **12.0 ANNEXES**

- A. PDL Journey in Jail
- B. ACU Organizational Structure
- C. Reception and Diagnosis Stage Flowchart
- D. PDL Intake Form
- E. Assessment and Classification Tool Questionnaire
- F. Assessment and Classification Tool Answer Form
- G. Sample Assessment Data Report
- H. Sample PDL Housing Assignment Report
- I. Sample PDL Housing Dispatch Summary Form

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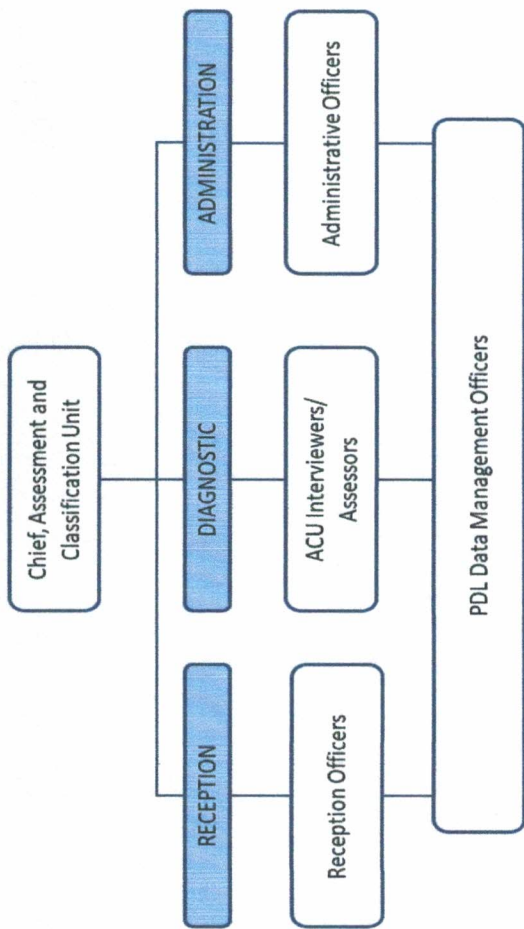
J. Authorization Letter regarding use of the PACT Tool (Use of the "Narag, Nario-Lopez, Latoza, et.al" Tool).

Prepared by:  <b>JAYREX JOSEPH C BUSTINERA</b> Jail Chief Inspector Chief of Staff, Center for Jail Excellence and Strategy Management  Assessed by:  <b>REMANTE B RUBIO</b> Jail Senior Superintendent Chief, Center for Jail Excellence and Strategy Management	Reviewed by:   <b>DENNIS U ROCAMORA, CESE</b> Jail Chief Superintendent Deputy Chief for Operations of the Jail Bureau/ Quality Management Representative	Approved by:   <b>RUEL S RIVERA, DSC</b> Jail Director Chief, BJMP
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THE PDL JOURNEY IN JAIL

STAGES	I RECEPTION & DIAGNOSIS		II SAFEKEEPING	III WELFARE & DEVELOPMENT	IV REFERRAL AND AFTER-CARE
STEPS	1	2	4	5	7
IN-CHARGE	GATE, RECORDS, HEALTH, CUSTODIAL, RDS RECEPTION OFFICER	RDS INTERVIEWER, RDS ASSESSOR/ RDS DOCUMENTATION OFFICER	PDL SAFETY AND GENERAL WELL-BEING	CASE MANAGEMENT	POST-RELEASE
REQUIREMENTS	PDL ADMISSION/ INTAKE FORM	RECEPTION & DIAGNOSTIC HUB, CLASSIFICATION & RISK ASSESSMENT QUESTIONNAIRE AND ANSWER FORM	CUSTODIAL, IIU	CASE MANAGER, WDS	DWD/ CRSO/ STAKEHOLDERS (LGU)
DOCUMENT MANAGERS	RECORDS, HEALTH, ACU	RISK ASSESSMENT DATA REPORT/ HOUSING ASSIGNMENT DATA REPORT/ HOUSING DISPATCH SUMMARY FORM	CASE MANAGEMENT PROGRAM	CASE MANAGEMENT PROGRAM	CASE MANAGEMENT DOCUMENTATION PACKAGE
		ACU	CUSTODIAL, IIU	WDS, HEALTH	CRS, WDS, ACU
		ACU		RECORDS, CUSTODIAL, WARDEN, GATE	
		ACU		DOCUMENTATIONS FOR PDL RELEASE	
				RELEASE	

**The PDL Assessment and Classification Unit**



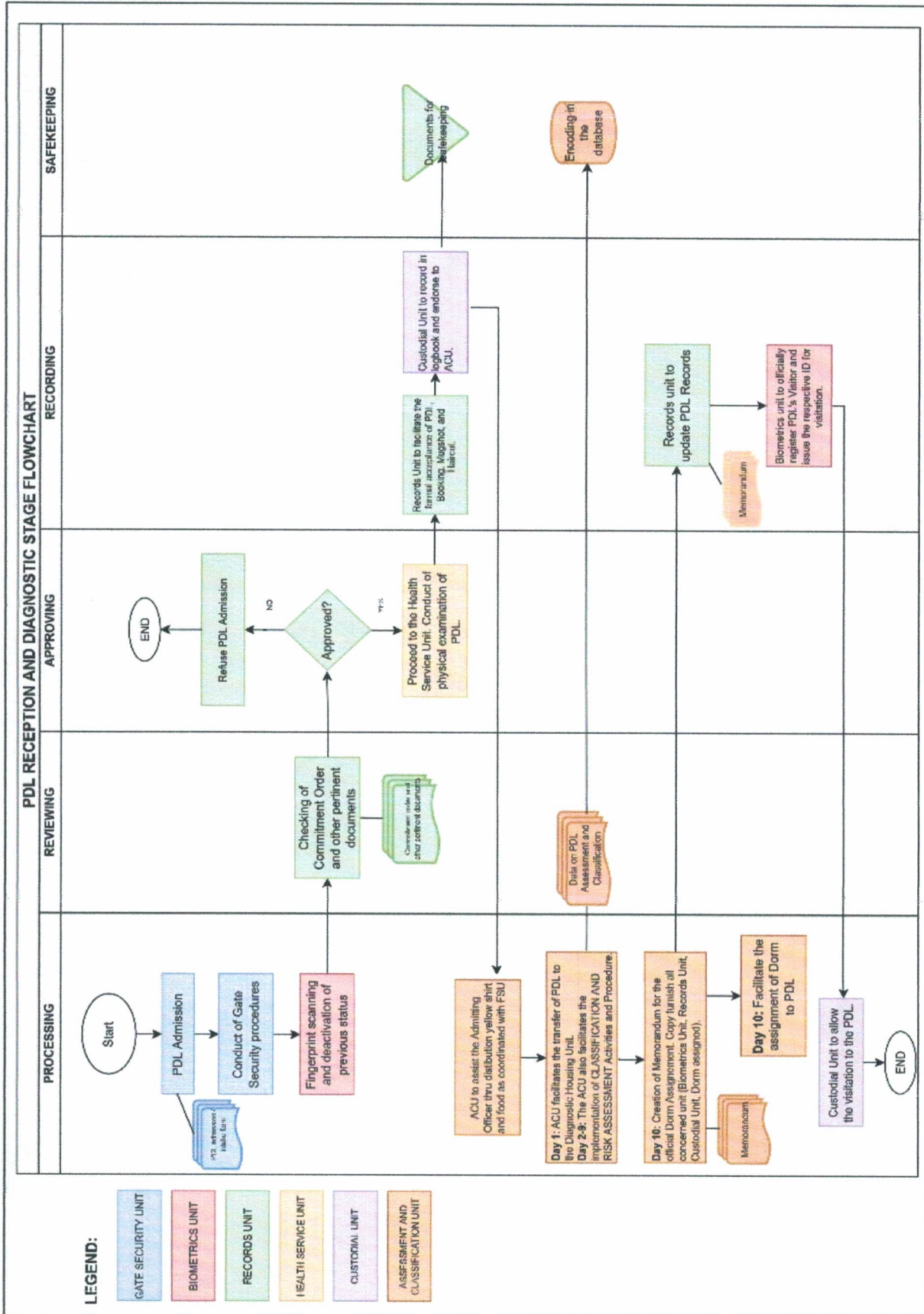
Assessment and Classification Unit Organizational Chart

A PDL Assessment and Classification Unit (ACU) shall serve as the implementing unit of the jail facility tasked with the reception and diagnostic stage of the PDL's Journey in Jail to be comprised of the following:

- a. Chief, Assessment and Classification Unit (ACU)
  - 1. Supervises overall operation and administration of ACU;
  - 2. Supervises the daily frontline services offered by the unit:
    - 2.1. Reception: determines, assigns, and monitors the Reception Officer of the Day; and
    - 2.2. Diagnostic: determines, assigns, and monitors the Interviewer & Inter-rater's duty detail;
  - 3. Recommends to the Warden all products, innovation of services, and communication plans for better decision-making by the same; and
  - 4. Performs other tasks as the Warden may direct.

