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DC 21/06
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**TO ALL CHAIRS ON INDEPENDENT MONITORING BOARDS
IN PRISONS AND IMMIGRATION REMOVAL CENTRES**

c.c. Training Co-ordinators
Governors
Directors and Controllers of Contracted Out Prisons
Centre Managers in Immigration Removal Centres
Clerks to the IMBs
National Council Members

Dear Chair

ELECTION OF TRAINING CO-ORDINATOR

We are about to issue the usual, annual DC letter about the election and appointment of Chairs and Vice-Chairs, but wanted to give you prior notice that there would be an additional election for the post of Training Co-ordinator.

The consultants' report on IMB training last December highlighted the need to reinforce "local training" and the importance of the Training Co-ordinator in this role.

At the National Council meeting on 26 July, the importance of the role of the Training Co-ordinator was endorsed, and it was agreed that each IMB would formally elect the Training Co-ordinator at their October Board meeting with nominations at the September Board meeting. The elections will be conducted by the Clerk to the Board, in the same way as those for the Chair and Vice-Chair.

Following appointment to the post, the Training Co-ordinator will be expected to attend a training Co-ordinators' course, but there will be flexibility on the uptake of training in the first year as some of those elected may have already attended a TC course in the last three years.

One of the early tasks for Training Co-ordinators will be the implementation of DC 09/06 "The Probationary Year for New Members". All those applying to be an IMB member

after 1 July 2006 will be subject to the new probationary procedures following their appointment.

The relevant material (forms, etc.) for election of the Training Co-ordinator will be sent out shortly with the DC about the election of Chairs and Vice-Chairs.

Norman McLean
Head of IMB Secretariat

Simon Nieboer
National Council