Idaho State Police
Forensic Services

Approval for Quality System Controlled Documents

Property of Idaho State Police Forensic Services
Uncontrolled Internet Copy
OBSOLETE DOCUMENT

Discipline/Name of Document: Latent Print Training Manual and Training Record

Revision Number: 4

Issue Date: 4/16/2010

APPROVED BY: _____ 4/16/10
Quality Manager — Date Signed

Checklist Submitted and Checked N/A

Property of Idaho State Police Forensic Services
Uncontrolled Internet Copy
OBSOLETE DOCUMENT

Latent Print Examiner
Training Manual

Idaho State Police Forensic Services
Latent Print Discipline

Property of Idaho State Police Forensic Services
Uncontrolled Internet Copy
OBSOLETE DOCUMENT

Latent Print Examiner
Training Manual
ISP Forensic Services

History Page

The original version of the Latent Print Examiner Training Manual was accepted July 10, 2000.

Revision 1, was revised from revision 0, and was effective May 1, 2001.

Revision 2, was revised from revision 1, and is effective December 1, 2006.

Revision 3, was revised from revision 2, and is effective February 4, 2008.

Revision 4: Changes made to, Introduction, Sections 1& 6, Revision 4 is effective April 16, 1010.

Property of Idaho State Police Forensic Services
Uncontrolled Internet Copy
OBSOLETE DOCUMENT

TABLE OF CONTENTS

Property of Idaho State Police Forensic Services
Uncontrolled Internet Copy
OBSOLETE DOCUMENT

Property of Idaho State Police Forensic Services
Uncontrolled Internet Copy
OBSOLETE DOCUMENT

Introduction of Training

A. All new latent print examiners will be assigned to qualified latent print examiner(s) who will act as their coach(s).

B. Trainees must pass written tests and/or practical exercises on required objectives. All tests are closed book unless otherwise noted.

C. The duration of training is 1 1/2 to 2 years depending upon the progress of the examiner and their demonstrated aptitude and ability. Training blocks may be completed in any order. Trainees with previous training and experience will be evaluated against all training criteria to determine which standards have been met and areas that may require additional training.

D. During the training phase the trainee should attend workshops and/or training classes in the areas of latent print processing, latent print comparison, crime scene processing, courtroom testimony, digital imaging, and photography. Training on additional topics may be attended as approved. Attendance of outside training courses/workshops is subject to course availability and budget constraints. Requests for training shall be approved through the chain of command. A list of recommended latent print training courses may be found in Appendix "B" of this training manual.

E. All cases processed and examinations performed during training will be with the trainee working as "the hands of the trainer" as defined by the ISPFS Quality/Procedure Manual.

F. Reading is an on-going process during the training phase and shall include books, articles, and journals held in the Latent Section Library. A list of required reading for each training block is listed along with a signoff for the completion of each task. A list of additional recommended reading for latent examiners may be found in Appendix "A" of the training manual.

G. During training, the trainee shall accompany their coach and other trained latent examiners on field case processing. Allowing the trainee to accompany more than one latent print examiner will afford them the opportunity to learn the various techniques that each examiner utilizes and to develop their own style of crime scene processing. The trainee's coach and the programs supervisor shall determine the point at which the trainee is able to work field cases on their own.

H. The trainee shall satisfactorily complete competency tests in the areas of digital imaging, AFIS, latent print processing, and latent print comparisons.

Property of Idaho State Police Forensic Services
Uncontrolled Internet Copy
OBSOLETE DOCUMENT

I. The trainee may accompany other examiners to court to gain exposure to expert testimony on latent prints during the training period.

J. The trainee shall participate as an expert witness in a moot court prepared by other latent print examiners to gain exposure to latent print testimony. In the event that the trainee has previous testimony experience that experience shall be evaluated to ensure that all training criteria have been met.

K. Any latent print training classes that are taught by FS personnel during the training phase shall be observed by the trainee. After attending these classes, the trainee may be required to assist or teach some segments of the training classes.

L. The trainee shall keep a record of all experience obtained during the training phase. **This shall include time spent working with inked prints, classes attended, classes instructed, court testimony observed or performed, field cases observed or worked, # of comparisons, # of identifications effected, and special projects completed during the training phase.** These statistics will be a valuable aid for future court testimony.

M. It is encouraged that the trainee make application to become a member of the International Association for Identification (IAI) and the Pacific Northwest Division of IAI. A list of professional associations and certifications may be found in Appendix "C" of this Training Manual.

N. This training manual does not preclude the coach from adding other pertinent topics as may be applicable and/or related to the science of friction ridge analysis, forensic science, and the criminal justice system. However, additional courses or topics must be approved by the Latent Program Supervisor prior to instruction or incorporation within the program.

O. Training blocks may be segmented as necessary for optimal student understanding of the subjects and concepts presented. Field trips are authorized to enhance courses under current study. Training blocks may be supplemented by additional required readings, group discussion, independent and direct study, practical exercise, or research (or any combination thereof).

Property of Idaho State Police Forensic Services
Uncontrolled Internet Copy
OBSOLETE DOCUMENT

1 Laboratory Introduction

1.1 Objectives:

1.1.1 An orientation to the Idaho State Police Forensic Services (FS).

1.1.2 An understanding of the organization structure, chain of command, and policies/procedures for FS.

1.1.3 An understanding of laboratory security and the need for confidentiality.

1.1.4 An understanding of the quality assurance/quality control guidelines for FS.

1.1.5 An understanding of the safety guidelines for FS.

1.1.6 An understanding of other forensic disciplines to include: shoeprint/tire track, firearms/tool marks, fire debris, drug chemistry, biological screening, DNA, toxicology, breath alcohol, trace evidence, and physical match.

Property of Idaho State Police Forensic Services
Uncontrolled Internet Copy
OBSOLETE DOCUMENT

1.2 Required Reading:

		Trainee / Completion Date
1.2.1	Idaho State Police Employee Handbook.	_____/_____
1.2.2	Idaho State Police Forensic Services (ISPFS) Quality/Procedure Manual.	_____/_____
1.2.3	ISPFS Health and Safety Manual.	_____/_____
1.2.4	Latent Print Section Analytical Method (AM).	_____/_____
1.2.5	Safety for the Forensic Identification Specialist Nancy E. Masters - 2nd Edition.	_____/_____
1.2.6	Criminalistics, 9th edition Richard Saferstein, Chapter 1 "Introduction" pgs. 2-25	_____/_____
1.2.7	Criminalistics, 9th edition Richard Saferstein, Chapter 8 "Hairs, Fibers, and Paint" pgs. 208-239	_____/_____

1.3 Shadowing of Intra-laboratory Sections: **Employee Shadowed / Date**

1.3.1 Biology Screening _____/_____

1.3.2 Breath Alcohol _____/_____

1.3.3 DNA _____/_____

1.3.4 Drug Chemistry _____/_____

1.3.5 FES _____/_____

1.3.6 Shoeprint/Tire Track _____/_____

1.4 Review of Inter-laboratory Section Power Points: **Trainee/Completion Date**

1.4.1 Firearms/Tool Marks _____/_____

1.4.2 Fire Debris _____/_____

1.4.3 Toxicology _____/_____

1.5 Unit Exams: **Reviewer / Date / P or F**

1.5.1 Module 1: Assessment Test _____/_____/_____

1.5.2 ISPFS Health & Safety Manual Exam (open book) _____/_____/_____

1.5.3 ISPFS Quality/Procedure Manual Exam (open book) _____/_____/_____

1.6 Sign Off of Module Completion by Latent Section Supervisor

_____/_____

Property of Idaho State Police Forensic Services
Uncontrolled Internet Copy
OBSOLETE DOCUMENT

2 Evidence Handling
Objectives:

2.1 An understanding of the case/evidence acceptance policy and evidence receiving procedures.

2.2 An understanding of evidence packaging and chain of custody.

2.3 An understanding of evidence handling, prevention of contamination, and documentation.

Required Reading Completion Date / Reviewer / Trainee

a. ISPFS Quality Manual
Quality Procedure (QP) 15 Evidence Handling.

