



Independent Monitoring Boards Secretariat  
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**To: All Chairs of IMBs in Prisons**

**Cc: IMB Clerks, National Council, IMB Secretariat**

02 August 2004

**DC 19/04**

Dear Chair

**The Prisons Handbook 2004-2005**

I am writing to let you know that the Head of the Secretariat has agreed that each Board should have one copy of *The Prisons Handbook* paid for centrally. I have placed this order with Mark Leech, the Editor of the Handbook, and you should receive your copy soon after the publication date of 8 October.

I understand that some Boards may have already placed their own order for the Handbook but so as to avoid any duplication I have contacted Mark Leech and asked him if he would disregard the orders received direct from individual Boards.

Please do not hesitate to contact me if you have any queries.

Yours faithfully

Clare Batt  
Independent Monitoring Boards Secretariat