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## **4.5. Classification Categories (revised: Mar-09)**

### **4.5.1. Correctional centres**

1. Correctional centres are categorized according to secure, medium or open classifications.
2. A centre may be designated to receive inmates of specific classifications.
3. Regional correctional centres are categorized as secure centres. They receive and hold inmates of all classification categories.

### **4.5.2. Geographical proximity placements**

1. Inmates are assigned to correctional centres as close to their homes as security levels and bed space permit, unless assigned to special programs that prevent such assignment.
2. When resources permit, inmates are assigned within geographic areas, rather than to distant correctional centres. Each correctional centre is a provincial resource to which inmates from any area may be assigned to address their classification and risk/needs assessment rating, as well as make the best use of the correctional centre's programs.

### **4.5.3. Criteria for classifying an inmate to secure custody**

1. An inmate is judged to be dangerous to the community or correctional centre for the following reasons:
  - Pattern of convictions for violent offences;
  - Police information links the inmate directly to violent and destructive behaviour;
  - Professional opinion indicates that the inmate is unpredictable and likely to assault; or
  - Violent or aggressive behaviour makes the inmate a risk to staff or other inmates.
2. An inmate is judged as likely to attempt escape, because of:
  - Escape or attempted escape during current or previous sentence(s); and
  - No noticeable improvement in attitude and behaviour since previous escapes or attempted escapes.
3. Behaviour presents a serious management problem if the inmate:
  - Intimidates other inmates;
  - Continually violates rules and regulations, and

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- Does not respond to discipline by behaving appropriately.
4. Information about the inmate's background is insufficient to determine the level of security required if:
    - Inmate is evasive during initial interview;
    - Information provided contradicts what is already known; or
    - There is a need to verify:
      - CPIC and/or fingerprint information;
      - Involvement with drugs;
      - Gang affiliations;
      - Responses to correctional programs; or
      - Attitude toward other inmates or peer interactions.
  5. Classification must not be completed without the assistance of a medical or psychological assessment when the offender:
    - Has a background of instability that suggests potential violent behaviour;
    - Appears to have social or intellectual deficiencies that make placement difficult;
    - Displays emotional disturbance; or
    - Has a mental or physical condition requiring hospital care.
  6. The inmate is awaiting trial on criminal charges or has other legal matters pending and may warrant placement in a secure correctional centre if:
    - Outstanding court matters are more serious than those for which the current sentence is being served;
    - Details of the outstanding matters are not clear;
    - Inmate is under investigation for a crime, but not yet charged;
    - Instability suggests that the inmate cannot cope with anxieties of the current situation;
    - Crown counsel is appealing sentence;

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- Police provide information indicating that additional charges will be laid;
  - Deportation has been ordered, and the inmate is considered an escape risk; or
  - Inmate is serving a sentence for a serious offence and a decision about deportation is pending.
7. Inmate is identified as suicidal (refer to section 9.13, Suicide Prevention) or violent and is classified to remain in secure custody until relevant security alerts have been removed.
  8. Protective custody inmates may be classified from secure custody to lesser security while a security alert remains in effect (refer to section 4.3, Security Alerts).
  9. Transfer to a centre with a lesser security rating could seriously affect the inmate's family. Special consideration may be given to having the inmate remain in secure custody for a specified time.
  10. Note: Inmates classified to secure custody are normally transferred to the secure correctional centre nearest their home. Refer to section 4.5.2.
  11. Transfers may be made between secure correctional centres to alleviate overcrowding or address inmate management problems related to behaviour or security.
  12. Inmates with high-profile serious charges will not be transferred to a centre with a lesser security rating without warden approval.

#### **4.5.4. Criteria for classifying an inmate to medium custody**

With the approval of the warden or designate, inmates may be classified to a medium custody facility if they are in remand or immigration detention and meet the following criteria:

1. Inmate does not require secure custody and does not meet the criteria for a lower custody classification.
2. Inmate has:
  - Demonstrated positive change from previously established pattern of violent behaviour (criminal history and institutional charges);
  - No history of escape during the past three years;
  - No violent offences while on community supervision (i.e. bail, conditional sentence, parole, probation) prior to custody on current offences;
  - Successful placement at open/medium facilities during previous periods of incarceration;
  - An interest or active participation in case planning; or

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- The potential to interact effectively with others—individually and in groups—but requires regular supervision.
3. Inmates with high-profile serious charges will not be transferred to a centre with a lesser security rating without warden approval.