_____/_____/_____

b. Latent Print Section AM Section 5.

_____/_____/_____

c. Evidence packaging lecture: formal training class or self led power point.

d. Physical Evidence collection Manual (on ISP website)

Unit Tests to be completed:

Practical Exercise
Unit Test

Evidence Procedures
(Sign-in/out, packaging, storage)

	Examiner	Coach
Date:_____	_____	_____

Unit test to be completed:

Property of Idaho State Police Forensic Services
Uncontrolled Internet Copy
OBSOLETE DOCUMENT

3 Personal Identification Methods and Their Uses

3.1 An understanding of early non-scientific methods of personal identification (Bertillon system, photography, scars, tattoos, sight recognition, marks, and mutilations).

3.2 An understanding of other scientific methods, other than friction ridge identification (handwriting, DNA, iris scans, and odontology).

3.3 An understanding of the basic foundations of the science of friction ridge identification (permanence and individuality).

3.4 An understanding of the criminal and civil applications of friction ridge analysis.

3.5 An understanding of the existence of various criminal and civil fingerprint files (FBI, U.S. military medical records, state and local fingerprint and palm print repositories).

4 History and Background of Fingerprint Identification

4.1 An understanding of the earliest recorded awareness of fingerprints (cliff dwellers-Chinese).

4.2 An understanding of early anatomical observations (Grew, Malpighi, Purkinje, et al) and have an understanding of the biological significance of friction skin ridge patterns and their formation.

An understanding of the scientific observation and uses leading to modern fingerprint identification (Herschel, Faulds, Galton, Vucetich, and Henry).

4.5 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).

Property of Idaho State Police Forensic Services
Uncontrolled Internet Copy
OBSOLETE DOCUMENT

5 Fingerprint Patterns and Classification Systems

5.1 An understanding of the basic anatomy and terminology of the hands and feet as applicable to latent print biology physiology.

5.2 An understanding of common terminology and definitions associated with friction ridge pattern recognition (arch, loop, and whorl).

5.3 An understanding of pattern recognition and interpretation associated with operational needs of the individual agency.

5.4 A basic understanding of the Henry Classification System to include:
5.3.1 Origin
5.3.2 FBI extensions
5.3.3 Pattern interpretation
5.3.4 Parts of classification

5.5 A basic understanding of NCIC Classification System.

6 Automated Fingerprint Identification System (AFIS)

6.1 Objectives:

6.1.1 An understanding of automation technology and theory of operation to include:
- 6.1.1.1 The history of the development of friction ridge automation technology.
- 6.1.1.2 The theory of the operation of friction ridge automation technology to include distortion when three-dimension friction ridge skin is captured in a two-dimensional image.

6.1.2 An understanding of the function and use of image capture to include:
- 6.1.2.1 Types of friction ridge recordings (e.g. rolled, flat, simultaneous, palm).
- 6.1.2.2 Methods of friction ridge capture (e.g. ink, live scan).
- 6.1.2.3 Types of capture devices (e.g. live-scan, flatbed, camera).
- 6.1.2.4 Point of capture variables (e.g. condition of fingers, condition of platen, rolling speed, movement).
- 6.1.2.5 Control measures need to achieve quality friction ridge images (e.g. scan resolution, compression rate, equipment maintenance, calibration).
- 6.1.2.6 Procedures for addressing amputations, temporary injuries, skin conditions, and rescans.

6.1.3 An understanding of function and use of Automated Fingerprint Identification Systems (AFIS) to include:
- 6.1.3.1 AFIS process related to acquisition, classification, searching, storage, retrieval, identification, and final reporting of friction ridge records.
- 6.1.3.2 Friction ridge search criteria (e.g. designated finger search, how many fingers, palm areas).

Property of Idaho State Police Forensic Services
Uncontrolled Internet Copy
OBSOLETE DOCUMENT

6.1.3.3 Importance of quality assurance on maintaining the integrity of friction ridge data.

6.1.3.4 Quality controls that ensure completeness, image quality, and data integrity.

6.1.4 Gain a working knowledge of the NEC Automated Fingerprint Identification System (AFIS) Global Workstation – Latent (GWS-L) and the Intergraded Automated Fingerprint Identification System (IAFIS) to include

6.1.4.1 Who handles component maintenance and calibration.

6.1.4.2 System requirements and limitations including text data fields, fingerprint and palm print quality, finger sequence and image replacement, image rotation, and toleration for pattern interpretation.

6.1.4.3 Minutia recognition, placement, rotation, ridge counts, and other minutiae factors related to searching and matching.

6.1.4.4 Limitations of system interoperability.

6.1.4.5 Integration of friction ridge image, mug shot, scars, marks, tattoos, minutiae, other biometrics, as well as personal descriptors, and criminal history information.

6.1.4.6 Search parameters, pattern classification and referencing, minutiae extraction, search algorithms, significance in the range of candidate scores, threshold scoring, and candidate list comparisons, matching.

6.1.4.7 AFIS search capabilities in regards to latent print vs. tenprint, tenprint vs. latent print, latent print vs. latent print, tenprint vs. tenprint, and palm print vs. palm print.

6.1.4.8 "Lights out" processing of searches (i.e. mobile search capabilities).

6.1.4.9 Logical search progression (i.e. state, regional, national).

6.1.4.10 Filtering criteria used to establish logical candidates (e.g. finger position, sex, classification, race, offense, geographic location).

6.1.4.11 Search result contents (e.g. ranked order, unique identifier, finger or palm position).

6.1.4.12 Differences between AFIS digital images and original friction ridge impressions (e.g. potential loss of quality due to compression of image, monitor resolution, capture resolution).

6.1.4.13 Printer technology limitations vs. examinations from original friction ridge documents (e.g. paper quality, inked fingerprint cards).

6.1.4.14 AFIS processes related to latent print searches.

6.1.4.15 Various search options among databases within the system (e.g. image, feature).

6.1.4.16 Manual and automatic encoding of minutiae.

Property of Idaho State Police Forensic Services
Uncontrolled Internet Copy
OBSOLETE DOCUMENT

6.1.4.17 File penetration benefits and liabilities of partial vs. full data base searches.

6.1.4.18 Record authentication processes (e.g. correct association of name, unique identifier, friction ridge images, and criminal history record).

6.2 Required Reading: **Employee / Date**

6.2.1 Scott's Fingerprint Mechanics
Robert D. Olsen Sr. Chapter 8, Section 111
"Computer Identification of Latent Fingerprints"
Pages 355-357. _____/_____

6.2.2 Criminalistics, 9th edition
Richard Saferstein,
Chapter 14, "AFIS" Pages 436-438. _____/_____

6.2.3 Advances in Fingerprint Technology
2nd edition Lee, Gaensslen,
Chapter 8, AFIS" Pages 275-321. _____/_____

6.2.4 NEC User Guides

6.2.4.1 GWS–NSW _____/_____

6.2.4.2 GWS-L _____/_____

6.2.4.3 GWS-L Quick Reference Guide _____/_____

6.2.4.4 GWS-L Update Difference
Quick Reference Guide _____/_____

6.2.4.5 NEC ELMA Best Practices _____/_____

Property of Idaho State Police Forensic Services
Uncontrolled Internet Copy
OBSOLETE DOCUMENT

6.3 Lecture:

6.3.1 The analyst shall complete an approved AFIS training course. The on-line AFIS training course sponsored by West Virginia University is the current approved course. If a previously approved course becomes unavailable, the Latent Section Supervisor will chose or design a new course that meets the training module requirements.

