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## Technical Procedure for Video Results

- 1.0 Purpose** - The purpose of this procedure is to document the processes used during a forensic video analysis examination.
- 2.0 Scope** - This procedure describes the steps to be taken by personnel of the State Crime Laboratory in creating a video to document the processes used during a forensic video analysis examination and to create a report detailing the work performed. This procedure does not include the results generated from the analysis of a DVR unless enhancement is performed.
- 3.0 Definitions** – See Digital Evidence Dictionary
- 4.0 Equipment, Materials and Reagents**
- Non-linear video processor (e.g., AVID)
  - Amped-FIVE
  - iNPUT-ACE
- 5.0 Procedure**
- 5.1** The following software shall be used to create a final video of work product: Media Composer, iNPUT-ACE, Windows folder structure, or other approved software.
- 5.2** If Media Composer is used to produce a final video product, the following sequences shall be used.
- 5.2.1** A main title screen identifying the laboratory case number, the individual creating the video, and the date the video was produced shall be created.
- 5.2.2** Title screens identifying each video sequence to be included on the final video shall be created. These title screens shall document what processing was performed on the original video in order to produce the video sequences.
- 5.2.3** A final video sequence shall be created. The final video sequence shall be arranged as follows:
- 5.2.3.1** Any verification sequences created during the analysis.
- 5.2.3.2** Main title screen.
- 5.2.3.3** Video sequences created during analysis (with title screens). These sequences shall be arranged in ‘reverse’ order so that the final results are first on the video and the video works backwards to the original acquired video.
- 5.2.3.4** Original acquired video (with title screen).
- 5.2.4** If partial analysis is conducted in Media Composer and imported in to a second analysis tool, then these steps may not be required, but it shall be documented in the analyst’s case notes that Media Composer was used in the analysis.
- 5.3** If using Amped-FIVE or iNPUT-ACE software, a final video sequence shall be created and arranged in ‘reverse’ order so that the final results are first and then works backwards to the original acquired video. The final video product may be constructed using the software tool’s reporting feature. The

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analyst may choose to use the software tool's reporting feature or a folder structure to present the final video product. If a folder structure is used, it shall be in an order that permits an understanding of the video analysis process. For example, "1-Original Video, 2-Subclips, 3-Images, 4-ImagesMag, etc.

**5.4** Label the video media created using permanent marker in accordance with the Laboratory Procedure for Evidence Management.

**5.5** A laboratory report shall be created in FA. This report shall:

**5.5.1** Document the resulting media prepared during analysis.

**5.5.2** Follow all other report writing policies.

**5.6** The following are examples for report wording. The examples may be modified based on the case circumstances:

**5.6.1** The following methodologies were used in the examination of this case: visual examination, verified copy, processing, and review of results.

**5.6.2** Item (number) contained (number) video file. This file was hashed using (Hashing tool).

Enhanced copies of the video file(s) from Item (number) were created using (software), (number) video files are being returned in Container C (number).

(number) image files were captured and magnified using (software), and then enhanced using (enhancement Tool). This resulted in (number of images) images being returned in Container C(number).

**5.6.3** Due to the distance of the subjects to the camera, the examination results are limited.

**5.7 Standards and Controls** - A color bar test pattern with test tone created from the LP Video Solutions Validation test video for verification purposes on the media type submitted.

**5.8 Calibrations** – The hardware and software used in casework shall be verified before each case to ensure that they are functioning properly (see the Video Performance Verification Procedure).

**5.9 Maintenance** – N/A

**5.10 Sampling** – N/A

**5.11 Calculations** – N/A

**5.12 Uncertainty of Measurement** – N/A

**6.0 Limitations** – N/A

**7.0 Safety** – N/A

**8.0 References**

- Video Performance Verification Procedure

- Laboratory Evidence Management Procedure

**9.0 Records – N/A**

**10.0 Attachments – N/A**

<b>Revision History</b>		
Effective Date	Version Number	Reason
08/02/2024	4	Header – Updated issuing authority 3.0 - Removed Definition 4.0 – removed recording devices added Amped-FIVE and iINPUT-ACE 5.3 – Added Amped-FIVE Removed - 5.4 and 5.8 5.7 – Changed control media from WRAL to LP Video Solutions Validation test video 5.0 – Added examples of results statements 8.0 - Removed Ocean Systems Training Manual – Introduction to Forensic Video Analysis