



*The Idaho State Police  
Forensic Services  
Latent Section*

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**LATENT TRAINING MANUAL**

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April 15, 2000

**Latent Print Examiners  
Training Manual**

**Idaho State Police Forensic Services  
Identification Section**

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Latent Examiner Training  
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## Overview of Training

### *Base training level for all Latent Print Examiners - minimum training requirements*

- Section: 1. All new latent print examiners will be assigned to another qualified latent print examiner who will act as their coach.
2. Students must pass a written test or practical exercises and/or an oral test on the required objective.
  3. Training usually lasts 1 1/2 to 3 years depending upon the progress of the examiner and their demonstrated aptitude and ability.
  4. During the training phase, the courses listed at the end of this section are required and/or recommended depending upon availability.
  5. During the training, all cases processed and examinations performed, including comparisons, will be double checked by the assigned coach or by another qualified latent examiner. All reports will also be co-signed by this examiner during the training phase.
  6. An on-going process during the training phase should include reading of available books within the Latent Print Section and articles contained within the library. A listing of books and the articles that are required reading are listed at the back of this training manual.
  7. During this training process, the trainee will accompany not only their coach but other trained latent examiners on field case processing. By allowing the trainee to accompany more than one latent print examiner, they will learn about the various techniques that each examiner possesses and develop their own style of crime scene processing.
  8. The coach and the supervisor for the trainee will determine at what point the trainee will be able to process field cases on their own. Generally, they will usually accompany another examiner during the first year of the training phase or beyond depending upon their capabilities.
  9. After a period of six months, the trainee can accompany examiners to court to gain exposure to expert testimony on latent prints.

10. After one year, the trainee will undergo moot court prepared by other latent print examiners to gain exposure to latent print testimony.
11. Any latent print training classes that are taught during the training phase will be observed by this trainee. After attending several of these classes, the trainee may be able to assist or even teach some of the training classes.
12. The trainee should keep a notebook of all their experience obtained during this training phase. This should include time spent working with inked prints, classes attended, classes instructed, court testimony observed, field cases worked, all identifications made, and special projects completed during this training phase. These statistics will be a valuable aid for future court testimony.
13. It is encouraged that after six months of training/experience, he/she make application to become a member of the International Association for Identification (IAI) and the Pacific Northwest Division of IAI.

In addition, during the latent print examiner's approximate 1 1/2 to 3 year training phase, the following FBI classes must be completed if there is a class availability:

FBI Fingerprint Classification School - Approx. 40 hrs.

FBI Advanced Latent Fingerprint Techniques - Approx. 40 hrs.

FBI Administrative Advanced Latent Fingerprint School, FBI Academy Quantico, Virginia. Approx. 120 hrs.

FBI Latent Fingerprint Photography, FBI Academy Quantico, Virginia. Approx. 80 hrs.

A list of all recommended latent fingerprint training courses will be found in the Appendix "B" of this training manual.

Examiners Should be trained every year in methamphetamine drug lab processing and safety. They will be trained at the same time that the other methamphetamine drug lab site safety personnel are trained.

Also included in this training is the BCI AFIS training on the NEC Automated Fingerprint System.

## **1.0.0. Laboratory Introduction**

### Required Objectives:

- 1.1.0. An orientation to the Idaho State Police Forensic Services (FS) .
- 1.2.0. An understanding of the organization structure, chain of command, Forensics policy and procedures.
- 1.3.0. An understanding of laboratory security and the need for confidentiality.
- 1.4.0. An understanding of the quality assurance/quality control guidelines for FS.
- 1.5.0. An understanding of the safety guidelines for FS.

## **2.0.0. Evidence Handling**

### Required Objectives:

- 2.1.0. The trainee will have an understanding of case/evidence acceptance policy and evidence receiving procedures.
- 2.2.0. The trainee will have an understanding of evidence packaging and chain of custody.
- 2.3.0. The trainee will have an understanding of evidence handling, prevention of contamination, and documentation.

## **3.0.0. Personal Identification Methods and Their Uses**

### Required Objectives:

- 3.1.0. The trainee will have an understanding of early non-scientific methods of personal identification (scars, tattoos, sight recognition, uniform and dress, marks, and mutilations).



- 3.2.0. The trainee will have an understanding of scientific methods other than fingerprints (Bertillion system, handwriting, photography, DNA, and teeth).
- 3.3.0. The trainee will have an understanding of the basic foundations of the science of fingerprint identification-permanence and individuality (positive-infallible).
- 3.4.0. The trainee will have an understanding of the law enforcement value and civil use of fingerprints.
- 3.5.0. The trainee will have an understanding of the existence of various criminal (law enforcement) and civil fingerprint and footprint files (FBI criminal and civil, U.S. Military Medical Records-footprints, state and local fingerprint and palm print repositories).

#### **4.0.0. History and Background of Fingerprint Identification**

##### Required Objectives:

- 4.1.0. The trainee will have an understanding of the earliest recorded awareness of fingerprints (cliff dwellers-Chinese).
- 4.2.0. The trainee will have an understanding of early anatomical observations (Grew, Malpighi, Purkinje, et al).
- 4.3.0. The trainee will have an understanding of the biological significance of friction skin ridge patterns, their formation, and general considerations involved in ridge surface areas, presented so that the trainee is thoroughly familiar with the ridge structure of skin surfaces.
- 4.4.0. The trainee will have an understanding of the basic anatomy and terminology of the hands and feet as applicable to latent print identification.
- 4.5.0. The trainee will have an understanding of the scientific observation and uses leading to modern fingerprint identification (Herschel, Faulds, Galton, Vucetich, and Henry).

4.6.0. The trainee will have an understanding of the chronology of the introduction and use of fingerprints in the United States (Thompson, Twain, DeForest, Ferrier, NY Prison System, U.S. Navy and Army, FBI).

### **5.0.0. Fingerprint Classification System**

Required Objectives:

5.1.0. An understanding of the Henry Classification System to include:

- a. Origin
- b. FBI extensions
- c. Pattern interpretation
- d. Parts of classification

5.2.0. An understanding of NCIC Classification System

5.3.0. Attendance in an FBI fingerprint classification course

### **6.0.0. Automated Fingerprint Identification System (AFIS)**

Required Objectives:

6.1.0. An understanding of AFIS and the Western Identification Network (WIN)

6.2.0. An understanding of the capabilities and limitations of:

- a. Automated inked print to inked print comparison system
- b. Latent print to inked print comparison system
- c. Inked print to latent print comparison system
- d. Latent print to latent print comparison system

6.3.0. An understanding of the minimum prerequisites for a candidate latent print to be searched.

### **7.0.0. Recording Known Fingerprints, Palm Prints, and Footprints**

Required Objectives:

7.1.0. An understanding of the proper methods for recording inked/known fingerprints for criminal history/personal identification.

- 7.2.0. An understanding of the proper method for using ink and roller to record fingerprints, palm prints, footprints (including equipment maintenance).
- 7.3.0. An understanding of the proper method of completing fingerprinting card information, sequence for recording fingers, and method of printing plain impressions.
- 7.4.0. An understanding of the proper method for recording major case prints.
- 7.5.0. Introductory knowledge of special chemical (inkless) system for recording fingerprints.
- 7.6.0. Introductory knowledge of special electronic alternative system for recording fingerprints.

