

Idaho State Police
Forensic Services
Firearms/Toolmarks

8.0 Procedure for operation and entry of bullets and cartridge cases into NIBIN

8.1. BACKGROUND

IBIS is a computer database which is part of the Bureau of Alcohol, Tobacco, and Firearm's (BATF) NIBIN (National Integrated Ballistics Information Network) program.

8.2. SCOPE

The process for entering fired cartridge cases (including shotshells) and bullets into IBIS (Integrated Ballistics Information System).

8.3. EQUIPMENT

The Integrated Ballistics Identification System. This system is composed of Software: BRASSCATCHER and BULLETPROOF. Hardware: dual monitors, computer, networking equipment, motor drives, power supplies and the microscope.

8.4 SAFETY PRECAUTIONS

8.4.1 Bullets and cartridge cases from casework may be contaminated with biological material and universal precautions to protect the analyst shall be employed when handling this type of evidence.

8.5. PROCEDURE

- 8.5.1. For specific information for the use of IBIS, refer the IBIS Data Acquisition manual.
- 8.5.2. Bullets and cartridge cases entered into NIBIN will be handled and treated like evidence.
- 8.5.3 When using an instrument at a remote location the analyst will record the instrument number and location. A microscope calibration (term as used in NIBIN software not as used in ISO 17025) will be performed before use and any maintenance performed since the instrument was last used by the analyst will be noted. This record will be stored centrally at the Coeur d'Alene Forensic Laboratory.

8.5. REPORTING RESULTS

ISP Forensic Services does not consider the entry of cartridge cases and bullets into the NIBIN analytical work therefore lab reports are not issued for NIBIN entry. An optional note may be placed on a report noting that the item was entered into NIBIN.

8.6. REFERENCES

IBIS Data Acquisition, Canada: Forensic Technology, 2005

**Idaho State Police
Forensic Services
Firearms Section
NIBIN Entry**

Revision #	Effective Date	History
0	1/12/07	Original procedure
1	1/22/2010	Added section 8.5.3

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