



**State of North Carolina**  
**Department of Public Safety**  
**Prisons**

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

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<b>SECTION .1100 - Restitution Program</b> .1101 - General .1102 - Procedures - Active Sentence of Five Years or Less .1103 - Procedures - Active Sentence More Than Five Years .1104 - Procedures - Notification of Completed Restitution/Reparation	<b>09/18/07</b>	<b>06/30/10</b>
<b>SECTION .1300 - Study Release</b> .1301 - General .1302 - Eligibility Requirements .1303 - Study Release Conditions .1304 - Application Procedure .1305 - Reinstatement .1306 - Study Release Fiscal Policies and Procedures .1307 - Change in Education Plan .1308 - Removal From or Completion of Study Release	<b>09/18/07</b>	<b>09/18/07</b>
<b>SECTION .1400 - Mandatory Education Program</b> .1401 - Mandatory Education Program .1402 - Criteria for Mandatory Participation .1403 - Identification of Inmates with Educational Deficiencies .1404 - Assignment of Inmates to ABE/GED .1405 - Inmate Performance .1406 - Disciplinary Action	<b>06/14/01</b>	<b>09/13/07</b>
<b>SECTION .1500 - Safety Policy</b> .1501 - Purpose .1502 - Supervisory and Employee Responsibility .1503 - Contracting Agency Responsibility	<b>10/12/07</b>	<b>06/30/10</b>



<b>CHAPTER E - TREATMENT (continued)</b>		<b><u>Revised</u></b>	<b><u>Reviewed</u></b>
<b>SECTION</b>	<b>.1700 - Mutual Agreement Parole Program (MAPP)</b>	<b>06/11/10</b>	<b>06/11/10</b>
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	.1702 - Procedures		
	.1703 - Implementation and Responsibilities		
	.1704 - Violation of the Program Agreement		
	.1705 - Termination of the Program Agreement		
<b>SECTION</b>	<b>.1800 - Non-English Speaking Inmate Program</b>	<b>03/06/01</b>	<b>09/13/07</b>
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	.1802 - Policy		
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	.1804 - Non-English Speaking Inmate Program		
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<b>SECTION</b>	<b>.1900 - Recreation</b>	<b>10/05/07</b>	<b>10/05/07</b>
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	.1902 - Coordination		
	.1903 - Equipment & Facilities		
	.1904 - Program Requirements		
<b>SECTION</b>	<b>.2000 - Social Service Programs</b>	<b>03/17/08</b>	<b>03/17/08</b>
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	.2003 - Definitions		
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<b>SECTION</b>	<b>.2100 - Clothing, Bedding &amp; Personal Hygiene</b>	<b>06/30/14</b>	<b>06/30/14</b>
	.2101 - Purpose		
	.2102 - General		
	.2103 - Clothing & Bedding Supplies		
	.2104 - Clothing Issue		
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	.2106 - Bathing and Personal Hygiene		
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	.2108 - Close Custody Facility Shaver Systems & Battery Operated Razors		
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.2302 - Purpose

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**SECTION .2400 - Domestic Violence Education Program****08/16/10****08/16/10**

.2401 - General

.2402 - Purpose

.2403 - Definitions

.2404 - Program Management

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.2406 - Confidentiality

**SECTION .2500 - Inmate Death Procedure****09/05/14****09/05/14**

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.2503 - Resource &amp; Reference

.2503 - Procedures

.2504 - Facility Responsibilities

.2406 - Region Responsibilities

**SECTION .2600 - Reasonable Accommodation for Inmates  
with Disabilities****09/05/13****09/05/13**

.2601 - Authority

.2602 - Purpose

.2603 - Applicability

.2604 - Definitions

.2605 - Policy

.2606 - Equal Access to Jobs, Programs, Activities and Services

.2607 - Procedures

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**CHAPTER F - CUSTODY AND SECURITY**

