	<p style="text-align: center;"><b><i>Latent Procedure</i></b></p> <p><b>Pitt County Sheriff's Office Forensics Services Unit</b>  <i>Issued by Technical Leader</i></p>	<p>Effective Date: 2019/03/22</p>	<p>Ver: <b>3</b></p>
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### **Technical Procedure for SAFIS Searches and Property Crimes**

**1.0 Purpose** - This procedure outlines the guidelines set forth by the latent evidence section with regard to searching latent prints submitted or developed.

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

**2.1** Latent Evidence casework will include requests for a 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 printers
- SAFIS computer station

##### **4.2 Reagents** – N/A

#### **5.0 Procedure**

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

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

**6.1.2** Do not retain prints in the SAFIS database.


**6.1.3** All unsolved latent prints shall be transferred to the unsolved latent file located in the General Evidence Room. These prints may be searched periodically at the analyst discretion.

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

**6.2.1** Evaluate latent prints.

**6.2.2** Compare to subject(s).

**6.2.3** Search latent print(s) in SAFIS.

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### **6.3 Property Crimes involving a business**

**6.3.1** 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.

### **6.4 Standards and Controls – N/A**

**6.5 Calibration** – SAFIS is maintained by the SBI's criminal information and identification section (CIIS).

### **6.6 Sampling – N/A**

### **6.7 Calculations – N/A**

### **6.8 Uncertainty of Measurement – N/A**

### **7.0 Limitations – N/A**

### **8.0 Safety – N/A**

### **9.0 References – N/A**

### **10.0 Records – N/A**

### **11.0 Attachments – N/A**



## ***Latent Procedure***

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### **REVISION HISTORY**

<b>CURRENT VERSION</b>	<b>EFFECTIVE DATE</b>	<b>SUMMARY OF CHANGES</b>
1	2016/07/01	Original Version
2	2018/04/01	Changed Rev# to Ver# and changed Revision History
3	2019/03/22	6.1.3 changed AFIX room to General Evidence Room.

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