



AFS-PT-TRIAL-903-A - Version 2 - John Sharpley - 24/12/2020

# Proficiency Test - 17020

- Scene assessment
- Anti-contamination
- Low light and Fingerprint (1:1) photography



Forensic Access Group



[www.alectoforensics.com](http://www.alectoforensics.com)



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# Proficiency Test

## Low light and Fingerprint (one to one photography)

This PT is designed for police forces to send a CSI to a volume crime burglary to assess the scene. They will be expected to record a series of images in low light to a sufficient standard and look for and record a fingerprint using photography, all whilst following force protocols and procedures. This will involve recording the fingerprint so it can be reproduced satisfactorily for a 1:1 comparison. The scene report should be completed and submitted to the assessor along with a complete set of the images. There will also be a pre-deployment phase and anti-contamination measures will be included. The Proficiency Test is open to all UK Police forces.

It is preferred that participants attend our dedicated unit at Watchfield to partake in the PT, as this will provide consistency in both the test and resulting report, thereby allowing for a meaningful anonymous inter-force comparison report to be prepared and distributed. However, should a force require that the PT take place at one of their premises, then this can be accommodated but may impact on any inter-force comparison.

In addition, Alecto Forensics also offer a Pre-PT (Phase 1) inspection, in which we will attend a nominated CSI unit in force and carry out an interview with a pre-selected CSI that will cover subjects such as security, pre-deployment, anti-contamination, vehicles, stores, consumables, etc., and result in a formal written report on our findings. This can then be followed by a PT as part of the package or it can be undertaken as a stand-alone product (prices for the stand-alone inspection on application).

## Peer to Peer / Inter-Force Comparison

Wherever possible, Alecto Forensic Services (AFS) will endeavour to structure proficiency tests into groups to enable anonymised peer-to-peer/inter-force comparison of participants in respect of Phase 2 capability. These results will be tabulated as part of your return, giving you the opportunity to pursue best practice advice from peer police forces.

## Anonymity

Participants may attend the proficiency test anonymously under badge number or can attend under force name and participant name.

# Proficiency Test

There will be a pre-deployment phase covering information handling and communication. Participants will then carry out a crime scene examination of a mock scene, visually record the scene in low light, identify and photograph a fingerprint mark for a 1:1 comparison and completing a scene report. This should be undertaken following their current in-force procedures and anti-contamination precautions.

A mock victim will describe the scene and circumstances to the CSI, who will then be expected to carry out their examination. An assessor will be present throughout, recording the participants actions which will then form the basis of the report. The mock victim and the assessor may well be the same individual.

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## Phase 1 and Phase 2 Proficiency Test

The Proficiency test end to end process (Phase 1 and Phase 2) is £3975 per person and covers:

- Phase 1 – Attendance at a CSI unit and an interview covering security, pre-deployment, anti-contamination, vehicles, stores, consumables, etc.
  - Phase 2 – The actual PT at a mock scene covering the pre-deployment, anti-contamination measures, image recording, examination and recovery of exhibits, packaging, and scene report for one attendee.
  - Assessing a series of images taken in low light.
  - Processing a photograph of a fingerprint mark to confirm that it matches the donor's fingerprint and was recorded accurately.
  - Production of a report to cover phase 1 and phase 2.
  - Production of an inter-force tabulated report to compare several forces who have participated in the same PT over a specific time period. This will be anonymous, with each force being referred to alphabetically and only being aware of their own identity.
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Unless by prior agreement the assessor will endeavour to commence their interview at the CSI unit by 0930 hrs and complete by 1430 hrs the same day. The CSI selected will then attend Alecto Forensics site at Watchfield in Oxfordshire on the agreed date for their proficiency test, which should be completed along with the de-brief.

A full written report will be completed, peer reviewed and sent electronically to the nominated recipient. The inter-force report will follow for the cohort once sufficient PTs (6) have been completed.