Course Completed: _____

Date: _____
Attach copy of certificate

6.4 Practical Exercise: **Employee / Date**

6.4.1 Familiarity with live scan terminal and production of a live scan fingerprint card. _____/_____

6.4.2 Each analyst will complete the following searches with a trained AFIS operator:

6.4.2.1 20 latent searches covering all applicable ELMA algorithms.

6.4.2.2 10 IAFIS latent searches

Search documentation will be maintained on AFIS search worksheets. Copies of all worksheets will be attached for documentation purposes.

6.5 Unit Exams/Competency Test: **Reviewer / Date / P or F**

6.5.1 Module 6: Assessment Test _____/_____/_____

6.5.2 AFIS Competency Test: The analyst will independently search 5 mock latent prints through the Automated Fingerprint Identification System. Competency test prints may consist of palm prints, low minutia prints, distorted prints, and non-matching prints.

_____/_____/_____

6.5.3 The analyst shall generate a list of AFIS related court qualifying questions and provide sample answers to those questions that could be presented in a court of law.

_____/_____/_____

6.6 Sign Off of Module Completion by Latent Section Supervisor

_____/_____

Property of Idaho State Police Forensic Services
Uncontrolled Internet Copy
OBSOLETE DOCUMENT

7 Recording Inked Fingerprints, Palm Prints, and Footprints

7.1 An understanding of the various methods for recording known friction ridges for criminal history or personal identification and the ability to properly evaluate ridge structure based on each method.

7.2 An understanding of the benefits associated with obtaining victim/elimination prints and complete friction ridge exemplars (major case prints).

7.3 An understanding of the proper method of completing fingerprinting card information, sequence for recording fingers, and method of printing plain impressions.

7.4 An understanding of the proper method for using ink and roller to record fingerprints, palm prints, and footprints (including equipment maintenance).

7.5 An understanding of the proper method for recording complete friction ridge exemplars.
7.5.1 Introductory knowledge of chemical (inkless) systems for recording fingerprints.
7.5.2 Introductory knowledge of recording friction ridge detail using printer's ink.
7.5.3 Introductory knowledge of recording friction ridge detail using powder and adhesive sheets.
7.5.4 Introductory knowledge of electronic capture systems (Live Scan) for recording fingerprints.

8 Post-mortem Identification

8.1 An understanding of the procedures and equipment used in fingerprinting deceased persons.

8.2 An understanding of the effects and conditions of rigor mortis and stages of decomposition.

8.3 An understanding of the legal considerations and procedures for the removal of fingers or hands and subsequent preservation.

8.4 An understanding of the disaster squad services available from the FBI, Latent Fingerprint Section.

An understanding of equipment maintenance and personal safety considerations involving body fluid contamination, accidental puncture from needles, etc.

Property of Idaho State Police Forensic Services
Uncontrolled Internet Copy
OBSOLETE DOCUMENT

9 Sections and Services of a Forensic

9.1 An understanding of the capabilities, basic operating procedures, and manner in which latent print procedures interface with:
9.1.1 Forensic Document Examination
9.1.2 Firearms and Toolmarks
9.1.3 Forensic Photography
9.1.4 Chemistry/Toxicology
9.1.5 Biology/DNA
9.1.6 Microanalysis/Trace Evidence
9.2 An understanding of the proper procedures for completing forms, correspondence, and packaging of evidence to be forwarded to national or regional laboratories.

10 Introduction to Latent Prints

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

10.2 An understanding of the general chemical composition of human perspiration as a means of understanding the composition of latent print residue.

10.3 An understanding of the infinite variables precluding "age" determination of latent prints in almost all instances.
10.4 An understanding of the potential for loss, contamination, and destruction of other types of forensic evidence (indented hand writing, body fluids, etc.) when more than one discipline is to process the same item of evidence. An ability to preserve other types of forensic evidence when processing for latent prints.

10.5 An understanding of the professional duties, including moral obligations, of Latent Print Examiners.

10.6 An understanding of the personal safety hazards posed by blood bourn pathogens (AIDS virus, hepatitis, etc.) present on body fluid contaminated evidence that is to be processed for latent prints. Knowledge shall include proper work area disinfection, procedures for handling needles and sharps, and use of personal protective equipment, clothing, gloves, etc.

10.7 Introductory knowledge concerning the qualitative/quantitative parameters applied when evaluating latent impressions for identification purposes.

10.8 Introductory knowledge concerning the individual friction ridge characteristics (ending ridge, bifurcation, dots) and unit spatial relationships involved in comparing known and latent impressions.

Property of Idaho State Police Forensic Services
Uncontrolled Internet Copy
OBSOLETE DOCUMENT

10.9 Introductory knowledge of various crime scene search techniques, including commonly prescribed searching sequences (grid, spiral, strip, etc.).

10.10 Introductory knowledge of the potential explosion, fire, and contamination safety hazards associated with latent print development powders, solvents and chemicals.

11 Powder Development of Latent Prints

11.1 An understanding of the basic types of brushes and their composition.

11.2 An understanding of surfaces and environmental factors determining brush type, powder type, and color selection.

11.3 An understanding of the proper procedures for using different types of hair, fiberglass, and magnetic brushes.

11.4 An understanding of equipment maintenance and safety procedures relative to powder development of latent prints.

11.5 Introductory knowledge of lifting tape, gel lifters, hinge lifters, etc.

12 Chemical Development of Latent Prints

12.1 An understanding of the safety hazards associated with each of the chemicals used for development of latent prints in the ISP FS Latent Section. Knowledge shall include proper disposal, spill procedures/equipment, and the use of personal protective equipment.

12.2 An understanding of the latent print residue components targeted by different chemical development procedures.

12.3 An understanding of the effects of various solvents on evidence surfaces (inks, plastics, varnishes, etc).

12.4 An understanding of surface and environmental factors effecting selection and sequencing of chemical development procedures.

12.5 An understanding of chemical storage, application and development procedures for:

12.5.1 Amido Black

12.5.2 DFO

12.5.3 Gentian Violet/Crystal Violet

Property of Idaho State Police Forensic Services
Uncontrolled Internet Copy
OBSOLETE DOCUMENT

12.5.4 Iodine Fuming
12.5.5 Ninhydrin
12.5.6 Physical Developer
12.5.7 Dye Stain Solutions (Rhodamine 6G, Ardrox, RAM)
12.5.8 Small Particle Reagent
12.5.9 Sticky-Side Powder
12.5.10 Sudan Black
12.5.11 Cyanoacrylate Fuming
12.5.12 Leucocrystal Violet (LCV)

12.6 An understanding of equipment maintenance relative to chemical development of latent prints.

13 Alternate Light Source (ALS) Detection of Latent Prints

13.1 An understanding of the personal safety hazards associated with Alternate Light Sources (ALS) and other non-destructive methods of latent print development.

13.2 An understanding of dye stain procedures used for post-cyanoacrylate ALS processing.

13.3 An understanding of chemical enhancement procedures used for post-ninhydrin ALS processing.

13.4 An understanding of equipment maintenance relative to ALS detection of latent prints.

13.5 Introductory knowledge of luminescence, fluorescence, inherent luminescence, light wavelengths, band-pass filters, and light delivery systems as they relate to ALS detection of latent prints.

14 Preservation of Latent Prints

14.1 An understanding of latent print photography to include:

14.1.1 Equipment and Materials
14.1.1.1 Different types of cameras used for latent print photography.
14.1.1.2 Film vs digital
14.1.1.3 Filters
14.1.1.4 Lighting techniques
14.1.1.5 Use and maintenance of cameras and other photography equipment

Property of Idaho State Police Forensic Services
Uncontrolled Internet Copy
OBSOLETE DOCUMENT

14.1.2 Photographic Procedures
14.1.2.1 Accuracy of image size
14.1.2.2 Exposure
14.1.2.3 Film development

14.1.3 Photography of chemically developed latent prints of various colors.

14.1.4 Photography of latent prints developed with powders.

14.1.5 Photography of patent and plastic prints (in blood, paint, putty or wax, etc.).

14.1.6 Photography of ALS luminescence photography.

14.2 An understanding of and ability to utilize latent print lifting techniques to include:

14.2.1 Various types of tape (transparent/frosted, polyethylene, etc.)
14.2.2 Hinge lifters
14.2.3 Gel lifters
14.2.4 Casting material (Mikrosil, AccuTrans)

14.3 An understanding of, and the ability to demonstrate proper procedures for handling and marking physical evidence received for examination.

