



GEORGIA BUREAU OF INVESTIGATION

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Director

The GBI Crime Lab is currently updating the latent registration process for the AFIS system. This initiative will allow AFIS Operators to register latent prints directly to the latent database.

Up to this point only the members of the Latent Print Section and a few others have been able to register latent prints into the system. Other qualified individuals who meet the requirements listed below will be able to access the system to perform this task. The rules are established to ensure that only AFIS quality prints are registered into the database.

The GBI Division of Forensic Sciences (DOFS) Latent Print Section has established basic qualifications that Remote Site AFIS Operators must meet in order to register latent prints to the unsolved latent database. The qualifications are based on education and training in the field of latent print comparison and identification. Requests for registration certification must be submitted in writing with all necessary documentation attached at the time of submission. Each and every AFIS Operator at a remote site must apply separately to register latent prints to the unsolved latent database.

- Remote Site AFIS Operators must have a minimum of two (2) years full-time experience in latent print comparison work.
- Remote Site AFIS Operators must present a transcript from court where they have presented latent print comparison testimony.
- Remote Site AFIS Operators must successfully complete an annual proficiency test issued by the DOFS Latent Print Section. The DOFS Latent Print Section will test and validate the proficiency test using ISO and ASCLD-LAB standards of validation. The designated Contact for each remote site will be responsible for issuing the test and returning all sealed answers prior to the indicated deadline. The Contact will also be responsible for maintaining the integrity of the testing process.

Any discrepancy between an AFIS Operator's answer and the test provider's answer will be handled according to the appropriate following procedure:

Administrative Error

If it is determined that the AFIS Operator made an administrative error, i.e. writing the wrong finger number on the answer sheet but indicating the correct finger on their notes, the AFIS Operator must put in writing an explanation of the error within two working days after notification. The Contact will forward this to the DOFS Latent Print Section and also maintain a copy in the Operator's personnel file.

Analytical Error

If it is determined that the AFIS Operator made an analytical error, i.e. an erroneous identification, his/her registration privileges will be revoked until re-training is complete and he/she successfully passes a new proficiency test issued by the DOFS Latent Print Section. The Contact will document this process and forward a copy of the documentation to the DOFS Latent Print Section.

Once a Remote Site has been approved to register latent prints to the unsolved latent database they must submit to the DOFS Latent Print Section a set of guidelines that they will follow in the registration process. The guidelines must include at a minimum the following:

- All latent prints must have been compared to any and all victim(s) with negative results.
- All latent prints must have been searched against the Latent Inquiry (LI) database with negative results.
- There are no restrictions on types of cases, i.e. not felony cases only.

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Any questions about this new program should be directed to Lou Cuendet, Manager of the Latent Print Section, DOFS at 404/244-2688, and to Shannon Hale, Latent Print Examiner, DOFS at 404/244-2687.