Technical Procedure for Forensic Technician Processes

1.0 Purpose - This procedure establishes standard operating procedures for a Forensic Technician to conduct processing of latent evidence casework.

2.0 Scope - This procedure is used in order to maintain a more efficient work flow in the processing of evidence.

2.1 The Forensic Technician has been trained in the standard sequential chemical processing and photography steps for procedures utilized within the latent section technical procedures. It is essential that the Forensic Technician document in the master case file the tasks completed and the results produced. The Forensic Technician shall document any and all markings developed on evidence that are of friction ridge appearance.

Note: The Forensic Technician shall not perform the ACE-V Methodology of Comparison of Friction Ridge Detail in any Case Work.

3.0 Definitions - N/A

4.0 Equipment, Materials and Reagents - N/A

5.0 Procedure

5.1 Steps for Processing

5.1.1 The Technician shall not begin use of any processing procedure until competency is demonstrated through written test and/or practical examination (in accordance with QSP 5-2-1 Training) for the following procedures; QSP 5-8-1 Test Item Handling, Recording of All Analytical Data, Image Processing, ALS Alternate Light Sources, Safety/Chemical Hygiene plan and Sections 4, 5 and 6 of the procedure for Analysis and Comparison of Friction Ridge Evidence.

5.1.2 Prior to testing, the technician shall have been trained and authorized in the following: (Module 9 Reporting) which is also a part of the training program.

5.1.3 Prior to processing items of evidence, the competency of the Forensic Technician shall be demonstrated through testing and practical examination pertaining to the procedure the Technician is required to use. Authorization to use procedure shall be documented prior to use of procedure.

5.1.4 Prior to entry of friction ridge impressions into the SAFIS the Forensic Technician Shall demonstrate competency with the Technical Procedure for the SAFIS and upon release the Forensic Technician shall record their observations and the status of SAFIS entry in the Analysis Section of the Latent Print ACE-V Worksheet. The Forensic Technician shall include the worksheet in the case file.

5.1.5 As authorization is attained it shall be documented in accordance with 5-2-1 QSP Training.

5.1.6 Direct supervision by authorized personnel of the Technician during the first five test item applications of a processing procedure shall be required/ and documented in the master case file. Authorized supervising personnel shall complete the Technical Review sheet sections that apply to the action taken to complete the processing of the test item.

5.1.7 All evidence transferred to the Forensic Technician shall be documented using RMS (as provided in the Procedure for Test Item Handling). The Forensic Technician shall use RMS to document the transfer of all Latent impression evidence.

5.1.8 The Forensic Technician shall document in master case file a description of work performed in accordance with the Procedure for Recording of All Analytical Data.

5.2 Standards and Controls - N/A

5.3 Calibration - N/A

5.4 Sampling - N/A

5.5 Calculations - N/A

5.6 Uncertainty of Measurement - N/A

6.0 Limitations - N/A

7.0 Safety - N/A

8.0 References

Latent Evidence Section Training for Friction Ridge Analysis (Training Bibliography)

Laboratory Training for Friction Ridge Analysis

The Fingerprint Sourcebook US Department of Justice NIJ

The Science of Fingerprints FBI.

Latent Section Resources and References Repository

Quality System and Technical Procedures

Kent, T., ed. *Manual of Fingerprint Development Techniques: A Guide to the Selection and Use of Processing for the Development of Latent Fingerprints.* Police Scientific Development Branch, London (July 1992).

Lee, H.C. "Methods of Latent Print Development." *Proceedings of the International Forensic Symposium on Latent Prints.* (July 1987): 15 – 24.

Lennard, C.J. and P.A. Margot. "Sequencing of Reagents for the Improved Visualization of Latent Fingerprints." *Proceedings of the International Forensic Symposium on Latent Prints.* (July 1987): 141-142.

Manual of Fingerprint Development Techniques. (January 1986): 2-8.

Manual of Fingerprint Development Techniques: A Guide to the Selection and Use of Processes for the Development of Latent Fingerprints. Scientific Research and Development Branch, London (1986).

Trozzi, T.A., R.L. Schwartz, and M.L. Hollars. *Processing Guide for Developing Latent Prints.* (2000): 1-64.

US Department of Justice. *Chemical Formulas and Processing Guide for Developing Latent Prints.* FBI Laboratory Division, Latent Fingerprint Section (1994).

9.0 Records - N/A

10.0 Attachments - N/A