

<b>SUBJECT:        TECHNICAL ASSISTANCE</b>
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**TECHNICAL INVESTIGATIONS**

- A. All electronic surveillance equipment will be used in compliance with 18 USC 2510, et seq, and the applicable North Carolina General Statutes and case law.
- B. Technical Surveillance Equipment
  - 1. The Agent Protective Device (Body Transmitter)
  - 2. The Nagra, Saul Mineroff, or other body-worn tape recorders
  - 3. Pen Register (Dialed Number Recorder)
  - 4. Various forms of telephone conversation recording equipment
  - 5. Radio tracking device (beeper/bird dog)
- C. The Agent Protective Device and body worn recorders may be utilized by a Bureau Agent. Form SBI-94 will be signed by the Agent consenting to the interception/recording and the Agent installing the equipment.
- D. The Agent Protective Device and body recorder may be utilized by someone other than a Bureau Agent with the approval of a Bureau Agent. Form SBI-94 will be signed by the person consenting to the interception/recording, the Agent installing the equipment and by the approving Agent.
- E. The Pen Register may be utilized with a proper court order. The request will be made to the Special Agent in Charge of the Intelligence and Technical Services Section through the appropriate Assistant Director using Form SBI-111. The Pen Register equipment will be installed by Technical Services Section personnel.
- F. Video Surveillance Equipment may be utilized with proper court order or under the provisions of existing case law. The request for use will be made to the Special Agent in Charge of the Intelligence and Technical Services Section through the appropriate Assistant Director using Form SBI-111. In the event "single party consent" audio is utilized, Form SBI-94 will be completed by the consenting party. Video surveillance equipment

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will be installed by personnel assigned to the Intelligence and Technical Services Section or personnel approved by them.

- G. Devices to record telephone conversation, under "single party consent," as defined by 18 USC 2511 may be used and installed at the discretion of the Bureau Case Agent. Form SBI-94 will be signed by the person giving consent to the recording and by the installing Agent. Telephone recording equipment will not be utilized without the direct supervision of the installing Agent unless prior approval of the Special Agent in Charge or designee is received.
- H. Radio Tracking Devices (beeper/bird dog) may be utilized to enhance visual surveillance under existing case law or when authorized by court order and with the approval of the Special Agent in Charge.
- I. All issued electronic surveillance equipment will be installed and operated by an Agent trained in its use by Technical Services Section personnel. Care, maintenance, and storage of this equipment is the responsibility of the District Technical Agent. Equipment used by other Agents under the provisions of this section remains the responsibility of the District Technical Agent.
- J. All electronic surveillance equipment will be maintained and repaired as necessary by Technical Services Section personnel. Repairs will not be attempted by field personnel or other persons without prior approval of the Supervisor of the Logistics Support Section.
- K. All tapes obtained by the use of electronic surveillance equipment will be maintained as evidence and documented on the Bureau Form 69-A and 69-B as appropriate.
- L. An Agent will not disclose the use of electronic surveillance equipment to arrestees except under rules of disclosure and then under the direction of the appropriate court official.

**AUDIO TAPE ENHANCEMENT SUBMISSIONS**

All audio tapes submitted to the Technical Services Section for enhancement should be deposited into the lock box located in the Evidence Control Unit according to the following

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procedures:

- A. Completion of the SBI-112 including, when possible, a description of the criminal activity, and information about the equipment, environment, content and length of the recording.
- B. The tape(s) should be marked, identified and record-protected by the submitting Agent prior to packaging
- C. The tape(s) should be submitted in the hard case provided and packaged in a padded envelope or a box sufficient to protect the tape(s).
- D. Where to submit:        State Bureau of Investigation  
                                 Technical Services  
                                 P.O. Box 1228  
                                 Clayton, North Carolina 27520
- E. The envelope or box containing the tape(s) may be submitted:
  - 1. United States Mail
  - 2. Commercial Carrier
  - 3. In person
- F. All evidence deposited in the lock box shall have the Request for Technical Assistance Form, SBI 112 attached to the outside of the container or package.
- G. The Technical Agent receiving the evidence shall complete the appropriate chain of custody portion of the Form SBI 112 and identify the evidence when it is submitted via mail.
- H. In-person submissions will be placed in the lock box and the chain of custody recorded by the submitting agent on the SBI 112.
- I. The Evidence Control Unit will notify the appropriate Technical Services Agent and advise appropriate personnel of the evidence.
- J. The Technical Services Section will assign a technical case number to the package.
- K. The transfer of evidence to and from the Technical Services Agent will be documented on the Form SBI-112 by

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the Technical Services Agent.

- L.    The Technical Services Section personnel shall assume all responsibility for returning the packages to the appropriate agents and/or law enforcement agencies.