	<b><u>Revised</u></b>	<b><u>Reviewed</u></b>
<b>SECTION .0100 - Operational Searches</b>	<b>07/10/13</b>	<b>07/10/13</b>
.0101 - Purpose		
.0102 - Definitions		
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.0104 - Searches of Inmates		
.0105 - Searches of Visitors and Other Persons		
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.0107 - Authority to Detain		
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.0109 - Disposition of Contraband		
<b>SECTION .0300 - Inmate Marriage Requests</b>	<b>10/22/01</b>	<b>09/13/07</b>
.0301 - General		
<b>SECTION .0400 - Emergency Leave</b>	<b>09/05/14</b>	<b>09/05/14</b>
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<b>SECTION .0500 - Inmate Personal Property</b>	<b>10/05/07</b>	<b>06/30/09</b>
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.0502 - Personal Clothing		
.0503 - Authorized Items		
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<b>SECTION .0600 - Custodial Classification</b>	<b>10/05/07</b>	<b>06/30/09</b>
<b>.0603 - Home Leaves</b>	<b>11/01/13</b>	<b>11/01/13</b>
<b>.0604 - Community Volunteer Program</b>	<b>07/01/10</b>	<b>07/01/10</b>
<b>.0605 - Community Resource Council</b>	<b>09/10/07</b>	<b>09/10/07</b>
<b>.0606 - Inmate Nonprofit Program</b>	<b>09/30/08</b>	<b>09/30/08</b>
<b>SECTION .0700 - Transfer Branch</b>	<b>12/12/08</b>	<b>12/12/08</b>
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.0702 - Application		
.0703 - Precautions		
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<b>CHAPTER F - CUSTODY AND SECURITY (continued)</b>	<b><u>Revised</u></b>	<b><u>Reviewed</u></b>
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<b>SECTION .1000 - Control of Inmates</b> .1001 - Policy .1002 - Inmate Count Control Procedures .1003 - Responsibility	<b>07/20/10</b>	<b>07/20/10</b>
<b>SECTION .1100 - Transporting Inmates</b> .1101 - General .1102 - Security .1103 - Staff to Inmate Ratios .1104 - Special Security Issues	<b>11/29/11</b>	<b>11/29/11</b>
<b>SECTION .1200 - Inspections</b> .1201 - Purpose .1202 - General .1203 - Inspections	<b>11/05/10</b>	<b>11/05/10</b>
<b>SECTION .1400 - Custodial Agents</b> .1401 - General .1402 - Other State Employees as Custodial Agents	<b>10/05/07</b>	<b>10/05/07</b>
<b>SECTION .1500 - Use of Force</b> .1501 - Purpose .1502 - Definitions .1503 - Policy .1504 - Procedures .1505 - Medical Response .1506 - Reporting Procedures .1507 - Video Recording of Use of Force Incidents	<b>03/08/11</b>	<b>03/08/11</b>

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<b>CHAPTER F - CUSTODY AND SECURITY (continued)</b>		<b><u>Revised</u></b>	<b><u>Reviewed</u></b>
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	.1602 - Definitions		
	.1603 - Responsibilities		
	.1604 - Security Posts		
	.1605 - Duties of Correctional Officers		
	.1606 - Roster Management		
	.1607 - Post Charts		
	.1608 - Staffing Levels		
	.1609 - Gender Specific Posts		
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	.1611 - Post Reviews		
<b>SECTION</b>	<b>.1700 - Double Cell Housing</b>	<b>01/01/14</b>	<b>01/01/14</b>
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	.1702 - Definitions		
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	.1704 - Application		
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<b>SECTION</b>	<b>.1900 - Highway Work Squads - Medium Custody</b>	<b>11/29/11</b>	<b>11/29/11</b>
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	.1903 - Organization		
	.1904 - Classification and Selection of Inmates		
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	.1908 - Security Equipment		
	.1909 - Other Equipment		
	.1910 - Weather Conditions		
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<b>CHAPTER F - CUSTODY AND SECURITY (continued)</b>		<b><u>Revised</u></b>	<b><u>Reviewed</u></b>
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<b>SECTION</b>	<b>.2200 - Jail Housing of Inmates</b>	<b>10/05/07</b>	<b>06/30/09</b>
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	.2203 - Procedures		
	.2204 - Conditions of Confinement		
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<b>SECTION</b>	<b>.2300 - Inmate Maternity Leave</b>	<b>06/30/09</b>	<b>06/30/09</b>
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	.2304 - Design and Evaluation		
<b>SECTION</b>	<b>.2400 - Key and Lock Control</b>	<b>10/12/07</b>	<b>06/30/10</b>
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	.2402 - Responsibility		
	.2403 - Procedures		
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<b>SECTION</b>	<b>.2500 - Tobacco Policy</b>	<b>07/02/12</b>	<b>07/02/12</b>
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	.2502 - Definitions		
	.2503 - Tobacco-Free Facilities		
	.2504 - Notice		
	.2505 - Replacement Therapies the Canteens		
	.2506 - Tobacco Cessation		
<b>SECTION</b>	<b>.2600 - Inmate Drug/Alcohol Testing</b>	<b>06/01/10</b>	<b>06/30/10</b>
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<b>CHAPTER F - CUSTODY AND SECURITY (continued)</b>		<b><u>Revised</u></b>	<b><u>Reviewed</u></b>
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	.2907 - Card Format Description		
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	.2909 - Identification Data Display		
	.2910 - Identification Card Maintenance, Retention, and Distribution		
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	.2912 - Visitor Pass		
<b>SECTION</b>	<b>.3000 - Firing Ranges</b>	<b>Rescinded: Move To Security Manual</b>	
<b>SECTION</b>	<b>.3100 - Close Observation Procedures</b>	<b>09/21/12</b>	<b>09/21/12</b>
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	.3102 - Approving Authority		
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<b>SECTION</b>	<b>.3200 - Special Management Meals</b>	<b>08/06/08</b>	<b>06/30/09</b>
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	.3202 - General		
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<b>CHAPTER F - CUSTODY AND SECURITY (continued)</b>	<b><u>Revised</u></b>	<b><u>Reviewed</u></b>
<b>SECTION .3300 - Prison Entrance/Exit Policy</b> .3301 - Purpose .3302 - Definitions .3303 - Responsibility .3304 - Applicability .3305 - Procedures at All Facilities .3306 - Personal Property .3307 - Search to Control Contraband .3308 - Authority to Detain .3309 - Designated Entrance/Exit Point At Medium/Close Custody Facilities	<b>08/01/12</b>	<b>08/01/12</b>
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<b>SECTION .3500 - Minimum Custody Highway Work Squads</b> .3501 - Purpose .3502 - Policy .3503 - Organization .3504 - Classification and Selection of Inmates .3505 - Supervision .3506 - Operations .3507 - Supervision During Work Assignments .3508 - Equipment .3509 - Weather Conditions .3510 - Safety .3511 - Training .3512 - Other Requirements	<b>03/01/10</b>	<b>06/30/10</b>



