

**WOMEN AND GIRLS**  
**PROTECTION**  
**[PLACE OF SAFETY]**  
**CHAPTER 120,**  
**2001**

**WOMEN AND GIRLS PROTECTION ACT  
(CHAPTER 120)**

**Women and Girls Protection (Place of Safety) Rules, 2001**

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WOMEN AND GIRLS PROTECTION ACT  
(CHAPTER 120)

WOMEN AND GIRLS PROTECTION (PLACE OF SAFETY) RULES, 2001

In exercise of the power conferred by section 25 of the Women and Girls Protection Act, the Minister of Culture, Youth and Sports hereby makes the following Rules —

PART I

PRELIMINARY

Citation.

1. These Rules may be cited as the Women and Girls Protection (Place of Safety) Rules, 2001.

Interpretation.

2. In these Rules unless the context otherwise requires —

"Discharge Committee" means the body of persons appointed by the Minister under section 24;

"Medical Officer" means the person appointed by the Director General of Medical Services as Medical Officer of any place of safety;

"Penal Grade" means the lowest grade in the grading system for the women and girls in the place of safety;

"staff" means any officer working in, or in a post connected with, a place of safety;

"Superintendent" means the officer appointed by His Majesty the Sultan and Yang Di-Pertuan as Superintendent of any place of safety;

"Warden" means the female officer appointed by His Majesty the Sultan and Yang Di-Pertuan as Warden of a place of safety.

Administration.

3. (1) A place of safety shall be under the general charge and administration of a Warden, who shall be subject to and comply with such directions as may be given to her by the Superintendent.

(2) His Majesty the Sultan and Yang Di-Pertuan shall appoint for a place of safety a Warden, female Assistant Wardens and other female staff as may be necessary.

## PART II

### ACCOMMODATION

#### Accommodation.

4. (1) A room or dormitory shall not be used for the confinement of women and girls, unless it is certified by the Superintendent, on the advice of a Medical Officer, to be lit, ventilated and equipped in such a manner, and to be of such size as may be requisite for health.

(2) The certificate shall specify the maximum number of women or girls to be located at any one time in such room or dormitory. In special circumstances, with the authority of the Superintendent, the women and girls may be located in tents.

#### Accommodation by night.

5. Women and girls may be accommodated at night in rooms or dormitories with less than three women or girls in each room or dormitory. Each woman or girl shall be provided with a separate bed.

#### Place for sick women and girls.

6. Sufficient accommodation for the reception, accommodation and treatment of sick women and girls shall be provided. It shall be secured by locks, of which the keys shall be under the exclusive control of the officers of the place of safety.

## PART III

### ADMISSION, DISCHARGE AND REMOVAL

#### Admission and search of women and girls.

7. (1) The Superintendent shall, upon receiving a detention order, make all necessary arrangements for the conveyance of the woman or a girl named therein to the place of safety.

(2) The woman or girl shall be searched on admission and at such times subsequently as may be directed, and all unauthorised articles shall be taken from her.

(3) The searching of a woman or girl shall be conducted in a seemly manner so as to be consistent with the necessity of discovering any concealed article that could cause a danger to herself or any other person.

(4) No woman or girl shall be searched under this rule except by a woman.

**Women's and girls' property.**

8. All money, clothing, documents or other effects belonging to a woman or girl which she is not allowed to retain shall be placed in the custody of the Warden, who shall keep an inventory thereof, which shall be signed by the woman or girl.

**Particulars of woman or girl.**

9. On admission, and from time to time as may be required, a woman or girl shall be photographed and her name, age, height, weight, distinguishing marks and other measurements and particulars shall be recorded in such a manner as may be directed.

**Medical examination on admission.**

10. A woman or girl shall, on the day of her reception or as soon as possible thereafter, be examined by the Medical Officer.

**Bath on reception.**

11. A woman or girl shall be given a bath on the day of her reception, unless the Warden or Medical Officer otherwise directs.