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

15 Evaluation and Comparison of Friction ridge Impressions

15.1 An understanding of scientific methodology and its application to friction ridge examination, and the ability to analyze fragmentized friction ridge detail to determine its value (comparison/identification, value/no value).

15.2 An understanding of friction ridge characteristics (dots, ridge endings, and bifurcations) the varying definitions/interpretations assigned to combinations of those three ridge characteristics, and how they may be utilized in effecting an individualization.

15.3 An understanding of the value of incipient ridge characteristics for use in latent print comparison/individualization.

Property of Idaho State Police Forensic Services
Uncontrolled Internet Copy
OBSOLETE DOCUMENT

15.4 An understanding of the importance of elimination prints and the necessity for completing "elimination" comparisons before AFIS processing of latent prints.

15.5 The ability to recognize and utilize ridge flow configurations (size, pattern, focal points, etc.), scars, creases, and other friction ridge characteristics to support latent print examination.

15.6 The ability to recognize, and if possible determine the area from which the latent fingerprints, palm prints, and foot/toe prints originated.

15.7 An understanding of the nature of color reversals (entire print) and changes (within the same print) and the ability to properly analyze these occurrences when they are encountered in latent print comparisons.

15.8 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 properly analyze such disturbances/distortion.

15.9 An understanding that different policies and standards exist regarding what constitutes friction ridge individualization in the U.S. and other countries and why no minimum "number" of matching ridge characteristics can be defined to effect an identification (i.e., positive opinion based on personal empirical experience in examining and comparing latent prints).

15.10 The ability to recognize simultaneous (cluster) impressions and an understanding of their value for identification.

15.11 An understanding of what constitutes a valid individualization (identification) and the ability to render a proper conclusion of individualization.

15.12 An understanding of the necessity for verification by another qualified latent print examiner.

Property of Idaho State Police Forensic Services
Uncontrolled Internet Copy
OBSOLETE DOCUMENT

16 Digital Imaging

16.1 An understanding of the operational environment of computer based imaging and storage as related to latent and inked prints.

16.2 An understanding of the proper procedures for camera capture and digital scanning of latent and inked print images.

16.3 An understanding of digital enhancement techniques using Adobe Photoshop or other like programs to improve the quality of latent print images.

16.3.1 Color reversal
16.3.2 Position reversal
16.3.3 Enlargements
16.3.4 Use of layers
16.3.5 Image contrast
16.3.6 Image calibration
16.3.7 Use of digital filters

Introductory knowledge of the digital image system.

17 Latent Print Section Case Management and Reporting

17.1 An understanding of and the ability to demonstrate proper procedures for maintaining chain of custody (documentation and physical control).

17.2 An understanding of and the ability to demonstrate proper procedures for case file (note taking) recording of activities. Documentation shall be such that another qualified Latent Print Examiner could evaluate what was done and replicate any comparisons.

17.3 An understanding of and the ability to demonstrate proper procedures for reporting latent print examination findings in an accurate, concise, and clear manner.

18 Preparation of Court Exhibits

18.1 An understanding of court exhibit preparation procedures to include:
18.1.1 Charting types/methods (points, area bubbles, power point)
18.1.2 Use of the digital imaging system to develop court charts
18.1.3 Print selection
18.1.4 Selection of individual ridge characteristics for charting

19 Court Procedures and Related Laws

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

19.1.1 Is accurate
19.1.2 Exhibits knowledge of the science
19.1.3 Is understandable

Property of Idaho State Police Forensic Services
Uncontrolled Internet Copy
OBSOLETE DOCUMENT

19.1.4 Is believable

19.2 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).

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

19.4 An understanding of the value of pretrial conference with the attorney who will be conducting direct examination. Preparation of a list of qualifying questions.

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

19.6 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.).

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

Property of Idaho State Police Forensic Services
Uncontrolled Internet Copy
OBSOLETE DOCUMENT

20 Student Internship

20.1 An understanding of and the ability to practically demonstrate all phases of friction ridge training under the direction of a qualified Latent Print Examiner.

20.2 The ability to function independently as a competent 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.

21 Student Progress Record
Training Blocks

		Date / Initials of Reviewer
1	Laboratory Introduction	
2	Evidence Handling	
3	Personal Identification Methods and their Uses	
4	History and Background of Fingerprint Identification	
5	Fingerprint Classification Systems	
6	Automated Fingerprint Identification System (AFIS)	See Section 6
7	Recording Inked Fingerprints, Palm Prints, and Footprints	
8	Post-mortem Identification	
9	Sections and Services of a Forensic Laboratory	
10	Introduction to Latent Prints	
11	Powder Development of Latent Prints	
12	Chemical Development of Latent Prints	
13	Alternate Light Source (ALS) Detection of Latent Prints	
14	Preservation of Latent Prints	
15	Evaluation and Comparison of Latent Prints	
16	Digital Imaging	
17	Latent Print Section Case Management and Reporting	
18	Preparation of Court Exhibits	
19	Court Procedures and Related Laws	

Property of Idaho State Police Forensic Services
Uncontrolled Internet Copy
OBSOLETE DOCUMENT

20 Student Internship

Property of Idaho State Police Forensic Services
Uncontrolled Internet Copy
OBSOLETE DOCUMENT

Appendix A Recommended Reading for Latent Examiners

Journal of Forensic Identification
by The International Association for Identification

Advances in Fingerprint Technology 2nd Edition
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

Fingerprints and Other Ridge Skin Impressions
By Christophe Champod et. al

Techniques of Crime Scene Investigation 5th edition
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

Property of Idaho State Police Forensic Services
Uncontrolled Internet Copy
OBSOLETE DOCUMENT

Forensic Image Tracking System
Digital Workplace 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

Safety For the Forensic Identification Specialist 2nd Edition
Nancy E. Masters

Property of Idaho State Police Forensic Services
Uncontrolled Internet Copy
OBSOLETE DOCUMENT

Appendix B Recommended Training Courses for Latent Examiners

1. Fingerprint Classification
   40 hrs.

2. Latent Fingerprint Processing/Chemical Techniques
   40 hrs.

3. Latent Print Comparison Techniques Course
   40 hrs.

4. Palm Print Comparison
   24 hrs.

5. Digital Imaging Workshop
   40 hrs.

6. Advanced Ridgeology/Complex Comparison Course
   40 hrs.

7. Expert Testimony
   40 hrs.

8. Homicide Investigation Techniques Course
   40 hrs.

3. Clan-Lab Certification Course
   40 hrs.

4. P.O.S.T. Instructor Development Course
   32 hrs.

5. Latent Fingerprint Photography
   40 - 80 hrs.

6. Basic Black & White Photography Workshop
   8 hrs

7. International Association for Identification Annual Education Conferences
   40 hrs.

8. Pacific Northwest Division of IAI meetings and training conferences
   24 hrs.

Property of Idaho State Police Forensic Services
Uncontrolled Internet Copy
OBSOLETE DOCUMENT

All class hours are approximated.
Appendix C Professional Associations and Certifications

Recommended professional association
International Association for Identification
Pacific Northwest Division International Association for Identification

Professional Certification is required after completion of the ISP FS Latent Section training program and two years of work experience.
International Association for Identification Latent Print Certification (CLPE).

