



State of North Carolina
Department of Public Safety
Prisons

Chapter:
Section:
Title: **Table of Contents**
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POLICY & PROCEDURES

NOTE: NC DPS PRISONS POLICY & PROCEDURES HAVE BEEN REALIGNED. NEW CHAPTERS HAVE BEEN ADDED TO THE MANUAL. POLICIES IN **RED** HAVE BEEN RESCINDED OR MOVED TO ANOTHER CHAPTER. POLICIES ARE UPDATED AND ACCURATE ON POWER DMS. A REQUEST HAS BEEN SUBMITTED AND THE WEB WILL BE UPDATED SOON.

CHAPTER A ORGANIZATION of PRISONS	<u>Revised</u>	<u>Reviewed</u>
.0100 Organization of Prisons	02/09/21	02/21
.0200 Conduct of Employees	Refer to J .0100	
.0300 Appearance and Grooming Regulations	Refer to J .0200	
.0500 Licensure Requirements for Educational Personnel	Refer to P .0100	
.0600 Policy and Procedure Development	11/03/20	11/20
.0700 Unit Management	01/16/19	10/20
.0800 Training Leave	Refer to K .0200	
.0900 Employee Training	Refer to K .0100	
.1000 State Emergency Response Team (SERT)	08/16/18	10/20
.1100 Promotional Examination Policy	Refer to J .0300	
.1200 Mutual Respect and Collaboration	06/11/19	06/20
.1300 Employee Recognition Program	Refer to J .0400	
.1400 Strategic Plan Monitoring	03/31/21	03/21
.1500 Required COVID-19 Employee Testing	Refer to J .0500	
.1600 Hiring of Ex-Offenders	Refer to J .0600	
.1700 Career Progression for Correctional Staff	Refer to J .0700	
.1800 Tobacco Policy	07/14/20	07/20

CHAPTER B OFFENDER CONDUCT, RULES, DISCIPLINE	<u>Revised</u>	<u>Reviewed</u>
.0100 Sentence Credits		Refer to C .3000
.0200 Disciplinary Procedures	11/03/20	11/20
.0300 Offender Conduct Rules	08/12/19	04/20
.0500 Incentive Wage Program		Rescinded: Refer to E .3100
.0600 Prison Industry Enhancement (PIE) Program		Refer to E .2900
.0700 Offenders Conducting Personal Business	09/24/18	10/20
CHAPTER C CLASSIFICATION	<u>Revised</u>	<u>Reviewed</u>
.0100 Classification Process	03/10/21	03/21
.0200 Diagnostic Centers	09/09/20	09/20
.0300 Restrictive Housing for Administrative Purposes		Refer to O .0100
.0400 Maximum Control		Rescinded
.0500 Promotion of Felons		Rescinded
.0600 International Prisoner Transfer Program	08/01/17	10/20
.0700 Consular Notification and Access	08/28/17	10/20
.0800 Parole-Committed Youthful Offenders and Regular Offenders Serving Indeterminate Sentences	04/08/19	10/20
.0900 Admission Custody Assignment		Rescinded
.1000 Interstate Corrections Compact	08/01/17	10/20
.1100 Protective Control		Refer to O .0200
.1200 Conditions of Confinement		Refer to O .0300
.1300 Restrictive Housing for Control Purposes		Refer to O .0400
.1400 Case Management		Refer to E .3000