**Disease on admission.**

12. If a woman or girl is found to have any infectious or contagious disease or to be in a verminous condition, steps shall at once be taken to treat the condition and to prevent it from spreading to other women and girls.

**Notification of rules.**

13. The Warden shall see a woman or girl on reception and explain to her the rules of the place of safety.

**Medical examination before transfer or discharge.**

14. A woman or girl shall be examined by the Medical Officer before being discharged or removed to another place of safety. No woman or girl shall be

removed to any other place of safety unless the Medical Officer certifies that she is fit for removal. No woman or girl who is suffering from any acute or serious illness shall be discharged from the place of safety unless the Medical Officer thinks it is safe to do so or the woman or girl refuses to stay after the expiry of her period of detention.

**Privacy during transfer.**

15. A woman or girl shall be exposed as little as possible to public view while being removed from, or taken to, a place of safety.

**Custody outside place of safety.**

16. A woman or girl, who is required to be produced at a particular place by an order, shall be deemed to be in the lawful custody of the officers directed to convey her to that place.

**Children.**

17. Subject to such conditions as the Superintendent may determine, an infant child and a girl below the age of eighteen years may be received into a place of safety with its or her mother, and may be supplied with clothing and necessities at the Government expense.

**PART IV**

**PROHIBITED ARTICLES**

**Possession.**

18. No woman or girl shall have in her possession any prohibited article that the Superintendent may specify. Any such article which may be found in her possession shall be confiscated by the Warden.

**Conveyance of prohibited articles.**

19. No person shall, without authority, convey or throw into, or deposit in, a place of safety, or convey or throw out of a place of safety, or convey to any woman and girl of a place of safety, or deposit with a view to its coming into possession of any such woman or girl, any prohibited article. Anything so conveyed, deposited or thrown without authority may be confiscated by the Warden.

**Search on entering or leaving.**

20. Any person or vehicle entering or leaving a place of safety may be examined and searched. Any person suspected of bringing any prohibited article into the place of safety, or of carrying out any prohibited article or any property belonging to the place of safety, shall be stopped and immediate notice thereof shall be given to the Warden.

**Liquor.**

21. No woman or girl shall be given or allowed to have any intoxicating liquor.

**Tobacco.**

22. No woman or girl shall be allowed to smoke, or to have in her possession any tobacco, except in accordance with such orders as may be given by the Warden.

**PART V**

**CLOTHING AND BEDDING**

**Clothing outfit.**

23. A woman or a girl shall be provided with an outfit of clothing adequate for warmth and health in accordance with a scale approved by the Superintendent. Provided, however, other clothing may be worn in special circumstances with the authority of the Warden or if recommended by the Medical Officer.

**Bedding scale.**

24. A woman or girl shall be supplied with adequate bedding for warmth and health in accordance with a scale approved by the Superintendent. Additional bedding may be authorised in special circumstances if recommended by the Medical Officer.

**Excess prohibited.**

25. Subject to rules 23 and 24, no woman or girl shall, without the authority of the Warden, receive or have in her possession any clothing or bedding beyond the authorised amount.

PART VI

FOOD

Diet.

26. A woman or a girl shall be supplied with food in accordance with such dietary scales as the Medical Officer may determine.

Extra food.

27. A woman or girl shall not receive or have in her possession any food beyond the dietary scales, except —

- (a) with the authority of the Superintendent; or
- (b) with the authority of the Medical Officer, if a variation of diet is desirable on medical grounds.

Complaints about food.

28. A woman or girl who has any complaint to make regarding food supplied to her must make it as soon as possible after the food is served.

PART VII

HEALTH AND CLEANLINESS

Washing and bathing.

29. A woman or girl shall obey such directions as may from time to time be given as regards washing and bathing.

Hair cutting.

30. A woman's or girl's hair shall not be cut without her consent, unless it is verminous or dirty, or when the Medical Officer deems it requisite on health grounds.

General cleanliness.

