

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

To assist law enforcement agencies in capturing video/audio evidence for investigative or evidentiary purposes from video/audio systems.

**B. Responsibility:**

Forensic Science Examiners

**C. Procedure:**

- .1 Laboratory personnel shall assist the law enforcement agency in processing and retrieving video evidence in accordance to the law.
- .2 The capture process of video and audio evidence shall be conducted as defined in SOP-MMIE-07 and SOP-MMIE-08.
- .3 The examiner will document capture techniques utilized in obtaining evidence.
- .4 Original copies of captured video evidence will be turned over to the law enforcement agency's scene commanding officer to maintain chain of custody.

**D. References:**

State of Connecticut, Department of Public Safety, Administration and Operations Manual