

IDAHO STATE POLICE PROCEDURE

06.10 NIBIN PROCEDURE

I. GENERAL

The Integrated Ballistic Identification System (IBIS) is the local component of the National Integrated Ballistic Information Network (NIBIN). IBIS/NIBIN is a database system that captures, stores, and correlates digital images of fired cartridge cases recovered from a crime scene or a test-fired firearm. When a discharged cartridge case is entered into the system, it is automatically compared to images of similar caliber already in the database. These ballistic evidence correlations may aid in the detection and prevention of firearm-related crimes.

When Latent Print, biology, or DNA processing is needed, the firearm shall be submitted to ISP Forensic Services for the required testing prior to NIBIN test firing.

If the firearm is submitted for examination, it will be test fired and entered into NIBIN by the lab.

II. ELIGIBILITY REQUIREMENTS

A. The following items shall be entered into NIBIN:

- i. Semi-auto pistols.
- ii. Semi-auto rifles.
- iii. Semi-auto shotguns.
- iv. Pump action shotguns.
- v. Bolt-action rifles
- vi. Cartridge cases from crime scenes.

B. The following items are not typically considered for NIBIN entry:

- i. Revolvers, derringers, and lever action firearm

C. As defined by the NIBIN MROS (Minimum Required Operating Standards), suitable ballistic evidence is considered all fired cartridge cases recovered by law enforcement as well as test fired cartridge cases from firearms recovered by law enforcement that were illegally possessed, used in a crime, or suspected by law enforcement officials of having been used in a crime.

III. NOTIFICATION

When the firearm(s) is seized:

A. Ensure it is clear and safe to handle. If you are unsure of its operation, contact an armorer for assistance.

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- B. Seized firearms should not be stored in a temporary evidence locker. After seizure, firearms should be assigned an evidence tag and placed in an evidence locker (i.e., passthrough locker) for further processing unless extenuating circumstances exist.
- C. Within three (3) days, send the Investigations Lieutenant and the Evidence Technician an email letting them know that a firearm was seized, the caliber of the firearm, the case number, and what passthrough locker it was placed in, unless that information is otherwise known by them.
- D. Fill out a NIBIN envelope for each firearm seized with all required information except the test fire date. The envelopes should then be placed by the gun boxes in the passthrough locker.
- E. The Investigations Lieutenant or their designee will task an armorer to inspect the firearm to ensure it is safe to be test-fired.

IV. TEST FIRE PROCEDURE

- A. If a firearm has already been submitted to evidence, it will be requested from the Evidence Technician and the chain of custody will be updated appropriately.
- B. Test firing of firearms should be conducted only after the firearm has been processed for other evidence or it is deemed no other processing is required.
- C. Only personnel who have completed department-approved firearms armorer training, and who are authorized to carry a firearm or currently qualified with their issued/authorized weapons, are eligible to be a member of the NIBIN test fire team.
- D. Firearms will only be test fired at approved locations, such as a firearms range or where it is safe and feasible to use the ISP-issued Wet Snail TM Trap in compliance with the manufacturer's recommendations for use, safety, and maintenance. Depending on location of test fire, a district-wide email is sent prior to the test fire.
- E. Ensure test fire area is free from unrelated fired cartridge cases.
- F. One firearm should be tested at a time and all fired cartridge cases will be collected and placed in a NIBIN envelope prior to test firing additional firearms.
- G. Two test-fired cartridge cases will be produced.
- H. Once test firing is complete, a test fire sticker will be placed on the outside of the evidence packaging to indicate test firing has been conducted.
- I. All general range safety rules and procedures will be observed and complied with during the test fire procedures, including:

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1. Two people will be physically present when test firing the firearm.
2. Eye and ear protection and department issued soft ballistic armor are required to be worn, along with any other necessary personal protective equipment.
3. First aid kit, trauma kit, and fire extinguisher shall be visible and easily accessible.
4. Ensure emergency access to and egress from the test firing area.
5. Ensure adequate ventilation to reduce potential harm from lead exposure.
6. Appropriate notice shall be given before test firing, with consideration given to local law enforcement/dispatch, neighbors, businesses, or anyone else who may be distressed or negatively impacted by the test firing of firearms.
7. Verbal notice for anyone in the immediate area that test firing is about to occur.
8. No person will be down range or in front of the shooter while a firearm is being handled, loaded, unloaded, or fired.
9. Only one person may be actively shooting at any given time.