#### **8.0.0. Postmortem Identification**

##### Required Objectives:

- 8.1.0. An understanding of the equipment used in the fingerprinting of deceased persons.
- 8.2.0. An understanding of the effects and conditions of rigormortis and early stages of decomposition.
- 8.3.0. An understanding of the legal considerations and procedures for the removal of fingers or hands and subsequent preservation.
- 8.4.0. An understanding of the disaster squad services available from the FBI, Latent Fingerprint Section.
- 8.5.0. An understanding of equipment maintenance and personal safety considerations involving body fluid contamination, accidental puncture from needles, etc.

## **9.0.0. Sections and Services of the Forensic Laboratories**

### **Required Objectives:**

9.1.0. An understanding of the capabilities, basic operation procedures, and manner in which latent print procedures interface with:

- a. Forensic Document Examination
- b. Firearms and Toolmarks
- c. Forensic Photography
- d. Chemistry / Toxicology
- e. DNA
- f. Serology
- g. Microanalysis / Trace Evidence

9.2.0. An understanding of the proper procedures for completing forms, correspondence, and packaging of evidence to be forwarded to national or regional laboratories.

## **10.0.0. Introduction to latent prints**

### **Required Objectives:**

10.1.0. An understanding of the services offered by the Latent Print Section.

10.2.0. An understanding of the general chemical composition of human sweat as a means of understanding the composition of latent print residue.

10.3.0. An understanding of the infinite variables precluding "age" determination of latent prints in almost all instances.

10.4.0. An understanding of the potential for loss, contamination, and destruction of other types of forensic evidence (indented writing, body fluids, etc.) when more than one section/discipline is to process the same item of evidence.

10.5.0. An understanding of the professional duties, including moral obligations, of Latent Print Examiners working in the Latent Print Section.

- 10.6.0. An understanding of the personal safety hazards posed by pathogens (AIDS virus, hepatitis, etc.) present on body fluid contaminated evidence that is to be processed for latent prints. This includes proper work area disinfecting, procedures for handling needles and sharps surfaces, and use of personal protection clothing, gloves, etc.
- 10.7.0. Attendance in a latent fingerprint comparison course (example: FBI Advanced Latent Print Course).
- 10.8.0. Introductory knowledge concerning the quantitative parameters applied when evaluating latent impressions for identification purposes.
- 10.9.0. Introductory knowledge concerning the individual characteristics and unit spatial relationships involved in comparing known and latent impressions.
- 10.10.0. Introductory knowledge of various crime scene search techniques, including commonly prescribed searching sequences (grid, spiral, strip, etc...).
- 10.11.0. Introductory knowledge of the potential explosion, fire, and contamination safety hazards associated with latent print development powders, solvents and chemicals.

#### **11.0.0. Powder Development of Latent Prints**

##### Required Objectives:

- 11.1.0. An understanding of the basic types of brushes and their composition.
- 11.2.0. An understanding of surfaces and environmental factors determining brush and powder (type and color) selection.
- 11.3.0. An understanding of the proper procedures for using different types of hair, fiberglass, and magnetic brushes.
- 11.4.0. An understanding of equipment maintenance and safety procedures relative to powder development of latent prints.

11.5.0. Introductory knowledge of lifting tape, rubber lifters, hinge lifters, etc.

## 12.0.0. Chemical Development of Latent Prints

Required Objectives:

- 12.1.0. An understanding of the safety hazards associated with fumes, solvents and chemicals used for development of latent prints.
- 12.2.0. An understanding of the latent print residue components targeted by different chemical development procedures.
- 12.3.0. An understanding of the evidentiary surface effects of various solvents on inks, plastics, etc.
- 12.4.0. An understanding of surface and environmental factors effecting selection and sequencing of chemical development procedures.
- 12.5.0. An understanding of chemical preservation, storage, application and post-application development procedures for:
  - a. Cyanoacrylate Fuming
  - b. Ninhydrin
  - c. Gentian Violet/Crystal Violet
  - d. Amido Black
  - e. Dye Stain Solutions
  - f. Iodine Fuming
  - g. Physical Developer
  - h. Small Particle Reagent
  - i. Sudan Black
  - j. DFO
  - k. Sticky - Side Powder
- 12.6.0. An understanding of equipment maintenance relative to chemical development of latent prints.

### **13.0.0. Electronic Development of Latent Prints**

#### Required Objectives:

- 13.1.0. An understanding of the personal safety hazards associated with Alternate Light Sources (ALS) and other electronic development of latent prints.
- 13.2.0. An understanding of dye stain procedures used for post-cyanoacrylate ALS processing.
- 13.3.0. An understanding of chemical enhancement procedures used for post-ninhydrin ALS processing.
- 13.4.0. An understanding of equipment maintenance relative to electronic development of latent prints.
- 13.5.0. Introductory knowledge of luminescence, fluorescence, inherent luminescence, light wavelengths, bandpass filters and light delivery systems as they relate to ALS detection of latent prints.

### **14.0.0. Preservation of Latent Prints**

#### Required objectives:

- 14.1.0. An understanding of latent print photography to include:
  - a. Equipment and Materials
    - 1. Different types of cameras used for latent print photography.
    - 2. Film
    - 3. Filters
    - 4. Lighting techniques
  - b. Photographic Procedures
    - 1. Accuracy of image size
    - 2. Exposure
    - 3. Film development
    - 4. Printing procedures

- c. Use and maintenance of fingerprint cameras
- d. Photography of chemically developed latent prints of various colors
- e. Photography of latent prints developed with powders
- f. Photography of visible prints (patent, blood or paint contaminated, plastic, in putty or wax, etc.)
- g. Color reversal
- h. Position reversal
- i. Enlargements

14.1.0. An understanding of latent print lifting techniques to include:

- a. Transparent / frosted tape
- b. Hinge lifters
- c. Rubber lifters
- d. Lift backing
- e. Photography of latent lifts

14.2.0. An understanding of proper procedures for handling and marking physical evidence received for examination.

14.3.0. An understanding of proper procedures for packaging physical evidence for subsequent latent print examination without reducing its evidentiary value.

14.4.0. Introductory knowledge of ALS luminescence photography.

14.5.0. Introductory knowledge of More Hits Digital Image System.

14.6.0. Introductory knowledge of gelatin lifting devices.

14.7.0. Introductory knowledge of electrostatic lifting devices.



## 15.0.0. Evaluation and Comparison of Latent Prints

### Required Objectives:

- 15.1.0. An understanding of the evaluation criteria for determining the identification value of fragmentary latent prints.
- 15.2.0. An understanding of the nature of individual ridge characteristics (dots, ridge endings, and bifurcation's ) and the varying definitions assigned to combinations of those three ridge characteristics.
- 15.3.0. An understanding of the value of incipient ridge characteristics for use in latent print identification.
- 15.4.0. An understanding of the importance of elimination prints and the necessity for completing "elimination" comparisons before AFIS processing of latent prints.
- 15.5.0. An understanding of the value of ridge flow configuration ( size, pattern, focal points, etc.), scars, creases and poroscopic ridge characteristics in latent print comparisons.
- 15.6.0. An understanding of, and the ability to recognize, the appearance of latent fingerprints, palm prints, fragmentary (partial) impressions (and in some instances foot / toe prints) of value for identification.
- 15.7.0. An understanding of the nature of ridge color reversals (entire print) and changes (within the same print) encountered in latent print comparisons.
- 15.8.0. An understanding of the effects of pressure distortion, slippage, overlays, pre- and post- deposit artifacts (surface scratches, soil, brush strokes, etc.), and the ability to recognize and compensate for such disturbances / distortion.
- 15.9.0. An understanding of what is a valid identification and why no minimum "number" of matching ridge characteristics can be defined to effect an identification (ie, positive opinion based on personal empirical experience in examining and comparing latent prints).