- b. Reception Officer/Diagnostic Hub Officer
  - 1. Supervises the initial accommodation requirements of newly committed PDL (housing, food, hygiene);
  - 2. Conducts orientation and initial intervention activities for new commit PDL while at the Diagnostic Hub that covers the following:
    - 2.1. Jail rules & regulations;
    - 2.2. PDL rights & privileges;
    - 2.3. Jail programs & services; and
    - 2.4. Psychosocial activities.
  - 3. Supervises the daily schedule and activities of PDL while at the Diagnostic Hub;
  - 4. Assigns jail aides/batch managers to monitor daily activities of PDL while at the Diagnostic Hub; and
  - 5. Supervises the transfer of PDL to assigned housing assignment after assessment.
- c. PACT Interviewer
  - 1. Conducts assessment of all PDL using the PACT;
  - 2. Makes recommendations based on the assessment and classification interviews relative to programming and/or further medical and psychological evaluation based on the PACT interviews during deliberations for housing placement; and
  - 3. Conducts re-evaluation of PDL after 6 months or upon recommendation of the WDS Case Manager.
- d. PDL Data Management Officer
  - 1. Tabulates and risk scoring of all PDL who undergo assessment and classification interview and the production of appropriate reports and forms used in the reception and diagnostic stage;
  - 2. Prepares list of PDL that will undergo specific development programs based on the risk score results;
  - 3. Updates individual PDL risk scores after completion of reassessment;
  - 4. Maintains and secures soft and hard copies of case file/ document/ result of every PDL; and
  - 5. Ensures consistency of data with NIMS and Single Carpeta System.

# ANNEX "C" RECEPTION AND DIAGNOSIS STAGE FLOWCHART







**ASSESSMENT AND CLASSIFICATION UNIT**



**PDL INTAKE FORM**

**FILE NUMBER** \_\_\_\_\_

**PANGALAN** *Last Name, First Name Middle Name* \_\_\_\_\_

**PALAYAW O NICKNAME** \_\_\_\_\_ **RELIGIOUS AFFILIATION** \_\_\_\_\_

**PETSA NG KAPANAKANAN** \_\_\_\_\_ **EDAD** \_\_\_\_\_ **KASARIAN** \_\_\_\_\_ **MARITAL STATUS** \_\_\_\_\_

**PERSON WITH DISABILITY?** OO \_\_\_\_\_ **HINDI** \_\_\_\_\_ **SOMOKER?** YES \_\_\_\_\_ **NO** \_\_\_\_\_ **# OF STICKS / DAY** \_\_\_\_\_

**PANGKAT** \_\_\_\_\_ **SAAN NAGPATATAK** \_\_\_\_\_

KASONG KINAKAHARAP	ILANG COUNTS	ESTADO NG KASO	BILANG NG HEARING
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

**POLICE STATION** \_\_\_\_\_ **DATE OF TRANSFER AT MANILA CITY JAIL** \_\_\_\_\_

**BRANCH OF COURT** \_\_\_\_\_ **DATE OF ARRAIGNMENT** \_\_\_\_\_

**KAYO PO BA AY MAY ABOGADO?** \_\_\_\_\_ **MERON** \_\_\_\_\_ **WALA** \_\_\_\_\_

**KUNG WALA, NANGANGAILANGAN NG PUBLIC ATTORNEY (PAO)?** \_\_\_\_\_ **OO** \_\_\_\_\_ **HINDI PO** \_\_\_\_\_

**KUNG MERON, PANGALAN NG ABOGADO** \_\_\_\_\_

**MAY IBA PA BANG KASONG HINAHARAP (PENDING CASES)?** **MAGBIGAY NG DETALYE.**

**KASO** \_\_\_\_\_ **COUNTS** \_\_\_\_\_ **KORTE** \_\_\_\_\_

**ESTADO NG KASO** \_\_\_\_\_

**PISIKAL NA KONDISYON**

<b>PASA SA KATAWAN</b>	_____ MAYROON _____ WALA
	SAANG MGA PARTE NG KATAWAN AT ANU-ANO ANG MGA SANHI NITO? _____ _____

<b>SUGAT SA KATAWAN</b>	_____ MAYROON _____ WALA
	SAANG MGA PARTE NG KATAWAN AT ANU-ANO ANG MGA SANHI NITO? _____ _____

<b>TATTOO</b>	_____ MAYROON _____ WALA
	Kung mayroon, ilan at saan? _____ Ano ang sukat/mga sukat? _____



**NARAG, NARIO-LOPEZ, LATOZA, ET AL**  
**ASSESSMENT AND CLASSIFICATION**  
**QUESTIONNAIRE (VERSION 7, as of 16 OCTOBER 2019)**

Magandang araw. Ikinagagalak ko po na nagkaroon ako ng pagkakataon na makilala kayo. Ang mga katanungang ito ay isinasagawa upang malaman ang pinaka-naangkop na serbisyo para sa inyo. Hinihiling namin na ibahagi ninyo ang makatotohanang impormasyon. Umasa po kayo na mananatiling *confidential* ang lahat ng impormasyong inyong ibabahagi at hindi gagamitin laban sa inyo. Bagkus, ito ay gagamitin lamang para sa ikabubuti ng mga programang ipatutupad para sa inyo.

**Factors Involved in Crime and Delinquency**

<b>I. KARANASAN SA KRIMEN</b>				
<i>Maari mo bang ikuwento sa akin bakit kayo nakulong? Bakit kayo nakasuhan? Masasabi niyo bang kayo ay biktima ng maling paratang?</i>				
Sagutin ang mga tanong: 0 = Hindi; 1: Oo				
1	0	1	Kayo po ba ay nakulong/naaresto bago ang edad na 18? Kung oo, edad nang unang pagkakakulong/pagkaka-aresto? _____	
2	0	1	Noong kayo ay lampas <i>menor de edad</i> (matapos mag-18 years old), ikaw ba ay nakulong/ naaresto na? Kung oo, ilang beses: _____	
3	0	1	Noong kayo ay lampas <i>menor de edad</i> (matapos mag-18 years old), ikaw ba ay nakulong/ naaresto ng mahigit sa DALAWANG beses?	
4	0	1	Noong kayo ay lampas <i>menor de edad</i> (matapos mag-18 years old), ikaw ba ay nakulong/ naaresto ng mahigit sa TATLONG beses?	
5	0	1	Higit ba sa tatlo ang bilang ng kasalukuyang kaso na nakasampa laban sa inyo?	
6	0	1	Kayo po ba ay dati nang nahatulan sa kaso at nadala sa Bilibid o iba pang piitan?	
7	0	1	Kung kayo ay nakulong na dati, kayo po ba ay nagtangka nang tumakas?	
8	0	1	Kung kayo ay nakulong na dati, kayo po ba ay nagkaroon ng karanasang madisiplina dahil sa paglabag sa regulasyon ng piitan o patakaran ng selda at brigada?	
9	0	1	Kayo po ba ay nabibilang sa pangkat? _____ Oo _____ Hindi Kung may pangkat, saang lugar nagpatatak? _____ Anong pangkat? _____	
10	0	1	Kayo po ba ay may rekord o blotter sa barangay, pulis, o sa eskwelahan dahil sa pakikipag-away, pambubugbog o iba pang uri ng kaguluhan?	
<b>II. KONDISYON SA PAMILYA</b>				
<i>Maari niyo bang isalarawan sa akin ang inyong pamilya? Paano kayo pinalaki ng inyong magulang? Kumusta ang relasyon mo sa iyong mga kapatid/ibang kamag anak?</i>				
11	0	1	2	3
<b>Quality ng family upbringing: Supervision and monitoring of parents/guardian</b> 0= consistent parental (or guardian) supervision and monitoring 1= inconsistent parental supervision and support 2= absent parental supervision and support 3 - none at all				
12	0	1	2	3
<b>Adverse childhood experiences: karanasan ng karahasan sa bahay (abuse and neglect) (physical, psychological, emotional, sexual violence) (severity of abuse) (within the household)</b> 0= without adverse experience 1= witnessed adverse experience directed toward other members of the family or kin 2= with adverse experience (minsan naabuso) 3 - with extreme adverse experience (madalas maabuso o grabeng pagkaabuso/severe abuse)				

13	0	1	2	3	<p><b>Family deviance: parents (guardians) or siblings involved in vices (alcohol, drug use, gambling, pambababae/panlalalake/infidelity) and crime</b></p> <p>0= parents and siblings not involved in vices and crime  1= parents and siblings inconsistently involved in vices and crime  2= parents and siblings consistently involved in vices and crime  3 - parents and siblings extremely involved in vices and crimes</p>
14	0	1	2	3	<p><b>Family resources:</b></p> <p>0= kaya ng pamilya bayaran ang gastusin  1= minsan nahihirapan makabayad  2= hirap na hirap na mabayaran ang gastusin  3= galing sa ilegal na hanapbuhay ang panustos sa gastusin</p>

### III. MGA KASAMAHAN

Maari niyo bang maisalarawan sa akin ang uri ng inyong mga kaibigan at kakilala. Ano ang madalas ninyong ginagawa? Saan kayo madalas tumambay? Ano ang impluwensiya ng mga kaibigan at barkada?

