

## **Technical Procedure for SAFIS Searches and Property Crimes**

**1.0 Purpose** - This procedure outlines the guidelines set forth by the Digital/Latent Evidence Section with regard to searching latent prints submitted or developed on property crime cases.

**2.0 Scope** - This procedure applies to property crime cases where latent finger and palmprints are requested to be searched through the SAFIS/AFIT.

**2.1** Latent Evidence casework will include requests for an SAFIS search for a property crime where there is no suspect and no elimination prints submitted. There will also be occasions in which the case will be a property crime with a suspect listed and no elimination prints submitted and/or no SAFIS request made. The guidelines listed below suggest a method for addressing these types of requests.

**3.0 Definitions** – N/A

### **4.0 Equipment, Materials, and Reagents**

#### **4.1 Equipment and Materials**

- SAFIS/AFIT printers
- SAFIS/AFIT computer station

#### **4.2 Reagents** – N/A

### **5.0 Procedure**

#### **5.1 Property Crimes with no suspect and no elimination prints submitted or available**

**5.1.1** Evaluate latent prints and, if of value, search through SAFIS.

**5.1.2** Do not retain prints in the Unsolved Latent Print File (ULF).

**5.1.3** Add the following statement to the Results Statement Worksheet and Report :

*“A search of the SBI Identification Files, based on the information provided, failed to disclose known inked impressions on (victim’s name); therefore, no comparison could be conducted between this individual and the (number) identifiable latent finger/palm print(s) noted on (Item numbers).”*

And

*“The (number) identifiable latent finger/palm print(s) was/were entered into and searched by the AFIS with no identification being effected. Due to no elimination prints being submitted for comparison purposes, the (number) identifiable latent finger/palm print(s) was/were not retained in the AFIS database for continual search. Elimination prints must be submitted before any subsequent searches will be conducted.”*

#### **5.2 Property Crimes with a subject and no elimination prints submitted and no SAFIS request**

**5.2.1** Evaluate latent prints.

5.2.2 Compare to subject(s).

5.2.3 Add the following statement to the Results Statement Worksheet and Report :

*“A search of the SBI Identification Files, based on the information provided, failed to disclose known inked impressions on (victim’s name); therefore, no comparison could be conducted between this individual and the (number) identifiable latent finger/palm print(s) noted on (Item numbers).”*

5.2.4 The Forensic Scientist may call the submitting officer to ask if he/she would like an SAFIS search. Any communication must be annotated in the communication log. If the submitting officer requests an SAFIS search, this request must be annotated on the SBI-5 with the initials of the Forensic Scientist and a copy must be scanned into the Case Details.

5.2.5 If requested, search latent print(s) in SAFIS.

### 5.3 Property Crimes involving a business

5.3.1 The requirement of elimination prints from businesses shall be evaluated on a case by case basis, with consideration being given to the number of employees and the logistics of obtaining these prints. Contact the Forensic Scientist Manager or designee with any questions related to this process.

### 5.4 Standards and Controls – N/A

5.5 **Calibration** – SAFIS/AFIT is maintained by the SBI’s Criminal Information and Identification Section (CIIS).

5.6 **Sampling** – N/A

5.7 **Calculations** – N/A

5.8 **Uncertainty of Measurement** – N/A

6.0 **Limitations** – N/A

7.0 **Safety** – N/A

8.0 **References** – N/A

9.0 **Records** – N/A

10.0 **Attachments** – N/A

| Revision History |                |                   |
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