SAFA 671-1

A Guide to the Records of the Inmate Case Files series (S 79)

Researcher Version

Saskatchewan Archives Board
2013
Revised 2015

THIS GUIDE HAS BEEN REDACTED AND IS INTENDED FOR RESEARCHER USE.

THE ORIGINAL VERSION IS RESTRICTED (SAFA 671-2).

THIS SERIES INCLUDES RESTRICTED RECORDS

PLEASE CONSULT REFERENCE ARCHIVIST FOR DETAILS

SERIES DESCRIPTION

Saskatchewan Archives Board
Records Description

S 79
Inmate Case Files series

About these records:

Unique Identifier	S 79
Title of Records	Inmate Case Files series
Level of Description	Series
Descriptive System	Public
Dates of Creation	1891-1994
Dates of Accumulation	1891-1994
Physical Description	6.820 m of textual records
	49 photographs : prints, b&w, col.

Office of Origin

1905-1947	Saskatchewan. Dept. of Public Works	Primary Agency
1947-1949	Saskatchewan. Dept. of Social Welfare	Primary Agency
1947-1949	Saskatchewan. Dept. of Social Welfare. Corrections Branch	Secondary Agency
1949-1965	Saskatchewan. Dept. of Social Welfare and Rehabilitation	Primary Agency
1949-1965	Saskatchewan. Dept. of Social Welfare and Rehabilitation. Corrections Branch	Secondary Agency
1965-1972	Saskatchewan. Dept. of Welfare	Primary Agency
1965-1968	Saskatchewan. Dept. of Welfare. Corrections Branch	Secondary Agency
1968-1972	Saskatchewan. Dept. of Welfare. Institutions Branch	Secondary Agency
1972-1983	Saskatchewan. Dept. of Social Services	Primary Agency
1972	Saskatchewan. Dept. of Social Services. Social Services Division	Secondary Agency

1972-1983	Saskatchewan. Dept. of Social Services. Corrections Division	Secondary Agency
1983-1994	Saskatchewan. Dept. of Justice	Primary Agency
1983-1987	Saskatchewan. Dept. of Justice. Corrections Division, 1983-1987	Secondary Agency
1987-1991	Saskatchewan. Dept. of Justice. Corrections and Justice Services Division	Secondary Agency
1991-1993	Saskatchewan. Dept. of Justice. Solicitor General Division	Secondary Agency
1993-2002	Saskatchewan. Dept. of Justice. Corrections Division, 1993-2002	Secondary Agency

Direct Acquisition from Records Creator

The Saskatchewan Department of Social Services transferred some of these records from its offices and correctional centres in 12 accessions between 1975 and 1990: P 311 (October 8, 1975); R1977-022 (February 2, 1977); R1977-150 (June 3, 1977); R1978-013 (January 23, 1978); R1981-049 (February 16, 1981); R1982-077 (March 5, 1982); R1984-219 (June 20, 1984); R1985-012 (January 21, 1985); R1989-205 (April 17, 1989); R1989-286 (July 18, 1989); R1990-004 (January 3, 1990); and R1990-028 (January 29, 1990).

The Saskatchewan Department of Justice and Attorney General transferred some of these records from its correctional centres in 12 accessions between 1985 and 2000: R1985-344 (September 6, 1985); R1986-048 (February 13, 1986); R1988-021 (January 11, 1988); R1990-282 (September 27, 1990); R1991-016 (January 24, 1991); R1991-251 (September 11, 1991); R1998-245 (August 17, 1998); R1999-218 (June 23, 1999); R1999-238 (July 20, 1999); R1999-267 (August 25, 1999); R2000-216 (May 23, 2000); and R2000-371 (November 14, 2000).

The Saskatchewan Department of Corrections and Public Safety transferred some of these records from its correctional centres in five accessions between 2003 and 2006: R2003-286 (October 16, 2003); R2003-293 (October 29, 2003); R2005-023 (February 10, 2005); R2005-177 (March 31, 2005); and R2006-246 (August 10, 2006).

The Saskatchewan Ministry of Justice and Attorney General transferred some of these records from the Pine Grove Correctional Centre in one accession in 2008: 2008-381 (December 18, 2008).

