



*State of North Carolina  
Department of Public Safety  
Prisons*

Chapter: C  
Section: .0900  
Title: **Admission Custody  
Assignment**  
Issue Date: 11/01/17  
Supersedes: 09/24/07

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**POLICY & PROCEDURES**

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**.0901 GENERAL**

Prisons shall assign each offender, upon admission, an appropriate custody classification considering public safety requirements until such time as intake processing is completed and the resulting recommendations for assignment can be considered by the appropriate reviewing and approving classification authorities.

**.0902 SPECIFIC ADMISSION CUSTODY GRADE ASSIGNMENTS**

- (a) Misdemeanor offenders shall be admitted with an assigned custody grade of Minimum Level 1.
- (b) Felon offenders sentenced under structured sentencing whose cumulative maximum sentence is less than 160 months shall be admitted with an assigned custody grade classification of Medium. Felon offenders sentenced before structured sentencing whose cumulative maximum sentence is less than 30 years shall be admitted with an assigned custody grade classification of medium.
- (c) Felon offenders sentenced under structured sentencing whose cumulative maximum sentence is equal to or greater than 160 months shall be admitted with an assigned custody grade classification of Close. Felon offenders sentenced before structured sentencing whose cumulative maximum sentence is equal to or greater than 30 years shall be admitted with an assigned custody grade classification of close. **Offenders** with life sentences shall be admitted with an assigned custody grade classification of Close.
- (d) Felon offenders sentenced to death shall be admitted in close custody with a Death Row classification status under conditions as authorized by the Director of Prisons.
- (e) Safekeeper and Pre-sentence Diagnostic admissions will be admitted with custody classifications of medium or minimum, depending upon whether the apparent offense leading to commitment is felon or misdemeanor in those cases or whether the committing venue is Superior Court or District Court where the criminal charge is not apparent and is unknown. Admission, processing, and housing will be under conditions as otherwise authorized by the Director of Prisons or his designee.

**.0903 PROCEDURE FOR EXCEPTIONAL CONSIDERATION**

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Exceptions may be made to these guidelines by the Director of Prisons or designated authority.



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Director of Prisons

November 1, 2017

Date

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