



Fingerprints

This chapter contains the below topics:

[Summary of Police fingerprint services](#)

[About fingerprints](#)

[Who and when can Police fingerprint?](#)

[Livescan](#)

[Taking inked finger and other prints](#)

[Fingerprint examination at crime scenes](#)

[Sending fingerprints for examination](#)

[Storage and destruction of fingerprints](#)



Summary of Police fingerprint services

Introduction

The New Zealand Police Fingerprint Section is divided into two areas which collectively provide a fingerprint service to the whole of the country:

- the National Fingerprint Office, part of PNHQ and based in Wellington
- district crime print offices.

National fingerprint office

Core functions of the national fingerprint office are:

- maintaining the national finger and palmprint database
- validating personal criminal histories
- destroying fingerprints in accordance with legislation
- receiving and sending fingerprints to overseas countries
- presenting expert evidence of fingerprint identity in court
- providing training and technical advice for Livescan.

District crime print offices

Core functions of district crime print offices are as follows:

- processing fingerprint evidence collected from scenes of crime
- attending all serious crime scenes
- providing a laboratory service for the treatment of exhibits from crime scenes
- searching prints preserved from crime scenes
- checking prints of suspects against crime scene evidence
- recording and identifying fingerprints from deceased persons
- disaster victim identification
- presenting expert evidence of fingerprint identity in court.

Unidentified bodies and DVI (disaster victim identification)

Fingerprint officers are on the national DVI team and have completed the DVI national training courses. Fingerprint officers around the country also have experience having attended overseas and local disasters as part of DVI teams.

Fingerprint officers regularly attend at hospitals to identify unknown patients and also at the mortuary to identify unknown bodies or bodies that are so disfigured that the families should not be given the task of identifying them. If this is the case, try to keep the victim's premises uncontaminated by other people as it will need to be examined by fingerprint officers.

Using fingerprints as evidence in court cases

Fingerprint officers are available to give expert fingerprint evidence.

As a result of the work that is required to prepare a fingerprint case, the fingerprint officer presenting evidence will require a minimum of 2 weeks notice. Keep the fingerprint officer informed of the progress of the case, i.e. if the case has been given a new hearing date, change of plea etc.

Location of district crime print offices

This table lists the districts serviced by each crime print office.

Location	Provides fingerprint services for...	On call contact
Auckland	<ul style="list-style-type: none"> • Northland • Waitematā • Auckland City • Counties Manukau 	[Redacted]

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Hamilton	<ul style="list-style-type: none">• Waikato and Bay of Plenty districts• the Gisborne area of the Eastern district	[REDACTED]
Wellington	<ul style="list-style-type: none">• the areas of the Eastern district south of Gisborne• Central and Wellington districts• Chatham Islands	[REDACTED]
Christchurch	<ul style="list-style-type: none">• Tasman• Canterbury• Southern district	[REDACTED]



About fingerprints

What is a fingerprint?

The term 'fingerprint' is a generic term used to describe the ridged skin on the undersides of the palms, fingers and feet or any impression left by the ridged skin.

Biological principles of fingerprint identification

These are the two biological principles on which fingerprint identifications are based.

Principle	Description
Permanence	The ridged skin is formed in the first few months of foetal development and remains unchanged through out a person's life unless permanent scarring takes place.
Uniqueness	The 'information' contained within a fingerprint is unique to that finger or part of that finger. It is randomly formed due to the effects of genetic and physical pressures while the foetus is in the womb.

How a fingerprint is left on a surface

Along the tops of the ridged skin are thousands of sweat pores which are constantly exuding perspiration. When the ridged skin comes in contact with another surface, the perspiration is transferred and a reproduction of the skin's surface detail is left on that surface. This impression is commonly called a latent print. It is developed by powders or chemicals and preserved by photography or lifting with tape and mounting on clear plastic backing sheets.