15	0	1	2	3	<p><b>Paano mo maisalarawan ang kakayahan mong makisalamuha at makisama sa iba? (Marami ka bang mga kaibigan? Ilan dito sa mga ito ang sa tingin mo ka-close mo at buong-buong maasahan at mapagkakatiwalaan)</b></p> <p>0 - May pito o mahigit kaibigan na maasahan at magpagkakatiwalaan;  1 - May apat hanggang anim mga kaibigang maasahan at mapagkakatiwalaan;  2 - Isa hanggang tatlong mga kaibigan na maasahan at mapagkakatiwalaan;  3 - Walang kaibigan, madalas na mag-isa (socially isolated)</p>
16	0	1	2	3	<p><b>Paano mo maisalarawan ang mga uri ng mga PASAWAY KAKILALA (criminal acquaintances) na mga bulakbol, di parehas ang lakad, snatcher, holdaper, drug adik o pusher, magnanakaw, atbp.</b></p> <p>0 - Walang masasamang kakilala;  1 - May mangilan-ilang masasamang kakilala;  2 - Maraming masasamang kakilala;  3 - Karamihan ng kakilala ay masasama</p>
17	0	1	2	3	<p><b>Paano mo maisalarawan ang mga uri ng PASAWAY KAIBIGANG (criminal friends) meron ka tulad ng mga bulakbol, di parehas ang lakad, snatcher, holdaper, drug adik o pusher, magnanakaw, atbp?</b></p> <p>0 - Walang masasamang kaibigan;  1 - May mangilan-ilang masasamang kaibigan;  2 - Maraming masasamang kaibigan;  3 - Karamihan ng kaibigan ay masasama</p>
18	0	1	2	3	<p><b>Malakas ba ang impluwensiya sa inyo ng mga kaibigan at kakilala?</b></p> <p>0 - Hindi naiimpluwensiyahan ng mga kaibigan at barkada  1 - Paminsan minsan maimpluwensiyahan ng mga kaibigan at barkada;  2 - Madalas maimpluwensiyahan ng kaibigan at barkada;  3 - Promotor sa pangiimpluwensiya ng mga kaibigan at barkada</p>
19	0	1	2	3	<p><b>Anong mga klase ng mga aktibidad ang kinahuhumalingan ninyong magkakaibigan?</b></p> <p>0 - Basketball, choir, academic, sports, other pro-conventional activities (socially productive and legal activities)  1 - Palainom, palatambay, pisonet, bilyaran, cutting classes (unconventional peer activities )  2 - Drug use, snatching, shoplifting, etc (delinquent peer activities)  3 - Robber, rape, intimidation (criminalistic peer activities)</p>

### IV. KARANASAN SA EDUKASYON (Bago Makulong)

Maari niyo bang ilarawan ang iyong karanasan sa edukasyon? Ano ang inyong natapos na pag-aaral, ano ang katangian mo bilang estudyante?

20	0	1	2	<b>Level na natapos:</b>
----	---	---	---	--------------------------

				0= Nakatapos ng College/Vocational (Course: _____) 1= Nakatapos ng High school (College Level: _____) 2= Di nakatapos ng High School (Year/Grade Level: _____)
21	0	1	2	<b>Educational attachment</b> 0= May pagpapahalaga sa edukasyon 1= May kaunting pagpapahalaga sa edukasyon 2= Walang pagpapahalaga sa edukasyon, bulakbol sa pag-aaral
22	0	1	2	<b>Educational authority</b> 0= masunurin sa guro at alituntunin ng paaralan 1= minsan pasaway, minsan masunurin sa guro at alituntunin ng paaralan 2= pasaway sa mga guro at alituntunin ng paaralan

#### V. TRABAHO AT KATAYUANG PINANSYAL (Bago Makulong)

Maari niyo bang ilarawan sa akin ang iyong trabaho? Maaring niyo bang isalarawan ang kahalagahan ng trabaho? Anong uri ng trabaho meron kayo?

0= may trabaho bago makulong (may payslip, with legal employment/registered business, 8-5 pm job)  
1= may irregular na trabaho bago makulong (vendor, self-employed)  
2= walang trabaho bago makulong (tambay)

0= legal na trabaho  
1= may legal at may illegal na trabaho (halimbawa: taxi driver at drug dealer)  
2= illegal na trabaho (halimbawa: pagbebenta ng droga)

23	0	1	2	<b>Pagpapahalaga sa trabaho</b> 0= may pagpapahalaga sa trabaho (iniingatan ang trabaho, ayaw masibak sa trabaho) 1= madalas papalit-palit ng trabaho, 2= okay lang mawala ang trabaho (walang pakialam sa trabaho, na-suspindi o nasibak na sa trabaho)
24	0	1	2	<b>Relasyon sa boss at ibang katrabaho</b> 0= maayos ang relasyon sa boss at katrabaho 1= paminsan-minsan di makasundo ang boss at katrabaho 2= madalas di makasundo ang boss at katrabaho
25	0	1	2	<b>Income: sapat po ba ang iyong buwanang kita upang tustusan ang iyong sarili at pamilya?</b> 0= sapat 1= hindi sapat 2= laging gipit sa buhay
26	0	1	2	<b>Income and crime: Kayo po ba ay nakakagawa na ng krimen dahil sa kahirapan sa buhay? (Nagnakaw, nagbenta ng droga)</b> 0= hindi 1= minsan 2= madalas
27	0	1	2	<b>Employment and drugs: nakagamit o gumagamit ka ba ng droga dahil sa trabaho/pag-aaral? (pang energizer ang droga)</b> 0= hindi 1= minsan 2= madalas

#### VI. NEIGHBORHOOD COMMUNITY

Maari mo bang isalarawan sa akin ang lugar na iyong kinalakihan/tinitirhan. Ano ang mga gawain ng mga kapitbahay? Ano ang uri ng impluwensya ng komunidad?

28	0	1	2	<b>Type of Neighborhood</b>
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				<p>0 - Low crime neighborhood  1 - May areas na low crime, may areas na high crime;  2 - High crime neighborhood (maraming drug users and dealers, maraming alcohol users, maraming sugarol, maraming nag-away)</p>	
29	0	1	2	<p><b>Neighborhood control</b>  0 - Kung may krimen at kaguluhan, ang mga residente ay may pakialam para sugpuin ito (vigilant);  1 - Inconsistent; minsan may paki-alam, minsan, wala  2 - Walang pakialam ang mga residente, okay lang sa kanila ang gawain kriminal</p>	
30	0	1	2	<p><b>Neighborhood poverty</b>  0= sapat ang resources sa komunidad (basketball, library, parks)  1= karamihan sa mga kapitbahay ay mahirap, limited resources  2= ang buong komunidad ay mahirap, sadyang walang resources</p>	
<b>VII. PAGGAMIT NG ALAK AT DROGA</b>					
<b>ALAK</b>					
Maari niyo bang isalarawan sa akin ang karanasan sa pag-inom ng alak?					
31	0	1	2	<p><b>Gaano kadalas uminom ng alak?</b>  0= hindi umiinom ng alak  1= minsan umiinom ng alak (occasional)  2= madalas umiinom ng alak (manginginom)</p>	
32	0	1	2	<p><b>Umatot ba sa puntong kayo ay tinawag na ng iba na "lasenggo"/"maoy"?</b>  0= hindi lasenggo  1= minsan na matawag na lasenggo  2= madalas na matawag na lassengo</p>	
33	0	1	2	<p><b>Kayo po ba ay napapa-away na dahil sa pagkalasing?</b>  0= hindi napapa-away  1= minsan napapa-away  2= madalas napapa-away</p>	
34	0	1	2	<p><b>Kayo po ba ay nakagawa ng ng krimen o napasali sa kaguluhan dahil kayo ay lasing?</b>  0= hindi  1= minsan  2= madalas</p>	
<b>DROGA</b>					
Ano ang inyong karanasan sa paggamit ng droga? Ilang taon noong kayo ay unang gumamit ng droga?					
35	0	1	2	<p><b>Gaano kayo kadalas gumamit ng droga?</b>  0= hindi gumagamit ng droga  1= paminsan minsan gumamit/gumagamit ng droga  2= madalas gumamit ng droga</p>	
36	0	1	2	<p><b>Kayo po ba ay umatot na sa puntong tinawag na "lulong sa droga"?</b>  0= hindi gumagamit/hindi kailanman tinawag na lulong  1= gumagamit pero di lulong  2= gumagamit at lulong sa droga</p>	
37	0	1	2	<p><b>Nangyari na ba na nakagawa kayo ng krimen (pagbebenta ng gamit, pagnanakaw, holdup, etc) upang makagamit ng droga?</b>  0= hindi  1= minsan  2= madalas</p>	
38	0	1	2	<p><b>Nangyari na ba na nakagawa kayo ng krimen (pakikipag-away, pananakit, etc) dahil sa epekto ng paggamit ng droga?</b>  0= hindi  1= minsan  2= madalas</p>	
<b>VIII. REKREASYON</b>					
39	0	1	2	3	<p><b>Kamusta po ang inyong pakikilahok sa mga aktibidad na organisadong pang-libangan? (Magtanong kung may hobby at kung miyembro ng mga liga o basketball team, etc.)</b></p>

