



State of North Carolina
Department of Public Safety
Prisons

Chapter: F
Section: .0600
Title: **Custodial Classification**
Issue Date: 08/01/17
Supersedes: 10/05/07

POLICY & PROCEDURES

.0601 INMATE CUSTODY CLASSIFICATION

(a) Close Custody Inmates

- (1) Inmates classified for close custody shall be housed in facilities designated as close **custody** unless otherwise approved by the Director or designee.
- (2) The Director, or designee, shall be informed as soon as practical when an inmate classified as close custody is taken out of any Prisons facility for other than authorized activities.
- (3) Whenever an inmate classified as close custody is taken outside a Prisons facility, **security** measures shall be taken commensurate with the inmate's classification and the circumstances surrounding the activity.

(b) Medium Custody Inmates

- (1) Inmates classified as medium custody shall be housed in facilities designated **for** medium **custody** unless otherwise approved by the Director or designee and shall not be allowed outside the confines of the facility unless authorized by the Director or designee.
- (2) Whenever an inmate classified as medium custody is **taken** outside **any** Prisons facility, **security** measures shall be taken commensurate with the inmate's classification and the circumstances surrounding the activity.

(c) Minimum Custody Inmates

Inmates classified as minimum custody shall be housed in facilities designated **for** minimum **custody** unless otherwise approved by the Director or his designee.

(d) Minimum Custody Levels

- (1) Generally, no inmate will be eligible for off-unit activities until classified in minimum custody.

- (A) Upon promotion to minimum custody, inmates may be assigned to one of three levels of eligibility for off-unit activity assignment considerations.
 - (B) Application for the specific activities allowable in each level may be made, but no inmate will be assigned to an off-unit activity until the request is reviewed and approved by the appropriate authorities as specified in applicable policies and procedures governing that specific activity.
 - (C) A complete record documenting the custody classification assignment to each of the minimum custody levels and approval for participation in each of the allowable off-unit activities will be completed and processed before placement.
- (2) Approving Authority. The Region Director and Facility Head or designee will be the approving authority for custody classification assignments to each minimum custody level. As needed, the Manager of Classification or designee can be consulted prior to a final decision being made or can be requested to render the final decision for custody classification assignments to each minimum custody level. Upon final approval, custody level assignments shall be accepted, honored at all facilities.
- (3) Specific Minimum Custody Levels. The following levels of minimum custody and their respective levels of activity eligibility are applicable as reviewed and approved by the designated authority:
- (A) Level I. Generally, Level I inmates are eligible for the following activities:
 - (i) All on-unit programs within the perimeter fence.
 - (ii) On-unit and off-unit work programs under the supervision of Prisons employees.
 - (iii) Off-unit work programs under the supervision of trained custodial agents of the Department of Safety Public Prisons.
 - (B) Level II. Generally, Level II inmates are eligible for supervised activities on-unit and off-unit if appropriately approved and supervised.
 - (i) All activities allowed and approved for Level I inmates.
 - (ii) Off-unit programs and work assignments under supervision of Prisons personnel or a trained custodial agent approved by the Director of Prisons or designee.

- (iii) Specific off-unit training programs and mental health, alcohol rehabilitation, approved by the facility head or Region Director. Participants in approved off-unit activities under this section shall be accompanied by an approved representative of the agency under which the program is conducted.
 - (iv) Specific off-unit activities under the supervision of approved community volunteers.
- (C) Level III. Inmates assigned to Level III are eligible for both specific on-unit and off-unit activities as reviewed and approved.
- (i) All activities approved for Level I and Level II inmates.
 - (ii) Off-unit unsupervised activities necessary to contact prospective employers, secure a suitable residence for use when released on parole, **post release, end of term or other release.**
 - (iii) Work release, study release, and **home leave** as reviewed and approved in accordance with the governing policies and procedures for the specific program.
 - (iv) Other authorized activities as duly reviewed and approved by the appropriate authorities under the rules and regulations of the specific activity.



Director of Prisons

August 1, 2017

Date

F.0600_08_01_17.doc