Recommend Optional Certifications
a. Certified Crime Scene Investigator, (CCSI) Level I
b. Certified Crime Scene Analyst, (CCSA) Level II
c. Certified Senior Crime Scene Analyst (CSCSA) Level III
d. American Board of Criminalistics (Diplomate and/or Fellow)

Property of Idaho State Police Forensic Services
Uncontrolled Internet Copy
OBSOLETE DOCUMENT

Latent Print Examiner
Training Record

Idaho State Police Forensic Services
Latent Print Discipline

Property of Idaho State Police Forensic Services
Uncontrolled Internet Copy
OBSOLETE DOCUMENT

Revision 4 is latest one.
Manuals were combined

Training Record

Employee: _____

1 Laboratory Introduction

Required Reading — Completion Date / Reviewer / Trainee

a. Idaho State Police Employee Handbook.

_____/_____/_____

b. Idaho State Police Forensic Services (ISPFS) Quality Manual.

_____/_____/_____

c. ISPFS Health and Safety Manual.

_____/_____/_____

d. Latent Print Section Analytical Method (AM).

_____/_____/_____

e. Safety for the Forensic Identification Specialist
2nd Edition by Nancy E. Masters.

_____/_____/_____

Property of Idaho State Police Forensic Services
Uncontrolled Internet Copy
OBSOLETE DOCUMENT

2 Evidence Handling

Required Reading Completion Date / Reviewer / Trainee

a. ISPFS Quality Manual
Quality Procedure (QP) 15 Evidence Handling.

_____/_____/_____

b. Latent Print Section AM Section 5.

_____/_____/_____

Evidence Procedures
(Sign-in/out, packaging, storage)

Examiner Coach

Date:_____ _____ _____

Property of Idaho State Police Forensic Services
Uncontrolled Internet Copy
OBSOLETE DOCUMENT

3 Personal Identification Methods and Their Uses

Required Reading	Completion Date / Reviewer / Trainee
a. Scott's Fingerprint Mechanics, by Robert D. Olsen, Sr. Chapter 1, "Fingerprint Identification." Pages 5-14, 24-30.	_____/_____/_____
b. Fingerprint Techniques, by Andre Moenssens. Chapter 2, "The Nature of Friction Skin." Pages 60-63.	_____/_____/_____
c. Finger Prints, Palms and Soles, by Harold Cummins and Charlie Midlo. Chapter 8, "Elements of Finger-Print Identification." Pages 147-155.	_____/_____/_____
d. Criminalistics, by Richard Saferstein. Chapter 14, "Fingerprints."	_____/_____/_____
e. Friction Ridge Skin, by James F. Cowger. Chapter 1, "Introduction" Pages 1-7.	_____/_____/_____
f. Criminalistics, by Richard Saferstein. Chapter 13, "DNA".	_____/_____/_____
g. Forensic Science an Introduction to Criminalistics, by Deforest, Gaensslen, & Lee. Chapter 6, "Fingerprints and Other Patterns for Personal Identification" Pages 123 - 143. "Handwriting" 155 - 165.	_____/_____/_____
h. Death Investigation Handbook by Louis N. Eliopulos Chapter 67 " Forensic Odontology Pages 679 – 693.	_____/_____/_____
i. Fingerprints and the Law by Andre A. Moenssens Chapters 7 "Fingerprint Evidence In Criminal Case" and Chapter 8 "Fingerprints in Non-Criminal Cases" Pages 108 - 147	_____/_____/_____

Property of Idaho State Police Forensic Services
Uncontrolled Internet Copy
OBSOLETE DOCUMENT

4 History and Background of Fingerprint Latent identification

Required Reading	Completion Date / Reviewer / Trainee
a. Fingerprint Techniques, Andre Moenssens. Chapter 1, "The History of Fingerprinting." Pages 1-26. Chapter 2, "The Nature of Friction Skin." Pages 27-63.	_____/_____/_____
b. Finger Prints, Palms and Soles, by Harold Cummins and Charles Midlo. Chapter 1, "History." Pages 3-21. Chapter 2, "General Considerations." Pages 22-42.	_____/_____/_____
c. Criminalistics, by Richard Saferstein. Chapter 14, "History of Fingerprints." Pages 406-408.	_____/_____/_____
d. Advances in Fingerprint Technology by Lee, Gaensslen. Chapter 1, "History and Development of Fingerprinting." Pages 1-38.	_____/_____/_____
e. Friction Ridge Skin, by James F Cowger, Chapter 1, pages 1-7.	_____/_____/_____
f. Fingerprints and The Law, by Andre A. Moenssens. Chapter 1, "History Perspective." Pages 1-9.	_____/_____/_____
g. Quantitative-Qualitative Friction Ridge Analysis, by David R. Ashbaugh. Chapter 2, "History of Fiction Ridge Identification." Pages 11-60.	_____/_____/_____

Property of Idaho State Police Forensic Services
Uncontrolled Internet Copy
OBSOLETE DOCUMENT

5 Fingerprint Patterns and Classification Systems

Required Reading — Completion Date / Reviewer/ Trainee

a. The Science of Fingerprints, by the FBI. Chapters 2-8. Pages 5-110.

_____/_____/_____

b. Friction Ridge Skin, by James F. Cowger. Chapter 3, "Classification." Pages 34-70.

_____/_____/_____

c. Fingerprint Techniques, by Andre A. Moenssens. Chapter 3, "Pattern Interpretation." Pages 64-101.

_____/_____/_____

d. Fingerprint Techniques, by Andre A. Moenssens. Chapter 6, "Fingerprint Classification in the United States." Pages 158-173.

_____/_____/_____

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

_____/_____/_____

f. Criminalistics, by Richard Saferstein. Chapter 14, "Classification of Fingerprints." Pages 414-415.

_____/_____/_____

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

_____/_____/_____

Property of Idaho State Police Forensic Services
Uncontrolled Internet Copy
OBSOLETE DOCUMENT

6 Automated Fingerprint Identification System (AFIS)

Required Reading	Completion Date / Reviewer / Trainee
a. See Section 6 Latent Training Manual	

Property of Idaho State Police Forensic Services
Uncontrolled Internet Copy
OBSOLETE DOCUMENT

7 Recording Inked Fingerprints, Palm Prints, and Footprints

Required Reading — Completion Date / Reviewer / Trainee

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

_____/_____/_____

b. Fingerprint Techniques, by Andre A. Moenssens. Chapter 5, "Recording Prints." Pages 137-145.

_____/_____/_____

c. The Science of Fingerprints, FBI. Chapter 9, "Techniques for Taking Good Fingerprints." Pages 111-115. Chapter 10, "Problems in Taking Inked Fingerprints." Pages 116-128.

_____/_____/_____

d. Finger Prints, Palm and Soles, by Harold Cummins, Charles Midlo. Chapter 3, "Methods of Printing." Pages 45-55.

_____/_____/_____

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

_____/_____/_____

f. Latent Print Section AM Sections 9.7

_____/_____/_____

g. Local Latent Library Article on "Recording Inked Fingerprints, Palm Prints, and Footprints."

