



**Quality Division Use Only**

Quality Tracking #:	<input type="text" value="2020-076"/>	Classification:	<input type="text" value="Incident"/>
Non-Conformance Level:	<input type="text" value="N/A"/>	Section:	<input type="text" value="Latent Print Section"/>
Date of Discovery:	<input type="text" value="09/25/20"/>	Date of Incident:	<input type="text" value="09/17/20"/>

Forensic Case Number(s), if applicable:	Agency Case Number(s), if applicable:
2020-12087	116313420

**Description of Non-conformance:**  
A latent print processor processed items that were not included in the request.

**Additional Information/Follow-Up:**  
The request made by the stakeholder was for the pistol and the shotgun to be processed. Since processing a pistol prior to firearms NIBIN entry would violate HFSC's multidisciplinary request workflow, a Latent Print processor contacted the officer to get confirmation that he did in fact want the pistol to be processed. In the officer's response he included some information about the case and stated that latent prints were the most important information from these items. Therefore, the exception to the multidisciplinary request workflow was made for the pistol in this case. When the assigned processor began working on this case, he reviewed the email between the other processor and the requesting officer. The assigned processor saw that latent prints were important in this case and based on the emails, decided to also process the magazine and the unfired cartridges that were packaged with the pistol, even though they were not included in the original request.



**Actions Taken:**

During review on 9/25/2020, the reviewer noticed that the processor processed items that were not in the request and brought it to the attention of the supervisor. The processor then contacted the requesting officer on 10/1/2020 to notify him of the situation and explain that DNA testing would no longer be possible on these items since they had been processed for latent prints. The officer was able to confirm that he did in fact want the magazine and unfired cartridges processed as well, therefore there was no technical impact to this case. During an interview with the Quality Specialist, the processor acknowledged his error in the handling of this case and acknowledged that he should have contacted the officer prior to processing the additional items. The processor also reviewed Quality Manual clause 7.1.5. which states "HFSC informs stakeholders before deviating from an agreed-upon request for analysis" and acknowledged his violation of it. HFSC acknowledges that the information in the case record may have biased the processor's decision to process additional items (whether consciously or subconsciously). However, the processor addressing the request required more information in order to properly process the evidence in accordance with HFSC policy and information regarding the importance of latent prints in this case was included as part of that communication.

**Summary of Root Cause Analysis:**

Note: Incidents are documented for tracking purposes and trend analysis. Root Cause Analysis is not required for incidents.

N/A

Section Manager: Rebecca Green

Date: 10/22/20

Division Director: Amy Castillo

Date: 10/23/20

Incidents or Corrective Actions that involve the Biology/DNA section are reviewed by the Technical Leader and CODIS Administrator.

Technical Leader: N/A

Date: N/A

CODIS Administrator: N/A

Date: N/A



**Houston Forensic Science Center**  
**Incident/Corrective Action Report**  
Quality Division

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**Quality Director:** Erika Ziemak

**Date Closed:** 10/23/20