



Quality Division Use Only

Quality Tracking #	2020-PAR8	Date Quality Division Notified:	11/17/2020
Date Submitted to Management for Review:	1/25/2021	Date Submitted to Quality for Review:	2/1/2021

Division:	Comparative & Analytical Division	Section:	Biology/DNA, Latent Print Section
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Forensic Case Number(s), if applicable:	Agency Case Number(s), if applicable:
N/A here to enter text.	N/A

Identified Through: Casework Related

If other, state source: _____

Description of proposed preventive action:

As of November 17, 2020, when the Forensic Biology section receives an item with possible ridge detail in blood, a latent print processor will be called and will go to the Forensic Biology laboratory for a consultation. If the processor deems that the ridge detail is possibly suitable for a latent print comparison, the latent print processor will photograph the possible suitable latent and then the Forensic Biology section will proceed with swabbing the item. Once the Forensic Biology section is done with the screening process, the item will be transferred to the latent print processing vault instead of going back to Houston Police Department Property Room. This is done to preserve evidence and minimize risk of possible damage to the ridge detail in blood. If there is no existing latent print processing request for the case, and the ridge detail is possibly suitable for a latent print comparison, a latent print processing request will be made by a processor. Prior to this change, if the Forensic Biology screening analyst observed ridge detail in blood on an item, the screening analyst would inform the requestor and the latent print processors and the requestor would be responsible for submitting a request for processing. The item would be returned to the Houston Police Department Property Room after the screening process. The screening analyst would only consult with the latent print processors if the ridge detail was in the only area available for swabbing. Now the processor is consulted regardless of the location of the ridge detail.

Documents and/or Procedures Requiring Update (if applicable):

N/A



Houston Forensic Science Center
Preventive Action Form
Quality Division

Staff Member:	<u>Adam Whitman</u>	Date:	<u>1/25/2021</u>
Immediate Supervisor:	<u>Tracy Lipskoch, Tran Nguyen</u>	Date:	<u>1/26/2021</u>
Division Director:	<u>Amy Castillo</u>	Date:	<u>2/1/2021</u>
Quality Director:	<u>Erika Ziemak</u>	Date Closed:	<u>2/11/2021</u>