



**North Carolina Department of Correction**  
**Division of Prisons**  
**Policy Summary Sheet**

**Control Center Operations**

Chapter : F

Section : .3900

**Current Review Date:** July 20, 2010  
**Reviewed By:** DOP Security Services  
**Next Review Due:** **June 30, 2011**

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**Current Revision Date:** July 20, 2010  
**Supersedes Revision Dated:** October 12, 2007

**Current Revision Summary (if applicable):**

.3902 now reads: The institution or facility head will be responsible for ensuring that the procedures contained herein are adhered to by staff under his / her **command and that post orders for each control center are reviewed and/or updated at least annually.**

.3908 now reads: **CLOSE CUSTODY CONTROL STATIONS**

**In close custody facilities with sliding cell doors or cell doors operated from a control room, the cell doors should remain closed at all times. This is regardless of whether the inmate is in or out of the cell. The control station officer is responsible for controlling inmate movement within the housing area and will ensure that this procedure is followed. By keeping cell doors secured, the facility maintains a higher degree of control over inmate movement and activity, protects against loss/destruction of property, increases inmate safety and heightens security and the response time for staff in an emergency situation.**

*May E. Cavell* 07/20/10  
Division Policy Coordinator Date