.1500 Offender Release Procedures	Refer to Q .0100	
.1600 Safekeepers	Refer to O .0500	
.1700 High Security Maximum Control	Refer to O .0600	
.1800 Transition Services	Rescinded: Refer to E .3000	
.1900 Security Alert Policy	02/01/18	10/20
.2000 Deportation Releases & Citizenship Verification	Refer to Q .0200	
.2100 Medical Release of Ill and Disabled Offenders	Refer to Q .0300	
.2200 Extension of Limits of Confinement	Refer to Q .0400	
.2300 Modified Housing for Regular Population	Refer to O .0700	
.2400 Central Monitoring	03/31/21	03/21
.2500 Community Based Programs for Sex Offenders	Rescinded	
.2600 Advanced Supervised Release	07/10/18	10/20
.2700 Confinement in Response to Violation (CRV)	08/25/20	08/20
.2800 Offender Assignment	Refer to E .3100	
.2800(I)Offender Assignment (Interim)	Refer to E .3100(I)	
.2900 Designated Reentry Facilities	Refer to Q .0500	
.3000 Sentence Credits	01/07/21	01/21
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.0300 Offender Use of the Mail	11/03/20	11/20
.0500 Public Relations/Media Policy	06/25/18	06/20
.0600 Access to Information/Offender Records	06/17/20	06/20
.0700 Offender Labor for Public Work Projects	08/20/20	08/20

.0800 Inmate Access to Telephone	05/13/14	10/20
.0900 Victim Services	06/15/17	06/20
.1000 Role of Outside Agencies	Rescinded	
.1100 Library Services	Refer to P .0200	
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.0100 Food and Nutrition Management	03/18/20	03/21
.0200 Health Care Policy	Refer to S .0100	
.0600 Prison Dog Training Programs	06/15/17	06/20
.0700 Work Release	06/15/17	06/20
.0900 AA and NA Correctional Facility Representative Program	11/01/17	11/20
.1100 Restitution Program	09/01/20	09/20
.1300 Study Release	06/15/17	06/20
.1400 Mandatory Education	Refer to P .0300	
.1500 Safety Policy	Refer to R .0100	
.1700 Mutual Agreement Parole Program (MAPP)	02/02/18	11/20
.1800 Non-English-Speaking Offender Program	Refer to P .0400	
.1900 Recreation	08/28/17	11/20
.2000 Social Service Programs	Rescinded	
.2100 Clothing, Bedding, & Personal Hygiene	Refer to F .4400	
.2200 Construction Apprenticeship Program (CAP)	11/30/20	11/20
.2300 Parenting Programs	06/15/17	06/20
.2400 Domestic Violence Education Program	06/15/17	06/20
.2500 Offender Death Procedures	Refer to F .4100	

.2600 Reasonable Accommodations for Offenders with Disabilities	03/31/21	03/21
.2700 Evaluation and Management of Transgender Offenders	Refer to F .4300	
.2800 Use of Naloxone Opioid Antagonist by Non-Medical Staff	Refer to F .4200	
.2900 Prison Industry Enhancement (PIE) Program	10/02/20	11/20
.3000 Case Management	07/03/17	08/20
.3100 Offender Assignment	06/18/20	08/20
.3100(D)Offender Assignment (Interim)	03/22/21	
.3200 Offender Marriage Requests	09/09/20	09/20
.3300 Home Leaves	05/03/19	11/20
.3400 Community Volunteer & Community Leave Program	04/30/19	11/20
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.3600 Inmate Nonprofit Program	06/15/17	06/20
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.0300 Offender Marriage Request	Refer to E .3200	
.0400 Emergency Leave	08/27/20	08/20
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.0600 Custodial Classification	08/01/17	11/20
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.0604 Community Volunteer & Community Leave Program	Refer to E .3400	
.0605 Community Resource Council	Refer to E .3500	
.0606 Inmate Nonprofit Program	Refer to E .3600	
.0700 Transfer Branch	11/13/20	11/20

