

PROHIBITED ACTS OFFENDER
DISCIPLINARY CHARGE CODES

SOP 209.01
Attachment 4
11/6/17

The Following codes are established and shall govern the conduct of all offenders under the jurisdiction of the State Board of Corrections. Violations of these codes shall be punishable as facility disciplinary infractions, violations of United States or State Law, or both, as appropriate.

Severity Level	Charge		Sanctions (Reference)
A.	Violations of Statutes: Offenders under the jurisdiction of the State Board of Corrections are subject to all laws of the United States and of the State of Georgia. Any offender violating these laws may be charged and tried for that violation in the same manner as any other citizen in the appropriate state or federal court. The filing of charges in a judicial court of record for a violation of state or federal laws does not in any way prevent or preclude the administrative handling of the same act as a facility disciplinary matter or of the taking of disciplinary action against the offender.		
Great	A-1	Violation of any law or statute of the State of Georgia.	Att 5, Sec A
Great	A-2	Violation of any law or statute of the United States.	Att 5, Sec A
Severity Level	Charge		Sanctions (Reference)
B.	VIOLATIONS AGAINST PERSONS:		
Great	B-1A	Intentionally causing the death of a Department of Corrections Employee.	Att 5, Sec A
Great	B-1B	Intentionally causing bodily injury to a Department of Corrections Employee.	Att 5, Sec A
Great	B-1C	Assaulting a Department of Corrections Employee (no injury).	Att 5, Sec A
Great	B-1D	Intentionally causing the death of a visitor or civilian.	Att 5, Sec A
Great	B-1E	Intentionally causing injury to a visitor or civilian.	Att 5, Sec A
Great	B-1F	Assaulting a visitor or civilian (no injury).	Att 5, Sec A
Great	B-1G	Attempted assault to an employee, visitor, civilian, or an offender.	Att 5, Sec A
Great	B-1J	Intentionally causing death of an offender.	Att 5, Sec A
Great	B-1K	Assault on An Offender with Serious Injury: An assault which results in serious injury (a serious injury creates a substantial risk of death, and/or which causes serious and protracted impairment of health or protracted loss of or impairment of the function of any organs), which requires urgent and immediate attention and restricts usual activity.	Att 5, Sec A
Great	B1K(a))	Intentionally causing injury to oneself.	Att 5, Sec A
Great	B-1L	Offender-On-Offender Assault: Any Assault (injury or non-injury) that is not defined as serious.	Att 5, Sec A
	B-4	Intentionally throw or propel an item at another person:	
High		(a) Nuisance (items that do not pose a threat to safety, i.e., paper items)	Att 5, Sec A
Great		(b) Lethal (items that potentially cause bodily harm, i.e., chemical, gas, etc.)	Att 5, Sec A
High		(c) Body Fluids (body waste, spitting liquid, urine feces)	Att 5, Sec A

