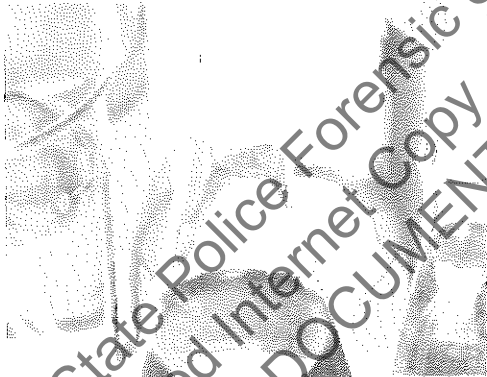


Idaho State Police

Forensic Services

Approval for Quality System Controlled Documents



Discipline/Name of Document: Latent Print Training Manual

Revision Number: 2

Issue Date: 12/11/2006

APPROVED BY:


Quality Manager


Date Signed



**Latent Print Examiner
Training Record**

**Idaho State Police Forensic Services
Latent Print Discipline**

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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.

_____ / _____ / _____

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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: _____

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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 12, "Fingerprints and Other Patterns for Personal Identification" Pages 330 -385. "Handwriting" 366 – 370.	_____ / _____ / _____
h. Death Investigation Handbook by Louis N. Eliopulos Chapter 67 " Forensic Odontology Pages 679 – 693.	_____ / _____ / _____

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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.	_____/_____/_____

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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.

_____/_____/_____

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6 Automated Fingerprint Identification System (AFIS)

Required Reading

Completion Date / Reviewer / Trainee

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

_____/_____/_____

- b. Criminalistics, by Richard Saferstein. Chapter 14, "AFIS." Pages 415-416.

_____/_____/_____

- c. Advances in Fingerprint Technology, by Lee, Gaensslen. Chapter 6, "AFIS." Pages 163-190.

_____/_____/_____

- d. Local Latent Library Article on AFIS

_____/_____/_____

- e. Latent Print Section AM Section 13.

_____/_____/_____

AFIS Terminal Orientation

Examiner

Coach

Date: _____

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." _____/_____/_____

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."

_____/_____/_____

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: _____	_____	_____

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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 Edgescopy" Pages 149-164.	____/____/____
i. Local Latent Library Article on "Introduction to Latent Prints."	____/____/____

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."
_____ / _____ / _____

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Powder Processing
(Standard, magnetic, and fluorescent)

Date: _____

	Examiner	Coach
	_____	_____

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

Date: _____

	Examiner	Coach
	_____	_____

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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."

_____/_____/_____

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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	_____	_____	_____

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	_____	_____	_____

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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	_____	_____	_____

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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	_____	_____	_____

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.	____/____/____

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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 Stojilovic Pages 131-133.	_____/_____/_____

Physical Developer

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

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 Stolovic Pages 142-145. ____/____/____

Dye Stain Solutions (Rhodamine 6G)

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

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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	_____	_____	_____

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	_____	_____	_____

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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	_____	_____	_____

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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	_____	_____	_____

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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.	____/____/____

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, 5 th 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.	____/____/____

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35mm Photography

Examiner

Coach

Date: _____

Black and White Film Development

Examiner

Coach

Date: _____

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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. | / | / | / |

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 252-254, 509-510. _____/_____/_____
- e. More Hits User Manual
Forensic Image Tracking System
and Updates. _____/_____/_____
- f. Latent Print Section AM Section 11. _____/_____/_____
- g. ISPFIS Latent Section Digital
Imaging Users Manual. _____/_____/_____
- h. Review Current Adobe
Photoshop Users Manual. _____/_____/_____
- i. Local latent lab library articles on
Digital Imaging. _____/_____/_____

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: _____

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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

Date: _____ Examiner _____ Coach _____

Evidence Tracking System Orientation

Date: _____ Examiner _____ Coach _____

OMNIX Orientation

Date: _____ Examiner _____ Coach _____

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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: _____

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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. Pages 270-280.	_____/_____/_____
c. Advances in Fingerprint Technology, by Lee & Gaensslen. Pages 242-264.	_____/_____/_____
d. Fingerprints And The Law, by Andre A. Moenssens, Chapter 3-11. 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.	_____/_____/_____
h. Advances in Fingerprint Technology H. Lee & R. Gaensslen. Chapter 10. Pages 242-259.	_____/_____/_____

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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.