15.10.0. An understanding of the identification value of cumulative ridge characteristics in simultaneous (adjacent) latent fingerprints / toes.

15.11.0. Introductory knowledge of the nomenclature, operation, magnification powers, etc., of equipment used for latent print evaluation and comparison.

15.12.0. Introductory knowledge of the "Galton details".

#### **16.0.0. Latent Print Section Case Reporting and Correspondence Procedures**

Required Objectives:

16.1.0. An understanding of proper procedures for maintaining evidence accountability ( documentation and physical control).

16.2.0. An understanding of proper procedures for case file (note taking) recording of activities.

16.3.0.. An understanding of proper procedures for reporting latent print examination findings in an accurate, concise and clear manner.

#### **17.0.0. Preparation of Court Exhibits**

Required Objectives:

17.1.0 An understanding of court exhibit preparation procedures to include:

- a. Use of the More Hits System to develop the court charts
- b. Print selection
- c. Individual ridge characteristics selection for charting
- d. Numbering sequence
- e. Chart lettering / numbering

## 18.0.0. Court Procedures and Legal Aspects of Latent Print Evidence

### Required Objectives:

18.1.0. An understanding of the proper procedure for presenting expert latent print testimony that:

- a. Is accurate
- b. Reflects knowledge of the science
- c. Is understandable
- d. Is believable

18.2.0. An understanding of the professional restrictions and legal obligation regarding answers to questions about possible, probable or likely identifications (qualified conclusions regarding latent print comparisons).

18.3.0. An understanding of proper case preparation prior to appearance in court (work sheets, evidence, notes, reports, demonstrative exhibits).

18.4.0. An understanding of the value of pretrial conference with the attorney who will be conducting direct examination.

18.5.0. An understanding of proper courtroom demeanor (grooming, dress, walk, tone of voice, expression, speech, distracting mannerisms, pause before answering, etc).

18.6.0. An understanding of courtroom operational procedures (swearing-in, depositions, preliminary hearings, voir dire, establishing foundation for exhibit admission, direct examination, cross examination, addressing the judge, etc.).

18.7.0. An understanding of the proper format and content for a curriculum vitae and the legal obligation to furnish it on request before trial.

## 19.0.0. Student Internship

### Required Objectives:

- 19.1.0. A level of expertise at which the latent print trainer feels the trainee is competent in all phases relative to latent print examination, including professional attitude.
- 19.2.0. The ability to function alone, as a well trained latent print examiner. As such, it should be well understood that frequent consultation with other latent print examiners concerning difficult examinations, identifications, etc., is encouraged for the duration of one's career. Completion of the training program does not remove the moral requirement to resolve uncertainties involved in instances of difficult comparisons, examination, etc.

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## 20.0.0. Student Progress Record

### Courses of Instruction

### Date / Initials of Reviewer

1.0.0. Laboratory Introduction	-----
2.0.0. Evidence Handling	-----
3.0.0. Personal Identification Methods and their Uses	-----
4.0.0. History and Background of Fingerprint Identification	-----
5.0.0. Fingerprint Classification System	-----
6.0.0. Automated Fingerprint Identification System	-----
7.0.0. Recording Inked Fingerprints, Palm Prints and Footprints	-----
8.0.0. Postmortem Identification	-----
9.0.0. Sections and Services of the Crime Laboratories	-----
10.0.0. Introduction to Latent Prints	-----
11.0.0. Powder Development of Latent Prints	-----
12.0.0. Chemical Development of Latent Prints	-----
13.0.0. Alternate Light Source (ALS) Development of Latent Prints	-----
14.0.0. Preservation of Latent Prints	-----
15.0.0. Evaluation and Comparison of Latent Prints	-----
16.0.0. Latent Print Section Case Management and Reporting	-----
17.0.0. Preparation of Court Exhibits	-----
18.0.0. Court Procedures and Related Laws	-----
19.0.0. Student Internship	-----

# TRAINING RECORD

Employee: \_\_\_\_\_

## 1.0.0. Laboratory Introduction

Required Reading	Completion Date / Reviewer / Trainee
1. ISPFS SOP Manual	_____/_____/_____
1. ISPFS Chemical Hygiene and Safety Plan	_____/_____/_____
1. ISPFS Exposure Control Plan	_____/_____/_____
4. Ident Section SOP Manual	_____/_____/_____

## 2.0.0. Evidence Handling

Required Reading	Completion Date / Reviewer / Trainee
1. ISPBFS SOP Manual review Evidence Handling	_____/_____/_____
2. Ident Section SOP Manual Section 10.0.0, 16.0.0, 16.1.0, 16.2.0.	_____/_____/_____

## TRAINING RECORD

Employee: \_\_\_\_\_

### 3.0.0. Personal Identification Methods and Their Uses

Required Reading                                  Completion Date / Reviewer / Trainee

1. Scott's Fingerprint Mechanics, by Robert D. Olsen, Sr., Chapter 1, "Fingerprint Identification", Pages 5-14, 24-30. \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_
1. Fingerprint Techniques, by Andre Moenssens, Chapter 2, "The Nature of Friction Skin", Pages 60-63. \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_
1. Finger Prints, Palms and Soles, by Harold Cummins and Charlie Midlo, Chapter 8, "Elements of Finger-Print Identification", Pages 147-155. \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_
1. Criminalistics, by Richard Saferstein Chapter, 14, "Fingerprints", Pages 365-371. \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_
1. FBI Advanced Latent Fingerprint School, "Fingerprint Identification", Pages 3-30 "Single Fingerprint File", Pages 162-164. "Importance of Unidentified Latent Fingerprint File", Pages 165-166. \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_

1. Friction Ridge Skin, by James F. Cowger, Chapter 1, "Introduction", Pages 1-7.

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### Training Record

Employee: \_\_\_\_\_

#### 4. .1. History and Background of Fingerprint Identification

Required Reading	Completion Date / Reviewer / Trainee
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1. Fingerprint Techniques, Andre Moenssens, Chapter 1, "The History of Fingerprinting", Pages 1-26. Chapter 2, "The Nature of Friction Skin", Pages 27-63.	_____ / _____ / _____
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1. Finger Prints, Palms and Soles, by Harold Cummins and Charles Midlo, Chapter 1, "History", Pages 3-21. Chapter 2, "General Considerations", Pages 22-42.	_____ / _____ / _____
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1. Criminalistics, by Richard Saferstein, Chapter 14, "Fingerprints" Pages 363-365.	_____ / _____ / _____
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1. Advances in Fingerprint Technology by Lee, Gaenssien, Chapter 1, "History and Development of Fingerprinting", Pages 1-38.	_____ / _____ / _____
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1. FBI Advanced Latent Fingerprint School, by FBI, "Fingerprint Identification", Pages 6-11.	_____ / _____ / _____
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1. Friction Ridge Skin, by James F Cowger, Chapter 1, pages 1-7. \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_

1. Fingerprints and The Law, by Andre A. Moenssens, Chapter 1, "History Perspective", Pages 1-9. \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_