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High	B-5	Verbally or through gesture threatening any person with death, violence or injury, or sexual assault.	Att 5, Sec B
Great	B-6	Threatening or menacing any person with a weapon or any other item. The threatening/menacing does not include any injuries.	Att 5, Sec A
High	B-7	Fighting: a fight may include a flare of tempers with physical contact (e.g., punch hard shove, etc.), mutual combat, or minor physical contact between two or more offenders, where there was no serious injury. Boxing, wrestling, horse playing and any other form of physical contact should be included. No weapons are involved.	Att 5, Sec B
High	B-8	Participating in any sexual behavior or activity with any offender, male or female.	Att 5, Sec B
Great	B-9	Physically assaulting another offender or another person sexually.	Att 5, Sec A
Great	B-10	Soliciting or in any other way inducing any other person to participate in any sexual behavior or activity.	Att 5, Sec B
High	B-11	Indecent and unnecessary exposure of or indecent exhibition of the genital organs, to include masturbation within view of others.	Att 5, Sec B
High	B-14	Offering or giving of any gift, personal service, favor, money or anything else of value to any person as a bribe, or in any other way attempting to influence that person to do anything prohibited by these rules or the laws of the United States or the State of Georgia.	Att 5, Sec B
High	B-15	Requesting, demanding, inducing, and/or receiving any goods, property, personal service, favor, gift, or any item of value in return for protection or other services or considerations other than services or consideration.	Att 5, Sec B
Great	B-16	Individually, or in participating with other(s), taking and holding of a staff member or of any other person as a hostage or in any way restraining, holding, or confining any person against his or her will.	Att 5, Sec A
High	B-17	Obstructing, interfering with, or preventing any staff member from carrying out his or her orders, duties, or assignments.	Att 5, Sec B
C.	VIOLATIONS PERTAINING TO THE SECURITY AND THE ORDERLY OPERATION OF THE FACILITY:		
High	C-1	Participating in any meeting or gathering which is not of a type which has been authorized by the facility staff or an individual staff member.	Att 5, Sec B
Great	C-2	Planning, participating, conspiring, or encouraging others to participate in any group demonstration, disturbance, riot, or strike, to include a hunger strike, refusal to work, or work slowdown which would disrupt the ordinary routine of the facility.	Att 5, Sec A

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Great	C-3	Escaping from inside of a Secure Facility. A Secure Facility has a perimeter that is intended to prevent offenders from leaving, and is made up of fences and surveillance methods such as towers, perimeter patrols and electronic monitoring devices.		Att 5, Sec A
Great	C-3 (a)	Escaping from outside of a Secure Facility. The offenders are in the custody of DOC and under supervision of agency personnel or its agents who escaped from supervision while outside the secure perimeter of a DOC facility (work details, medical, court or hospital visits, or while being transported).		Att 5, Sec A
Great	C-4	Absconded. Unauthorized absence from a facility without a Secure Perimeter. Exited without authorization or failed to return within the designated time frame to the facility. (Work assignments, activity or home passes).		
Great	C-5	Participating in the planning of, or otherwise conspiring with another person to escape, aid, abet, have any item of an officer's uniform, civilian clothing, or staff clothing, including badges, buttons, name tags, or items of personal identification, or prevent discovery of the escape or walk-away of another person from the facility or from the immediate jurisdiction, control or supervision of a staff member or other legally constituted authority.		Att 5, Sec B
Great	C-6	Attempted escape. An act where the escape was unsuccessful and the offender did not gain entry outside of the secure perimeter, or out of the custody of an agent of DOC.		Att 5, Sec B
Great	C-7	Unauthorized possession on one's person, in one's cell, immediate sleeping area, locker, or immediate place of work assignment; unauthorized receiving from or giving to another person; unauthorized fashioning or manufacturing; unauthorized introduction or arrangement for the introduction into the facility of:		Att 5, Sec B
Great		(a)	Any key, lock, locking device, chain, rope, ladder, tool, or other item which could be used to affect an escape; provided, however, that this rule shall not prohibit possession of keys and locks used to secure an offender's locker.	Att 5, Sec B
Great		(b)	Any mannequin, dummy, replica of a human body, or any item or device which would cause any offender to be counted as being present at the designated time and place when, in fact, he/she would be absent; or in any way would aid or abet the escape of an offender.	Att 5, Sec B
Great		(c)	Any mask, wig, or disguise or any other means of altering normal physical appearance which would make ready identification of an offender difficult. This includes the wearing of these items.	Att 5, Sec B
Great	C-8	Tampering with, removal of, damage to, destruction of, blocking of, or in any way making inoperable any lock, door, blocking device, or allied equipment, or any fire or safety equipment.		Att 5, Sec B
Great	C-10	Causing or participating in any interference, delay, disruption or deception with regard to the process of counting part or all of the offender population.		Att 5, Sec A
Great	C-12	Causing, through carelessness or neglect, a fire or the setting of any fire without the prior permission of a staff member.		Att 5, Sec A
High	C-17	(a)	Being under the influence of alcohol; or	Att 5, Sec B
High	C-17	(b)	Being under the influence of any other drugs, narcotic, intoxicant, depressant or stimulant not specifically authorized, prescribed or issued by a staff member of the facility;	Att 5, Sec B
High	C-17	(c)	Refusal to be tested for unauthorized substances;	Att 5, Sec B