Scope and Content	This series consists of records created, accumulated and used between 1891 and 1994 by the Dominion Department of Justice (1891-1906); the Saskatchewan Department of the Attorney General (1906-1915); the Department of Public Works (1906-1947); the Department of Social Welfare (1947-1949); the Department of Social Welfare and Rehabilitation (1949-1965); the Department of Welfare (1965-1972); the Department of Social Services (1972-1983); and the Department of Justice(1983-1994) for the administration of inmates housed in various correctional facilities throughout the province. These correctional facilities include the Regina Jail (Correctional Centre); the Prince Albert Jail (Correctional Centre); the Battleford Women's Gaol; the Prince Albert Women's Gaol; The Pine Grove Correctional Centre; the North Battleford Community Correctional Centre; and the Saskatoon Correctional Centre. The series consists of case files for each inmate and includes records documenting his/her remand prior to sentencing, incarceration and participation in rehabilitation programs during the term of his/her sentence. Records were maintained by staff at each correctional facility prior to transfer. No sub-series have been identified in this series. The types of records in this series include: charge sheets; warrants of committal upon conviction; intake sheets; property inventories; fingerprint charts; warrants remanding a prisoner; behaviour reports; admission and readmission reports; temporary absence permits; fine payment receipts; conditional release permits; community training residence submissions and reports; notices and reports on criminal appeals; and identification photographs.
Access Restrictions	These records are subject to access restrictions. Please consult reference archivist for assistance.
Terms Governing Use	Use, publication and/or reproduction are subject to Crown Copyright. Please consult reference archivist for assistance.
Reference Tools	SAFA 671-1 (researcher version) and SAFA 671-2 (restricted version) consist of a series description. Inmate file lists are subject to access restrictions. J:\Scanned Guides\Open\SAFA_671_1_researcher.pdf J:\Scanned Guides\Restricted\SAFA_671_2_restricted.pdf
Physical Condition	Records are in good physical condition.
Conservation Note	Conservation practices in place at the time of processing were applied to certain records in this series.
Accruals	Further accruals are expected.
Source of Description	Content of the series.

Former Code(s)	Textual Records: R-291 (old guide GR 176); R-292; R-471; R-724.2; R-849; R-949.1; R-949.2; R-1034; R-1120; R-1325; R-1715; R-1717; R-1796; R-1797.
Consulting the Records	To consult the records, visit or contact the Regina office.
Arrangement Note(s)	Original order maintained by archivist.
General Note(s)	Location for retrieval: Regina - Hillsdale; Regina - Maxwell. Photographs were retained in the textual records. This series represents a sample of records retained by the government agencies responsible for the records in compliance with records retention and disposal schedules.

A FILE LIST
IS AVAILABLE, BUT
SUBJECT TO ACCESS
RESTRICTIONS

PLEASE CONSULT
REFERENCE ARCHIVIST
FOR DETAILS

LOCATIONS OF SERIES: Inmate Case Files series (S 79)

Amalgamated R-291, Boxes 1 to 6:	527.3.6
Amalgamated R-292, Boxes 1 to 5:	527.4.6
Amalgamated R-471, Boxes 1 to 3:	582.8.5
Amalgamated R-724.2, Box 1:	650.3.2
Amalgamated R-849, Box 1:	673.5.1
Amalgamated R-949.1, Box 1 (pt.):	707.4.3
Amalgamated R-949.2, Box 1 (pt.):	707.4.3
Amalgamated R-1034, Box 1:	742.2.1
Amalgamated R-1120, Box 1:	796.3.5
Amalgamated R-1325, Box 1:	884.5.4
Amalgamated R-1715, Box 1:	1045.7.3
Amalgamated R-1717, Boxes 1 to 2:	1046.1.1
Amalgamated R-1796, Box 1:	1137.5.1
Amalgamated R-1797, Boxes 1 to 2:	1137.5.5
S 79, Boxes 1 to 2:	228.6.3
S 79, Box 3:	228.6.2
S 79, Boxes 4 to 6:	230.7.4
S 79, Box 7:	1435.3.1
S 79, Boxes 8 to 10:	1435.2.1
S 79, Box 11:	1435.1.1
S 79, Boxes 12 to 13:	1435.1.2
S 79: Boxes 14 to 16:	1572.9.3
S 79, Boxes 17 to 18:	1580.6.3
S 79, Box 19:	1413.5.4
S 79, Boxes 20 to 21:	1600.2.3
S 79, Box 22:	1703.3.5