				<p>0 - Regular na sumasali sa mga organisadong gawain (basketball, zumba, etc.)</p> <p>1 - Paminsan-minsan sumasali sa mga organisadong gawain;</p> <p>2 - Madalang sumali sa mga organisadong gawain;</p> <p>3 - Walang partisipasyon sa anumang organisadong gawain o madalas sumali sa sabong, sugal, at jueteng</p>	
40	0	1	2	3	<p><b>Kayo po ba ay kuntento sa mga paraan kung papaano ninyo ginugugol ang inyong libreng oras?</b></p> <p>0 - Kuntento, ginagamit ang libreng oras sa makabuluhang bagay (sa pamilya o hobby, self improvement);</p> <p>1 - Okay lang, patay oras, tulog sa bahay;</p> <p>2 - Hindi kuntento, tambay sa kalye, lakwatsa;</p> <p>3 - Hinding-hindi ginagamit ang libreng oras sa makabuluhang bagay (bisyo tulad ng alak at sugal)</p>
<p><b>IX. MGA PANANAW SA BUHAY (PRO-CRIMINAL COGNITION)</b></p>					
<p>Ano ang pagtingin ninyo sa mga sumusunod na salaysay. Sabihin niyo sa akin kung kayo ay sumasang-ayon o hindi sumasang-ayon sa mga salaysay na ito:</p>					
41	0	1	2	<p><b>Hindi lahat ng taong gumagawa ng krimen ay masama.</b></p> <p>0= hindi sumasang-ayon</p> <p>1= depende sa sitwasyon</p> <p>2= sumasang-ayon</p>	
42	0	1	2	<p><b>Minsan, dahil sa hirap ng buhay, okay lang ang magnakaw.</b></p> <p>0= hindi sumasang-ayon</p> <p>1= depende sa sitwasyon</p> <p>2= sumasang-ayon</p>	
43	0	1	2	<p><b>Kung ikaw ay naagrabiyado, okay lang maghiganti.</b></p> <p>0= hindi sumasang-ayon</p> <p>1= depende sa sitwasyon</p> <p>2= sumasang-ayon</p>	
44	0	1	2	<p><b>Ang kulungan ay hindi para sa taong makasalanan kundi para sa mga taong kapos ang kapalaran.</b></p> <p>0= hindi sumasang-ayon</p> <p>1= depende sa sitwasyon</p> <p>2= sumasang-ayon</p>	
45	0	1	2	<p><b>Para sa akin, okay lang gumamit ng shabu ang mga tao kung makakatulong ito sa kanilang pagtatrabaho.</b></p> <p>0= hindi sumasang-ayon</p> <p>1= depende sa sitwasyon</p> <p>2= sumasang-ayon</p>	
46	0	1	2	<p><b>Para sa akin, okay lang pumatay (hal. para sa ikabubuti ng nakakarami, okay lang patayin ang mga adik, etc.).</b></p> <p>0= hindi sumasang-ayon</p> <p>1= depende sa sitwasyon</p> <p>2= sumasang-ayon</p>	
<p><b>X. MENTAL HEALTH</b></p>					
<p>Maari po bang isalarawan sa akin ang inyong mental health condition?</p>					
47	0	1	2	<p><b>Madalas po bang may bumabagabag sa inyong pag-iisip?</b></p> <p>0= walang bumabagabag sa isip</p> <p>1= minsan nababagabag</p> <p>2= maraming bumabagabag sa isip</p>	
48	0	1	2	<p><b>Kayo po ba ay madalas na balisa?</b></p> <p>0= hindi balisa</p> <p>1= minsan nababalisa/nakaramdam ng nerbiyos</p> <p>2= madalas balisa/nakakaramdam ng nerbiyos</p>	
49	0	1	2	<p><b>Kayo po ba ay madalas makaranasan ng depression o matinding kalungkutan?</b></p> <p>0= walang karanasan ng depression</p> <p>1= minsan nadedepress, nawawalang ng pag-asa</p> <p>2= madalas nadedepress, nawawalan ng pag-asa</p>	

50	0	1	2	<b><i>Pumasok na ba sa inyong isip ang magpakamatay o mag-amok?</i></b> 0= hindi inisip magpakamatay o mag-amok 1= minsan naiisip magpakamatay o mag-amok 2= madalas maisip magpakamatay
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**CLOSING QUESTIONS**

Lubos niyo po bang naiintindihan ang legalidad ng inyong kasong hinaharap? Ano po ang mga bagay na gumugulo sa inyong isipan?

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Ano po ang mga pangunahing inaalala ninyo sa inyong pagkakapiit?

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Ano po ang inyong mga plano kung sakali pong kayo ay tatagal nang dalawang taon sa piitan? Saan mo gustong gamitin ang iyong oras?

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Ano po ang inyong mga plano kung sakali pong kayo ay makalaya na?

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**PARA SA TAGA-PAKINAYAM**

Ilahad ang mga programa sa kulungan na maaring salihan.  
Magpasalamat sa oras at pagbabahagi ng kanyang saloobin.

**INTERVIEWERS NOTES/RECOMMENDATIONS**

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**Note to Interviewer:** Please check questionnaire for any missed or skipped questions.

**Signature of the Detainee:** \_\_\_\_\_

**Time of End of Interview:** \_\_\_\_\_



**ANNEX "F" ASSESSMENT AND CLASSIFICATION TOOL ANSWER FORM**



**PDL ASSESSMENT AND CLASSIFICATION**

**INTERVIEW ANSWER FORM**

(FORM UPDATED 31 JANUARY 2020)

TAGAPANAYAM \_\_\_\_\_

FILE NUMBER \_\_\_\_\_

PETSA AT ORAS NG PANAYAM \_\_\_\_\_

PANGALAN \_\_\_\_\_

*Last Name*

*First Name*

*Middle Name*

PANGALAN SA CARPETA : (Last) \_\_\_\_\_ (First) \_\_\_\_\_ (Middle) \_\_\_\_\_

PALAYAW O NICKNAME \_\_\_\_\_

RELIGION \_\_\_\_\_

PETSA NG KAPANGANAKAN \_\_\_\_\_

EDAD \_\_\_\_\_

KASARIAN \_\_\_\_\_

MARITAL STATUS \_\_\_\_\_

PERSON WITH DISABILITY? \_\_\_\_\_ OO \_\_\_\_\_ HINDI

SMOKER? \_\_\_\_\_ OO \_\_\_\_\_ HINDI

POLICE STATION \_\_\_\_\_ DATE OF TRANSFER AT MANILA CITY JAIL \_\_\_\_\_

BRANCH OF COURT \_\_\_\_\_ DATE OF ARRAIGNMENT \_\_\_\_\_

KAYO PO BA AY MAY ABOGADO? \_\_\_\_\_ MERON \_\_\_\_\_ WALA

KUNG WALA, NANGANGAILANGAN NG PUBLIC ATTORNEY (PAO)? \_\_\_\_\_ OO \_\_\_\_\_ HINDI

KUNG MERON, PANAGALAN NG ABOGADO \_\_\_\_\_

KASONG KINAKAHARAP (ILANG COUNTS)

ESTADO NG KASO AT BILANG NG HEARING

MAY IBA PA BANG KASONG HINAHARAP (PENDING CASES)? MAGBIGAY NG DETALYE.