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		(d)	Tampering with the drug test sample.	
D.	VIOLATIONS PERTAINING TO UNAUTHORIZED POSSESSION AND/OR UNAUTHORIZED EXCHANGE OF ITEMS, SUBSTANCES, ETC.:			
High	D-1		Unauthorized possession of any item on his or her person, in his or her cell, immediate sleeping area, locker or immediate place of work assignment; unauthorized receiving from, or giving to another person; unauthorized fashioning or manufacturing, unauthorized introduction or in any way arranging for the unauthorized introduction on state property of any item; unauthorized mailing, shipping, dispatching or smuggling, or in any way arranging to mail, ship, dispatch or smuggle away from state property any item not sold in the facility store, not permitted by the established policy of the facility or by these rules or which is otherwise not expressly authorized and approved for receipt and/or retention by the individual offender.	Att 5, Sec B
High	D-3		Possession on one's person, in one's cell, immediate sleeping area, locker or immediate place of work or assignment; receiving from or giving to another person; fashioning or manufacturing; introduction or arranging for the introduction into the facility without the prior knowledge and permission of a staff member of:	Att 5, Sec B
Great		(a)	any gun, knife, club, weapon or unauthorized pointed or sharpened instrument capable of causing or inflicting bodily injury to another person	Att 5, Sec A
Great		(b)	any flammable, poisonous or explosive material or device, or any type of ammunition; provided however, this rule shall not prohibit possession of any item authorized for purchase at the facility store;	Att 5, Sec A
Great		(c)	any form of written petition intended for circulation among facilities;	Att 5, Sec A
Great		(d)	any device, equipment, paraphernalia or any other item which can be used for the injection, inhalation or absorption of drugs, narcotics, intoxicants or medicines not specifically prescribed, authorized or issued to the individual offender by a staff member;	Att 5, Sec A
High		(e)	any form of official papers or documents (other than appeals or documents relative to judicial or administrative proceedings) or articles of identification unless expressly and specifically authorized by the Appointing Authority or designee ;	Att 5, Sec B
High		(f)	Any obscene material. "Obscene" is defined as meaning: That which considered, as a whole, has as its dominant theme or purpose an appeal to prurient interest or a shameful or morbid interest in nudity, sex or lewdness going substantially beyond customary limits of candor in such matters and is utterly without redeeming social importance;	Att 5, Sec D
Great		(g)	any drug, narcotic, intoxicant depressant or stimulant.	Att 5, Sec A
Great		(h)	any form of commercially produced or homemade alcohol and alcoholic beverages.	Att 5, Sec A
Great		(j)	An apparatus associated with a device, or a component of a device that enables, or may be used to enable, communication with a person outside a place of incarceration, including a telephone, cellular telephone, smart watches, personal digital assistant, transmitting radio, or computer connected or capable of being connected to a computer network, by wireless or other technology, or otherwise capable of communicating with a person or device outside of a place of incarceration.	Att 5, Sec A

