

# **Information for Detainees**

The information contained here is neither comprehensive nor does it imply any recommendations by SDV (Scottish Detainee Visitors) of a particular organisation. It might also not be appropriate for every individual. Please talk to your visitor if you need any more information

**Scottish Detainee Visitors  
C/O Scottish Refugee Council  
5 Cadogan Square  
(170 Blythswood Court)  
Glasgow  
G2 7PH**

**Telephone: 0141 248 9799  
Fax: 0141 243 2499**

**SDV volunteers visit Dungavel every Monday and Thursday between 7pm and 8.30pm**

**Revised August 2007**

## **Immigration Advisers**

### **Immigration Law Practitioners Association Directory for Central Scotland**

The following lists firms of solicitors and not for profit organisations that do Legal Aid immigration work. They are all listed on the Immigration Law Practitioners Association website. Some practitioners have chosen to list languages with which they or colleagues are familiar. Most will be able to provide interpreters (given notice).

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#### **Steen Bali Solicitors**

6 Cadogan Square ,Glasgow, G2 7PH

Phone: 0141 243 2646

Fax: 0141 243 2638

Profession: Solicitor

Legal Aid Work Covered: bail, asylum, human rights, work permits, nationality, JR  
Languages Spoken: Urdu Hindi Punjabi

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#### **Ethnic Minorities Law Centre**

41 St Vincent Place , Glasgow, G1 2ER

Phone: 0141 204 2888

Fax: 0141 204 2006

email: admin@emlc.org.uk

Profession: Advice Workers

Work Covered: all areas of asylum and immigration law  
Languages Spoken: Punjabi Urdu Cantonese Swahili  
Contacts: Aaliya Seyal

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#### **Gray & Co**

16 Bilsland Drive, Glasgow, G20 9TH

Phone: 0141 926 7777

Fax: 0141 946 9402

Profession: Solicitors

Work Covered: all immigration and nationality law; asylum and refugee law  
Contacts: Sir William Gray, Charles McGinley

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#### **Legal Services Agency Ltd**

3rd Floor Fleming House, 134 Renfrew Street, Glasgow, G3 6ST

Phone: 0141 353 3354

Fax: 0141 353 0354

Profession: Advice Workers

Work Covered: asylum, human rights  
Contacts: Joe Bryce

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**Grace McGill**

Wilson Terris, 98 Westermailes Road, Edinburgh, EH14 3HR

Phone: 0131 442 4144  
Fax: 0131 453 2855  
Email: gmcgill@wilsonterris.co.uk

Profession: Solicitor

Work Covered: all areas of asylum/immigration work from application to reviews  
Languages Spoken: all via interpreters

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**Tariq Nazir**

Copland Legal Services, 571 Cathcart Road, Glasgow, GL2 8SG

Phone: 0141 423 6662  
Fax: 0141 423 9222

Email: malik2k6@yahoo.com  
Profession: OISC regulated adviser

Work Covered: asylum, human rights, work permits, nationality, appeals, bail  
Languages Spoken: Urdu Punjabi Hindi  
Contacts: M Aqeel Alam Tariq Nazir

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**Richard Russel**

First Permit Ltd, Russack Brae, Main Street, Drymen, Glasgow, G63 OBG

Phone: 01360 660 146  
Fax: 01360 660 850

richard@firstpermit.com Email:  
Profession: OISC regulated adviser

Work Covered: all areas of immigration and nationality EXCEPT asylum/refugee

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**More Immigration Advisers**

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**Livingstone Brown**

84 Carlton Place, Glasgow, G5 9TD

Tel No: 0141 429 8166  
Fax No: 0141 420 1377

*Language Support:* use interpreters

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**Quinn Martin & Langan**

64 Maryhill Road, Glasgow, G20 7QB

Tel No: 0141 332 3702  
Fax No: 0141 353 3364

*Language Support:* use interpreters

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**Drummond Miller**

65 Bath Street, Glasgow, G2 2BB

Tel No: 0141 332 0086  
Fax No: 0141 332 8295

*Language Support:* use interpreters

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**Ghazala, Ahmed, Robertson & Ross**

207 Albert Drive, Glasgow

Tel No: 0141 424 0888  
Fax No: 0141 423 7555

*Language Support:* Punjabi, Urdu, Hindi speakers

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**THIS LIST IS NOT COMPREHENSIVE, FURTHER NAMES OF SOLICITORS  
MAY BE OBTAINED FROM THE LAW SOCIETY OF SCOTLAND, TELEPHONE  
NUMBER: 0131 226 7411**

## **Information available in the library in Dungavel**

### **Booklet/leaflets "Legal Advice for People Who are Detained by the Immigration Service" by the OISC (Office of the Immigration Services Commissioner)**

- Available in 16 languages
- Explains entitlement to legal advice, who may provide this, how to find a solicitor and what you should expect from your solicitor

The Immigration and Asylum Act 1999 (Part V) established a scheme to regulate immigration advisers in the United Kingdom. The Act set up the Office of the Immigration Services Commissioner (OISC) as an independent public body to ensure that immigration advisers are fit and competent and act in the best interests of their clients.