Identification requirements

The ridged skin, especially on the ends of the fingers, generally conforms to one of three pattern types: whorls, loops and arches. Contained within these patterns is the ridge structure, which forms characteristics. Identification is partly based on these characteristics being in agreement and the same ridge sequence.

Other features considered include ridge flow and ridge deviation, position of pores, the appearance of scars, creases and the relationship between all of the mentioned features. It is the total of all of these features, characteristics and relationships on which identification is made.

Identification methodology

In order to reach a conclusion regarding identity, fingerprint officers use an accepted scientific methodology (ACE V). The unidentified fingerprint is **analysed** to determine the quality and quantity of detail present. If there is enough ridge detail contained within the unidentified print, it is then **compared** to ridge detail contained within prints from a known source.

This is performed using three levels of detail:

- Level 1 detail - the basic overall pattern formed by the ridges
- Level 2 detail - type and position and sequence of ridge characteristics
- Level 3 detail - scars, creases and ridge flow.

Once this is completed an **evaluation** is performed. There will be one of three conclusions:

- individualisation - the prints were made by the same person
- exclusion - the prints were made by different people, or
- inconclusive - there is insufficient detail to reach either of the prior conclusions.



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If the print has been identified then the final stage is **verification**. The identification is peer reviewed by two other fingerprint officers.



Who and when can Police fingerprint?

Introduction

This section outlines:

- the authorities under the Policing Act 2008 and other legislation for Police to take fingerprints
- when voluntary fingerprints can be taken.

People in Police custody or who Police intend to summons

Section 32 of the Policing Act 2008 gives Police the power to take a person's identifying particulars, which by definition includes fingerprints and palm-prints, when the person:

- is in the lawful custody of Police and detained for committing an offence, and
- is at:
 - a Police station, or
 - any other place being used for Police purposes.

Under section 33 of the Policing Act, a constable may detain a person at any place for the purpose of taking fingerprints if they have good cause to suspect the person of committing an offence and intend to bring proceedings against them in respect of that offence by way of summons. The detention can only be for the period necessary to take the fingerprints or other identifying particulars.

Manner of taking fingerprints

A constable:

- must take the person's fingerprints in a manner that is reasonable in the circumstances, and
- may only use reasonable force that may be necessary to secure the person's fingerprints.

Refusal to comply

If after being cautioned, a person fails to comply with a direction of a constable exercising their powers under section 32 or 33, they commit an offence, and are liable to:

- imprisonment for a term not exceeding 6 months, and/or
- a fine not exceeding \$5,000.

Police employees and associates

Police employees and Police associates may voluntarily provide fingerprints under section 82 of the Policing Act 2008, for the purpose of matching against other information held by Police so they can be eliminated from being considered in the investigation of a crime (s83(2)). These fingerprints are not admissible in evidence in any proceedings against the person, even after they cease to be a Police employee or associate.

Fingerprints obtained for crime scene elimination purposes are held by the National Fingerprint Office.

Prospective Police employees may also be required to provide fingerprints as a condition of being considered for employment (s81). (See the minimum standards to be met by recruits entering the initial training course).

The only circumstances in which an employee can check the employee fingerprint collection (or request a check) are for routine scenes of crime elimination purposes.

See also Destruction of employee fingerprints.



Powers under other legislation to take fingerprints

This table outlines other legislation relating to the taking of fingerprints other than under the Policing Act 2008.