_____/_____/_____

Property of Idaho State Police Forensic Services
Uncontrolled Internet Copy
OBSOLETE DOCUMENT

Recording Known Exemplars

(ink, black powder adhesive method, major case prints)

Examiner _____ Coach _____

Date:_____

8 Post-mortem Identification

Required Reading — Completion Date / Reviewer / Trainee

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

b. The Science of Fingerprints, FBI, Chapter 11, "Problems and Practices in Fingerprinting the Dead." Pages 129-156. _____/_____/_____

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

d. Scott's Fingerprint Mechanics, by Robert D. Olsen Sr. Chapter 2, Section 30, "Postmortem Fingerprinting." Pages 84-89. _____/_____/_____

e. Local Latent Library Article on "Post-mortem Identification." _____/_____/_____

Property of Idaho State Police Forensic Services
Uncontrolled Internet Copy
OBSOLETE DOCUMENT

Recording Postmortem Prints

	Examiner	Coach
Date:_____	_____	_____

Injecting Postmortem Prints

	Examiner	Coach
Date:_____	_____	_____

Processing Bodies for Latent Prints
(optional based on availability)

	Examiner	Coach
Date:_____	_____	_____

9 Sections and Services of a Forensic Laboratory

Required Reading	Completion Date / Reviewer / Trainee
a. Criminalistics, by Richard Saferstein. Chapter 1, "Introduction." Pages 1-27.	_____/_____/_____
b. Forensic Science an Introduction to Criminalistics, by Deforest, Gaensslen, & Lee. Chapter 1, "About Forensic Science." Pages 1-27.	_____/_____/_____

Field Cases/Crime Scene Processing

	Examiner	Coach
Vehicle Date_____	_____	_____
Structure Date_____	_____	_____
Clan Lab Date_____	_____	_____

Instruction on Training Classes

	Examiner	Coach
Date:_____	_____	_____

Property of Idaho State Police Forensic Services
Uncontrolled Internet Copy
OBSOLETE DOCUMENT

10 Introduction to Latent Prints

Required Reading — Completion Date / Reviewer / Trainee

a. The Science of Fingerprints, by FBI.
Chapter 13, "Latent Impressions."
Pages 170-172. _____/_____/_____

b. Friction Ridge Skin, by James F. Cowger.
Chapter 4, "The Evidence Print."
Pages 71-109. _____/_____/_____

c. Criminalistics, by Richard Saferstein.
Chapter 14, "Fundamental Principles
of Fingerprints." Pages 408-413. _____/_____/_____

d. Fingerprint Techniques, by Andre A.
Moenssens. Chapter 4, "Latent Prints."
Pages 102-106. _____/_____/_____

e. Scott's Fingerprint Mechanics, by
Robert D. Olsen, Sr. Chapter 3,
"Latent Fingerprints and Crime Scene
Procedures." Pages 111-151. _____/_____/_____

f. Forensic Science an Introduction to
Criminalistics, by Deforest, Gaensslen,
& Lee. Chapter 2, "General Crime Scene
Procedures. Pages 416-423.

_____/_____/_____

g. Latent Print Section AM Section 12

_____/_____/_____

h. Quantitative-Qualitative Friction Ridge Analysis,
by David R. Ashbaugh. Chapter 3-5,
III "Fiction Ridge Medium" Pages 61-86
IV " The Identification Process" Pages 87-148
V "Poroscopy and Edgeoscopy" Pages 149-164.

_____/_____/_____

i. Local Latent Library Article on
"Introduction to Latent Prints."

_____/_____/_____

Property of Idaho State Police Forensic Services
Uncontrolled Internet Copy
OBSOLETE DOCUMENT

11 Powder Development of Latent Prints

Reading Requirement — Completion Date / Reviewer / Trainee

a. The Science of Fingerprinting, by FBI. Chapter 14, "Powdering and Lifting Latent Impressions." Pages 173-174

_____/_____/_____

b. Friction Ridge Skin, by James F. Cowger. Chapter 4, "The Evidence Print." Pages 78-85.

_____/_____/_____

c. Advances in Fingerprint Technology, by Lee & Gaensslen. Chapter 3, "Methods of Latent Fingerprint Development." Pages 59-65.

_____/_____/_____

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

_____/_____/_____

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

_____/_____/_____

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

_____/_____/_____

g. Techniques of Crime Scene Investigation, 5th edition. B. Fisher. Pages 101-104, 112, 115.

_____/_____/_____

h. Latent Print Section AM Sections 9.3 & 9.4.

_____/_____/_____

i. Local Latent Library Article on "Powder development of latent prints."

_____/_____/_____

Property of Idaho State Police Forensic Services
Uncontrolled Internet Copy
OBSOLETE DOCUMENT

Powder Processing
(Standard, magnetic, and fluorescent)

	Examiner	Coach
Date:_____	_____	_____

Lifting Techniques
(Various tapes, casting mediums, gel lifts, etc.)

	Examiner	Coach
Date:_____	_____	_____

Property of Idaho State Police Forensic Services
Uncontrolled Internet Copy
OBSOLETE DOCUMENT

12 Chemical Development of Latent Prints

Required Reading	Completion Date / Reviewer / Trainee
a. Manual of Fingerprint Development Techniques, by Home Office Police Science Development Branch, London.	_____/_____/_____
b. The Science of Fingerprints, FBI. Chapter 15, "Chemical Development of Latent Impressions." Pages 175-186.	_____/_____/_____
c. Fingerprints and the Law, by Andre A. Moenssens. Chapter 2, Pages 24-26.	_____/_____/_____
d. Fingerprint Techniques, by Andre A. Moenssens. Chapter 4. Pages 114-126.	_____/_____/_____
e. Techniques of Crime Scene Investigation, 5th edition, by B. Fisher. Page 124.	_____/_____/_____
f. Local Latent Library Articles on "Chemical development of latent prints."	_____/_____/_____

Property of Idaho State Police Forensic Services
Uncontrolled Internet Copy
OBSOLETE DOCUMENT

12.5.1 Amido Black

Required Reading	Completion Date / Reviewer / Trainee
a. Scott's Fingerprint Mechanics, by Robert D. Olsen, Sr. Chapter 7, "Techniques for Latent Prints in Blood." Pages 323-324.	_____/_____/_____
b. Advances in Fingerprint Technology, by Lee & Gaensslen. Chapter 3, "Enhancement of Bloody Fingerprints." Pages 83-87.	_____/_____/_____
c. Local latent lab library articles on amido black and blood prints.	_____/_____/_____
d. Latent Print Section AM Section 10.1.	_____/_____/_____
e. Local Latent Library Articles on "Amido Black."	_____/_____/_____

Amido Black

	Date	Examiner	Coach
Mixing of Chemical	_____	_____	_____
Application, Examination, and Preservation	_____	_____	_____

Property of Idaho State Police Forensic Services
Uncontrolled Internet Copy
OBSOLETE DOCUMENT

12.5.2 DFO

Required Reading — Completed Date / Reviewer / Trainee

a. Local latent lab library articles on DFO.

_____/_____/_____

b. Latent Print Section AM Section 10.3.

_____/_____/_____

c. Fingerprints and Other Ridge Skin Impressions by, Champod, Lennard, Margot, and Stoilovic Pages 128-131.

_____/_____/_____

DFO

	Date	Examiner	Coach
Mixing of Chemical	_____	_____	_____
Application, Examination, and Preservation	_____	_____	_____

Property of Idaho State Police Forensic Services
Uncontrolled Internet Copy
OBSOLETE DOCUMENT

12.5.3 Gentian Violet/Crystal Violet

Required Reading	Completion Date / Reviewer / Trainee
a. Advances in Fingerprint Technology by Lee, Gaensslen. Pages 70, 86, 88-89, 154.	_____/_____/_____
b. Local latent lab library articles on gentian violet.	_____/_____/_____
c. Latent Print Section AM Section 10.4.	_____/_____/_____
d. Fingerprints and Other Ridge Skin Impressions by, Champod, Lennard, Margot, and Stoilovic Pages 160-161.	_____/_____/_____

Gentian Violet/Crystal Violet

	Date	Examiner	Coach
Mixing of Chemical	_____	_____	_____
Application, Examination, and Preservation	_____	_____	_____

Property of Idaho State Police Forensic Services
Uncontrolled Internet Copy
OBSOLETE DOCUMENT

12.5.4 Iodine Fuming

Required Reading		Completion Date / Reviewer / Trainee
a.	The Science of Fingerprints, FBI. "Iodine Method." Pages 175-177.	_____/_____/_____
b.	Advances in Fingerprint Technology, by Lee, Gaensslen. Pages 60, 65-67, 89.	_____/_____/_____
c.	Scott's Fingerprint Mechanics, by Robert D. Olsen Sr. Pages 243-256.	_____/_____/_____
d.	Friction Ridge Skin, by James F. Cowger. Pages 93-96.	_____/_____/_____
e.	Local latent lab library articles on iodine.	_____/_____/_____
f.	Latent Print Section AM Section 9.2.	_____/_____/_____

