

Latent Evidence Policy/Procedure 02-LES-02

**TO:** Latent Evidence Section Staff

**FROM:** SAC J. A. Byrd / Acting SAC D. James Faggart, Jr.

**SUBJECT:** Clandestine Laboratory Response (02-LES-02 is Revised)

**Effective Date:** January 28, 2003

1. Two Forensic Impressions Analysts of the Latent Evidence Section will respond to each clandestine laboratory request with at least one analyst being a member of the certified Clandestine Laboratory Response Team. A clandestine laboratory response will be handled in the same manner as a standard crime scene response with one exception. In the event a certified clandestine team member is not on-call, the main on-call analyst will respond with a certified Clandestine Response Team Member or find a suitable replacement approved by the Special Agent In-Charge or designated in-charge. Latent Evidence Section Analysts will respond to each clandestine laboratory request for the Crime Laboratory unless specifically instructed not to respond.
2. The senior Drug Chemist at the scene has the primary responsibility for overall processing of the scene and assignment of responsibilities. The Forensic Impressions Analysts and the senior Drug Chemist will determine which items should be processed for latent prints. Crime scene notes and laboratory notes will be taken by the Drug Chemists and Forensic Impressions Analysts; however, the Technical Field Assistance form and final report will be written by the senior Drug Chemist. The in-charge Forensic Impressions Analyst will write a short summary of processes performed at the scene and submit to the senior Drug Chemist for inclusion in the overall report.
3. Evidence obtained and/or submitted to the laboratory will be worked in order of the submission date unless designated by the Special Agent In-Charge. Upon return to the laboratory, the analysts should check and restock the Clandestine Laboratory Response Kit.

4. The Latent Evidence Clandestine Laboratory Team will consist of the following certified analysts: SAC John Byrd, S/A Karen Murray, S/A Wyatt Pettengill, and S/A James Faggart.

## Clan Lab Protocol