<b>CHAPTER F - CUSTODY AND SECURITY (continued)</b>		<b><u>Revised</u></b>	<b><u>Reviewed</u></b>
<b>SECTION</b>	<b>.3600 - Hazardous Chemical Control &amp; Management</b>	<b>10/05/07</b>	<b>06/30/10</b>
	.3601 - Purpose		
	.3602 - Policy		
	.3603 - Resource & Reference		
	.3604 - Definitions		
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	.3606 - Chemical Container Labeling		
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	.3608 - Chemical Issuance and Use		
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	.3610 - Material Safety Data Sheets		
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	.3705 - Non-Institutional Buildings		
	.3706 - Facility Responsibility		
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	.3802 - General		
	.3803 - Definitions		
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	.3904 - Definitions		
	.3905 - Access to Control Areas		
	.3906 - Information Recorded in Control Station		
	.3907 - Cleaning of Control Stations		
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**CHAPTER F - CUSTODY AND SECURITY (continued)****Revised****Reviewed**

<b>SECTION</b>	<b>.4000 - Cellular/Wireless Device Management</b>	<b>09/05/14</b>	<b>09/05/14</b>
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	.4002 - Responsibility		
	.4003 - General		
	.4004 - Definitions		
	.4005 - Discovery of Cellular/Wireless Devices During Entrance Search		
	.4006 - Discovery of Cellular/ Wireless Devices Under Suspicion		
	.4007 - Discovery of Cellular/Wireless Devices in Possession of Visitor		
	.4008 - Disposition of Cellular/Wireless Devices Confiscated		

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<b>CHAPTER G - COURT RELATED PROCEEDINGS</b>		<b><u>Revised</u></b>	<b><u>Reviewed</u></b>
<b>SECTION</b>	<b>.0100 - Outstanding Charges/Detainers</b>	<b>10/20/14</b>	<b>10/20/14</b>
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	.0102 - Definitions		
	.0103 - Processing Requirements		
	.0104 - Reclassification of Inmates with Pending Charges/Detainers		
	.0105 - Release Procedures		
	.0105 - Exceptional Case Considerations		
<b>SECTION</b>	<b>.0200 - Access to the Courts</b>	<b>07/29/14</b>	<b>07/29/14</b>
	.0201 - General		
	.0202 - Access to the Courts		
	.0203 - Division of Prisons Responsibility		
	.0204 - Inmate - Contractor Access		
	.0205 - Access to Private Counsel		
	.0206 - Telephone Access to Inmate Clients		
	.0207 - Pro Se Representation		
	.0208 - Legal Materials		
	.0209 - Inmate Assistance		
<b>SECTION</b>	<b>.0300 - Administrative Remedy Procedure</b>	<b>08/01/13</b>	<b>08/01/13</b>
	.0301 - Purpose		
	.0302 - Accessibility		
	.0303 - Reprisals		
	.0304 - Submission of Grievances		
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	.0307 - Time Limits		
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	.0313 - Grievance Resolution Board		
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	.0402 - Philosophy		
	.0403 - Participant Criteria		
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**CHAPTER H - RELIGIOUS SERVICES****Revised****Reviewed**

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	.0101 - Scope		
	.0102 - Community-Funded and Volunteer Chaplains		
	.0103 - Procedures		
	.0104 - Inmate Religious Affiliations		
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	.0106 - Authorized Religious Practices		
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