### Training Record

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#### 5. .1. Fingerprint Classification System

Required Reading

Completion Date / Reviewer/ Trainee

1. The Science of Fingerprints, by the FBI, Chapters 2-7 Pages 6-112. \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_

1. Friction Ridge Skin, by James F Cowger, Chapter 3, "Classification", Pages 35-70. \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_

1. Fingerprint Techniques, by Andre A. Moenssens, Chapter 3, "Pattern Interpretation", Pages 64-101. \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_  
Chapter 6, "Fingerprint Classification in the United States, Pages 158-173. \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_

1. Scott's Fingerprint Mechanics, by Robert D. Olsen Sr., Chapter 1, Section 7,8,9, "Fingerprint Classification", "Space Value on Fingerprint Cards", "Fingerprint Patterns are Complex Yet Simple", Pages 17-21. \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_

1. Criminalistics, by Richard Saferstein, Chapter 14, "Classification of

Fingerprints", Pages 372-373. \_\_\_\_\_/\_\_\_\_\_/\_\_\_\_\_

1. Fingerprints and The Law, by Andre A. Moenssens, Chapter 2, "Fingerprint Principles and Techniques", Pages 10-23. \_\_\_\_\_/\_\_\_\_\_/\_\_\_\_\_

### Training Record

Employee: \_\_\_\_\_

#### 6.0.0. Automated Fingerprint Identification System

##### Required Reading

Completion Date / Reviewer / Trainee

1. Scott's Fingerprint Mechanics, by Robert D. Olsen Sr., Chapter 8, Section 111, "Computer Identification of Latent Fingerprints, Pages 355-357. \_\_\_\_\_/\_\_\_\_\_/\_\_\_\_\_
1. Criminalistics, by Richard Saferstein, Chapter 14, "AFIS", Pages 373-375. \_\_\_\_\_/\_\_\_\_\_/\_\_\_\_\_
1. Advanced Fingerprint Technology, by Lee, Gaenssien, Chapter 6, "AFIS", Pages 163-190. \_\_\_\_\_/\_\_\_\_\_/\_\_\_\_\_
1. All Western Identification Network, NEC AFIS assigned manuals. \_\_\_\_\_/\_\_\_\_\_/\_\_\_\_\_
1. Local Latent Library Articles on AFIS. \_\_\_\_\_/\_\_\_\_\_/\_\_\_\_\_
1. Ident Section SOP Manual Section 19.0.0 Equipment. \_\_\_\_\_/\_\_\_\_\_/\_\_\_\_\_

**Training Record**

Employee: \_\_\_\_\_

**7. .1. Recording Inked Fingerprints, Palm Prints and Footprints**

Required Reading Completion Date / Reviewer / Trainee

1. FBI Advanced Latent Fingerprint School, "Techniques for Taking Good Fingerprints", Pages 104-112; "Major Case Prints", Pages 167-172. \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_

1. Scott's Fingerprint Mechanics, by Robert D. Olsen Sr., Chapter 2, "Taking Finger, Palm, and Footprints", Pages 55-101. \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_

1. Fingerprint Techniques, by Andre A. Moenssens, Chapter 5 "Recording Prints", Pages 137-145. \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_

1. The Science of Fingerprints, FBI, Chapter 9, "Techniques for Taking Good Fingerprints", Pages 112-115. Chapter 10, "Problems in Taking Inked Fingerprints", Pages 116-133. \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_

1. Finger Prints, Palm and Soles, by

Harold Cummins, Charles Midlo,  
Chapter 3, "Methods of Printing",  
Pages 45-55.

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1. Friction Ridge Skin, by James F. Cowger, Chapter 2, "Taking Inked Prints", Pages 9-28.

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1. Ident Section SOP Manual  
Protocols 16.3.0, 16.4.0.

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### Training Record

Employee: \_\_\_\_\_

#### 8. .1. Postmortem Identification

Required Reading

Completion Date / Reviewer / Trainee

1. FBI Advanced Latent Fingerprint School,  
"Fingerprinting the Dead", Pages 173-188  
"FBI Disaster Squad" Pages 189-193.  
"Identifying Disaster Victims",  
Pages 194-197.

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1. Friction Ridge Skin, by James F. Cowger,  
Chapter 2, "Printing the Deceased",  
Pages 28-33.

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1. The Science of Fingerprints, FBI,  
Chapter 11, "Problems and Practices in  
Fingerprinting the Dead", Pages 134-162.

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1. Fingerprint Techniques, by Andre A. Moenssens, Chapter 5, "Postmortem Fingerprinting", Pages 145-150.

\_\_\_\_\_/\_\_\_\_\_/\_\_\_\_\_

1. Scott's Fingerprint Mechanics, by

Robert D. Olsen Sr., Chapter 2, Section 30,  
"Postmortem Fingerprinting", Pages 84-89. \_\_\_\_\_/\_\_\_\_\_/\_\_\_\_\_

1. Local latent lab library articles on  
deceased subjects Fingerprinting and  
also Latents on human skin. \_\_\_\_\_/\_\_\_\_\_/\_\_\_\_\_

### Training Record

Employee: \_\_\_\_\_

#### 9. .1. Sections and Services of the Crime Laboratories

Required Reading    Completion Date / Reviewer / Trainee

1. Criminalistics, by Richard Saferstein,  
Chapter 1, "Introduction", pages 1-27.    \_\_\_\_\_/\_\_\_\_\_/\_\_\_\_\_

1. Forensic Science an Introduction to  
Criminalistics, by Deforest Gaenssien,  
Lee, Chapter 1, "About Forensic Science",  
Pages 1-27.    \_\_\_\_\_/\_\_\_\_\_/\_\_\_\_\_

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Employee: \_\_\_\_\_

**.0.1. Introduction to Latent Prints**

Required Reading Completion Date / Reviewer / Trainee

- 1. FBI Advanced Latent Fingerprint School, By, FBI, "Structure of Friction Skin", Page 113  
\_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_
- 1. The Science of Fingerprints, by FBI, Chapter 13, "Latent Impressions", Pages 175-176  
\_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_
- 1. Friction Ridge Skin, by James F. Cowger, Chapter 4, "The Evidence Print", Pages 71-109.  
\_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_
- 1. Criminalistics, by Richard Saferstein, Chapter 14, "Fundamental Principles of Fingerprints", Page 365-373.  
\_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_
- 1. Fingerprint Techniques, by Andre A. Moenssens, Chapter 4, "Latent Prints",  
\_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_

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Pages 102-106. \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_

1. Scott's Fingerprint Mechanics, by Robert D. Olsen, Sr., Chapter 3 "Latent Fingerprints and Crime Scenes Procedures", Pages 111-151. \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_

1. Local latent lab library articles on latents and forgery of latents. \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_

1. Techniques of Crime Scene Investigation, 5<sup>th</sup> edition. B. Fisher. Pages 86, 90, 93, 98-99. \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_

1. Ident Section SOP Manual Section 6.0.0, 7.0.0, 8.0.0. \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_

**Training Record**

Employee: \_\_\_\_\_

**.0.1. Powder Development of Latent Prints**

Reading Requirement Completion Date / Reviewer / Trainee

1. The Science of Fingerprinting, by FBI, Chapter 14, "Powdering and Lifting Latent Impressions", Pages 177-178, \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_

1. FBI Advanced Latent Fingerprint School, "Development of Latent Impressions with Powders", Pages 122-126. \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_

1. Friction Ridge Skin, by James F. Cowger, Chapter 4, "The Evidence Print", Pages 78-85. \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_

1. Advances in Fingerprint Technology, by Lee, Gaensslen, Chapter 3, "Methods

of Latent Fingerprint Development",  
Pages 59-65.

