

A. Purpose: To establish a protocol for function testing the oven used in the Latent Print Unit.

B. Responsibility:

Latent Print Examiners

C. Procedure:

1. Evidence processed with chemicals or reagents where higher temperatures are recommended for the development of friction ridge evidence may be placed in the oven located in the latent print processing area.
2. Biannually every year, the latent print unit oven will be checked using a validated thermometer.

A validated thermometer will be placed in the oven. The oven will be set to a temperature between 50 and 100 degrees centigrade. The oven will be allowed to run at the set temperature for at least 60 minutes. If the thermometer reading is within ± 2 degrees of the set temperature, the results will be recorded on the oven function test log and no further action is required. If the difference is not within the acceptable limits, appropriate adjustments will be made and the results will be documented.

3. Biannually, the humidity of the latent print oven will be checked using a certified hygrometer.

Set the oven at 100 degrees centigrade and make sure that the recirculation system is off. Leaving the door slightly ajar, allow the oven to stay at these settings for one hour. This will allow the oven to evaporate most of any residual water that may be in the tray.

Once an hour has passed, set the temperature to a range between 50 to 100 degrees centigrade. Set the humidity to a setting of 40-80%. The oven will be allowed to run at the set temperature and humidity for at least 60 minutes. If the hygrometer's humidity reading is within ± 10 of reading reflected on the oven, the results are acceptable and will be recorded on the oven function test log and no further action is required. If the difference is not within the acceptable limits, appropriate adjustments will be made and the results will be documented.

4. If the oven has to be adjusted to reflect an accurate temperature/humidity setting, the oven shall be turned off, allowed to cool down and rechecked utilizing the appropriate procedures as outlined in steps 2 or 3. If after the adjustment the oven still does not fall within acceptable limits, it shall be taken out of service until repaired or replaced.
5. The results of these checks will be recorded on QR-LP-6. This form will be attached to the oven or maintained in a log book.