#### **4.5.5. Criteria for classifying an inmate to open custody**

1. The inmate does not require medium custody, because the inmate has no:
  - Pattern of violent behaviour (i.e. criminal history and institutional charges), unless the offender has demonstrated no significant progress in addressing the factors that contributed to the criminal behaviour;
  - History of escape within the last five years and is considered unlikely to escape; or
  - Ongoing immigration matters.
2. Inmate is cleared medically.
3. Inmate is able to interact effectively and responsibly with others—individually and in groups—with minimal supervision.

#### **4.5.6. Direct classification**

Inmates may be classified to specific correctional centres.

#### **4.5.7. Reclassification**

1. Requests for reclassification are directed to the classification officer serving the area, except as identified in #7 below.
2. The four objectives of reclassification are to:
  - Review the change in circumstances since initial classification;
  - Amend the inmate assessment report;
  - Reclassify the inmate according to new information; and
  - Meet intent of original sentence management plan.
3. A classification review or file review may be initiated by an inmate or correctional centre staff. Reclassification requests initiated by the correctional centre are made in writing and accompanied by a summary of the inmate's CORNET Client Log.

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4. Inmates who request reclassification must give written explanation. Their case manager adds comments and forwards the request to the classification officer within five working days from the time of receipt. The classification officer will detail the results of the reclassification request and subsequent review on the inmate's Client Log.
5. Within ten working days of receiving a request for reclassification, the classification officer reviews the inmate's file and conducts an interview if necessary. When the sentence management unit cannot respond within ten working days, the classification officer informs the warden or designate of the delay.
6. The classification officer informs the inmate of the results of the reclassification review, and is available to discuss them. The outcome is shared with correctional centre staff when relevant. A copy of the outcome is retained on file.
7. An offender may be temporarily reclassified to a higher level of security. Prior to return to a lower security level, a classification review is completed.
8. The classification officer assesses inmates being released from segregation.

#### **4.5.8. Centre designations**

According to categories established in section 4.5.1, correctional centres are designated as follows:

##### **1. Secure:**

- Vancouver Island Regional Correctional Centre (VIRCC);
- Surrey Pretrial Services Centre (SPSC);
- Fraser Regional Correctional Centre (FRCC);
- Kamloops Regional Correctional Centre (KRCC);
- Prince George Regional Correctional Centre (PGRCC); and
- North Fraser Pretrial Centre (NFPC).

##### **2. Medium:**

- Nanaimo Correctional Centre (NCC);
- Alouette Correctional Centre for Women (ACCW); and
- Ford Mountain Correctional Centre (FMCC) is a specialty unit (sex offenders, mentally disordered offenders, and protective custody inmates).

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3. Regional facilities provide multiple levels of security and are designated to hold all categories of inmates.

#### **4.5.9. Emergency transfers**

1. The warden or designate notifies the receiving institution of reasons for a transfer (e.g. behavioural or medical issues) before the inmate is transferred.
2. The warden or designate records reasons in the CORNET Client Log.
3. The classification officer at the receiving institution reviews placement within one business day.

#### **4.5.10. Protective custody**

Classification to protective custody is made only when there is substantial evidence that protective custody placement is warranted.

#### **4.5.11. Inmate dissatisfied with placement**

When an inmate disagrees with a classification decision or a transfer, or is denied a transfer, the classification officer:

1. Ensures that the reasons are thoroughly explained to the inmate. No reasons are explained to the inmate when—for security or other grounds—the institution does not disclose this information.
2. Ensures that the reasons are recorded in the CORNET Client Log, including reasons not disclosed to the inmate.
3. Informs the inmate that a request may be made to the assistant deputy warden, or next level (e.g. warden), for the reasons stated in writing. Note: Responses are issued in a timely manner to avoid delays in transfers.
4. Informs the inmate of the complaint procedure, outlined in section 37 of the *Correction Act Regulation*.