**Latent Print Examiner
Training Manual**

**Idaho State Police Forensic Services
Latent Print Discipline**

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Training Manual Latent Section
Page 1 of 21
Issuing Authority: Quality Manager

Latent Print Examiner
Training Manual
ISP Forensic Services

History Page

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Revision 2, was revised from revision 1, and is effective December 11, 2006.

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Approval _____

Date: _____

Approval _____

Date: _____

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Introduction of Training

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

- A. All new latent print examiners will be assigned to another qualified latent print examiner who will act as their coach.
- B. Students must pass written tests and/or practical exercises on required objectives.
- C. Training usually lasts 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.
- D. During the training phase the trainee shall 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 verified by the assigned coach or by another qualified latent examiner. All reports shall be co-signed by the verifying examiner during the training phase.
- 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 in the trainee's Training Record. A list of 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 latent print processing and latent print comparisons.
- I. The trainee may accompany other examiners to court to gain exposure to expert testimony on latent prints during the training period.

- J. After a minimum of one year of training, 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.
- 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 permitted assist or teach some segments of the training classes.
- L. The trainee shall keep a notebook of all experience obtained during the training phase. This shall include time spent working with inked prints, classes attended, classes instructed, court testimony observed, field cases 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 may be necessary for optional 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).

1 Laboratory Introduction

- 1.1 An orientation to the Idaho State Police Forensic Services (FS).
- 1.2 An understanding of the organization structure, chain of command, and policies/procedures for FS.
- 1.3 An understanding of laboratory security and the need for confidentiality.
- 1.4 An understanding of the quality assurance/quality control guidelines for FS.
- 1.5 An understanding of the safety guidelines for FS.

2 Evidence Handling

- 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.

3 Personal Identification Methods and Their Uses

- 3.1 An understanding of early non-scientific methods of personal identification (Bertillion 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.
- 4.3 An understanding of the basic anatomy and terminology of the hands and feet as applicable to latent print biology physiology.
- 4.4 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).

5 Fingerprint Patterns and Classification Systems

- 5.1 An understanding of common terminology and definitions associated with friction ridge pattern recognition (arch, loop, and whorl).
- 5.2 An understanding of pattern recognition and interpretation associated with operational needs of the individual agency.
- 5.3 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
- 5.4 A basic understanding of NCIC Classification System.

6 Automated Fingerprint Identification System (AFIS)

- 6.1 An understanding of AFIS and the Western Identification Network (WIN).
- 6.2 An understanding of the capabilities and limitations of:
 - 6.2.1 Inked print to inked print comparison system
 - 6.2.2 Latent print to inked print comparison system

- 6.2.3 Inked print to latent print comparison system
- 6.2.4 Latent print to latent print comparison system

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

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.

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

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

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 borne 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, and dots) and unit spatial relationships involved in comparing known and latent impressions.
- 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 Cyanoacrylate Fuming (Super Glue)
- 12.5.3 DFO
- 12.5.4 Gentian Violet/Crystal Violet
- 12.5.5 Iodine Fuming
- 12.5.6 Ninhydrin
- 12.5.7 Physical Developer
- 12.5.8 Rhodamine 6G (Dye Stain Solutions)
- 12.5.9 Small Particle Reagent
- 12.5.10 Sticky-Side Powder
- 12.5.11 Sudan Black

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

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, etc)

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 fragmented 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.

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.

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

16.4 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, etc)
- 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
- 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, etc).

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.

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.

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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) _____
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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

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

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

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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.
9. Clan-Lab Certification Course
40 hrs.
10. P.O.S.T. Instructor Development Course
32 hrs.
11. Latent Fingerprint Photography
40 - 80 hrs.
12. Basic Black & White Photography Workshop
8 hrs
13. International Association for Identification Annual Education Conferences
40 hrs.
14. Pacific Northwest Division of IAI meetings and training conferences
24 hrs.

All class hours are approximated.

Appendix C Professional Associations and Certifications

1. Recommended professional association
 - a. International Association for Identification
 - b. Pacific Northwest Division International Association for Identification

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

3. Recommend Optional Certifications
 - a. Crime Scene Investigator, (CSI) Level I
 - b. Crime Scene Analyst, (CSA) Level II
 - c. Senior Crime Scene Analyst (SCSA) Level III
 - d. American Board of Criminalistics (Diplomate and/or Fellow)

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