\_\_\_\_\_/\_\_\_\_\_/\_\_\_\_\_

- 1. Fingerprint Techniques, by Andre A. Moenssens, Chapter 4 "Latent Prints", Pages 106-114.

\_\_\_\_\_/\_\_\_\_\_/\_\_\_\_\_

- 1. Scott's Fingerprint Mechanics, by Robert A. Olsen, Sr., Chapter 5 "Latent Fingerprint Powder Techniques, Pages 209-235.

\_\_\_\_\_/\_\_\_\_\_/\_\_\_\_\_

- 1. Fingerprint and the Law, by Andre A. Moenssens, Chapter 2, Page 24.

\_\_\_\_\_/\_\_\_\_\_/\_\_\_\_\_

- 1. Techniques of Crime Scene Investigation, 5<sup>th</sup> edition. B. Fisher, Pages 101-103, 112, 115.

\_\_\_\_\_/\_\_\_\_\_/\_\_\_\_\_

- 1. Ident Section SOP Manual Section 15.0.0, 16.5.0, 17.1.0 - 17.3.0.

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### Training Record

Employee: \_\_\_\_\_

#### 2. .1. Chemical Development of Latent Prints

Required Reading

Completion Date / Reviewer / Trainee

- 1. Manual of Fingerprint Development Techniques, by Home Office Police Science Development Branch, London, Entire manual.

\_\_\_\_\_/\_\_\_\_\_/\_\_\_\_\_

- 1. FBI Advanced Latent Fingerprint School, "Chemical Development of Latent Impressions", Pages 131-136.

\_\_\_\_\_/\_\_\_\_\_/\_\_\_\_\_

- 1. The Science of Fingerprints, FBI, Chapter 15, "Chemical Development of Latent Impressions", Pages 175-185.

\_\_\_\_\_/\_\_\_\_\_/\_\_\_\_\_

- 1. Fingerprints and the Law, by Andre A.



Moenssens, Chapter 2, Pages 24-26, \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_

1. Fingerprint Techniques, by Andre A. Moenssens, Chapter 4 Pages 114-126. \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_

6. Techniques of Crime Scene Investigation, 5<sup>th</sup> edition, by B. Fisher, Page 124 \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_

7. Ident Section SOP Manual Section 19.2.0, 19.3.0, Appendix "A" and "D". \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_

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#### 12.1.0. Amido Black

Required Reading	Completion Date / Reviewer / Trainee
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1. Scott's Fingerprint Mechanics, by Robert D. Olsen ,Sr., Chapter 7 "Techniques for Latent Prints in Blood", Pages 323-324.	_____ / _____ / _____
--	-----------------------

1. Advances in Fingerprint Technology, by Lee, Gaenssien, Chapter 3, "Enhancement of Bloody Fingerprints", Pages 83-87.	_____ / _____ / _____
---	-----------------------

1. Local latent lab library articles on Amido black and blood prints.	_____ / _____ / _____
---	-----------------------

4. Ident Section SOP Manual  
Section 17.9.0.

\_\_\_\_\_/\_\_\_\_\_/\_\_\_\_\_

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Employee: \_\_\_\_\_

**12.2.0. DFO**

Required Reading

Completed Date / Reviewer / Trainee

1. Local latent lab library articles on  
DFO.

\_\_\_\_\_/\_\_\_\_\_/\_\_\_\_\_

1. Ident Section SOP Manual  
Section 17.5.0.

\_\_\_\_\_/\_\_\_\_\_/\_\_\_\_\_

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**12.3.0. Gentian Violet**

Required Reading

Completion Date / Reviewer / Trainee

1. Advances in Fingerprint Technology,  
by Lee, Gaensslen,  
Pages 70, 86, 88-89, 154.

\_\_\_\_\_/\_\_\_\_\_/\_\_\_\_\_

2. Local latent lab library articles on  
gentian violet.

\_\_\_\_\_/\_\_\_\_\_/\_\_\_\_\_

3. Ident Section SOP Manual

Section 17.10.0.

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**12.4.0. Iodine**

Required Reading

Completion Date / Reviewer / Trainee

- 1. The Science of Fingerprints, FBI  
"Iodine Method", Pages 179-180.

\_\_\_\_\_/\_\_\_\_\_/\_\_\_\_\_

- 1. Advances in Fingerprint Technology,  
by Lee, Gaensslen,  
Pages 60, 65-67, 89.

\_\_\_\_\_/\_\_\_\_\_/\_\_\_\_\_

- 1. Scott's Fingerprint Mechanics, by Robert D. Olsen Sr., Pages 243-256. \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_
- 1. Friction Ridge Skin, by James F. Cowger, Pages 93-96. \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_
- 1. Local latent lab library articles on iodine. \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_
- 6. Ident Section SOP Manual Section 17.3.0. \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_

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**Training Record**

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**12.5.0. Ninhydrin**

Required Reading Completion Date / Reviewer / Trainee

- 1. The Science of Fingerprints, by FBI, "Ninhydrin Method", Pages 181-182. \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_
- 1. Advances in Fingerprint Technology, by Lee, Gaensslen, "Fingerprint Development by Ninhydrin

and its Analogues", Pages 104-127. \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_

1. Scott's Fingerprint Mechanics, by Robert D. Olsen Sr., Pages 273, 276-291. \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_

1. Friction Ridge Skin, by James F. Cowger, Pages 96-98. \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_

1. Local latent lab library articles on ninhydrin. \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_

6. Ident Section SOP Manual Section 17.4.0. \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_

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Employee: \_\_\_\_\_

**12.6.0. Physical Developer**

Required Reading

Completion Date / Reviewer / Trainee

1. Chemical Formulas and Processing Guide for Developing Latent Prints, by FBI, Pages 35-38. \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_

1. Advances in Fingerprint Technology, \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_

by Lee, Gaensslen,  
Pages 37, 79-82, 95, 112-113.

\_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_

1. Local latent lab library articles on  
physical developer.

\_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_

4. Ident Section SOP Manual  
Section 17.6.0.

\_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_

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#### 12.7.0. Rhodamine 6G

Required Reading

Completion Date / Reviewer / Trainee

1. Local latent lab library articles on  
Rhodamine 6G, Fluorescent powders,  
and photography.

\_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_

2. Ident Section SOP Manual  
Section 17.8.0.

\_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_

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Employee: \_\_\_\_\_

**12.8.0. Small Particle Reagent**

Required Reading

Completion Date / Reviewer / Trainee

1. Advances in Fingerprint Technology  
by Lee, Gaensslen, Pages 82-83.

\_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_



1. Local latent lab library articles on small particle reagent.

\_\_\_\_\_/\_\_\_\_\_/\_\_\_\_\_

3. Ident Section SOP Manual Section 17.11.0.

\_\_\_\_\_/\_\_\_\_\_/\_\_\_\_\_

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**12.9.0. Sticky Side Powder**

Required Reading

Completion Date / Reviewer / Trainee

1. Local latent lab library articles on sticky side powder.

\_\_\_\_\_/\_\_\_\_\_/\_\_\_\_\_

2. Ident Section SOP Manual  
Section 17.2.0.

\_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_

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#### 12.10.0. Sudan Black

Required Reading

Completion Date / Reviewer / Trainee

1. Advances in Fingerprint Technology,

by Lee, Gaensslen, Page 37. \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_

