



State of North Carolina
Department of Correction
Division of Prisons

Chapter: C
Section: .0300
Title: **Administrative Segregation**
Issue Date: 04/01/08
Supersedes: 09/24/07

POLICY & PROCEDURES

.0301 GENERAL

Administrative segregation is the temporary removal of an inmate from a general inmate population to confinement in a secure area. Administrative segregation is authorized pending initial processing, including identification and reception of records, and at other points during an inmate's incarceration as follows:

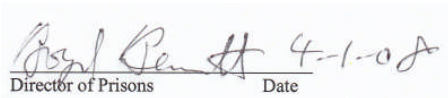
- (1) to protect staff and other inmates from the threat of harm by the inmate;
- (2) to minimize the risk of escape by the inmate or others influenced by his actions;
- (3) to preserve order where other methods of control have failed;
- (4) to provide necessary control while completing an investigation; or
- (5) to remove an inmate from the population as a "cooling off" measure.

.0302 PROCEDURE

- (a) Inmates may be segregated for 72 hours or less at the discretion of the officer in charge as a "cooling off" measure. The reasons for the action will be documented through the Control Action (IS11) automated record screen process with appropriate comment and justification for the isolation assignment. No inmate may be placed in administrative segregation for more than 72 hours without the documented approval of the facility head or designated representative.
- (b) Inmates may be segregated for an additional period not to exceed a total of 15 days (including the initial 72 hours) with approval of the facility head or designee. The approval will be documented through the Control Action (IS 11) automated record screen process with appropriate comment and justification documenting the assignment to isolation.
- (c) In cases where an inmate is confined to administrative segregation for a period greater than 15 days, segregated inmates should be reviewed before a facility classification committee. The inmate should receive written notice on form DC-123 of the reasons administrative segregation is being considered at least forty-eight (48) hours before the review is held. (4-4302)
- (d) The committee shall consist of at least three members, one of which must be a member of the programs staff. At the review, the inmate will be informed of the reasons administrative segregation is being considered and will be given an opportunity to speak in his or her own behalf about any

matter relevant to the classification control status assignment under consideration. If the committee determines that continued segregated confinement is appropriate, it will note its findings through the Control Action (IS11) automated record screen process with committee rationale and justification for the control action assignment noted on the appropriate comment screens. All committee decisions must be approved by the facility head or designee.

- (e) No inmate should be confined in administrative segregation more than 60 days. Referrals for extended periods of segregation beyond 60 days if necessary are made to the Director's Classification Committee in the form of a request for an intensive control assignment.



Reginald Bennett 4-1-08
Director of Prisons Date

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