

Section B

Choose **ONE** of the scenarios below and write about **350 words**. This section carries **50 marks**.

1. You were attending a popular festival on the Floriana Granaries. There was a large number of young people in festive mood. Give an account of the occasion describing the atmosphere and the event.
2. During the break at the correctional facility two inmates started arguing and the situation was getting out of hand. You were there on duty. Write a report giving the relative details as you witnessed them and how you reacted.

50 marks

Total: 100 marks

END OF EXAMINATION PAPER



DEPARTMENT OF EXAMINATIONS
THE MALL, SARRIA STREET, FLORIANA, MALTA

Examination for the Position of Correctional Officers in the Correctional Services Agency

Subject: ENGLISH

Year: 2020

Time: 11:00 – 12:30 (one and a half hours)

General Instructions: This examination paper consists of TWO sections, Section A and Section B. Candidates are requested to attempt BOTH sections and to read carefully the instructions within each section. Marks allotted for each question appear within brackets.

Section A

Read carefully the following passage and then answer ALL the questions that follow:

To: All uniformed staff working at CCF, Forensic Unit at MCH and CoRRS

Standards for Uniforms and Appearance

Reference is being made to point 96. (3)(c) of Subsidiary Legislation 260.03 known as Prisons Regulations, which states that "Prison Officers shall pay strict attention to cleanliness and dress and shall always wear the approved uniform within the precincts of the prison and when on duty".

Be informed that with reference to the above quoted part of the Prisons Regulations particular attention needs to be given to the below standards for uniform and appearance, in order to maintain uniformity and to avoid an unprofessional appearance.

General hygiene practices should be maintained and reflected by officers at the workplace. These include taking frequent baths, making an appropriate use of deodorants, and daily tooth brushing.

As a minimum standard, all uniforms are to be clean and ironed free of wrinkles. Shoes should always be well polished. Uniforms should be worn in full and neatly, reflecting the disciplined nature of the role of the officers. Females are not allowed to wear high-heeled shoes.

Scalp hair must be neatly groomed. The length and bulk of the hair may not be excessive or present a ragged, unkempt, or extreme appearance. The hair must present a tapered appearance. Males are not authorized to wear braids, cornrows, or dreadlocks, or dye their hair using unnatural colour. Facial hair must be neatly trimmed when present. Otherwise, males will keep their face clean-shaven.

In the case of females with long hair that falls naturally below the bottom edge of the collar, it should be styled in ponytails, pigtails, or braids, or otherwise secured to the head. Inconspicuous fastening or pinning of hair should be used when needed. Unnatural or extreme hair colours are not permitted and a natural appearance is to be maintained.

While all personnel will keep fingernails clean and neatly trimmed, males will keep nails trimmed so as not to extend beyond the fingertip. Females will not exceed an inappropriate nail length.

No make-up is to be worn by males. Females are authorized to wear cosmetics, provided they are applied conservatively and in good taste and complement the uniform. Females will not wear shades of lipstick and nail polish that distinctly contrast with their complexion, that detract from the uniform, or that are extreme.

Only wedding and/or engagement rings, may be worn with uniform. Women may wear a single small plain stud earring in the centre of the lobe of each ear.

Body piercing or beading is not to cause any unsightly/abnormal disfigurement or deformity of any part of the body. Correctional Officers are not permitted to wear any form of body piercing, beading or teeth jewellery adornment whilst on duty.

Disciplinary proceedings will be taken against those officers who fail to abide with the above.

Questions: Answer the following questions on the text.

For questions 1 to 5 choose the correct answer:

- 1) To whom is this Standing Order addressed to?
a) The Director General of CCF
b) Uniformed and Civilian staff of all correctional facilities
c) Uniformed staff at CCF only
d) Uniformed staff of all correctional facilities. **(5 marks)**
- 2) This Standing Order
a) is a detailed explanation of the existing general prison regulations
b) imposes new rules and regulations that were not in force before
c) withdraws and deletes previous general prison regulations
d) gives voluntary suggestions for prison personnel's appearance. **(5 marks)**
- 3) What does "General hygiene practices should be maintained and reflected by officers at the workplace" mean?
a) Once in the facility, officers are not bound to adhere to general hygiene practices
b) Officers are to set an example on how to keep general hygiene in the facility
c) General hygiene practices are to be observed only by prisoners of the facility
d) Officers are obliged to teach prisoners how to keep general hygiene in the facility. **(5 marks)**
- 4) By wearing full and clean well-kept uniforms, the officers show that they
a) form part of disciplined force
b) have absolute power over the prisoners
c) can do whatever they like in and outside the facility
d) are privileged and above the law. **(5 marks)**
- 5) The use of jewellery with the officer's uniform is
a) totally prohibited
b) mandatory
c) minimal and regulated
d) not mentioned in this standing order. **(5 marks)**
- 6) Mention THREE conditions that the standing order sets for female officers regarding scalp/hair grooming. **(6 marks)**
- 7) Mention TWO differences in appearance (apart from scalp/hair grooming) that the standing order makes for male and female officers. **(4 marks)**
- 8) Why do you think that the standing order prohibits the use of any 'form of body piercing, beading or teeth jewellery adornment whilst on duty'? **(4 marks)**
- 9) What do you think is the general purpose of these standards for uniforms and appearances as detailed in this standing order? Give TWO reasons. **(6 marks)**
- 10) If you were to revise this standing order, which standards will you change and why? Write a paragraph of about 50 words. **(5 marks)**