

BATON ROUGE POLICE DEPARTMENT

General Order
No.307

Effective Date
11-15-1996

Revised Date
9-01-2016

Subject: Fingerprints/ Latent Prints

Reviewed 9/1/16

POLICY

With the advent of the AFIS system, latent prints have become more than evidence used in court. Fingerprints have become an essential investigative tool. Therefore, it is the policy of this department to make every effort to locate, lift and process latent prints at crime scenes.

Without viable inked prints, as required by State law when processing arrestees, there will be no reference samples for comparison.

The following procedure will address latent as well as inked prints.

PROCEDURES

I. Fingerprints Captured From Arrestees

- A. All custodial arrestees will be transported to District 1 where their fingerprints will be captured via the live scan.
- B. The technicians will compare prints taken from arrestees to those in the database.
- C. Any discrepancies in identification, outstanding warrants, etc. will be reported to the PPT supervisor and arresting officer.

II. Development of Latent Prints

- A. All officers have been provided with a basic fingerprint kit designed for use in the field.
 - 1. Except for major crimes, if an officer determines there is a likelihood of developing latent fingerprints from a crime scene, he shall do so with the equipment provided.
 - 2. If an officer is without a fingerprint kit, he shall call another field unit or a supervisor to assist.
 - 3. During their assigned tours of duty, Auto Theft units may process recovered stolen vehicles.

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- B. Once an officer has developed latents they shall be placed on lifters.
 - 1. Each lifter shall be numerically identified and initialed by the officer with the date and file number.
 - 2. The lifters shall be packaged in a latent envelope (sealed with evidence tape) and this envelope will be placed into Evidence.
 - 3. Latent Prints Division personnel shall collect the latents from Evidence.
 - 4. It is important to indicate the location from which each lift was made, including whether it was an inner or outer surface, and to numerically list each lift (i.e. #1 of 4).

III. Latent Prints Division

The Latent Print Division is responsible for the following services:

- A. Comparisons of latent to inked prints, either on submittal forms or suspects noted by the case officer. Dispositions are made and affected investigators notified on all comparisons.
- B. This office is the custodian for all juvenile fingerprints.
- C. All felony arrestee's finger/palm prints are received for comparison to latent cases.
- D. All identifications after hours and on scene response, if necessary.
- E. Entering all latents of sufficient quality into the AFIS system.