

Technical Procedure for Video Performance Verification

1.0 Purpose – The purpose of this procedure is to ensure that video duplication or analysis equipment is in working order.

2.0 Scope – This procedure describes the steps to be taken by personnel of the State Crime Laboratory to determine that video analysis/duplication equipment is in proper working order. The Video Performance Verification Procedure shall be used each day video is imported into the video analysis software. The steps performed in this process will be determined by the type of video to be analyzed. Most electronic equipment performs a check of key components upon receiving power. Any malfunction of these components will typically prevent the equipment from operating. This check, in conjunction with the procedure below, ensures the equipment is working properly prior to use.

3.0 Definitions – See Digital Evidence Dictionary

4.0 Equipment, Materials and Reagents

- Video Analysis Computers
- Video Duplication
- Decoder
- Write-blocker
- Control Media

5.0 Procedure

5.1 Analog Video Duplication

5.1.1 Prior to performing video analysis, the color bar test video shall be recorded to ensure the software is functioning properly.

5.1.2 A few seconds in length of the color bar video shall be copied and the copy examined to ensure that the color bars and test tone are the same on the copy as on the original video.

5.1.3 A notation shall be made in the Forensic Scientist's case notes of a successful verification.

5.2 Video Analysis

5.2.1 Analog Video

5.2.1.1 Prior to digitizing a videotape, the color bar test videotape shall be digitized using the same video play deck that will be used in the examination of the evidence.

5.2.1.2 A few seconds in length of the color bar videotape shall be digitized and the digital copy examined to ensure that the color bars and the test tone are the same on the digital copy as on the original videotape.

5.2.1.3 A notation shall be made in the Forensic Scientist's case notes of a successful verification.

5.2.2 Digital Video

5.2.2.1 A digital controlled media file copy of the color bar test pattern was created from the LP Video Solutions Validation test video and hashed for verification purposes.

5.2.2.2 Prior to performing video analysis, the color bar test pattern video shall be imported to ensure the software is functioning properly.

5.2.2.3 Most digital video surveillance systems do not contain audio. The verification audio need not be captured if no audio is to be captured from the original evidence.

5.2.2.4 A notation shall be made in the Forensic Scientist's case notes of a successful verification.

5.2.3 Connections Test

5.2.3.1 A connections test will be performed to ensure proper connectivity between computer components.

5.2.3.2 If a write-blocker is used (not required for read-only media), The write blocker shall be tested using the WiebeTech WriteBlocking Validation Utility and control media with a known hash value shall be examined.

5.2.3.3 A notation shall be made in the Forensic Scientist's case notes of a successful connection test.

5.3 Standards and Controls – A color bar test pattern with test tone was created from the LP Video Solutions Validation test video.

5.4 Calibrations - N/A

5.5 Maintenance – N/A

5.6 Sampling - N/A

5.7 Calculations - N/A

5.8 Uncertainty of Measurement - N/A

6.0 Limitations – N/A

7.0 Safety - N/A

8.0 References

- Digital Evidence Validation and Calibration Manual

9.0 Records - N/A

10.0 Attachments - N/A

Revision History		
Effective Date	Version Number	Reason
08/02/2024	5	Header – Updated issuing authority 2.0 - Updated Scope 3.0 – added reference 5.2.2 – Added controlled media statement 5.2.2.3 – Removed the statement about capturing a few seconds of video and importing remaining sections renumbered. 5.2.3 – Added new section