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Great	D-4	Selling, giving, bartering, disposing of or administering any medicine, drug, narcotic, intoxicant, stimulant, depressant or medical supply other than as expressly instructed by a staff member.	Att 5, Sec B
High	D-5	Possession in the offender 's cell, immediate sleeping area or locker of an excessive amount of personal goods, property, materials or items to the degree that it restricts or interferes with the free movement of another offender, or with officers' visual observation of the cell or sleeping area or creates a fire or safety hazard. Refer to SOP 206.01, Offender Personal Property Standards.	Att 5, Sec B
E.	VIOLATIONS PERTAINING TO PROPERTY AND INVOLVING FRAUD OR MISREPRESENTATION:		
High	E-6	Transfer or attempt to transfer funds from the trust account of one offender to that of another without the prior knowledge and permission of a staff member.	Att 5, Sec C
F.	VIOLATIONS PERTAINING TO POLICY AND PROCEDURES:		
High	F-2	Transmitting or attempting to transmit through the mail threats, demands or obscene materials.	Att 5, Sec B
Great	F-3	Violation of any United States postal laws or regulations.	Att 5, Sec B
High	F-4	Violating or attempting to violate any facility mailing rule or regulation.	Att 5, Sec B
High	F-5	Violating or attempting to violate any facility visiting rule or regulation.	Att 5, Sec B
SUGGESTED DISCIPLINARY WARNING REPORT INFRACTIONS- SEE DR WARNING SANCTIONS MATRIX FOR GUIDELINES			
Moderate	B-12	Use of written or verbal profane, obscene words (as prescribed by applicable Constitutional Standards), or abusive words, language, gestures or pictures to other persons.	Att 5, Sec B
Moderate	B-13	Insubordination-defined by cursing or showing disrespect to an employee, visitor, or civilian, in front of others.	Att 5, Sec B
Moderate	B-18	Changing or altering one's appearance through body modification, which includes tattooing and body piercing. Tattooing is defined as a form of body modification, made by inserting ink, either indelible or temporary, into the dermis layer of the skin to change pigment. Body piercing, is a form of body modification, the practice of puncturing or cutting part of the human body, creating an opening in which jewelry may be worn.	Att 5, Sec B
Moderate	C-13	Unauthorized Absence: Absence from one's cell or immediate housing area, place of work, training assignment, or other area designated by a staff member, without the specific prior knowledge and permission of a staff member.	Att 5, Sec B
Moderate	C-14	Unauthorized Presence: Being out of place in any building, area, location, vehicle or restricted place.	Att 5, Sec B
Moderate	C-15	Failure to follow, or carry out any written or verbal lawful and reasonable direction, instruction or order of a staff member or other legally constituted authority.	Att. 5, Sec B
Moderate	C-16	Failure to perform or complete any work, training or other assignment, as ordered, directed or instructed, either verbally or in writing by a staff member.	Att 5, Sec B
Moderate	C-18	Refusal to allow, hindering or obstruction of the search of an offender, his or her cell or property by a staff member.	Att 5, Sec B
Moderate	C-19	Hanging, fastening or attaching of any sheet, blanket, curtain, drapery or other materials, whether or not obstructing the officer's visual observation, or any part or all of the front door, or a cell or around a dormitory bed or other immediate sleeping area.	Att 5, Sec B