31. A woman or girl shall keep her room clean and neatly arranged as may be directed.

**Exercise.**

32. A woman or girl, unless excused by the Medical Officer on medical grounds, shall exercise regularly at physical drill as may be directed.

**PART VIII**

**WORK**

**Work.**

33. (1) A woman or girl, unless excused by the Medical Officer on medical grounds, shall perform any work as instructed at the place of safety and shall be taught, as far as possible, useful tasks which may help her earn her livelihood on her discharge.

(2) A woman or girl who has not been excused by the Medical Officer shall be required to work at least 35 hours a week.

(3) The Warden of a place of safety may introduce a scheme approved by the Superintendent under which the women and girls may receive payment for work done.

**Holidays.**

34. Arrangements shall be made for the avoidance of all unnecessary work on one day in each week, as the Superintendent may direct, and on all public holidays.

**PART IX**

**RELIGIOUS FUNCTIONS**

**Religious functions.**

35. Adequate arrangements shall be made to provide Islamic religious functions or teachings for the women and girls who profess the Islamic religion.

**Religious books.**

36. A woman or girl shall, from the beginning of her stay at the place of safety be furnished with such religious books, as may be available.

PART X

EDUCATION

Classes.

37. Educational classes shall be provided for the benefit of all women and girls.

Library books.

38. A library for the use of the women and girls shall be provided in a place of safety. A woman or girl shall be allowed to have not more than three library books in her room at the same time.

PART XI

VISITS AND COMMUNICATIONS

Letters and visitors.

39. (1) Communications between a woman or girl and her relatives shall be allowed, subject to such restrictions as may be necessary for the maintenance of discipline and order and for the welfare of the woman or girl.

(2) A woman or a girl shall be allowed to write to and receive from approved correspondents not more than two letters a month. A woman or girl shall be allowed to receive a visit from three members of her close relatives for twenty minutes at any one time and at intervals of two times a month.

(3) The Warden may at any time communicate to a woman or girl, or to her friends, any matter of importance to such woman or girl.

(4) The degree of supervision to be exercised during visits shall be at the discretion of the Warden.

Home leave.

40. (1) The Warden may permit a woman or a girl to leave the place of safety on such conditions and for such period as the Warden may specify. If a woman or girl breaks such conditions she shall be liable to be dealt with as though she has been on conditional discharge.

(2) Such permission shall be given in such form as the Commissioner may determine.



Visit by legal adviser.

41. (1) The legal adviser of any woman or girl shall be allowed to see her in reference to any legal matters and shall be supervised by an officer of the place of safety.

(2) For the purpose of this rule, "legal adviser" means the counsel or solicitor for a woman or girl, or the authorised clerk of such counsel or solicitor.

Visit by police officer.

42. On production of an order from the Commissioner of Police or someone on his behalf, a police officer may visit a woman or girl in the presence of an officer of the place of safety.

Letters.

43. A letter to or from a woman or girl may be read by the Warden or by a responsible officer deputed by her for such purpose, and it shall be within the discretion of the Warden to stop any letter, if she considers the contents are contrary to these Rules.

PART XII

OFFENCES AGAINST DISCIPLINE

Reports on woman or girl.

44. A report on a woman or girl shall be dealt with by the Warden.

Woman or girl may be segregated.

45. When a woman or girl has been reported for an offence, the Warden may order her to be kept apart from other women or girls pending investigation.

Woman or girl to be informed of alleged offence.

46. A woman or girl shall, before a report on her is dealt with, be informed of the offence for which she has been reported and shall be given an opportunity to hear the facts alleged against her and to defend herself.

**Offences.**

47. A woman or girl shall be guilty of an offence against discipline if she —

- (a) disobeys an order of the Warden or any other officer;
- (b) is idle, careless, negligent at work, or refuses to work;
- (c) is indecent in language, act or gesture;
- (d) escapes from the place of safety or from legal custody;
- (e) commits mutiny or incites other women or girls to mutiny;
- (f) commits personal violence against any officer, employee of the place of safety or other women or girls;
- (g) in any way offends these rules or the good order and discipline of the place of safety;
- (h) attempts to do any of the foregoing.