### **Helpline**

For general queries telephone our helpline on **0845 000 0046**.

Post, telephone and fax

The Office of the Immigration Services Commissioner  
5th Floor  
Counting House  
53 Tooley Street  
London  
SE1 2QN

Telephone: 020 7211 1500

Fax: 020 7211 1553

### **BID Notebook (Bail for Immigration Detainees) ([www.biduk.org](http://www.biduk.org))**

There are two parts to the Notebook on Bail. Part 1 '*Preparing Applications for Release*' and Part 2 '*Representing yourself in bail applications*'.

Preparing Applications for Release (Notebook Part 1) includes information on

- understanding your rights and making decisions about your case for release
- instructing your representative more effectively to make bail applications for your release
- finding out more detailed reasons for your detention from the Immigration Service
- collecting information and documents that could support applications for release
- exercising your rights

Notebook Part 1 is also available in French.

Representing yourself in bail applications (Notebook Part 2) is for people who have already read Part 1. BID believes that people should be represented by legal representatives in bail applications and that there should be enough public funding for representation in regular bail applications. However, Part 2 was

written because many people in detention can't find a legal representative to make applications for their release. Part 2 covers:

- Deciding when to apply for bail
- Completing the application form
- When and where hearings will be held
- Preparing your arguments for release
- The day of the bail hearing
- Help with your arguments - addressing the reasons for your detention *and* points in your favour

A number of people have successfully represented themselves in bail applications recently. Both Notebooks include clear explanations of the bail process and common words and phrases. They offer vital information to detainees and anyone involved in trying to help someone who is detained.

Please note: a copy of the BID Notebook can also be ordered by phoning/faxing BID at

Bail for Immigration Detainees (BID)  
28 Commercial Street  
London E1 6LS

Tel: 020 7247 3590 (please call between 10 am to 12 pm, Monday to Wednesday - outside of these times leave a message)

Fax: 020 7247 3550

The BID notebook can also be downloaded at [www.biduk.org](http://www.biduk.org)

## **Other useful information**

### **A Self-Help Guide Against Detention & Deportation**

A Lifesaving and labour saving guide by Legal Action For Women

This accessible step-by-step guide puts together information that is not usually available so that anyone determined to get protection and justice can find out how to do it.

"My supporters followed the steps in this guide and won. With this guide others can also win." *Ida V, All African Women's Group*

The guide is free to asylum seekers and can be ordered from:  
Legal Action for Women, 230a Kentish Road, London NW5 2AB Tel: 0207 482 2496

## **Support, advice, and campaigning organisations**

### **In Glasgow**

#### **1) Scottish Refugee Council (Glasgow Head Office)**

5 Cadogan Square (170 Blythswood Court), Glasgow, G2 7PH.  
Tel: 0141 248 9799  
Fax: 0141 243 2499  
[www.scottishrefugeecouncil.org.uk](http://www.scottishrefugeecouncil.org.uk)

Scottish Refugee Council is an independent charity dedicated to providing advice, information and assistance to asylum seekers and refugees living in Scotland. They also provide specialist services in areas such as housing and welfare, education and employment, family reunion, women's issues, community development, the media and the arts.



Freephone Number - 0800 085 6087  
(Monday to Friday 09:30-16:30)

#### **2) Glasgow Campaign to Welcome Refugees**

c/o Fire Brigade Union, 52 St Enoch's Square, Glasgow G1  
Telephone: 07870 286 632  
e-mail: [glascamref@hotmail.com](mailto:glascamref@hotmail.com)

A group of people from all walks of life who have come together with the aim of campaigning to improve the quality of life of refugees arriving and settling in Glasgow and the West of Scotland.

Glasgow Campaign to Welcome Refugees campaign to help people get bail and to prevent removals. Talk to your SDV visitor about how they might be able to help you.

#### **3) The Unity Centre**

30 Ibrox Street, Glasgow, G51 1AQ  
Telephone: 0141 427 7992

Offering friendly, practical solidarity and mutual aid to all asylum seekers, refugees and sans papiers.

The Unity Centre may be able to help you find a bail address although there is a long waiting list. Your SDV visitor will be able to tell you more.

