

QD SOP-10 Photographic Documentation

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Purpose:

To determine, if possible, any leads which may result in further forensic analysis as well as preserving integrity of the evidence through photographic representation prior to destructive examination by other Laboratory sections.

A. Responsibility: Assigned section staff

B. Procedure:

1. Materials:

Disputed (Questioned) document

Authentic (original) specimens of the exact same type of document which is being disputed

Optical Enhancement devices as deemed necessary

Electrostatic Detection Apparatus (ESDA)

Video Spectral Comparator (VSC)

Appropriate Documentation Equipment (Camera/Scanner/Photocopier).

2. Method:

All instruments will be checked or validated prior to each use.

Examine subject document(s) using oblique illumination and photograph any visible indented impressions and/or image.

Conduct detailed examinations, using the appropriate techniques and instrumentation, to identify areas on the subject document which have been altered by means of obliteration, erasure processes and/or the application of correction fluids.

C. Sources of Error: Not applicable

D. References: See Bibliography/Reference Materials.