J. Ammunition used for NIBIN testing purposes shall only be factory manufactured ammunition that has been purchased by the Idaho State Police. Reloaded ammunition shall not be used.

K. Below is a list of the recommended ammunition to be used when submitting exemplars/test fires for IBIS/NIBIN entry. This list was compiled for use to maximize the potential for reproducing marks from the firearm. **Caution: check the barrel of all firearms prior to test firing to ensure there is no blockage present.**

Caliber	Recommended Ammunition
.22 (short, long, long rifle)	Federal .22 Standard Velocity Lead Round Nose
.22 Magnum	Federal .22 WMR Copper Coated Round Nose
.223 Remington	Federal .223 REM 55gr Jacketed Soft Point
.25 Auto	Federal American Eagle 50 gr FMJ or PMC 50 gr FMJ
.32 Auto	Federal American Eagle 71 gr FMJ or PMC 71 gr FMJ
.380 Auto	Federal American Eagle 95 gr FMJ or PMC 95 gr FMJ
9mm Luger	Federal American Eagle 115 gr FMJ or PMC 115 gr FMJ
9mm Makarov	CCI 95gr FMJ or Federal 90gr JHP
.357 Sig	Federal American Eagle 125gr FMJ
.40 S&W	Federal American Eagle 180gr JHP
10mm	Federal American Eagle 180gr JHP or PMC 200gr FMJ
.45 Auto	Federal American Eagle 180gr JHP/230gr FMJ or PMC 230gr FMJ
12 Gauge Shotguns	Remington 12 gauge 2 3/4-inch Light Target 7 1/2 shot

V. SAFETY CHECKLIST

A. General Firearm Examinations:

1. Is the firearm unloaded? (Check tubular magazines carefully)
2. Is the chamber/bore clear of obstructions?
3. Does the slide move freely or the cylinder rotate freely?
4. Does the trigger/hammer move properly?

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5. Are there any loose, damaged, or missing parts?
6. Are there any dangerous modifications?
7. Is the barrel bulged, obstructed, or loose?
8. Are there any firearm recall notices that should be considered?
9. Does the trigger return reliably?
10. Does the trigger function as designed?
11. If the firearm is deemed unsafe for any reason, consult an armorer for assistance.

VI. EVIDENTIARY SUBMISSIONS

Submit fired cartridge cases collected from crime scenes using the normal Idaho State Police Forensic Services (ISPFS) evidence submission protocol. It should be determined if DNA or fingerprinting is needed before submitting cartridge cases for NIBIN entry. Do not submit these items in the IBIS/NIBIN test-fire envelopes provided by ISPFS. Ensure these items are properly packaged, sealed, and have a chain of custody. ISPFS will return all evidence items to the submitting agency. ISPFS will issue a report noting what items have been or will be entered into NIBIN.

VII. EXEMPLAR SUBMISSIONS

- A. The individual producing the test fire is responsible for NIBIN-only entry cases/items. Only cartridge cases should be submitted to ISPFS. The firearm should be test-fired two times. ISPFS provides envelopes specifically for IBIS/NIBIN test fires.
- B. Submit all test-fired cartridge cases from a single firearm in one envelope. If there are two firearms, two envelopes (one for each firearm) would be submitted. Do not submit multiple test fires from multiple firearms in one envelope. Exemplar submissions will be sent to the Idaho State Police Coeur d'Alene laboratory for NIBIN entry.
- C. Submitted exemplar test fires are not considered evidence and will not be retained as such or returned after completion of NIBIN entry. ISPFS will not issue a laboratory report or notify the individual who produced the test fire upon completion of NIBIN entry of exemplars, unless the submission cannot be entered into the system.
- D. After a firearm is test-fired, and if the Evidence Technician is not present, the chain of custody will be updated, and the firearm will be placed in a passthrough locker before being received by the Evidence Technician.
- E. Complete a supplemental report for the associated case.
- F. A NIBIN test-fire member will complete a supplemental report of the test fire under the appropriate case number.
- G. All procedures should be completed within 45 days.