# Proficiency Test Timetable

## Phase 2 Proficiency Test

The Processing Proficiency test (Phase 2 only) is £2950 per person and covers:

The actual PT at a mock scene covering the pre-deployment, anti-contamination measures, image recording, examination and recovery of exhibits, packaging, and scene report for one attendee.

- Assessment of a series of images taken in low light.
- Processing a photograph of a fingerprint mark to confirm it matches the donor fingerprint and was recorded accurately.
- Production of a report to cover phase 2.
- Production of an inter-force tabulated report to compare several forces who have participated in the same PT over a specific time period. This will be anonymous, with each force being referred to alphabetically and only being aware of their own identity.

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The CSI selected will attend Alecto Forensics site at Watchfield in Oxfordshire on the agreed date for their proficiency test, which should be completed along with the de-brief.

A full written report will be completed, peer reviewed and sent electronically to the nominated recipient. The inter-force report will follow for the cohort once sufficient PTs (6) have been completed.

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Any bespoke requests will need to be submitted to [info@alectoforensics.com](mailto:info@alectoforensics.com). This should include full details of the agencies requirements so an estimate can be produced.

## Eligibility Criteria for Participation

- Participants should be trained to attend and examine volume crime scenes including burglary dwellings as a lone worker.
- Participants must have been assessed and passed as currently competent in volume CSI scenes by their agency's internal standards.
- Participants must be employed by an agency requiring proficiency testing for crime scene examinations.
- Participants must be currently fulfilling full operational duties.

## Confidentiality

CSIs attending the proficiency test can be referred to by their force ID number (or other unique reference number) to maintain confidentiality whilst allowing AFS to keep a record of proficiency test history, thereby ensuring that no participant repeats a previous proficiency test.

This unique reference will not be included in any report, which will retain anonymity whilst permitting forces to share results in an effort to improve quality. The responsibility for sharing information will rest with the participating forces, however Alecto Forensics may act as an intermediary if so requested.

## Reporting and Feedback

The reports will be sent out in PDF format. They will be accompanied by a feedback form to measure Alecto Forensics performance, which the participants will be encouraged to complete. This will then be used internally to monitor and improve the performance of AFS.

If a force feels unhappy with any aspect of the Proficiency Test or Alecto's performance, this should be fed back through the feedback forms. This can then be escalated within Alecto Forensics, with the feedback, test, and results being scrutinised and the force advised of the outcome.

## Further Information

Whilst changes to a Proficiency Test once booked and arrangements confirmed are unlikely to happen, forces should provide an emergency contact number in the event of any last-minute occurrences that may impact upon the test.

Conversely, AFS staff attending a force location, will inform their contact of any unforeseen problems they encounter. In the event of a change with more notice, AFS will contact the person who booked the trial (or any named deputy) by telephone and follow this up with an e-mail. For any other changes, such as amendments to the PT content, location, etc., AFS will e-mail the force contact.

# Alecto Forensics: Training Excellence

Alecto Forensics is widely regarded as the market leader for delivering comprehensive forensic services and training.

We offer a range of internationally recognised courses, from Crime Scene Investigation and Crime Scene Management to Ecology Awareness, Tyre Marks Examination, Search and Location, Forensic Footwear Enhancement and everything in-between. We are also happy to discuss any bespoke training needs.

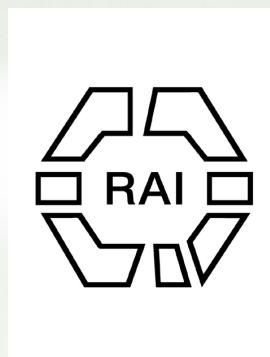
## UKAS Accreditation

Whilst Alecto Forensics are not currently accredited, we are working towards ISO 17043 with our key partners and are confident of achieving this in the near future.

## Quality is in our DNA



Qualified ISO 17020  
Assessors



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*"The one-to-one contact and the tailoring of the course to suit our requirements really made Alecto's training stand out. The availability and consistent communication was another standout feature of Alecto's services. We would most definitely recommend Alecto's services to others."*

## South West Forensics



[www.alectoforensics.com](http://www.alectoforensics.com)



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