1. Friction Ridge Skin, by James F. Cowger,  
"Locating, Developing, Preserving, and  
Collecting Evidence Prints", Page 104. \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_

1. Local latent lab library articles on  
sudan black. \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_

4. Ident Section SOP Manual  
17.12.0. \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_

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#### 12.11.0. Cyanoacrylate Ester ( Super Glue )

Required Reading

Completion Date / Reviewer / Trainee

- 1. Advances in Fingerprint Technology  
by Lee, Gaensslen, Pages 37, 67-70. \_\_\_\_\_/\_\_\_\_\_/\_\_\_\_\_
- 1. Local latent lab library articles on  
cyanoacrylate (super glue) fuming \_\_\_\_\_/\_\_\_\_\_/\_\_\_\_\_
- 3. Ident Section SOP Manual  
Sections 17.7.0, 19.5.0, 19.6.0. \_\_\_\_\_/\_\_\_\_\_/\_\_\_\_\_

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**3. .1. Alternate Light Source (ALS) Development of Latent Prints**

Required Reading	Completion Date / Reviewer / Trainee
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- 1. Friction Ridge Skin, by James F. Cowger  
Pages 106-107. \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_
- 1. Scott's Fingerprint Mechanics,  
by Robert D. Olsen Sr.,  
Pages 185-187, 229-231, 347-348. \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_
- 1. Advances in Fingerprint Technology,  
Lee Gaensslen, Pages 89-91, 104,  
115-124, 135-159. \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_
- 1. Fingerprint Detection with Lasers, by  
A. Roland Menzel, read the entire book.  
\_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_
- 1. Local latent lab library articles on ALS. \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_
- 6. Ident Section SOP Manual  
Section 19.4.0. \_\_\_\_\_ / \_\_\_\_\_

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**4. .1. Preservation of Latent Prints**

Required Reading

Completion Date / Reviewer / Trainee

- 1. Advances in Fingerprint Technology, by Lee, Gaensslen, Pages 63, 93. \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_
- 1. Fingerprint Techniques, by Andre A. Moenssens, Pages 109-112, 271-273, 150-157, 143, 135, 119-120, 136. \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_
- 1. Scott's Fingerprint Mechanics, by Robert D. Olsen Sr., Pages 369-395, 126-127, 133-135, 139-141, 141-151, 175-177, 177-182, 218-219. \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_
- 4. FBI Advanced Latent Fingerprint School, by FBI, Pages 120-121, 127-130. \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_
- 5. Friction Ridge Skin, by James F. Cowger, Pages 76-78, 111-128, 90, 86-88, 90-93. \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_
- 6. More Hits User Manual  
Forensic Image Tracking System  
Read the entire book. \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_
- 7. Local latent lab library articles on photographing latent prints. \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_
- 8. Techniques of Crime Scene Investigation, 5<sup>th</sup> edition by B. Fisher Page 114. \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_
- 9. Ident Section SOP Manual Sections 9.0.0, 19.1.0. \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_

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**5. .1. Evaluation and Comparison of Latent Prints**

Required Reading

Completion Date / Reviewer / Trainee

- 1. Friction Ridge Skin, by James F. Cowger,  
Pages 129-206. \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_
- 1. Finger Prints, Palms and Soles, by  
Harold Cummins and Charles Midlo,  
Read the entire book. \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_
- 1. FBI Advanced Latent Fingerprint School  
by the FBI, Pages 87-92, 113. \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_
- 1. Scott's Fingerprint Mechanics, by  
Robert D. Olsen Sr.,  
Pages 5-46, 171-175. \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_
- 1. Fingerprint Techniques, by Andre A.  
Moenssens, Pages 27-63, 86-88,  
252-293, 294-301. \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_
- 1. Advances in Fingerprint Technology,  
by Lee, Gaenssien, Pages 39-56. \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_
- 1. Demystifying Palm Prints,  
by Ron Smith  
Read the entire book. \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_
- 1. Advanced Ridgeology Comparison  
Techniques, by Pat A. Werthelm,  
Read the entire book. \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_
- 1. Local latent lab library articles on  
comparison. \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_
- 10. Ident Section SOP Manual  
Section 7.0.0. \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_

**Training Record**

Employee: \_\_\_\_\_

**6. .1. Latent Print Section Correspondence And Reports**

Required Reading

Completion Date / Reviewer / Trainee

- 1. Idaho State Police Forensic Services  
Standard Operating Procedures Manual,  
Section \*\*\*\*\* Laboratory conclusions  
and reports.

\_\_\_\_\_/\_\_\_\_\_/\_\_\_\_\_

- 1. Latent Section SOP Manual,  
Section 11.0.0 Case Work Documentation  
and Report Writing.

\_\_\_\_\_/\_\_\_\_\_/\_\_\_\_\_

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**7. .1. Preparation of Court Exhibits**

Required Reading	Completion Date / Reviewer / Trainee
1. Scott's Fingerprint Mechanics, by Robert D. Olsen Sr., Pages 437-442.	_____/_____/_____
1. The Science of Fingerprints, by the FBI Pages 192-195.	_____/_____/_____
1. FBI Advanced Latent Fingerprint School by the FBI, Pages 221-223.	_____/_____/_____
1. Local latent lab library articles on digital imaging.	_____/_____/_____
5. Advances in Fingerprint Technology H. Lee, R. Gaensslen. Read the rest of the book.	_____/_____/_____

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**8. .1. Court Procedures and Related Law**

Required Reading	Completion Date / Reviewer / Trainee
1. Friction Ridge Skin, by James F. Cowger, Pages 207-210.	_____/_____/_____
1. FBI Advanced Latent Fingerprint School by the FBI, Pages 224-247.	_____/_____/_____
1. Fingerprint Techniques, by Andre A. Moenssens, Pages 270-280.	_____/_____/_____
1. Advances in Fingerprint Technology, by Lee, Gaensslen, Pages 242-264.	_____/_____/_____
1. Fingerprints And The Law, by Andre A. Moenssens, Chapter 3-11 Pages 39-243.	_____/_____/_____
1. Effective Expert Witnessing, by Jack V. Matson. Read the entire book.	_____/_____/_____
1. Law for the Expert Witness, by Daniel A. Bronstein, Read the entire book.	_____/_____/_____
1. Local latent lab library articles on courtroom testimony.	_____/_____/_____
9. Ident Section SOP Manual Section 14.0.0.	_____/_____/_____

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### 9. .1 Student Internship

1. Each trainee is required to keep a notebook documenting the following areas.
  - a. All field cases responded to and assisted in processing or completed on their own.
  - a. All court cases where they testified or where testimony was given by another examiner.
  - b. All moot courts in preparation for actual courtroom testimony on case work.
  - c. All cases where deceased prints were taken at the autopsy, at the scene, or those obtained within the lab setting.
  - d. All training classes instructed or assisted in instruction.
  - e. All classroom training received relating to latents.
1. The trainee needs to document the total number of cases worked as well as persons identified, prints identified, number of comparisons made, and AFIS hits.

