



*State of North Carolina  
Department of Public Safety  
Prisons*

Chapter: C  
Section: .1900  
Title: **Security Alert Policy**  
Issue Date: 02/01/18  
Supersedes: 10/12/07

---

**POLICY & PROCEDURES**

---

**.1901 GENERAL**

The purpose of this policy is to provide a uniform procedure for placing a security alert on a specific **offender**. The Director of Prison or his designee are authorized to determine when a security alert is appropriate to ensure staff and other law enforcement agencies have access to information related to a specific incidence of escape, assault, or other incident when making housing, program, and custody assignments.

**.1902 SECURITY ALERT DESIGNATIONS**

- (a) The Manager of Classification and Technical Support is responsible for security alert management. The manager will review all security alerts daily and ensure entries are consistent with this policy. The Classification Manager may enter, delete, or edit any Security Alert to comply with this policy.
- (b) Selected staff at each prison will receive training and be granted profiles to make Security Alert entries.
- (c) Security alerts will be documented on the OPUS Significant Issues/Case Management notes by entering the following on the command line and pressing enter: IP61 4 ##### (inmate number). The TYPE will be 01-Security Alert Comments and the DISPOSITION will be 002 Documented.
- (d) Each incident shall be documented with a brief summary of the facts surrounding the incident. The format shall include the following: MM/YY @ facility name-summary of incident is not to exceed two lines.
- (e) Security alerts shall be placed on any current or former **offender** for any of the following reasons:
  - (1) Escape or attempted escape from close or medium custody;
  - (2) Escape from minimum custody resulting in death or injury to staff or civilians;
  - (3) Escape from a local confinement facility resulting in death or injury to staff or civilians;

- (4) Escape from any hospital, court, or during transport;
- (5) Four or more escapes from minimum custody;
- (6) Serious assault on staff resulting in death or hospitalization or repeated serious assaults on staff requiring medical treatment;
- (7) Serious assault on another **offender** resulting in death or hospitalization;
- (8) Possession of forged documents within a prison or jail setting that could be used to facilitate an escape;
- (9) Sexual assault or attempted sexual assault on staff;
- (10) Takes hostage in a correctional setting;
- (11) Possession of guns, either real or fake, or explosive devices within a correctional setting;
- (12) Assaults on law enforcement officers while in custody resulting in death or hospitalization;
- (13) Has the ability to remove cuffs by either breaking or altering without benefit of a handcuff key or can bring cuffs from behind over his/her head;
- (14) Has a demonstrated knowledge of OPUS screens which could be used to alter data to change custody, release date, or otherwise affect an escape;
- (15) Commits a sexual or physical assault during visitation;
- (16) Has been identified by the court as a sexually violent predator.
- (17) Is a validated Security **Risk** Group leader with sufficient rank/authority to order other **offenders** to carry out assaults on staff or other **offenders**.
- (18) Any other significant incident deemed serious enough to warrant a Security Alert in order to provide for the safety of the general public, staff, and other **offenders**.

### **.1903 APPLICATION OF SECURITY ALERTS**

- (a) A security alert designation shall not preclude an **offender** from any program, housing assignment, job, or classification decision, including promotion to minimum custody or

---

placement on community based programs. Factors to be taken into consideration in making such decisions are:

- (1) The offender's case factor score;
  - (2) Offender's prison adjustment since the incident resulting in the security alert;
  - (3) The correlation between the Security Alert entry and the assignment under consideration.
- (b) Security alert information shall be provided to any criminal justice agent, including probation/parole officers when an offender is granted parole or post-release and law enforcement officers when an offender goes out to court or is released to a detainer. Security alert information is documented on the Transfer of Custody form.

#### **.1904 REMOVAL OF SECURITY ALERTS**

- (a) A security alert shall remain on an offender's record regardless of when the incident occurred and are not subject to appeal by the offender. Cases may be reviewed by the Assistant Director of Auxiliary Services and/or the Assistant Director of Security Accountability Section or their designees to determine if an incident qualifies for a Security Alert.
- (b) The Classification Manager is authorized to remove any Security Alert that is not in compliance with this policy.



---

Director of Prisons

February 1, 2018  
Date

c.1900\_02\_01\_18.doc