.0800	Contraband Control	11/06/18	09/20
.1000	Control of Offenders	11/13/18	09/20
.1100	Transporting Offenders	03/18/20	08/20
.1200	Inspections	02/01/18	11/20
.1400	Custodial Agents	08/08/18	11/20
.1500	Use of Force	08/30/18	09/20
.1600	Management of Security Posts	08/12/19	08/20
.1700	Double Cell Housing	01/01/14	04/20
.1900	Highway Work Squads - Medium Custody	Rescinded	
.2000	Early Parole	Refer to Q .0600	
.2100	Plumbing Facilities	07/20/10	04/20
.2200	Jail Housing of Inmates	08/01/17	11/20
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.2400	Key and Lock Control	08/14/18	08/20
.2500	Tobacco Policy	Refer to A .1800	
.2600	Inmate Drug/Alcohol Testing	08/12/19	11/20
.2700	Tool Control	08/14/18	11/20
.2800	Jail Bus Transportation-Standard Operating Procedures	06/11/19	08/20
.2900	Identification Card Procedure	08/01/17	11/20
.3000	Firing Ranges	Refer to DPS Safety Manual	
.3100	Close Observation Procedures	09/21/12	04/20
.3200	Special Management Meals	08/01/17	11/20
.3300	Prison Entrance/Exit Policy	10/29/18	08/20

.3400 Offender Sexual Abuse and Harassment Policy	08/12/19	04/20
.3500 Minimum Custody Highway Work Squads	Rescinded	
.3600 Hazardous Chemical Control & Management	Refer to R .0200	
.3700 Fire Protection	Refer to R .0300	
.3800 Water Testing, Recycling, and Waste Disposal	Refer to L .0200	
.3900 Control Center Operations	01/16/19	08/20
.4000 Cellular/Wireless Device Management	04/08/19	08/20
.4100 Offender Death Procedures	05/10/17	11/20
.4200 Use of Naloxone Opioid Antagonist by Non-Medical Staff	04/15/19	11/20
.4300 Evaluation & Management of Transgender Offenders	03/31/21	03/21
.4400 Clothing, Bedding, and Personal Hygiene	10/23/20	10/20
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.0100 Outstanding Charges/Detainers	10/20/14	11/20
.0200 Court Related Procedures	01/16/18	11/20
.0300 Administrative Remedy Procedures	08/01/13	11/20
.0400 Court Ordered Probationer Visits to Prisons Facilities	11/20/17	11/20
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.0100 Religious Services	02/01/18	11/20
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CHAPTER J PERSONNEL	<u>Revised</u>	<u>Reviewed</u>
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.0200 Appearance and Grooming Regulations	09/28/20	11/20
.0200(I) Appearance and Grooming Regulations (Interim)	04/27/21	
.0300 Promotional Examination Policy	08/15/18	08/20
.0400 Employee Recognition Program	08/03/20	11/20
.0500 Required COVID-19 Employee Testing	10/09/20	11/20
.0600 Hiring of Ex-Offenders	02/17/21	02/21
.0700 Career Progression for Correctional Staff	02/17/21	02/21
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.0200 Training Leave	04/08/19	10/20
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.0200 Water Testing, Recycling, and Waste Disposal	04/27/21	04/21
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CHAPTER N CORRECTION ENTERPRISES	<u>Revised</u>	<u>Reviewed</u>
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.0200 Customer Service Tasks		
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.0200 Protective Control	11/06/17	10/20
.0300 Conditions of Confinement	09/06/18	11/20
.0400 Restrictive Housing for Control Purposes	08/14/18	10/20
.0500 Safekeepers	11/07/17	08/20
.0600 High Security Maximum Control	08/10/18	10/20
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.0200 Library Services	08/03/20	08/20
.0300 Mandatory Education	06/01/17	06/20
.0400 Non-English-Speaking Offender Program	02/05/18	11/20
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.0100 Offender Release Procedures	06/06/19	06/20
.0200 Deportation Releases & Citizenship Verification	08/31/18	10/20
.0300 Medical Release of Ill and Disabled Offenders	02/01/18	10/20
.0400 Extension of Limits of Confinement	02/01/18	10/20
.0500 Designated Reentry Facilities	05/21/19	10/20
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.0200 Hazardous Chemical Control and Management	11/13/20	11/20

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