

NOS	Task	Responsibility
	<b>Prison Social Work Report</b>	
74	Provide Prison Social Work Report	Prison SW
75	Provide Info to Assist Decision about Early Release	Prison SW
76	Identify and Provide Assessment of Risk of Re-offending	Prison SW
77	Engage Prisoner in Discussion of Achievable Release Planning and Preparation for Release	Prison SW
78	Ensure that relevant documents are provided and no less than 6weeks notice is given for preparation and compilation of report	Prison Governor
79	Consult and Liaise with relevant Community SW	Prison SW
80	Ensure Accuracy, Joint Assessment of Risk, Level of Supervision, Specialist Resources, Agree Action Plan	Prison SW Community SW
81	A Parole Report should be based on 2 Interviews	Prison SW
82	Information will be Supplemented by Joint Work / Consultation with Other Staff/Agencies	Prison SW
83	Basis of Report Must be Stated e.g. No. of Interviews	Prison SW
84	Source Must be Indicated. Differentiate Fact/Opinion	Prison SW
85	Report Must Indicate, Assess and Comment Upon the Areas listed from Standard No 85.1 to 88	Prison SW
89	Non-Parole Licence, SRO and Extended Sentence >4yrs	
90	The Secretary of State is Required to Consult the Parole Board where he Intends to Impose a Non-Standard Condition in the Supervision Licence	Secretary of State
92	The Sof S may Request HBR/Prison SW Report	Secretary of State
93	Objectives Remain the Same as Parole Reports 78/88	
94	Where Prisoner Refuses Co-operation SW must Seek to Engage with them and Explain Procedure/Purpose	Prison SW
99	Where Prisoner Refuses Co-operation Base Report on Available Information	Prison SW
101 <b>Circ 18</b> <b>6.4.2</b>	Identify Particular Risks/Identify Specific Conditions to Reduce Risk <b>Give Consideration to Additional Requirements</b>	Prison SW <b>Supervising Officer</b>
103/4	Provide Prisoner with Copy of Report and Discuss	Prison SW