


**U.S. DEPARTMENT OF JUSTICE
Federal Bureau of Prisons**



**PROGRAM STATEMENT
Posted Picture File**

Approved by	 William K. Marshall III Director, Federal Bureau of Prisons
DPI	CPD
Number	5513.01
Date	May 7, 2026

Summary of Changes

<i>Program Statement Rescinded:</i> <ul style="list-style-type: none">▪ 5510.13 CN-1 Posted Picture File (8/6/2021)
<i>Changes:</i> <ul style="list-style-type: none">▪ Removes references to the SIA as a responsible party for the Posted Picture File Program.▪ Updates the program statement number to 5513.01.▪ Mandates all institution staff now review the Posted Picture File quarterly.

1. PURPOSE AND SCOPE

This program statement is intended to implement a Posted Picture File (PPF) of inmates or detainees who are potentially disruptive, escape risks, and/or who present a threat to staff or institution security.

The Bureau identifies inmates or detainees who, because of prior record, current offense, institution adjustment, or other factors, pose a significant threat to inmate or staff safety, the institution's security, or the surrounding community's welfare.

The procedures required in this program statement apply to all inmates, including pretrial and holdover inmates.

a. Program Objectives.

- Each inmate or detainee who poses a particular threat to staff, other inmates, or the community is identified in the institution PPF.
- Each PPF is updated at least quarterly.

- The PPF is reviewed by institution staff quarterly.

b. **Institution Supplement.** None.

2. RESPONSIBILITY

The Associate Warden responsible for Correctional Services is the approving official for placing an inmate in the PPF.

a. **Warden.** The Warden is the approving official for inmates placed in PPF status under the “Other” category.

b. **Special Investigative Supervisor (SIS) Responsibility.** The SIS and designated Associate Warden approve each inmate before they are entered into the Electronic Posted Picture System (EPPS). The SIS institutes procedures to:

- Ensure all inmates meeting PPF criteria are entered into the EPPS.
- Ensure newly arrived inmates who meet PPF criteria are submitted for the review process within five working days.
- Ensure submissions are approved/denied within five working days.
- Keep the EPPS current.
- Remove inmate(s) from the EPPS upon transfer, release, or decision to discontinue their placement in the PPF.
- Review quarterly to ensure PPF is updated.

3. PPF CRITERIA

An inmate is placed in the PPF provided they meet one or more of the conditions listed below. The time frames noted in this section are minimum time frames.

a. **Escape Risk.** An inmate has:

- attempted escape from a secure institution within the past five years, and/or
- successfully escaped from a secure institution. This PPF placement is maintained for 10 years, upon the inmate’s return to Bureau custody.

b. **History of Assaultive Behavior.** An inmate has involvement in:

- a serious assault with a weapon within the past three years,
- a physical assault in which grievous bodily harm was inflicted within the past three years, and/or
- a record of assault or attempted assault upon a staff member.

c. **Homicide.** An inmate has been:

- found or determined to have been involved in the homicide of an inmate in an institution within the past 10 years, and/or
- found or determined to have been involved in the homicide of a staff member.

d. **History of Sexual Offenses.** An inmate has involvement in:

- a rape, sexual assault, or attempted sexual assault on another person in an institution within the past five years, and/or
- a history of sexual advances towards staff within the past five years.

At the agency's discretion, other sexual offenses or attempted sexual offenses may be considered for the PPF.

e. **Former Control Unit Inmate.** An inmate who was confined in a Bureau Control Unit in the past five years after transfer from the Control Unit institution, United States Penitentiary Administrative Maximum (ADX), Florence, Colorado.

f. **Disruptive Group Members.** An inmate with a Central Inmate Monitoring (CIMS) assignment as a confirmed member of a Disruptive Group within the applicable Bureau inmate management system.

g. **Introduction of Drugs and Hazardous Contraband.** An inmate with involvement in an incident related to the introduction of drugs or hazardous contraband into a Bureau institution in the past five years.

h. **Advanced Skills.** An inmate has a legitimate or illicit history of experience with skills required of a:

- locksmith,
- gunsmith,
- explosives expert,
- biochemical and nuclear weapons specialist,
- security electronics technician,
- computer hacker, and/or
- similar security threat skills.

i. **Inmates of Greatest Concern.** Inmates incarcerated within the Bureau who are perceived by a federal law enforcement agency or U.S. Attorney's Office to pose a potential threat of continuing their criminal activity while incarcerated.

j. **International/Domestic Terrorist Organization.** An inmate identified as an international/ domestic terrorist.

k. **Two Hour Watch.** An inmate placed on a two-hour watch program at an institution. Procedures for the two-hour watch program will be developed and implemented locally.

l. **Other.** When staff believe an inmate requires placement in the PPF, but the inmate does not fall within one of the listed categories, they must submit a written justification through the Associate Warden to the Warden. If approved, the Warden's approval is documented in the EPPS.

Inmates should not be placed in the PPF based solely on the assignment of Required Monitoring within the applicable Bureau inmate management system. If an inmate is placed on Required Monitoring as a result of an established PPF category, the inmate will be placed on the PPF under that specific category. Examples for the "Other" category may include inmates who:

- have a history of manipulating or compromising staff,
- have led food strikes or work stoppages,
- are former law enforcement or judicial officers,
- have a serious history of fraud,
- have a history of defeating restraints, and/or
- have a serious history of making, possessing, or use of homemade intoxicants.

4. **REVIEW/DOCUMENTATION**

Staff will review the PPF using the EPPS. Staff log in into the system and must review each PPF individually. Once each PPF has been reviewed, staff will complete the process by clicking the confirm button. This constitutes a certified review of the PPF. The system maintains the certification and provides a quarterly report for review.

Each institution will have a computer available for staff that do not have computer access at their worksite to review the PPF.

All institution staff are required to review the PPF at least once quarterly.

5. **RELATED SIS FILES**

Any inmate who qualifies for PPF status often qualifies for placement in the SIS computer system as a Security Threat Profile (STP) or Security Threat Group (STG) inmate and vice versa. The SIS coordinates with the Captain or designee to ensure the PPF and SIS computer systems are reconciled.

6. INMATE TRANSFER

If an inmate or detainee in this status is transferred to another Bureau institution, the SIS at the receiving institution can review the PPF in the EPPS and determine their appropriateness for that institution.

7. ADDITION OF PPF INMATE

Whenever an inmate is added to the institution PPF, the SIS will notify all staff at the institution of the newly added PPF inmate. The notification must be provided within three business days of the approved addition. This notification should be made via an electronic mail message to all staff.

REFERENCES

Program Statement

Special Investigative Supervisors Manual

ACA Standards

Performance-Based Standards and Expected Practices for Adult Correctional Institutions (5th Edition): 5-ACI-5B-19

Records Retention Requirements

Requirements and retention guidance for records and information applicable to this program are available in the Records and information Disposition Schedule (RIDS) on the Bureau's intranet site.