



Office of Penitentiary Affairs  
Probation and Detention Services

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# **Fact sheet concerning Electronic Monitoring (EM) Frontdoor**

## **1. What is EM Frontdoor and when is it applicable?**

EM Frontdoor is an electronically supervised and socially assisted way of serving a sentence that can be granted for sentences from 20 days to a maximum of 12 months. If several sentences have to be served, their overall duration will serve as the criterion.

In the EM Frontdoor, detainees spend resting times and days off work in their own home. They draw up a detention programme together with the Electronic Monitoring Office, which stipulates the times when detainees spend in their homes or outside their homes (such as working time and free time).

The electronic monitoring tag has to be worn above the ankle throughout the EM sentence.

## **2. What are the requirements for serving an EM sentence?**

Serving a sentence with EM requires

- detainees to have a permanent abode which admits of an electronic data transmission of the surveillance device;
- detainees to be prepared to grant the detention authority access to their home within the framework of the special form of serving a sentence;
- adult persons who share their home with a detainee to give their consent;
- detainees to provide evidence of a regular job, education/training course or employment running to a minimum of 20 hours per week;
- detainees to be prepared to comply with a detention programme that has been agreed in advance and defines the regular daily and weekly routine;
- detainees' personal, familial or professional circumstances being such that they do not provide any reasons against it, and the assumption that detainees will be able to cope with the pressure of serving an EM sentence and will not abuse the trust placed in them;
- the expectation that detainees will not abscond or commit further offences;
- detainees to pay a contribution of CHF 20.00 per day towards detention costs in advance. Based on a detainee's reasoned request, detention costs can be reduced or remitted. Any other costs (mobile phone subscription) will have to be borne by detainees themselves.

## **3. Obligations**

Detainees serving their sentence with EM Frontdoor have the following obligations, in particular:

- they have to strictly comply with any conditions imposed by the competent officer and EM Detention Office;
- they have to immediately notify the EM Detention Office if they are unable to comply with their detention programme or if they no longer have any job, employment or education/training course or if their rental contract should be terminated;
- they have to submit a voucher for their working hours every week and their salary statement every month of their own accord.

#### **4. How is the request submitted, and within what period of time?**

Offenders have to submit the request for serving the sentence in the form of electronic monitoring within 14 days after receipt of the order to present themselves for detention, the request form to be sent to the competent regional office of the Probation and Detention Services at one of the following addresses:

- **BVD-Regionalstelle Bern-Mittelland**, Südbahnhofstrasse 14d, Postfach 3368, 3007 Bern
- **BVD-Regionalstelle Berner Jura-Seeland**, Rüschiistrasse 16, Postfach, 2501 Biel
- **BVD-Regionalstelle Oberland**, Allmendstrasse 34, Postfach 188, 3601 Thun
- **BVD-Regionalstelle Emmental-Oberaargau**, Dunantstrasse 7c, 3400 Burgdorf

#### **5. What documents are mandatory to be enclosed with the request?**

The request form has to be accompanied by the following documents:

##### **A. Employees / persons in education/training / persons in a temporary employment programme**

- *Personal documents:*
  - Rental agreement / imputed rental value
  - Documents re health insurance (such as policy or premium invoice)
- *Evidence of work (at least 20 hours per week):*
  - Salary statements of the last three months or current social security budget
  - Currently applicable work, education/training or employment agreement

##### **B. Self-employed persons / executives** (particularly of a limited company, individual company or SME)

- *Personal documents:*
  - Rental agreement for private household / imputed rental value
  - Documents re health insurance (such as policy or premium invoice)
- *Evidence of work (at least 20 hours per week):*
  - Excerpt from the commercial register (if this does not exist: UID corporate identification number of the Federal Statistical Office)
  - Excerpt from the accounts and corporate bank statements of the last three months
  - Payroll or salary statements of the person submitting the request and possible employees
  - Social security proof (such as the current quarterly OASI invoice) of the person submitting the request and possible employees
  - Latest definitive tax assessment
  - Rental agreement for business premises / imputed rental value
  - Documents concerning existing and anticipated orders (such as invoices, quotations, estimates, etc.)

### **C. Persons with child care**

- *Personal documents:*
  - Rental agreement / imputed rental value
  - Documents re health insurance (such as policy or premium invoice)
  - Evidence of children in the same household (such as residence permit, etc.) or regarding partial care for children (such as divorce settlement, orders issued by the Child and Adult Protection Authority (KESB) or agreements with institutions of third-party care.
- *Evidence of work for single parents (at least 20 hours of child care per week):*
  - If available: salary statements of the last three months or current social security budget
  - If available: currently applicable work, education/training or employment agreement
- *Evidence of work for persons living in a partnership (at least 20 hours of child care per week):*
  - Salary statements of the last three months of the gainfully employed partner
  - Partner's currently applicable work, education/training or employment agreement for at least 20 hours per week