



TENNESSEE BUREAU OF INVESTIGATION

Forensic Services Division

Evidence Unit Standard Operating Procedures Manual

Appendix D - Latent Prints

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1. Latent lifts and items to be processed for latent prints will be given an individual exhibit number only when they are individually packaged.
2. Latent lifts and items to be processed for latent prints will be entered into LIMS first and fingerprint cards will be entered last.
3. Fingerprint cards and palm prints will be entered into the computer system as follows:
 - Fingerprint Cards – known finger impressions of John Doe (subject/victim name)
 - Palm Prints – known palm impressions of John Doe
 - Fingerprint Card and Palm Prints – known finger and palm impressions of John Doe (fingerprint card and palm impressions must be from the same person)

Fingerprint cards or palm prints submitted for elimination purposes will be described as known finger impressions or known palm impressions of John Doe for elimination.

4. Finger and palm impressions will be entered into the computer system after all other latent exhibits.
5. Evidence handling requirements when evidence is submitted for Latent Print and Drug testing:

Any suspected Heroin, Fentanyl, Fentanyl analog, and/or Carfentanil should **not** be separated from the outer packaging, as this process could result in accidental inhalation by law enforcement or laboratory personnel.

All suspected Heroin, Fentanyl, Fentanyl analog, and/or Carfentanil cases submitted to a TBI Crime Lab for testing must be double-bagged in plastic by the submitting agency prior to submission.

The suspected substances will be tested by the Forensic Chemistry Unit first. If the substance does not contain any dangerous compounds, the Latent Print Unit will proceed with processing the packaging.

If the sample is found to contain Fentanyl, a Fentanyl analog, Carfentanil or similar dangerous compounds, the Latent Print Unit will **not** test the packaging to prove possession. The sample will be packaged by the TBI



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Crime Lab in an additional safety-sealed plastic bag and labeled with a warning label indicating the contents.

Homicides and death investigations will be evaluated on a case-by-case basis to identify the probative value of testing evidence associated with these substances for the presence of latent prints.

6. Evidence will be returned to the submitting agency as specified by the laboratory report disposition.

When a Forensic Scientist from the Latent Print Unit receives a fingerprint card from the Records and Identification Unit of the TBI, the Forensic Scientist will complete a request for examination form. The Forensic Scientist will receive the fingerprint card and indicate on the request for examination form how the fingerprint card was received as well as the date and time received. The request for examination form should be placed on the left side of the case folder.