KASO \_\_\_\_\_ COUNTS \_\_\_\_\_ KORTE \_\_\_\_\_

ESTADO NG KASO \_\_\_\_\_

**PISIKAL NA KONDISYON**

PASA SA KATAWAN	_____ MAYROON _____ WALA SAANG MGA PARTE NG KATAWAN AT ANU-ANO ANG MGA SANHI NITO? _____ _____
SUGAT SA KATAWAN	_____ MAYROON _____ WALA SAANG MGA PARTE NG KATAWAN AT ANU-ANO ANG MGA SANHI NITO? _____ _____
TATTOO	_____ MAYROON _____ WALA KUNG MAYROON, ILAN AT SAAN? _____ ANO ANG SUKAT/MGA SUKAT? _____

**RISK SCORING**

**INTERVIEWERS NOTES**

**I. KARANASAN SA KRIMEN**

1	0	1
2	0	1
3	0	1
4	0	1
5	0	1
6	0	1
7	0	1
8	0	1
9	0	1
10	0	1

ILAGAY ANG EDAD  
NUNG NAKULONG  
HINDI ISASAMA SA BILANG ANG  
KASALUKUYANG PAGKULONG

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**II. KONDISYON SA PAMILYA**

11	0	1	2	3
12	0	1	2	3
13	0	1	2	3
14	0	1	2	3

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**III. MGA KASAMAHAN**

15	0	1	2	3
16	0	1	2	3
17	0	1	2	3
18	0	1	2	3
19	0	1	2	3

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**IV. KARANASAN SA EDUKASYON (Bago Makulong)**

20	0	1	2
21	0	1	2
22	0	1	2

ILAGAY ANG EKSAKTONG LEBEL  
NG PAG-AARAL NA NATAPOS

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**V. TRABAHO AT KATAYUANG PINANSYAN (Bago Makulong)**

23	0	1	2
24	0	1	2
25	0	1	2
26	0	1	2
27	0	1	2

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**VI. NEIGHBORHOOD COMMUNITY**

28	0	1	2
29	0	1	2
30	0	1	2

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**VII. PAGGAMIT NG ALAK AT DROGA**

31	0	1	2
32	0	1	2
33	0	1	2
34	0	1	2
35	0	1	2
36	0	1	2
37	0	1	2
38	0	1	2

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**VIII. REKREASYON**

39	0	1	2	3
40	0	1	2	3

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**IX. MGA PANANAW SA BUHAY (PRO-CRIMINAL COGNITION)**

41	0	1	2
42	0	1	2
43	0	1	2
44	0	1	2
45	0	1	2
46	0	1	2

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**X. MENTAL HEALTH**

47	0	1	2
48	0	1	2
49	0	1	2
50	0	1	2

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**PANGWAKAS NA KATANUNGAN**

Lubos niyo po bang naiintindihan ang legalidad ng inyong kasong hinaharap? Ano po ang mga bagay na gumugulo sa inyong isipan?

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Ano po ang mga pangunahing inaalala ninyo sa inyong pagkakapiit?

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Ano po ang inyong mga plano kung sakali pong kayo ay tatagal nang dalawang taon sa piitan? Saan mo gustong gamitin ang inyong oras?

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Ano po ang inyong mga plano kung sakali pong kayo ay makalaya na?

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**INTERVIEWERS NOTES/RECOMMENDATIONS**

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**PARA SA TAGA-PANAYAM** *Ilahad ang mga programa ng Welfare and Development Section sa kulungan na maaring salihan.  
Nakalista ang mga ito sa susunod na pahina.  
Magpasalamat sa oras at pagbabahagi ng kanyang saloobin.*

**WELFARE AND DEVELOPMENT PROGRAMS**

Please check the corresponding box then write "P" before the box if what is your Priority and "PP" according to the PDL's preference.

**EDUCATION**

- Basic Literacy (BLL)
- ALS Elementary (EL)
- ALS Secondary (SL)

**COUNSELING**

- One-on-One
- Refer to Psychologist
- Substance Abuse (Smoking, Alcohol, Drugs)

**INFED SKILLS TRAINING/TESDA NC-II**

(Note: must be a SL/High School graduate)

- Barista NC-II
- Tile Setting NC-II
- Housekeeping NC-II
- Housekeeping NC-III
- Carpentry NC-II
- Masonry NC-II
- Hilot Massage NC-II
- Caregiving NC-II
- Cookery NC-II
- Electrical Works NC-II
- Other: \_\_\_\_\_

**SKILLS TRAINING WITH NO NC-II**

(Note: no requirements needed)

- Perfume Making
- Fabric Conditioner Making
- Dishwashing Soap Making
- Powder Detergent Making
- Beads Products Making
- Wallet Making
- Art/Portrait/Painting
- Carpentry
- Electrical
- Sewing
- Galleon/Handicraft Making
- Paper Products Making
- Bread & Pastry Making
- Beauty Care
- Parol Making
- Food Processing
- Other: \_\_\_\_\_

**LIVELIHOOD**

(Note: PDL already has the skills and can be tapped by Unit Offices/Logistics/FSU/Commissary, etc. as Jail Aide and/or provide income generating services to the jail community.)

Construction Related Skills

- Electrical
- Mechanical
- Sanitary/Plumbing
- Masonry
- Painting

Clerical Skills

- Computer Literate
- IT/Computer Maintenance

Handicraft/Arts & Crafts Skills

- Specify: \_\_\_\_\_

Beauty Care Skills

- Specify: \_\_\_\_\_

Food & Beverage Skills

- Cooking
- Bread & Pastry Making

Other Income Generating Skills:

- Specify: \_\_\_\_\_

**SEMINARS**

- Anger/Stress Management
- Values Formation
- Smoking Cessation
- Other: \_\_\_\_\_

**HEALTH CONDITION**

Refer to:

- Nurse on Duty
- Physician
- Dentist
- Psychiatrist (if high on drugs, suicidal, etc)

**OTHER INTERESTS**

Performing Arts

- Specify: \_\_\_\_\_

Sports

- Specify: \_\_\_\_\_

Note to Interviewer: Please check questionnaire for any missed or skipped questions.