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2 . . 1.        **Student Progress Record**

<u>Required Classes to Attend</u>	<u>Date Attended</u>
FBI Fingerprint Classification School	_____
FBI Advanced Latent Fingerprint Tech.	_____
FBI Administrative Advanced Latents	_____
Demystifying Palm Prints	_____
Digital Image Workshop	_____
Advanced Ridgeology Comparison Tech.	_____
D.E.A. Clan Lab Safety Certification Course (Yearly Clan Lab Safety Training)	_____
P.O.S.T. Instructor Development Course	_____
Expert Witness Testimony Training	_____
Photography Training	_____

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## Recording Inked Prints

Examiner - Initial space provided after you have discussed / explained / demonstrated your ability to your coach/trainer.

Coach - Initial space provided after the examiner has comprehended and demonstrated the operation to your satisfaction.

Date: \_\_\_\_\_

Examiner

Coach

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## Recording Postmortem Prints

Examiner - Initial space provided after you have discussed / explained / demonstrated your ability to your coach/trainer.

Coach - Initial space provided after the examiner has comprehended demonstrated the operation to your satisfaction.

Examiner

Coach

Date: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

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## Injecting Postmortem Prints

Examiner - Initial space provided after you have discussed / explained / demonstrated your ability to your coach/trainer.

Coach - Initial space provided after the examiner has comprehended the operation to your satisfaction.

Date: \_\_\_\_\_

	Examiner	Coach
	_____	_____

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## Powder development

Examiner - Initial space provided after you have discussed / explained / demonstrated your ability to your coach/trainer.

Coach - Initial space provided after the examiner has comprehended and demonstrated the operation to your satisfaction.

Date: \_\_\_\_\_

Examiner

Coach

\_\_\_\_\_

\_\_\_\_\_

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# Amido Black

Examiner - Initial space provided after you have discussed / explained / demonstrated your ability to your coach/trainer.

Coach - Initial space provided after the examiner has comprehended demonstrated the operation to your satisfaction.

	Date	Examiner	Coach
	_____	_____	_____
Mixing of Chemical	_____	_____	_____
Physical Test and Examination	_____	_____	_____

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# DFO

Examiner - Initial space provided after you have discussed / explained / demonstrated your ability to your coach/trainer.

Coach - Initial space provided after the examiner has comprehended demonstrated the operation to your satisfaction.

	Date	Examiner	Coach
	_____	_____	_____
Mixing of Chemical	_____	_____	_____
Physical Test and Examination	_____	_____	_____

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# Gentian Violet

Examiner - Initial space provided after you have discussed / explained / demonstrated your ability to your coach/trainer.

Coach - Initial space provided after the examiner has comprehended demonstrated the operation to your satisfaction.

	Date	Examiner	Coach
	_____	_____	_____
Mixing of Chemical	_____	_____	_____
Physical Test and Examination	_____	_____	_____

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# Ninhydrin

Examiner - Initial space provided after you have discussed / explained / demonstrated your ability to your coach/trainer.

Coach - Initial space provided after the examiner has comprehended demonstrated the operation to your satisfaction.

	Date	Examiner	Coach
	_____	_____	_____
Mixing of Chemical	_____	_____	_____
Physical Test and Examination	_____	_____	_____

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# Physical Developer

Examiner - Initial space provided after you have discussed / explained / demonstrated your ability to your coach/trainer.

Coach - Initial space provided after the examiner has comprehended demonstrated the operation to your satisfaction.

	Date	Examiner	Coach
	_____	_____	_____
Mixing of Chemical	_____	_____	_____
Physical Test and Examination	_____	_____	_____

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## Rhodamine 6G

Examiner - Initial space provided after you have discussed / explained / demonstrated your ability to your coach/trainer.

Coach - Initial space provided after the examiner has comprehended demonstrated the operation to your satisfaction.

Date

Examiner

Coach

\_\_\_\_\_

Mixing of Chemical

\_\_\_\_\_

Physical Test and Examination

\_\_\_\_\_

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## Small Particle Reagent

Examiner - Initial space provided after you have discussed / explained / demonstrated your ability to your coach/trainer.

Coach - Initial space provided after the examiner has comprehended demonstrated the operation to your satisfaction.

	Date	Examiner	Coach
	_____	_____	_____
Mixing of Chemical	_____	_____	_____
Physical Test and Examination	_____	_____	_____

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## Sticky - Side Powder

Examiner - Initial space provided after you have discussed / explained / demonstrated your ability to your coach/trainer.

Coach - Initial space provided after the examiner has comprehended demonstrated the operation to your satisfaction.

	Date	Examiner	Coach
	_____	_____	_____
Mixing of Chemical	_____	_____	_____
Physical Test and Examination	_____	_____	_____

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## Sudan Black

Examiner - Initial space provided after you have discussed / explained / demonstrated your ability to your coach/trainer.

Coach - Initial space provided after the examiner has comprehended demonstrated the operation to your satisfaction.

	Date	Examiner	Coach
	_____	_____	_____
Mixing of Chemical	_____	_____	_____
Physical Test and Examination	_____	_____	_____

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## Fluorescent Pigments, Dyes, Powders

Examiner - Initial space provided after you have discussed / explained / demonstrated your ability to your coach/trainer.

Coach - Initial space provided after the examiner has comprehended demonstrated the operation to your satisfaction.

	Date	Examiner	Coach
	_____	_____	_____
Mixing of Chemical	_____	_____	_____
Physical Test and Examination	_____	_____	_____

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## Alternate Light Source Examination

Examiner - Initial space provided after you have discussed / explained / demonstrated your ability to your coach/trainer.

Coach - Initial space provided after the examiner has comprehended demonstrated the operation to your satisfaction.

Examiner \_\_\_\_\_ Coach \_\_\_\_\_

Date \_\_\_\_\_

Physical Test and  
Examination \_\_\_\_\_

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## Cyanoacrylate Ester (Super Glue)

Examiner - Initial space provided after you have discussed / explained / demonstrated your ability to your coach/trainer.

Coach - Initial space provided after the examiner has comprehended demonstrated the operation to your satisfaction.

Examiner

Coach

Date \_\_\_\_\_

Physical Test and  
Examination

\_\_\_\_\_

\_\_\_\_\_

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## Photography of Latent Prints

Examiner - Initial space provided after you have discussed / explained/ demonstrated your ability to your coach/trainer.

Coach - Initial space provided after the examiner has comprehended and demonstrated the operation to your satisfaction.

Examiner

Coach

Date: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

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## Evaluation of Latent Prints

Examiner - Initial space provided after you have discussed / explained/ demonstrated your ability to your coach/trainer.

Coach - Initial space provided after the examiner has comprehended and demonstrated the operation to your satisfaction.

Date: \_\_\_\_\_

	Examiner	Coach
	_____	_____

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## Comparison of Latent Prints

Examiner - Initial space provided after you have discussed / explained/ demonstrated your ability to your coach/trainer.

Coach - Initial space provided after the examiner has comprehended and demonstrated the operation to your satisfaction.

Date: \_\_\_\_\_

	Examiner	Coach
	_____	_____

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## Evidence Procedures and Preservation

Examiner - Initial space provided after you have discussed / explained/ demonstrated your ability to your coach/trainer.

Coach - Initial space provided after the examiner has comprehended and demonstrated the operation to your satisfaction.

Date: \_\_\_\_\_

Examiner

Coach

\_\_\_\_\_

\_\_\_\_\_

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## Latent Print Reports

Examiner - Initial space provided after you have discussed / explained/ demonstrated your ability to your coach/trainer.