#### **4) Immigration Advisory Service (IAS)**

115 Bath Street, Glasgow G2 2SZ  
Tel: 0141 248 2956  
Fax: 0141 221 5388  
e-mail: [glasgow@iasuk.org](mailto:glasgow@iasuk.org)  
[www.iasuk.org](http://www.iasuk.org)

The Immigration Advisory Service (IAS) is the UK's largest charity providing representation and advice in immigration, asylum and nationality law. These services are free to people who are eligible. (*Language Support: Urdu, Punjabi, French, Spanish & access to Russian*)

They conduct an advice line every Wednesday between the hours of 10.00 – 13.00, 14.00 – 16.00.

An outreach surgery is held at Dungavel fortnightly, days vary.

### **5) Medical Foundation Scotland**

Room 27, Adelphi Centre , 12 Commercial Road, Glasgow G5 0PQ

Phone: 0141 420 3161

Fax: 0141 429 6578

Manager

Shirley Gillan

[www.torturecare.org.uk](http://www.torturecare.org.uk)

The Medical Foundation aims to:

- Provide survivors of torture in the United Kingdom with medical treatment, practical assistance and psychotherapeutic support.
- Document evidence of torture.

### **6) British Red Cross Tracing Service ([www.redcross.org.uk](http://www.redcross.org.uk))**

4 Nasmyth Place, Hillington, Glasgow, G52 4PR

Telephone: 0141 891 4000

Contact Frank Higgins

When conflict or disaster strikes, communications often break down and families become separated. As a result, people do not know where to turn to find a missing relative or how to get a message to them.

In these situations, the British Red Cross works worldwide to restore and maintain contact between families by exchanging messages between loved ones and searching for missing relatives.

### **7) Member of Parliament covering Dungavel Removal Centre**

Adam Ingram (Labour)

Constituency Fax: 01355 265252

To locate another MP (for example the MP who covered your area prior to your detention), please get in touch with one of the SDV visitors. They can assist you in getting the relevant fax number or in contacting that MP.

## **In other parts of the UK**

### **1) Asylum Aid**

28 Commercial Street, London E1 6LS  
Telephone. 020 7247 8741  
([www.asylumaid.org.uk](http://www.asylumaid.org.uk))

Asylum Aid is a charity that gives free legal advice and representation to people seeking asylum in the UK. We also campaign for the fair treatment of refugees in this country.

The best way to get advice from Asylum Aid is to use the telephone advice service, by calling during the following times:

Monday: 2.00 – 4.30 pm

Tuesday & Wednesday: Closed

Thursday: 10.00 am – 12.30 pm

Friday: closed

An adviser will be available to discuss your problem with you.

### **2) Bail for Immigration Detainees (BID)**

28 Commercial Street, London E1 6LS  
Tel. 020 7247 3590 Main office: London: for all general queries and detainees (please call between 10 a.m to 12 p.m, Monday to Wednesday - outside of these times leave a message)  
Fax: 020 7247 3550  
[www.biduk.org](http://www.biduk.org)

BID assists detained asylum seekers and migrants to make applications for release from immigration detention. BID does not prepare substantive immigration or asylum applications. BID will only help with applications for release from detention where the detainee's legal representative is unwilling or unable to help, or where the detainee has no legal representation. We cannot help everyone who contacts us, and we prioritise cases of particularly vulnerable groups, for example, families with children, torture survivors and people with serious health problems. In this way, we try to focus our resources on issues that we feel represent the worst aspects of detention policy.

BID only works with people detained by the UK Immigration Service to advise on bail and release from detention. BID does not deal with any other aspect of the asylum and immigration process. We cannot offer legal advice on general asylum or immigration matters.

### **3) Detention Advice Service**

Unit B3, 62 Beechwood Road, London E8 3DY  
Tel: 020 7254 6888  
Fax: 020 7254 8555  
[www.detentionadvice.org.uk](http://www.detentionadvice.org.uk)

The Detention Advice Service (DAS) is a small charity founded in 1994 to provide advice, support and information to those detained or threatened with detention. We also provide second tier advice services to those whose work brings them into contact with detainees. We have a Quality Mark from the Legal Services Commission and are registered with the Office of the Immigration Services Commissioner. Our services are provided free of charge.

**4) JCWI (Joint Council for the Welfare of Immigrants)**

115 Old Street, London EC1V 9RT  
Email [info@jcwi.org.uk](mailto:info@jcwi.org.uk)  
[www.jcwi.org.uk](http://www.jcwi.org.uk)  
Phone 020 7251 8706 (Tuesday & Thursday 2.00 - 5.00 pm)  
Fax: 020 7251 8707

JCWI offers free legal advice on immigration, nationality and asylum matters to immigration law professionals and private individuals.

For urgent advice on detention, deportation or removal outside office hours phone 020 7378 9191 (ansaphone).

