

*Approved by Director: Dr. Guy Vallaro***A. Purpose:**

To outline the procedures to be utilized by the latent print section to assure that chemicals and reagents are of sufficient quality to produce expected results.

**B. Responsibility:**

Latent Print Examiners

**C. Procedure:**

1. All chemicals and reagents will be stored and kept in appropriate containers. This may include items that need to be refrigerated or kept under other environmental safe guards.
2. When restocking supply chemicals/reagents, the new chemical/reagent packages will be marked the date they are received, and placed behind the older stock. Older chemicals/reagents will always be utilized first unless a manufacturer expiration date has passed. Chemicals and reagents that have expired or have passed their shelf-life will be discarded.
3. When a chemical/reagent is utilized for the first time, the examiner opening/preparing the chemical or reagent will ensure that the container is properly labeled as to its contents. In addition, the examiner will place on the container the date the container was opened/prepared and his initials. The date opened/prepared will be the lot number of said chemical/reagent (absent a manufacturer's lot number). If known, the expiration date will also be placed on the container.
4. Before a chemical/reagent can be used on any item of evidence for latent print processing, it shall be tested to assure that its shelf-life has not passed and that expected results will be achieved. The only exception to the preceding shall be cyanoacrylate (super glue) which can be utilized for immediate evidence processing along with a control test strip. If friction ridge detail does not develop on the test strip then a new batch of cyanoacrylate (super glue) shall be used. The results of the all tests along with the chemical's lot number shall be recorded on the examiner's worksheet under the "control" column.
5. Any chemical/reagent which does not produce a positive result or a result of an acceptable strength shall be discarded. A new supply source shall be tested and utilized if positive results are obtained.

**D. Sources of Error:**

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**E. References:**

**Safety for the Forensic Identification Specialist (Masters, Nancy 1995)**

**Purpose:**

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