

Presentence Investigation Reports

- Cover page of PSR
 - List the date of arrest with the non-federal entity (if not originally arrested by a federal agency).
 - List the date of arrest by the federal agency, which agency arrested the defendant, and if it was via a writ of habeas corpus or from the public, home, etc.

- Identifying Data Section
 - Add only the defendant's social security number which was assigned by the Government. If the defendant used alias social security number(s) in the commission of their crime, put as an alias social security number.
 - Add all identifying data, such as correct date of birth, race, current sex, social security number, FBI number, USM number, State ID number(s), Alien Registration number, Other ID number(s), PACTS Number, confirmed highest education information, Citizenship, Legal Address, Current Address, and all Alias information.
 - Photo of the defendant

- Charges and Convictions Section
 - Add Date of indictment or when the criminal complaint was filed for illegal aliens.

- Pretrial Adjustment Section
 - If the defendant was originally arrested by a non-federal entity and they are released to federal entities from local custody, add if the release was due to the local charges being dismissed or if the defendant was released via bail, bond or own recognizance.

- Offense Conduct Section
 - When the defendant is arrested, annotate who arrested them, what the arrest was for, and the date of arrest. If it was a joint task force, who took primary custody of the defendant.

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- Criminal Convictions and Other Criminal Conduct Section
 - Add a synopsis of the defendants arrest or if they were not arrested and only detained or ticketed.
 - What was the disposition (if known) stemming from the arrest or ticket.
 - Add any jail credit the local entity or state applied towards their sentence (if known).

- Personal and Family Data Section
 - If the defendant has a twin, annotate he/she has a twin and if the twin is fraternal or identical.
 - Religious preference, if any.

- Medical Data Section
 - Annotate any PREA information to include any specific medical data on transgender, or transsexual defendants. This needs to include the defendant's psychological and physical status in relation to their sexual orientation.
 - If the defendant has begun the transition from male to female or female to male, please note the medications the defendant is currently taking, what steps in the transition the defendant has completed, and any medical concerns which need to be addressed while in federal prison.