**6) NCADC National Coalition of Anti-Deportation campaigns**

1 Delaunays Road, Crumpsall, Manchester, M8 4QS  
Tel: 0161 740 6504  
[www.ncadc.org.uk](http://www.ncadc.org.uk)

NCADC is a voluntary organisation, which provides practical help and advice to people facing deportation on how to launch and run anti-deportation campaigns. They provide objective and confidential advice on all pros and cons of campaigning work and if you decide that campaigning is right for you they can help you with designing leaflets, organising your first campaign meetings, writing letters and petitions etc.

NCADC also provides advice and assistance with the media and preparing press releases and they support public events organised by each campaign.

**7) Refugee Legal Centre**

Nelson House, 153-157 Commercial Road, London E1 2EB  
Tel. 020 7780 3200  
Advice Line: 020 780 3220\*  
Fax: 020 7780 3201  
Emergency Tel.: 07831 598057  
[www.refugee-legal-centre.org.uk](http://www.refugee-legal-centre.org.uk)

Advise and represent asylum seekers in the UK. They will represent anyone appealing against a refusal of asylum. There is a freephone number for detainees held in facilities. (0800 592398). Same hours as advice line below.

\*Advice line is available Mon, Tues, Wed and Fri 9.30-4pm. Closed 1-2pm and all day Thursday. RCL accepts reverse charges from detainees.

## **Visitors' groups for other removal centres.**

If you are moved from Dungavel to another Removal Centre or prison, use these numbers to contact a visitors' group who can help you. Or contact SDV and we will contact the visitors to refer you.

### **Campsfield House Removal Centre**

Asylum Welcome  
Tel: 01865 722082  
Fax: 01865 792532  
Email: [asylumwelcomevisiting@hotmail.co.uk](mailto:asylumwelcomevisiting@hotmail.co.uk)

### **Dover Removal Centre**

Dover Detainee's Visitor Group  
Tel: 01304 242755

### **Colnbrook And Harmondsworth Removal Centres (Heathrow)**

London Detainee Support Group  
Tel: 020 7700 0606  
Fax: 020 7700 4433  
Freephone for Harmondsworth detainees ONLY: 0800 587 2096

### **Haslar Removal Centre**

Haslar Visitors Group  
Tel./Fax: 023 9283 9222

### **Lindholme Removal Centre**

Doncaster Association of Visitors to Immigration Detainees (DAVID)  
Tel: 01302 782928  
Fax: 01302 561505

### **Liverpool Prisons (Walton) And Hmp Altcourse, Liverpool**

Liverpool Prison Visiting Group  
Tel: 0151 709 7284

### **Manchester Airport Holding Centre**

Manchester Immigration Detainee Support Team (MIDST)  
Tel: 01925 758418

### **Oakington Reception Centre**

Oakington Friends Visiting Group  
Tel: 01223 843544

### **Tinsley House Removal Centre (Gatwick)**

Gatwick Detainees Welfare Group  
Tel: 01293 434350  
Fax: 01293 434351

### **Yarl's Wood Removal Centre**

Yarl's Wood Befriending Group  
Email: [ywb@btinternet.com](mailto:ywb@btinternet.com)

## **Complaints**

### **The Office of the Immigration Services Commissioner**

(see page 4 for contact details)

Complaints about legal advisers may be made by detainees or visitors on their behalf, with their permission.

### **Law Society of Scotland**

Client Relations Office, 26 Drumsheugh Gardens, Edinburgh, EH3 7YR

Tel.: 0131 4768137

If you feel that you have grounds for complaint against a Scottish Solicitor, the Society has a legal responsibility to handle your complaint.

### **Complaints procedures-assaults, verbal and physical**

If a detainee alleges assault by one of the escort agencies and wishes to pursue the complaint, it is important that the Complaints Procedure issued by the Removal Centre have been followed (details of which should be in the House Rules). SDV can provide you with more information on the steps that should be followed.

#### *Complaint against the Police*

If the complaint is about handling by the Police when being picked up or in detention in a police station, a specialist firm of Solicitors should be approached who would be experienced and willing to take on such a case.

An immigration lawyer will not be able to act in a civil capacity unless there is another part of the firm specialising in civil cases against the Police. The website [www.justask.org.uk](http://www.justask.org.uk) will indicate which firms have experience in this field. (For more information from this website, please approach one of the SDV visitors)

#### *Complaint to Member of Independent Monitoring Board (IMB)*

Photographs of all IMB members should be displayed in all removal centres, enabling detainees to identify them. Boxes should be available alongside the photographs for written complaints. IMB members can also be approached when visiting the Centre and are being encouraged to adopt armbands as identification rather than badges, which can be confused with staff.