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Moderate	E-1	Receiving from or giving to another person, possession on one's person, in one's cell, immediate sleeping area, locker, or immediate place of work or assignment any goods, property or item of value to another offender without prior knowledge and approval of a staff member. Exchanging, bartering, loaning, or otherwise providing money, goods, property or any item of value to another person for profit or increased return.	Att 5, Sec B
Moderate	E-2	Theft or otherwise taking possession of any goods, property, or items of value belonging to another offender, staff member, or any government unit of the State of Georgia without the prior authorization of a staff member or taking by the use of threats, duress, deception, or force;	Att 5, Sec B
Moderate	E-3	Defacing, altering, damaging, or destroying goods, property, or any item of value belonging to another person or government unit of the State of Georgia.	Att 5, Sec B
Moderate	E-4	Knowingly providing false reports, giving false statements, lying, misrepresenting or distorting the truth, or otherwise knowingly communicating inaccurate, untrue or misleading information to a staff member.	Att 5, Sec B
Moderate	E-5	Counterfeiting, manufacture or reproduction, forgery or possession of any official paper or document, money, currency, coins or articles of identification without the prior knowledge and permission of a staff member.	Att 5, Sec B
Moderate	F-1	Participation in any betting, gambling or games of chance, or preparing or conducting games of chance or a gambling pool.	Att 5, Sec C
Moderate	F-6	Contacting or attempting to contact any person or persons outside the facility (except as specifically authorized by the telephone, mail, or visiting rules or regulations) without the prior knowledge and permission of a staff member.	Att 5, Sec B
Moderate	F-7	Use of a facility telephone without prior specific knowledge and permission of a staff member. This does not include the offender telephones in the dorm.	Att 5, Sec B
Moderate	F-8	Feigning or misrepresenting illness, injury or physical condition.	Att 5, Sec B
Low	G-1	Willful failure of an offender to keep his or her body, hair, and clothes in as clean, sanitary, neat and odor-free condition as possible, under the circumstances of his or her particular custody.	Att 5, Sec D
Low	G-2	Failure of an offender to keep his or her cell or immediate sleeping area clean, odor-free, sanitary, free of trash and debris and available to the visual observation of a staff member.	Att 5, Sec D
Low	G-3	The growing or wearing of thick or untrimmed sideburns or sideburns extending below a point even with the bottom of the ear lobe.	Att 5, Sec D
Low	G-4	The growing or wearing of the hair on the head long enough to extend onto the collar of an ordinary shirt, onto the eyebrows, or to be longer than 3 inches on top. For female offenders, the growing or wearing of hair in a manner inconsistent with SOP 228.01, Offender Barber/Cosmetology Shop.	Att 5, Sec D
Low	G-5	Wearing on the person, the body, or clothing, earrings, beads, pendants, medallions or other items of decoration or jewelry. Watches, standard-sized individual finger rings, religious medals or crosses are acceptable when in compliance with SOP 206.01, Offender Personal Property Standards.	Att 5, Sec D

DEFINITIONS

1. **Department of Corrections Employee:** An individual who is employed by the Georgia Department of Corrections or the facility on a full-time, part-time, or contractual basis.
2. **Department of Corrections Representatives:** Official visitors to the facility, representatives of other state, local, or federal agencies.
3. **Civilians:** Individuals who are not paid directly by GDC, they may include visitors, volunteers, interns, truck drivers, service personnel repairing equipment in the facility, construction workers, employed by contractors who have projects within the facility and consultants/researchers who are employed by another government agency.
4. **Assault on an Offender with Serious Injury:** An assault which results in serious injury (a serious injury creates a substantial risk of death, or which causes serious and protracted impairment of health or protracted loss of or impairment of the function of any organs), which requires urgent and immediate attention and restricts usual activity.
5. **Offender-On-Offender Assault:** Any assault (injury or non-injury) that is not defined as serious.
6. **Attempted assault to an employee, visitor, civilian, or offender:** This is when an action has occurred, with or without a weapon; however, no contact was made, and no injury resulted from the employee, visitor, or civilian, avoiding the situation. For example, an offender(s) swings a lock in a sock at the employee and the employee dodges; thereby, avoiding the strike.
7. **Intentionally causing injury to oneself:** This is when an offender(s) intentionally causes harm to themselves and requires any form of medical treatment, ranging from mere first aid to transportation to a local hospital.
8. **Fighting:** A fight may include a flare of tempers with physical contact (e.g., punching, hard shove, slap, pulling of hair, etc.), mutual combat, or minor physical contact between two or more offenders, where there is no serious injury. Boxing, wrestling, horse playing and any other form of physical contact should be included. No weapons are involved.
9. **Escape:** An act is considered to be an escape from within the facility as soon as the offender breaches the last line (barrier/fence) of security. If the offender clears the second fence, then the act will be considered as an escape, even if the offender is apprehended on facility grounds
10. **Secure facility:** A secure facility has a perimeter that is intended to prevent offenders from leaving and has security features that may include a) barriers such as fences and walls that are intended to physically constrain offenders from departing the facility as well as b) surveillance methods such as guard towers, perimeter patrols and electronic monitoring devices that are intended to detect offenders who are attempting to depart the facility.
11. **Abandoned:** Failure to return to the facility by the allotted time. **This charge is only for facilities that lack any type of perimeter security.** An offender who is absent from the facility more than eight (8) hours, will be charged with an escape.