Signature of the Detainee: \_\_\_\_\_

Time of End of Interview: \_\_\_\_\_

# ANNEX "G" SAMPLE ASSESSMENT DATA REPORT

FILE #	INTERVIEWER	DATE OF INTERVIEW	TIME OF START	LAST NAME	FIRST NAME	MIDDLE NAME	Fullname	A.K.A
1	JO1 SAPINO	02-Mar-21	1413H	RIVERA	ALVIN	PESUELO	RIVERA ALVIN Y PESUELO	
2	JO2 FLORES	02-Mar-21	1413H	RIVERA	ALVIN	PESUELO	RIVERA ALVIN Y PESUELO	
3	JO1 MONDEIA	02-Mar-21	1413H	RIVERA	ALVIN	PESUELO	RIVERA ALVIN Y PESUELO	
4	JO1 GAJISAN	02-Mar-21	1300H	DY	ARNOLD	RAFANAN	DY ARNOLD Y RAFANAN	
5	JO1 FABROS	02-Mar-21	1300H	DY	ARNOLD	RAFANAN	DY ARNOLD Y RAFANAN	
6	JO1 MONDEIA	04-Mar-21	1320H	DOMINGO	DAVID	MEDINA	DOMINGO DAVID Y MEDINA	
7	JO1 SAPINO	04-Mar-21	1300H	DOMINGO	DAVID	MEDINA	DOMINGO DAVID Y MEDINA	
8	JO2 FLORES	04-Mar-21	1300H	DOMINGO	DAVID	MEDINA	DOMINGO DAVID Y MEDINA	
9	JO2 FLORES	04-Mar-21	1012H	BILATCHA	RODNEY	PECÑA	BILATCHA RODNEY Y PECÑA	
10	JO1 SAPINO	04-Mar-21	1012H	BILATCHA	RODNEY	PECÑA	BILATCHA RODNEY Y PECÑA	
11	JO1 MONDEIA	04-Mar-21	1012H	BILATCHA	RODNEY	PECÑA	BILATCHA RODNEY Y PECÑA	
12	JO1 GAJISAN	04-Mar-21	1020H	YECYEC	EULOGIO	GALLAMOSO	YECYEC EULOGIO Y GALLAMOSO	
13	JO1 TELAN	04-Mar-21	1020H	YECYEC	EULOGIO	GALLAMOSO	YECYEC EULOGIO Y GALLAMOSO	
14	JO1 FABROS	04-Mar-21	1020H	YECYEC	EULOGIO	GALLAMOSO	YECYEC EULOGIO Y GALLAMOSO	
15	JO1 FABROS	08-Mar-21	1300H	ADORNA	MICHAEL	ILIGAN	ADORNA MICHAEL Y ILIGAN	
16	SJ04 ABUDA	08-Mar-21	1300H	ADORNA	MICHAEL	ILIGAN	ADORNA MICHAEL Y ILIGAN	
17	JO1 TELAN	08-Mar-21	1300H	ADORNA	MICHAEL	ILIGAN	ADORNA MICHAEL Y ILIGAN	
18	SJ04 ABUDA	08-Mar-21	1030H	GUITTEREZ	ROY	REYES	GUITTEREZ ROY Y REYES	
19	JO1 FABROS	08-Mar-21	1030H	GUITTEREZ	ROY	REYES	GUITTEREZ ROY Y REYES	
20	JO1 TELAN	08-Mar-21	1030H	GUITTEREZ	ROY	REYES	GUITTEREZ ROY Y REYES	
21	JO1 TELAN	08-Mar-21	0920H	VILLANUEVA	JAY JAY	BARRAMEDA	VILLANUEVA JAYJAY Y BARRAMEDA	
22	SJ04 ABUDA	08-Mar-21	0920H	VILLANUEVA	JAY JAY	BARRAMEDA	VILLANUEVA JAYJAY Y BARRAMEDA	
23	JO1 FABROS	08-Mar-21	0920H	VILLANUEVA	JAY JAY	BARRAMEDA	VILLANUEVA JAYJAY Y BARRAMEDA	
24	JO2 FLORES	08-Mar-21	1500H	ULANGKAYA	ROMMEL	ENRIQUEZ	ULANGKAYA ROMMEL Y ENRIQUEZ	
25	JO2 FLORES	08-Mar-21	1500H	ULANGKAYA	ROMMEL	ENRIQUEZ	ULANGKAYA ROMMEL Y ENRIQUEZ	
26	JO2 FLORES	08-Mar-21	1500H	ULANGKAYA	ROMMEL	ENRIQUEZ	ULANGKAYA ROMMEL Y ENRIQUEZ	
27	JO1 SAPINO	08-Mar-21	1303H	MENESIS	MICHAEL	VICEDA	MENESIS MICHAEL Y VICEDA	
28	JO1 MONDEIA	08-Mar-21	1303H	MENESIS	MICHAEL	VICEDA	MENESIS MICHAEL Y VICEDA	
29	JO2 FLORES	08-Mar-21	1303H	MENESIS	MICHAEL	VICEDA	MENESIS MICHAEL Y VICEDA	
30	JO1 MONDEIA	08-Mar-21	1402H	CO	LESTER	INOBIO	CO LESTER Y INOBIO	
31	JO2 FLORES	08-Mar-21	1402H	CO	LESTER	INOBIO	CO LESTER Y INOBIO	
32	JO1 MONDEIA	08-Mar-21	1402H	CO	LESTER	INOBIO	CO LESTER Y INOBIO	
33	JO1 VARGAS	08-Mar-21	1320H	LARA	MARK ANTHONY	DALING	LARA MARK ANTHONY Y DALING	
34	JO1 TAMAYO	08-Mar-21	1320H	LARA	MARK ANTHONY	DALING	LARA MARK ANTHONY Y DALING	
35	JO1 GAJISAN	08-Mar-21	1320H	LARA	MARK ANTHONY	DALING	LARA MARK ANTHONY Y DALING	
36	JO1 GAJISAN	08-Mar-21	1055H	PASCUA	BONIFACIO	FAJARDO	PASCUA BONIFACIO Y FAJARDO	
37	JO1 TAMAYO	08-Mar-21	1055H	PASCUA	BONIFACIO	FAJARDO	PASCUA BONIFACIO Y FAJARDO	
38	JO1 VARGAS	08-Mar-21	1055H	PASCUA	BONIFACIO	FAJARDO	PASCUA BONIFACIO Y FAJARDO	
39	JO1 TAMAYO	08-Mar-21	1500H	SARMIENTO	REYNALDO	VILLAREAL	SARMIENTO REYNALDO Y VILLAREAL	
40	JO1 VARGAS	08-Mar-21	1500H	SARMIENTO	REYNALDO	VILLAREAL	SARMIENTO REYNALDO Y VILLAREAL	
41	JO1 GAJISAN	08-Mar-21	1500H	SARMIENTO	REYNALDO	VILLAREAL	SARMIENTO REYNALDO Y VILLAREAL	
42	JO1 VARGAS	09-Mar-21	1420H	DORIA	MICHAEL	TOLEDO	DORIA MICHAEL Y TOLEDO	
43	JO1 GAJISAN	09-Mar-21	1420H	DORIA	MICHAEL	TOLEDO	DORIA MICHAEL Y TOLEDO	
44	JO1 TAMAYO	09-Mar-21	1420H	DORIA	MICHAEL	TOLEDO	DORIA MICHAEL Y TOLEDO	
45	JO1 TAMAYO	09-Mar-21	1510H	SANCHEZ	HAROLD	TIGLAO	SANCHEZ HAROLD Y TIGLAO	
46	JO1 VARGAS	09-Mar-21	1510H	SANCHEZ	HAROLD	TIGLAO	SANCHEZ HAROLD Y TIGLAO	
47	JO1 GAJISAN	09-Mar-21	1510H	SANCHEZ	HAROLD	TIGLAO	SANCHEZ HAROLD Y TIGLAO	

NICKNAME	RELIGION	AGE	DATE OF BIRTH	SEX	STATUS	PWD	SMOKER	POLICE STATION	DATE OF TRANSFER TO MCI COURT BRANCH	DATE OF ARRAIGNMENT	HAS LAWYER
BUBBLES	CHRISTIAN		36 5-15-84	M	SINGLE	NO	YES	STATION 5	24-Dec-20	228	JUNE '20 YES
BUBBLES	CHRISTIAN		36 5-15-84	M	SINGLE	NO	YES	STATION 5	24-Dec-20	228	JUNE '20 YES
BUBBLES	CHRISTIAN		36 5-15-84	M	SINGLE	NO	YES	STATION 5	24-Dec-20	228	JUNE '20 YES
ARNOLD	CATHOLIC		23 22-Aug-97	M	SINGLE	NO	YES	PDEA	14-Sep-19	-	- YES
ARNOLD	CATHOLIC		23 22-Aug-97	M	SINGLE	NO	YES	PDEA	14-Sep-19	-	- YES
DAVID	CATHOLIC		23 17-Aug-97	M	SINGLE	NO	YES	STATION 4	22-Oct-19	103	- NO
DAVID	CATHOLIC		23 17-Aug-97	M	SINGLE	NO	YES	STATION 4	22-Oct-19	103	- NO
DAVID	CATHOLIC		23 17-Aug-97	M	SINGLE	NO	YES	STATION 4	22-Oct-19	103	- NO
ROD	CATHOLIC		43 23-Aug-77	M	MARRIED	NO	YES	STN 6	26-Jun-19	90	- NO
ROD	CATHOLIC		43 23-Aug-77	M	MARRIED	NO	YES	STN 6	26-Jun-19	90	- NO
ROD	CATHOLIC		43 23-Aug-77	M	MARRIED	NO	YES	STN 6	26-Jun-19	90	- NO
JUN	INC		47 19-Mar-74	M	MARRIED	NO	-	SIDM BULACAN	11-Mar-20	101	- YES
JUN	INC		47 19-Mar-74	M	MARRIED	NO	-	SIDM BULACAN	11-Mar-20	101	- YES
JUN	INC		47 19-Mar-74	M	MARRIED	NO	-	SIDM BULACAN	11-Mar-20	101	- YES
PIDO	CATHOLIC		33 16-Apr-87	M	MARRIED	NO	NO	STN 3	31-Jul-19	82	01-Aug-19 YES
PIDO	CATHOLIC		33 16-Apr-87	M	MARRIED	NO	NO	STN 3	31-Jul-19	82	01-Aug-19 YES
PIDO	CATHOLIC		33 16-Apr-87	M	MARRIED	NO	NO	STN 3	31-Jul-19	82	01-Aug-19 YES
ROY	CATHOLIC		50 12-Dec-69	M	MARRIED	NO	YES	STN 3	10-Oct-19	103	09-Sep-19 NO
ROY	CATHOLIC		50 12-Dec-69	M	MARRIED	NO	YES	STN 3	10-Oct-19	103	09-Sep-19 NO
ROY	CATHOLIC		50 12-Dec-69	M	MARRIED	NO	YES	STN 3	10-Oct-19	103	09-Sep-19 NO
JAY	CATHOLIC		26 01-Oct-94	M	LIVE IN	NO	NO	STN 4	21-Jan-20	103	- YES
JAY	CATHOLIC		26 01-Oct-94	M	LIVE IN	NO	NO	STN 4	21-Jan-20	103	- YES
JAY	CATHOLIC		26 01-Oct-94	M	LIVE IN	NO	NO	STN 4	21-Jan-20	103	- YES
ROMMEL	CATHOLIC		38 20-Apr-82	M	SINGLE	NO	YES	STN 4	JAN '20	218	JAN '20 NO
ROMMEL	CATHOLIC		38 20-Apr-82	M	SINGLE	NO	YES	STN 4	JAN '20	218	JAN '20 NO
ROMMEL	CATHOLIC		38 20-Apr-82	M	SINGLE	NO	YES	STN 4	JAN '20	218	JAN '20 NO
KATA	CATHOLIC		39 27-Apr-81	M	MARRIED	YES	YES	STN 4	03-Feb-20	228 / 230	05-Feb-20 NO
KATA	CATHOLIC		39 27-Apr-81	M	MARRIED	YES	YES	STN 4	03-Feb-20	228 / 230	05-Feb-20 NO
KATA	CATHOLIC		39 27-Apr-81	M	MARRIED	YES	YES	STN 4	03-Feb-20	228 / 230	05-Feb-20 NO
LESTER	CATHOLIC		34 02-Aug-86	M	-	NO	YES	STN 4	SEPT '20	228	JUNE/JULY '20 YES
LESTER	CATHOLIC		34 02-Aug-86	M	-	NO	YES	STN 4	SEPT '20	228	JUNE/JULY '20 YES
LESTER	CATHOLIC		34 02-Aug-86	M	-	NO	YES	STN 4	SEPT '20	228	JUNE/JULY '20 YES
OMAR	CATHOLIC		25 25-Jun-96	M	LIVE IN	NO	YES	STN 3	-	215/217	09-Sep-17 NO
OMAR	CATHOLIC		25 25-Jun-96	M	LIVE IN	NO	YES	STN 3	-	215/217	09-Sep-17 NO
OMAR	CATHOLIC		25 25-Jun-96	M	LIVE IN	NO	YES	STN 3	-	215/217	09-Sep-17 NO
BONG	CATHOLIC		39 27-May-81	M	LIVE IN	NO	NO	STN 9	04-Sep-18	218	- NO
BONG	CATHOLIC		39 27-May-81	M	LIVE IN	NO	NO	STN 9	04-Sep-18	218	- NO
BONG	CATHOLIC		39 27-May-81	M	LIVE IN	NO	NO	STN 9	04-Sep-18	218	- NO
NOCNOC	CATHOLIC		33 -	M	MARRIED	NO	YES	STN 3	SEPT '20	79	03-Mar-20 NO
NOCNOC	CATHOLIC		33 -	M	MARRIED	NO	YES	STN 3	SEPT '20	79	03-Mar-20 NO
NOCNOC	CATHOLIC		33 -	M	MARRIED	NO	YES	STN 3	SEPT '20	79	03-Mar-20 NO
HIKA	CATHOLIC		37 16-Sep-83	M	SINGLE	NO	YES	STN 3	-	229	19-Feb-19 NO
HIKA	CATHOLIC		37 16-Sep-83	M	SINGLE	NO	YES	STN 3	-	229	19-Feb-19 NO
HIKA	CATHOLIC		37 16-Sep-83	M	SINGLE	NO	YES	STN 3	-	229	19-Feb-19 NO
TOTY BATO	CATHOLIC		33 07-Sep-87	M	MARRIED	NO	NO	STN 5	FEB '21	82	NOT YET ARRAIGN YES
TOTY BATO	CATHOLIC		33 07-Sep-87	M	MARRIED	NO	NO	STN 5	FEB '21	82	NOT YET ARRAIGN YES
TOTY BATO	CATHOLIC		33 07-Sep-87	M	MARRIED	NO	NO	STN 5	FEB '21	82	NOT YET ARRAIGN YES