Coach - Initial space provided after the examiner has comprehended and demonstrated the operation to your satisfaction.

Date: \_\_\_\_\_

	Examiner	Coach
	_____	_____

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## Preparation of Court Exhibits

Examiner - Initial space provided after you have discussed / explained/ demonstrated your ability to your coach/trainer.

Coach - Initial space provided after the examiner has comprehended and demonstrated the operation to your satisfaction.

Date: \_\_\_\_\_

	Examiner	Coach
	_____	_____

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## Court Procedures and Related Laws and Moot Court

Examiner - Initial space provided after you have discussed / explained/  
demonstrated your ability to your coach/trainer.

Coach - Initial space provided after the examiner has comprehended  
and demonstrated the operation to your satisfaction.

Examiner

Coach

Date: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

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## Instruction on Training Classes

Examiner - Initial space provided after you have discussed / explained/ demonstrated your ability to your coach/trainer.

Coach - Initial space provided after the examiner has comprehended and demonstrated the operation to your satisfaction.

Date: \_\_\_\_\_

Examiner

Coach

\_\_\_\_\_

\_\_\_\_\_

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## Field Case Crime Scene Processing

Examiner - Initial space provided after you have discussed / explained/ demonstrated your ability to your coach/trainer.

Coach - Initial space provided after the examiner has comprehended and demonstrated the operation to your satisfaction.

	Examiner	Coach
Vehicle Date _____	_____	_____
House or Building Date: _____	_____	_____

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## Processing Bodies for Latent Prints

Examiner - Initial space provided after you have discussed / explained / demonstrated your ability to your coach/trainer.

Coach - Initial space provided after the examiner has comprehended and demonstrated the operation to your satisfaction.

Date: \_\_\_\_\_ Examiner \_\_\_\_\_ Coach \_\_\_\_\_

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## AFIS Terminal Operation

Examiner - Initial space provided after you have discussed / explained/ demonstrated your ability to your coach/trainer.

Coach - Initial space provided after the examiner has comprehended and demonstrated the operation to your satisfaction.

Date: \_\_\_\_\_

Examiner

Coach

\_\_\_\_\_

\_\_\_\_\_

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Appendix A

**Recommended Readings  
for  
Latent Fingerprint Examiners**

Journal of Forensic Identification  
by The International Association for Identification

Advances in Fingerprint Technology  
by Henry C. Lee & R.E. Gaensslen

Quantitative - Qualitative Friction Ridge Analysis  
An Introduction to Basic and Advanced Ridgeology  
by David Ashbaugh

Fingerprint Techniques  
by Andre A. Moenssens

Fingerprints and the Law  
by Andre A. Moenssens

Scott's Fingerprint Mechanics  
by Robert D. Olsen, Sr.

An Introduction to Lasers, Forensic Lights  
and Fluorescent Fingerprint Detection Techniques  
by Dr. E. Roland Menzel

Fingerprint, Palms and Soles  
by Harold Cummins and Charles Midlo

Techniques of Crime Scene Investigation  
by Berry A.J. Fisher

Criminal Investigation  
Basic Perspectives  
by Paul B. Weston & Kenneth M. Wells

Effective Expert Witnessing  
by Jack V. Matson

Law for the Expert Witness  
Daniel A. Bronstein



Forensic Image Tracking System  
More Hits User Manual

Manual of Fingerprint Development Techniques  
Police Science Development Branch  
Home Office, UK.

Safety Guidelines  
International association for Identification

The Science of Fingerprints  
by the FBI

FBI Advanced Latent Fingerprint School text.  
By the FBI

FBI Fingerprint Training Manual  
by the FBI

Kodak Professional DCS Cameras  
Quick Guide 12/05/96  
Eastman Kodak Co.

Omniprint 1000A  
Operating Instructions  
Mell es Griot

Kodak Professional DCS 420 Digital Camera  
User's Manual  
Eastman Kodak Co. 1994

Nikon N90  
Instruction Manual

Technical Notes  
Lightning Powder Co.

Appendix B

**RECOMMENDED TRAINING FOR LATENT FINGERPRINT EXAMINERS  
BASIC TO ADVANCED**

1. Fingerprint Classification  
FBI 40 hrs.
2. Advanced Latent Fingerprint Techniques and Chemical processing  
FBI 40 hrs.
3. Advanced Palm Print Identification  
International Association for Identification. 24 hrs.
4. Digital Image Workshop  
Forensic Identification Training seminars, Ltd. 40 hrs.
5. Advanced Ridgeology comparison Techniques  
Forensic Identification Training Seminars, Ltd. 40 hrs.
6. Mastering Expert Testimony  
Forensic Identification Training Seminars, Ltd. 40 hrs.
7. Rynerson & Chison Homicide Investigation School  
Location to be announced. 60 hrs.
8. Administrative Advanced Latent Fingerprint School  
FBI Academy Quantico, VA. 120 hrs.
9. D.E.A. Clan-Lab Certification Course  
Location to be announced. 40 hrs.
10. P.O.S.T. Instructor Development Course  
P.O.S.T. Meridian, ID 32 hrs.
11. Latent Fingerprint Photography  
FBI Academy Quantico, VA. . 80 hrs.
12. Basic Black & White Photography workshop  
Nikon/Kodak Law Enforcement Photography.

13. International Association for Identification Annual Education Conferences (Held Nationwide).
14. Pacific Northwest Division of IAI meetings and training conferences (Held in the Northwest).
15. International Association for Identification Latent Print Certification (CLPE).
16. Crime Scene Technician, (CST)                      Level I
17. Crime Scene Analyst, (CSA)                        Level II
18. Senior Crime Scene Analyst                        Level III

All class hours are approximated.

04/04/00 RY

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**York, Ray**

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**From:** York, Ray  
**Sent:** Monday, July 10, 2000 11:05 AM  
**To:** Farnsworth, Rachel; Finis, Carla; Martin, Bob; Wyckoff, Don  
**Cc:** Groff, Rick  
**Subject:** Re: Latent Training Manual

Having not received any comments on the Latent Training Manual, I am requesting that Rick print-out the history page for he and Ralph to sign.

Thank you,  
Ray

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## York, Ray

---

**From:** York, Ray  
**Sent:** Monday, June 26, 2000 10:19 AM  
**To:** Powell, Ralph; Groff, Rick; Farnsworth, Rachel; Finis, Carla; Martin, Bob; Wyckoff, Don  
**Subject:** Ident Weekly Report for June 23, 2000

1. Routine casework.
2. Latent Training Manual placed on the [N] Drive.
3. Ident's SOP manual reviewed by Rick Groff it will go on the [N] Drive soon.
4. Talked with Tom and he is doing well at the ISP Academy. He did say it was harder then he thought it would be.
5. Gary will be on vacation this Monday and Tuesday June 26,27.
6. Latent Examiner interviews started today with the help of HR and Dave Laycock.

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**York, Ray**

---

**From:** York, Ray  
**Sent:** Friday, June 23, 2000 10:25 AM  
**To:** Powell, Ralph; Groff, Rick; Finis, Carla; Farnsworth, Rachel; Martin, Bob; Wyckoff, Don  
**Subject:** Latent Training Manual

The Latent Training Manual has been placed in BFScom on 'PSD1' [I] drive (manuals folder). It will be there till July 7, 2000  
Please take a look and make comments.

Thank you,  
Ray

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