

# Friction Ridge Discipline Photography in Casework

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# Friction Ridge Discipline Photography in Casework

## 1 INTRODUCTION/SCOPE

These procedures address casework photography for friction ridge prints and apply to photographers in the Operational Projects Unit and the Latent Print Operations Unit who perform friction ridge print photography in casework, to include Hazardous Evidence Analysis Team cases, and those Friction Ridge Discipline personnel who submit requests.

## 2 LIMITATIONS

As fluorescent compounds, such as 1,2-Indanedione-Zinc, will suffer from loss of intensity over time, these developed prints will be captured as soon as practicable.

## 3 EQUIPMENT

- Cameras
- Lens Filter
- Printers
- Scanners
- Imaging Systems
- Forensic Light Sources
- Digital image capture, retention, and processing software
- Peripheral photography equipment

## 4 NON-HAZARDOUS EVIDENCE ANALYSIS TEAM CASES

All photography requests will be written (e.g., Forensic Advantage, database, *Friction Ridge Discipline Photography Request* form (FRD-004) and outline specific information related to the case and the capture request (e.g., lab number, item numbers, process used to develop print).

### 4.1 Completing a Photo Request

- A. The photographer will review the request and contact the requestor if there are any questions or inconsistencies.
- B. The photographer will capture the images to optimize clarity, contrast, and detail of the friction ridge print.
- C. The photographer will ensure processing technique (as applicable) and light source(s) used for capture are recorded in the FBI Laboratory file.
- D. For any work conducted in a digital image retention system, the photographer's electronic signature within the program acknowledges their agreement with the work completed under their name.
- E. If the completed work cannot be retained in the digital image retention system, the photographer will provide all required images and information to the requestor (e.g., on a disk, other media, or saved to a specific drive) and acknowledge the work in a suitable manner.

#### 4.1.1 Terrorist Explosive Device Analytical Center Captures

Captures in Terrorist Explosive Device Analytical Center cases requested by discipline personnel on behalf of other disciplines or entities are not bound to the requirements in the *Digital Images* (FRD-400) document, are retained in LABApps (e.g., hidden writing, orientation shots), and do not undergo quality assurance review.

#### 4.1.2 In-Person Photography Captures

- A. In-person photography requests are captures of friction ridge print(s) in the presence of the requestor.
- B. Photographers will provide the original capture image(s) with no digital processing conducted.
- C. No quality assurance review will be conducted on the original capture image(s) and requestors are responsible for ensuring all captures were done.
- D. Requestors may submit a separate request for photography personnel to digitally process the images which will undergo a quality assurance review.

### **4.2 Quality Assurance Review**

- A. Any friction ridge print photography meeting the scope of the document will undergo a Quality Assurance review, except for Section 4.1.1 and Section 4.1.2.
- B. Appropriate management will determine who can conduct a Quality Assurance review.
- C. The Quality Assurance review will consist of a review of the work and records prior to distribution to the requestor, except in immediate or off-site situations, as noted in Section 4.2.1.
- D. The Quality Assurance review will ensure the following criteria:
  - 1. The image(s) and digital history/metadata meet the relevant requirements in the *Digital Images* document (FRD-400).
  - 2. The image(s) have been properly scaled.
  - 3. The chain of custody record is accurate.
  - 4. The image(s) is properly focused.
  - 5. All requested prints are captured.
- E. A photographer cannot conduct a Quality Assurance review on their own work.

#### 4.2.1 Immediate or Off-site Situations

- A. In immediate or off-site situations where a Quality Assurance reviewer is not available, the Quality Assurance review will be conducted as soon as practicable.
- B. The Quality Assurance reviewer will only be responsible for information that can be checked at a later date/time (e.g., evidence may not be available and cannot be reviewed).
- C. In these instances, the requestor is responsible for checking that all requested prints were captured and that the Quality Assurance review is conducted prior to issuance of the final notification to the contributor.

#### 4.2.2 Requirements not met

- A. Any issues noted by the Quality Assurance reviewer must be resolved with the original photographer.
  - 1. Nonconformities are addressed and recorded as appropriate.

#### 4.2.3 Recording Completion of Review

The completion of the Quality Assurance review will be recorded in the FBI Laboratory File (e.g., review in Forensic Advantage, sign the database screenshot or *Friction Ridge Discipline Photography Request* form).

### 5 HAZARDOUS EVIDENCE ANALYSIS TEAM CASEWORK

#### 5.1 Generating Requests and Capturing Images

- A. Photographic requests for friction ridge prints are communicated by the requestor to the photographer(s) in the partner lab facility during the examination process.
- B. The photographer will utilize a *Hazardous Evidence Analysis Team Friction Ridge Print Photography Checklist* form (FRD-003) prior to initial capture to ensure all camera settings and parameters are appropriate.
  - 1. A minimum of one sheet will be completed per day, per case worked during the deployment.

#### 5.2 Quality Review

- A. A review of the captured friction ridge print images will be conducted utilizing the *Hazardous Evidence Analysis Team Friction Ridge Print Photography Checklist* form.
  - 1. The images will be reviewed by a second photographer or examiner (onsite or offsite) to ensure quality and accuracy.
- B. If an issue is found during the review, the nature of the issue will be ascertained, noted on the *Hazardous Evidence Analysis Team Friction Ridge Print Photography Checklist*, and communicated to the photographer.
- C. The images will be re-captured as necessary and if practicable.
  - 1. Any corrected images will then be submitted for review.

#### 5.3 Conveying Images

- A. If the intention is to transmit images offsite via a network, a photograph or scan of the *Hazardous Evidence Analysis Team Friction Ridge Print Photography Checklist* form will be included with the images.
- B. If the images are saved at the partner lab facility, the photographer will ensure the images are provided along with the *Hazardous Evidence Analysis Team Friction Ridge Print Photography Checklist* form to FBI Laboratory Friction Ridge Discipline personnel for processing and examination.
- C. If additional processing is required after the images have been delivered, the images must be submitted per [Section 4](#).

## 6 HARDWARE AND SOFTWARE

- A. All photographers who perform friction ridge print photography will receive training before using new equipment as determined by management.
- B. Records of such training will be maintained by FBI Laboratory Friction Ridge Discipline Operations Unit management or Operational Projects Unit, as appropriate.

## 7 IMAGE RETENTION

- A. Captures may be temporarily stored on media storage devices (e.g., memory card).
- B. Photographers will provide images which are to be used for latent examinations to the requestor in a manner best suited for the situation and/or as directed (e.g., digital image retention system, disk, memory card).

## 8 REVISION HISTORY

Revision	Issued	Changes
03	08/15/2023	Section 3 – Added Lens Filter and Forensic Light Sources Section 4.1-C – Changed from FBI Laboratory file to with written request. Section 4.1.1 – Added Section 4.2-A – Clarified review requirement. Section 4.2-A-1 – Added Section 6 – clarified when training received.
04	02/03/2025	Section 1 – modified scope Section 2 – moved statement to limitations Section 3 – added software Section 4.1 – streamlined and added record requirements Section 4.1.1 – clarified information Section 4.1.2 – added Section 4.2 – Appendix A updated and moved to this section. Section 4.2.1 – removed Section 4.2.2 – clarified Section 4.2.3 – clarified Section 5.1 – removed extraneous information Section 6 – updated scope Section 7 – added Appendix A – moved to body of document