PAO LAWYER	NAME OF LAWYER	CASE	COUNTS	CASE STATUS	OTHER CASE	COUNTS	COURT #	CASE STATUS	PASA SA KAT	SUGAT SA KA TATTOO	SAAN NAGPA
NO	ATTY YUSOL	SEC 5 11	1	ON GOING TRIAL	NA	NA	NA	NO	NO	YES	NO
NO	ATTY YUSOL	SEC 5 11	1	ON GOING TRIAL	NA	NA	NA	NO	NO	YES	NO
NO	ATTY YUSOL	SEC 5 11	1	ON GOING TRIAL	NA	NA	NA	NO	NO	YES	NO
NO	ATTY LAGUATAN	SEC 5 11	1	-	NA	NA	NA	NO	NO	NO	NO
NO	ATTY LAGUATAN	SEC 5 11	1	-	NA	NA	NA	NO	NO	NO	NO
YES	-	SEC 5 / SEC 11	3 / 1	PLEA BARGAIN	SEC 5 11	2	227	PLEA BARGAI	NO	YES	5 BALLS
YES	-	SEC 5 / SEC 11	3 / 1	PLEA BARGAIN	SEC 5 11	2	227	PLEA BARGAI	NO	YES	5 BALLS
YES	-	SEC 5 / SEC 11	3 / 1	PLEA BARGAIN	SEC 5 11	2	227	PLEA BARGAI	NO	YES	LIKOD AT WR
YES	-	INTELECTUALL PROPE	1	SENTENCED 2Y 6M ESTAFA	SEC 5 11	1	37	SENTENCED	NO	NO	LEFT AND RIG
YES	-	INTELECTUALL PROPE	1	SENTENCED 2Y 6M ESTAFA	SEC 5 11	1	37	SENTENCED	NO	NO	LEFT AND RIG
YES	-	INTELECTUALL PROPE	1	SENTENCED 2Y 6M ESTAFA	SEC 5 11	1	37	SENTENCED	NO	NO	LEFT AND RIG
NO	-	RAPE	1	ON GOING TRIAL	NA	NA	NA	NO	NO	NO	NO
NO	-	RAPE	1	ON GOING TRIAL	NA	NA	NA	NO	NO	NO	NO
NO	-	RAPE	1	ON GOING TRIAL	NA	NA	NA	NO	NO	NO	NO
NO	-	SEC 5 / SEC 11	1	SERVED SENTENCE NA	NA	NA	NA	NO	NO	NO	4 SA KATAWA
NO	-	SEC 5 / SEC 11	1	SERVED SENTENCE NA	NA	NA	NA	NO	NO	NO	4 SA KATAWA
NO	-	SEC 5 / SEC 11	1	SERVED SENTENCE NA	NA	NA	NA	NO	NO	NO	4 SA KATAWA
NO	-	SEC 13 / SEC 14	1	PLEA BARGAINING NA	NA	NA	NA	NO	NO	NO	BOTH SHOUL
NO	-	SEC 13 / SEC 14	1	PLEA BARGAINING NA	NA	NA	NA	NO	NO	NO	BOTH SHOUL
NO	-	SEC 13 / SEC 14	1	PLEA BARGAINING NA	NA	NA	NA	NO	NO	NO	BOTH SHOUL
NO	-	SEC 5 / SEC 11	1	PLEA BARGAINING NA	NA	NA	NA	NO	NO	NO	1 LIKOD, 2 KA
NO	-	SEC 5 / SEC 11	1	PLEA BARGAINING NA	NA	NA	NA	NO	NO	NO	1 LIKOD, 2 KA
NO	-	SEC 5 / SEC 11	1	PLEA BARGAINING NA	NA	NA	NA	NO	NO	NO	1 LIKOD, 2 KA
YES	-	SEC 5 / SEC 11	3 / 1	PLEA BARGAINING NA	NA	NA	NA	NO	NO	NO	R & L ARM / S
YES	-	SEC 5 / SEC 11	3 / 1	PLEA BARGAINING NA	NA	NA	NA	NO	NO	NO	R & L ARM / S
YES	-	SEC 5 / SEC 11	3 / 1	PLEA BARGAINING NA	NA	NA	NA	NO	NO	NO	R & L ARM / S
YES	ATTY LUCMAN	SEC 5 11 / RA 10591	1 / 1	ON TRIAL / PLEA B. SEC 13 / 14	NA	1	127 (CALOOC ON TRIAL	SCAR KAMAY	NO	NO	PAA, KAMAY
YES	ATTY LUCMAN	SEC 5 11 / RA 10591	1 / 1	ON TRIAL / PLEA B. SEC 13 / 14	NA	1	127 (CALOOC ON TRIAL	SCAR KAMAY	NO	NO	PAA, KAMAY
YES	ATTY LUCMAN	SEC 5 11 / RA 10591	1 / 1	ON TRIAL / PLEA B. SEC 13 / 14	NA	1	127 (CALOOC ON TRIAL	SCAR KAMAY	NO	NO	PAA, KAMAY
NO	ATTY ABANTAO	SEC 5 / SEC 11	1 / 1	PETITION FOR BAIL NA	NA	NA	NA	NO	NO	NO	NO
NO	ATTY ABANTAO	SEC 5 / SEC 11	1 / 1	PETITION FOR BAIL NA	NA	NA	NA	NO	NO	NO	NO
NO	ATTY ABANTAO	SEC 5 / SEC 11	1 / 1	PETITION FOR BAIL NA	NA	NA	NA	NO	NO	NO	NO
YES	-	RA10591 / SEC 11	1 / 1	PROMULGATION / ACQUITTED	NA	NA	NA	NO	NO	NO	TAMA NG BA 3 L/R HANDS
YES	-	RA10591 / SEC 11	1 / 1	PROMULGATION / ACQUITTED	NA	NA	NA	NO	NO	NO	TAMA NG BA 3 L/R HANDS
YES	-	RA10591 / SEC 11	1 / 1	PROMULGATION / ACQUITTED	NA	NA	NA	NO	NO	NO	TAMA NG BA 3 L/R HANDS
YES	ATTY VILLANUEVA	SEC 7 13 14 15	1	ON GOING TRIAL	NA	NA	NA	NO	NO	NO	KALIWANG P, KAMAY AT BRASO
YES	ATTY VILLANUEVA	SEC 7 13 14 15	1	ON GOING TRIAL	NA	NA	NA	NO	NO	NO	KALIWANG P, KAMAY AT BRASO
YES	ATTY VILLANUEVA	SEC 7 13 14 15	1	ON GOING TRIAL	NA	NA	NA	NO	NO	NO	KALIWANG P, KAMAY AT BRASO
YES	ATTY BALAUAG	SEC 5 / SEC 11	1 / 1	ON TRIAL	NA	NA	NA	NO	NO	NO	PAA AT CHEST
YES	ATTY BALAUAG	SEC 5 / SEC 11	1 / 1	ON TRIAL	NA	NA	NA	NO	NO	NO	PAA AT CHEST
YES	ATTY BALAUAG	SEC 5 / SEC 11	1 / 1	ON TRIAL	NA	NA	NA	NO	NO	NO	PAA AT CHEST
YES	-	SEC 13 14	1	SERVED SENTENCE NA	NA	NA	NA	NO	NO	NO	L/R HAND & 1
YES	-	SEC 13 14	1	SERVED SENTENCE NA	NA	NA	NA	NO	NO	NO	L/R HAND & 1
YES	-	SEC 13 14	1	SERVED SENTENCE NA	NA	NA	NA	NO	NO	NO	L/R HAND & 1
NO	-	SEC 5 / SEC 11	1 / 1	ON GOING TRIAL	NA	NA	NA	NO	NO	NO	2 KATAWAN
NO	-	SEC 5 / SEC 11	1 / 1	ON GOING TRIAL	NA	NA	NA	NO	NO	NO	2 KATAWAN
NO	-	SEC 5 / SEC 11	1 / 1	ON GOING TRIAL	NA	NA	NA	NO	NO	NO	2 KATAWAN