Iodine Fuming

	Date	Examiner	Coach
Iodine gun	_____	_____	_____
Iodine chamber	_____	_____	_____
Examination and Preservation	_____	_____	_____

Property of Idaho State Police Forensic Services
Uncontrolled Internet Copy
OBSOLETE DOCUMENT

12.5.5 Ninhydrin

Required Reading		Completion Date / Reviewer / Trainee
a.	The Science of Fingerprints, by FBI. "Ninhydrin Method." Pages 177-179.	_____/_____/_____
b.	Advances in Fingerprint Technology, by Lee & Gaensslen. "Fingerprint Development by Ninhydrin and its Analogues." Pages 104-127, 156.	_____/_____/_____
c.	Scott's Fingerprint Mechanics, by Robert D. Olsen Sr. Pages 273, 276-291.	_____/_____/_____
d.	Friction Ridge Skin, by James F. Cowger. Pages 96-98.	_____/_____/_____
e.	Local latent lab library articles on ninhydrin.	_____/_____/_____
f.	Latent Print Section AM Section 10.5.	_____/_____/_____
g.	Fingerprints and Other Ridge Skin Impressions by, Champod, Lennard, Margot, and Stoilovic Pages 115-128.	_____/_____/_____

Property of Idaho State Police Forensic Services
Uncontrolled Internet Copy
OBSOLETE DOCUMENT

Ninhydrin

	Date	Examiner	Coach
Mixing of Chemical	_____	_____	_____
Application, Examination, and Preservation	_____	_____	_____

12.5.6 Physical Developer

Required Reading	Completion Date / Reviewer / Trainee
a. Chemical Formulas and Processing Guide for Developing Latent Prints, by FBI. Pages 35-38.	_____/_____/_____
b. Advances in Fingerprint Technology, by Lee, Gaensslen. Pages 37, 79-82, 95, 112-113.	_____/_____/_____
c. Local latent lab library articles on physical developer.	_____/_____/_____
d. Latent Print Section AM Section 10.6.	_____/_____/_____
e. Fingerprints and Other Ridge Skin Impressions by, Champod, Lennard, Margot, and Stoilovic Pages 131-133.	_____/_____/_____

Physical Developer

	Date	Examiner	Coach
Mixing of Chemical	_____	_____	_____
Application, Examination, and Preservation	_____	_____	_____

Property of Idaho State Police Forensic Services
Uncontrolled Internet Copy
OBSOLETE DOCUMENT

12.5.7 Dye Stain Solutions

Required Reading — Completion Date / Reviewer /Trainee

a. Local latent lab library articles on Dye Stain Solutions.

_____/_____/_____

b. Latent Section AM Section 10.7.

_____/_____/_____

c. Fingerprints and Other Ridge Skin Impressions by, Champod, Lennard, Margot, and Stoilovic Pages 142-145.

_____/_____/_____

Dye Stain Solutions (Rhodamine 6G)

	Date	Examiner	Coach
Mixing of Chemical	_____	_____	_____
Application, Examination, and Preservation	_____	_____	_____

Property of Idaho State Police Forensic Services
Uncontrolled Internet Copy
OBSOLETE DOCUMENT

12.5.8 Small Particle Reagent

Required Reading		Completion Date / Reviewer / Trainee
a.	Advances in Fingerprint Technology by Lee & Gaensslen. Pages 82-83.	_____/_____/_____
b.	Local latent lab library articles on small particle reagent.	_____/_____/_____
c.	Latent Print Section AM Section 9.5.	_____/_____/_____
d.	Fingerprints and Other Ridge Skin Impressions by, Champod, Lennard, Margot, and Stoilovic Pages 138, 162.	_____/_____/_____

Small Particle Reagent

	Date	Examiner	Coach
Mixing of traditional SPR	_____	_____	_____
Application, Examination, and Preservation of traditional SPR	_____	_____	_____
Application, Examination, and Preservation of white SPR	_____	_____	_____

Property of Idaho State Police Forensic Services
Uncontrolled Internet Copy
OBSOLETE DOCUMENT

12.5.9 Sticky-Side Powder

Required Reading	Completion Date / Reviewer / Trainee
a. Local latent lab library articles on sticky side powder.	_____/_____/_____
b. Latent Section AM Section 9.6.	_____/_____/_____
c. Fingerprints and Other Ridge Skin Impressions by, Champod, Lennard, Margot, and Stoilovic Pages 161-162.	_____/_____/_____

Sticky - Side Powder

	Date	Examiner	Coach
Mixing of Chemical	_____	_____	_____
Application, Examination, and Preservation	_____	_____	_____

Property of Idaho State Police Forensic Services
Uncontrolled Internet Copy
OBSOLETE DOCUMENT

12.5.10 Sudan Black

Required Reading	Completion Date / Reviewer / Trainee
a. Advances in Fingerprint Technology, by Lee & Gaensslen. Page 37.	_____/_____/_____
b. Friction Ridge Skin, by James F. Cowger. "Locating, Developing, Preserving, and Collecting Evidence Prints." Page 104.	_____/_____/_____
c. Latent Section AM Section 10.8.	_____/_____/_____
d. Local latent lab library articles on sudden black.	_____/_____/_____

Sudan Black

	Date	Examiner	Coach
Mixing of Chemical	_____	_____	_____
Application, Examination, and Preservation	_____	_____	_____

Property of Idaho State Police Forensic Services
Uncontrolled Internet Copy
OBSOLETE DOCUMENT

12.5.11 Super-Glue (Cyanoacrylate Fuming)

Required Reading	Completion Date / Reviewer / Trainee
a. Advances in Fingerprint Technology by Lee & Gaensslen. Pages 37, 67-70.	_____/_____/_____
b. Local latent lab library articles on cyanoacrylate (super glue) fuming.	_____/_____/_____
c. Latent Section AM Sections 10.2.	_____/_____/_____

Super-Glue (Cyanoacrylate Fuming)

	Date	Examiner	Coach
Application of CAE (Chamber method)	_____	_____	_____
Application of CAE (Fuming wand)	_____	_____	_____
Application of CAE (Vacuum Chamber)	_____	_____	_____
Examination and Preservation	_____	_____	_____

Property of Idaho State Police Forensic Services
Uncontrolled Internet Copy
OBSOLETE DOCUMENT

13 Alternate Light Source (ALS) Development of Latent Prints

Required Reading	Completion Date / Reviewer / Trainee
a. Friction Ridge Skin, by James F. Cowger. Pages 106-107.	_____/_____/_____
b. Scott's Fingerprint Mechanics, by Robert D. Olsen Sr., Pages 185-187, 229-231, 347-348.	_____/_____/_____
c. Advances in Fingerprint Technology, Lee & Gaensslen. Pages 89-91, 104, 115-124, 135-159.	_____/_____/_____
d. An Introduction to Lasers, Forensic Lights, and Fluorescent Fingerprint Detection Techniques, by A. Roland Menzel.	_____/_____/_____
e. Local latent lab library articles on ALS.	_____/_____/_____
f. Latent Print Section AM Section 8.1.	_____/_____/_____
g. Criminalistics, by Richard Saferstein. Chapter 14, Pages 440-441.	_____/_____/_____
h. Krimesite Imager User's Manual/Video.	_____/_____/_____

Property of Idaho State Police Forensic Services
Uncontrolled Internet Copy
OBSOLETE DOCUMENT

Alternate Light Source Examination

	Date	Examiner	Coach
Application, Examination, and Preservation (ALS)	_____	_____	_____
Application, Examination, and Preservation (RUVIS)	_____	_____	_____
Visualization Examination, and Preservation (inherent luminescence)	_____	_____	_____

