

Private and Confidential

David Flack



22 June 2017

Dear David

RE: Disciplinary Meeting Outcome

I write to confirm the decision taken at the disciplinary hearing, which took place on 12 June 2017. The hearing was conducted by me and also in attendance was Michelle Fernandes, as Company Representative.

You chose to attend this meeting accompanied with Andy Darken POA Chairman and Representative.

The reason for this disciplinary hearing was to consider the question of disciplinary action against you, in accordance with the Company's disciplinary policy with regard to:

The allegation of inappropriate conduct which occurred on 04 March 2017 including:

- **Failing to follow correct security reporting procedures**
- **Failing to ensure the correct application of handcuffs of the closeting chain**

At the hearing I concluded the following in relation to the allegation (s) detailed above:-

- A number of errors occurred on both escorts
- The IC in charge was inexperienced compared to yourself
- The first incident was reported to the Duty Director by yourself
- The second incident you were not aware of the risk of the detainee you were cuffed to
- You did not have a full brief to the correct standard by the DCM
- You did not read the brief or PER yourself as per standard procedure
- You signed to state you were aware of all information contained within the documents
- You did not show interest in the way the handcuffs were applied
- Your perspective was that the handcuffs were secure at the time

In making my decision today, I took into account the information contained within the investigation report and the information you provided at the Disciplinary Hearing.

Based on the above my expectation is that all staff should read the paperwork and risk assessment. You have failed to read the information about the history on PER and risk assessment. The restraint is on properly when is sits there and doesn't move. I have listened to the evidence and there is no further disciplinary sanction however I am advising you to speak to Security and be familiar with the cuffing techniques and briefing sheet. There is a risk to the public should have he escaped, it is not only embarrassment. The security of the escort is paramount.

There is no further disciplinary action arising from this hearing and I consider the matter closed.

You have the right to appeal this decision, which must be made in writing to Ben Saunders Centre Director at the address above, within 7 days of receipt of this letter.

I have enclosed a copy of the notes taken at the hearing for your records.

Yours sincerely

Steve Skitt
Deputy Director
Gatwick IRCs