**ANNEX "H" SAMPLE PDL HOUSING ASSIGNMENT REPORT**

**ASSESSMENT AND CLASSIFICATION UNIT  
PDL HOUSING REPORT**

DATE OF COMMITMENT: MONDAY, 03 FEBRUARY 2020  
 ACU BATCH CODE: WEEK 12 BATCH 1 (ACU\_W12B1\_DOC020320)

FILE #	LAST NAME	FIRST NAME	MIDDLE NAME	CASE	GANG	NOTES	HIGH RISK LEVEL, INTERVENTION PRIORITY	PRIORITY PROGRAM INTERVENTION	DORM ASSIGNMENT
1									
2									
3									
4									
5									
6									
7									
8									
9									
10									

Prepared by: **JO1 Elmar A Jacobe**      Reviewed by: **Rhoderick M Santos**      Recommended by: **SJO4 Angelina V Ibanez**      Approved by: **SUPT RANDEL H LATOZA, MNSA**  
 ACU Documentation Officer      Consultant      Chief, ACU      City Jail Warden



**ANNEX "I" SAMPLE PDL HOUSING DISPATCH SUMMARY FORM**

**DATE OF COMMITMENT: MONDAY, 03 FEBUARY 2020**  
**ACU BATCH CODE: WEEK 12 BATCH 1 (ACU\_W12B1\_DOC020320)**

FILE #	LAST NAME	FIRST NAME	MIDDLE NAME	GANG	PRIORITY PROGRAM INTERVENTION	DORM ASSIGNMENT
1						DORM 1
2						DORM 1
3						DORM 1
4						DORM 1
5						DORM 1

Endorsed by:

Noted by:

Received by:

**ACU RECEPTION OFFICER**

**WDS OFFICER**

**DORM LEADER**

**DATE OF COMMITMENT: MONDAY, 03 FEBUARY 2020**  
**ACU BATCH CODE: WEEK 12 BATCH 1 (ACU\_W12B1\_DOC020320)**

FILE #	LAST NAME	FIRST NAME	MIDDLE NAME	GANG	PRIORITY PROGRAM INTERVENTION	DORM ASSIGNMENT
1						DORM 1
2						DORM 1
3						DORM 1
4						DORM 1
5						DORM 1

Endorsed by:

Noted by:

Received by:

**ACU RECEPTION OFFICER**

**WDS OFFICER**

**DORM LEADER**

**DATE OF COMMITMENT: MONDAY, 03 FEBUARY 2020**  
**ACU BATCH CODE: WEEK 12 BATCH 1 (ACU\_W12B1\_DOC020320)**

FILE #	LAST NAME	FIRST NAME	MIDDLE NAME	GANG	PRIORITY PROGRAM INTERVENTION	DORM ASSIGNMENT
1						DORM 1
2						DORM 1
3						DORM 1
4						DORM 1
5						DORM 1

## AUTHORIZATION LETTER

To: ALLAN S IRAL  
Jail Director  
Chief, BJMP

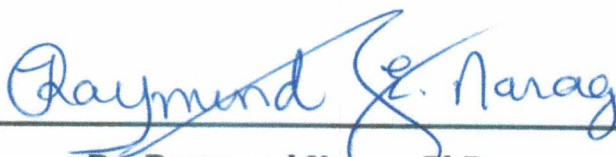
We, Dr. Raymund Narag, PhD, Asst. Prof. Hannah Glimpse Nario-Lopez, Rhoderick M Santos, JSSUPT RANDEL H LATOZA, JCINSP JAYREX JOSEPH C BUSTINERA, JINSP ANGELINA V IBAÑEZ, SJO3 Renato C Castillo, SJO3 Grace A Pegarro, SJO1 Mary Jane A Aguinaldo, JO3 Larry S Custado, JO3 Judith A Cauilan, JO3 Ma Lorena O Salguero, JO3 Richelle M Urieta, JO2 Ryna N Sarino, JO2 Carla I Daquioag, JO2 Amabelle A Sangalang, JO1 Gladys Charm N Nool, JO1 Elmar A Jacobe, JO1 Ariel S Villanueva, JO1 Rona M Barrameda-Suyu hereby authorize Bureau of Jail Management and Penology (BJMP) to use the assessment and classification tool for general PDL population known as **"Narag, Nario-Lopez, Latoza, et al. Tool"**.

This authorization is subject to the below terms and conditions:


1. To allow BJMP personnel who rendered the required training, the use of the **"Narag, Nario-Lopez, Latoza, et al. Tool"** in the assessment and classification of general PDL.
2. BJMP will provide its personnel with the necessary training in the usage of "Narag, Nario-Lopez, Latoza, et al. Tool" as a prerequisite for accreditation as assessment and classification interviewers, to wit:
  - a. Principles of Jail Management,
  - b. Risk- Needs Responsivity Principle,
  - c. Interview Tool Training,
  - d. Interview Skills Training
3. To give acknowledgment to the Authors of the "Narag, Nario-Lopez, Latoza, et al. Tool".
4. If the need arises, allow the authors to participate in the recalibration of the "Narag, Nario-Lopez, Latoza, et al. Tool"

This letter shall serve as the formal document permitting the use of the **"Narag, Nario-Lopez, Latoza, et al. Tool"** pending the formal intellectual property donation of the same.

Respectfully,



**Dr. Raymund Narag, PhD**  
Department of Criminology and Criminal Justice  
University of Illinois-Carbondale





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**Asst. Prof. Hannah Glimpse Nario-Lopez, MA**  
Department of Sociology  
University of the Philippines Diliman



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**Rhoderick M Santos**  
Program Supervising Officer, PRESO, Inc.  
Consultant



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**RANDEL H LATOZA, MNSA**  
Jail Senior Superintendent

---

**JAYREX JOSEPH C BUSTINERA**  
Jail Chief Inspector



---

**ANGELINA V IBAÑEZ**  
Jail Inspector



---

**Renato C Castillo**  
Senior Jail Office III



---

**Grace A Pegarro**  
Senior Jail Officer III



---

**Mary Jane A Aguinaldo**  
Senior Jail Officer I



---

**Larry S Custado**  
Jail Officer III



---

**Judith A Cauilan**  
Jail Officer III



---

**Ma Lorena O Salguero**  
Jail Officer III



---

**Richelle M Urieta**  
Jail Officer III



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**Ryna N Sarino**  
Jail Officer II



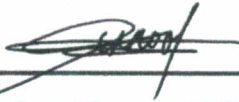
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**Carla I Daquioag**  
Jail Officer II




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**Amabelle A Sangalang**  
Jail Officer II



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**Gladys Charm N Nool**  
Jail Officer I



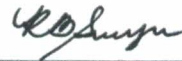
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**Elmar A Jacobe**  
Jail Officer I



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**Ariel S Villanueva**  
Jail Officer I



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**Rona M Barrameda-Suyu**  
Jail Officer I