**Punishment by Warden.**

48. (1) The Warden shall investigate any woman or girl alleged to have committed any offence against discipline under rule 47 and if the Warden is satisfied that she has committed such offence, the Warden may impose on her one or more of the following punishments with the approval of the Commissioner —

- (a) being placed in the Penal Grade mentioned in rule 53(1);
- (b) deprivation of any of the following privileges for a period not exceeding one month —
  - (i) association;
  - (ii) playing games;
- (c) loss of stage or grade for a period not exceeding three months;
- (d) confinement to her room for a period not exceeding three days.

(2) An offence against discipline shall be reported forthwith to the Superintendent.

Discharge Committee's and Superintendent's powers.

49. (1) Where a woman or girl is reported for any of the following offences —

- (a) escaping from the place of safety or from legal custody;
- (b) a serious or repeated offence against discipline for which the imposed punishment is deemed by the Warden as insufficient;
- (c) an offence which the Warden, having regard to the circumstances of the case, thinks it expedient that the Discharge Committee should adjudicate,

the Warden may forthwith report the offence to the Chairman of the Discharge Committee, who shall thereupon arrange for at least two members of the Committee to enquire into the report.

(2) Where an enquiry is made pursuant to sub-rule (1) the Discharge Committee may impose one or more of the following punishments —

- (i) any punishment under rule 48(1);
- (ii) deprivation of privilege;
- (iii) loss of stage or grade.

(3) If the Discharge Committee has insufficient quorum, the offences under sub-rule (1) shall be reported to the Superintendent, and the Superintendent shall have authority to enquire into the report and deal with it in the same manner as the Discharge Committee.

Pardon or reduction.

50. A disciplinary punishment pursuant to rule 48(1) may be pardoned or reduced by the Commissioner or Superintendent.

PART XIII

REQUEST BY WOMEN AND GIRLS

Request to see Superintendent, Warden or member of the Discharge Committee.

51. (1) A request by a woman or girl to see the Superintendent, Warden or a member of the Discharge Committee shall be recorded by the officer to whom it is made and shall be conveyed, without delay, to the Warden, who shall inform the

Superintendent or member of the Discharge Committee, as the case may be, of such request.

(2) The Warden shall, at a convenient hour every day, other than Fridays, Sundays and public holidays, see the woman or girl who has requested to see her.

#### PART XIV

#### CLASSIFICATION AND GRADES

Classification of women and girls.

52. The Superintendent shall classify all women and girls having regard to their character with their previous history and other relevant circumstances and shall arrange for each woman or girl to receive suitable teaching instruction at the place of safety.

Women and girls to be divided into grades.

53. (1) A woman or girl may be placed in a grade called the Penal Grade by order of the Warden, if she is satisfied that such woman or girl is a bad influence, idle or ill-conducted. No woman or girl shall be placed in the Penal Grade longer than is necessary in the interests of herself or others. While in the Penal Grade such woman or girl shall not work with other women or girls.

(2) A woman or a girl shall not be promoted in grade, except after full consideration of the circumstances of her case by a Board, called the "Place of Safety Board", composed of such officers as the Superintendent may decide. The Board may also order reversion to a lower grade, if, for some reason other than an act of misconduct, they consider it desirable.

#### PART XV

#### CONDITIONAL DISCHARGE

Conditional Discharge after six months.

54. (1) A woman or girl shall become eligible for conditional discharge after such woman or girl has been detained for six months. If the Place of Safety Board, after consideration of her character and conduct, are of the opinion that there is a reasonable probability that she will lead a useful and industrious life, they shall so recommend to the Commissioner.

(2) The Commissioner shall consider any recommendation made to her under this rule and she may, if she thinks fit, recommend to the Discharge