14 Preservation of Latent Prints

Required Reading	Completion Date / Reviewer / Trainee
a. Advances in Fingerprint Technology, by Lee & Gaensslen. Pages 63, 93.	_____/_____/_____
b. Fingerprint Techniques, by Andre A. Moenssens. Pages 109-112, 271-273, 150-157, 143, 135, 119-120, 136.	_____/_____/_____
c. 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.	_____/_____/_____
d. Friction Ridge Skin, by James F. Cowger. Pages 76-78, 111-128, 85-88, 90-93.	_____/_____/_____
e. Police Photography, by Larry S. Miller.	_____/_____/_____
f. Local latent lab library articles on photographing latent prints.	_____/_____/_____
g. Techniques of Crime Scene Investigation, 5th edition, by B. Fisher. Page 113-115.	_____/_____/_____
h. Latent Print Section AM Sections 6.	_____/_____/_____
i. Forensic Science An Introduction to Criminalistics, by DeForest, Gaensslen & Lee Appendix 3. Pages 426-449.	_____/_____/_____
j. Close-up & Macro Photography For Evidence Technicians.	_____/_____/_____

Property of Idaho State Police Forensic Services
Uncontrolled Internet Copy
OBSOLETE DOCUMENT

35mm Photography

	Examiner	Coach
Date:_____	_____	_____

Black and White Film Development

	Examiner	Coach
Date:_____	_____	_____

Mix Black & White Film Development Chemicals

	Examiner	Coach
Date:_____	_____	_____

Property of Idaho State Police Forensic Services
Uncontrolled Internet Copy
OBSOLETE DOCUMENT

15 Evaluation and Comparison of Latent Prints

Required Reading — Completion Date / Reviewer / Trainee

a. Friction Ridge Skin, by James F. Cowger. Pages 129-206. _____/_____/_____

b. Finger Prints, Palms and Soles, by Harold Cummins and Charles Midlo. _____/_____/_____

c. Scott's Fingerprint Mechanics, by Robert D. Olsen Sr. Pages 5-46, 171-175. _____/_____/_____

d. Fingerprint Techniques, by Andre A. Moenssens. Pages 27-63, 86-88, 252-293, 294-301. _____/_____/_____

e. Advances in Fingerprint Technology, by Lee & Gaensslen. Pages 39-56. _____/_____/_____

f. Demystifying Palm Prints packet, by Ron Smith. _____/_____/_____

g. Local latent lab library articles on Evaluation and Comparison. _____/_____/_____

h. Latent Print Section AM Section 12. _____/_____/_____

i. Fingerprints and Other Ridge Skin Impressions By, Champod, Lennard, Margot, Stoilovic Pages 21-28. _____/_____/_____

Property of Idaho State Police Forensic Services
Uncontrolled Internet Copy
OBSOLETE DOCUMENT

Evaluation of Latent Prints

	Examiner	Coach
Date:_____	_____	_____

Comparison of Latent Prints

	Examiner	Coach
Date:_____	_____	_____

16 Digital Imaging

Required Reading — Completion Date / Reviewer / Trainee

a. Police Photography, by Larry S. Miller
Digital Cameras, Pages 132-138.
_____/_____/_____

b. Techniques of Crime Scene Investigation,
by Barry A. J. Fisher Page 112.
_____/_____/_____

c. Advances in Fingerprint Technology,
by Lee & Gaensslen. Page 267. _____/_____/_____

d. Criminalistics An Introduction to Forensic Science,
by Richard Saferstein.
Pages 452-454, 509-510.
_____/_____/_____

e. Digital Workplace User Manual
Forensic Image Tracking System
and Updates.
_____/_____/_____

f. Latent Print Section AM Section 11.
_____/_____/_____

g. ISPFS Latent Section Digital
Imaging Users Manual.
_____/_____/_____

h. Review Current Adobe
Photoshop Users Manual.
_____/_____/_____

i. Local latent lab library articles on
Digital Imaging.
_____/_____/_____

Property of Idaho State Police Forensic Services
Uncontrolled Internet Copy
OBSOLETE DOCUMENT

Digital Photography

	Examiner	Coach
Date:_____	_____	_____

Digital Acquisition Devices
(Flatbed scanner, negative scanner, and digital camera(s))

	Examiner	Coach
Date:_____	_____	_____

Digital Image Enhancement

	Examiner	Coach
Date:_____	_____	_____

Property of Idaho State Police Forensic Services
Uncontrolled Internet Copy
OBSOLETE DOCUMENT

17 Latent Print Section Case Management and Reporting

Required Reading — Completion Date / Reviewer / Trainee

a. Idaho State Police Forensic Services
Quality Manual 5.10 Reporting the Results.
_____/_____/_____

b. Latent Section AM Section 14.
_____/_____/_____

Report Writing

	Examiner	Coach
Date:_____	_____	_____

Evidence Tracking System Orientation

	Examiner	Coach
Date:_____	_____	_____

OMNIX Orientation

	Examiner	Coach
Date:_____	_____	_____

Property of Idaho State Police Forensic Services
Uncontrolled Internet Copy
OBSOLETE DOCUMENT

18 Preparation of Court Exhibits

Required Reading	Completion Date / Reviewer / Trainee
a. Scott's Fingerprint Mechanics, by Robert D. Olsen Sr. Pages 437-442.	_____/_____/_____
b. The Science of Fingerprints, by the FBI. Pages 193-196.	_____/_____/_____

Preparation of Court Exhibits

	Examiner	Coach
Date:_____	_____	_____

Preparation of Curriculum Vitae

	Examiner	Coach
Date:_____	_____	_____

Preparation of Qualifying Questions

	Examiner	Coach
Date:_____	_____	_____

Property of Idaho State Police Forensic Services
Uncontrolled Internet Copy
OBSOLETE DOCUMENT

19 Court Procedures and Related Laws

Required Reading	Completion Date / Reviewer / Trainee
a. Friction Ridge Skin, by James F. Cowger. Pages 207-210.	_____/_____/_____
b. Fingerprint Techniques, by Andre A. Moenssens. Chapter 10 Pages 270-280.	_____/_____/_____
c. Advances in Fingerprint Technology, by Lee & Gaensslen. Pages 242-264.	_____/_____/_____
d. Fingerprints And The Law, by Andre A. Moenssens, Chapter 3-6 & 9-11 Pages 31-219.	_____/_____/_____
e. Effective Expert Witnessing, by Jack V. Matson.	_____/_____/_____
f. Law for the Expert Witness, by Daniel A. Bronstein.	_____/_____/_____
g. Local latent lab library articles on courtroom testimony.	_____/_____/_____

Property of Idaho State Police Forensic Services
Uncontrolled Internet Copy
OBSOLETE DOCUMENT

Moot Court

	Examiner	Coach
Date:_____	_____	_____

20 Student Internship

20.1 Each trainee is required to keep a record documenting the following areas:

20.1.1 All field cases responded to and/or assisted with. (to include crime scenes, vehicle processing, clan labs, recording of deceased prints etc).

20.1.2 All moot courts.

20.1.3 All court cases where they testified.

20.1.4 All training classes instructed or assisted with.

20.1.5 All discipline related classroom training.

20.1.6 The trainee shall document any comparison exercises (to include number of prints examined, number of comparisons, and number of individualizations).

20.1.7 The trainee shall document the total number of cases processed and lab number of any processing cases worked.

20.1.8 The trainee shall also document total number of cases worked, lab number of cases worked, number of prints examined, number of prints individualized, number of comparisons, and number of AFIS individualizations.

20.1.9 The trainee shall complete a determined number of cases under close supervision (co-signed).

Property of Idaho State Police Forensic Services
Uncontrolled Internet Copy
OBSOLETE DOCUMENT

Property of Idaho State Police Forensic Services
Uncontrolled Internet Copy
OBSOLETE DOCUMENT