Legislative reference	Power or provision
Corrections Regulations 2005 (reg 27(v))	<p>A prisoner may be temporarily released from prison under s62 Corrections Act 2004 for the purpose of enabling Police to exercise powers under ss 32 or 33 of the Policing Act to take identifying particulars, including fingerprints. (This provision would most often apply when a Corrections prisoner is arrested in respect of further proceedings).</p> <p>Note: If Police:</p> <ul style="list-style-type: none"> • have not obtained sufficient details in the form of identifying particulars at the time of the arrest, there is no statutory ability to compel the prisoner to provide the particulars (this is the same situation when a person has been released on bail) • intend to proceed by way of summons they can take the fingerprints at any place under s33 Policing Act, including a prison.
Gambling Act 2003 (s160)	<p>As part of the investigation into applications for certificates of approval for certain types of licences under the Gambling Act 2003 a person may be required to consent to having their fingerprints or photograph taken. They are destroyed after a decision on whether or not to grant a certificate of approval has been made.</p>
Immigration Act 1987 (ss140 & 141)	<p>This section enables a constable to take particulars, including fingerprints, of a person in custody under certain provisions of the Immigration Act (e.g. when the person has been served with a removal order and is in custody or is detained pursuant to a warrant of commitment under the Act).</p> <p>A constable may take the fingerprints of a person subject to a removal or deportation order who is in custody when they are necessary to meet the entry or transit requirements of any country through which the person is to travel.</p>

Fingerprinting applicants for visas or residency permits

New Zealand citizens making applications for visas or residency permits in foreign countries and foreign citizens seeking residency in New Zealand, may occasionally be required to furnish a set of fingerprints.

If you receive a request for Police to take and certify fingerprints in relation to such applications, you must:

- confirm the applicant's identity from their passport
- arrange fingerprints to be taken
- endorse the fingerprint form as follows:

These fingerprints are those of who is the bearer of passport No, issued by, on .././..... Signed (Rank and number)....."



Elimination and major case prints

Elimination prints are taken from complainants or people who have had legitimate access to the crime scene. They allow fingerprint officers to eliminate legitimate prints from the crime scene. They should be taken on POL 378

In serious crimes, take major case prints from all who have had access to the scene including any suspects. If someone is arrested for the offence, major case fingerprint and palmprints should be taken (pursuant to s32 Policing Act 2008) as well as the Livescan prints. Record these prints on the 'Major Case Fingerprint & Palm Print Form' POL104A. Ensure all areas of the ridged skin are appropriately recorded.

Voluntary fingerprints

Voluntary fingerprints can be taken from any adult with their informed consent.

You should ask people who are arrested but not charged with an offence (e.g. on committal warrants for non-payment of money) to volunteer their prints.

Take these prints on the Voluntary Fingerprints and Consent Form (POL 545), ensuring that all details on the front and rear are completed. (Do **not** take elimination fingerprints using voluntary fingerprint forms).

Police must carefully consider Information Privacy Principle 3 of the Privacy Act in respect of the collection of the 'information' whenever fingerprints are considered.

Children and young people

Refer to the guidelines on "Fingerprinting children and young people" in the 'Youth justice' Police Manual chapter for details of when children and young people can have their fingerprints taken under statute or voluntarily, by informed consent.

Note in particular, that:

- you must have the written approval of a Youth Aid Officer before taking fingerprints from children aged 10-13 years
- the child/young person and their parent/guardian must be informed that:
 - if consent is given, it can be withdrawn at any time up until when the fingerprints are taken
 - at any time after the fingerprints have been taken, they may request the records be destroyed without specifying a reason. The child/young person must be advised they can initiate this process by writing to the National Fingerprinting Office.



Livescan

What is Livescan?

Livescan is a machine that electronically captures finger and palm prints. These machines are now located at all the larger Police stations and should be used where possible instead of inked prints.

Livescan provides:

- an electronic fingerprinting capability that provides real time identity of prisoners
- quality control to ensure superior images are captured.

As all these images are transmitted electronically to AFIS (the Police' Automated Fingerprint Integrated System), Livescan makes finger and palm printing a paperless process.

Who can use Livescan?

Only authorised officers and employees holding the office of constable can use Livescan.

Access for authorised officers must be approved by the Manager of the National Fingerprint Office.

Before using Livescan

Before starting, ensure you have:

- glass cleaner and a cloth for cleaning the palm and finger platens
- wet wipes to provide moisture to the fingers when rolling the fingerprints
- a fine spray water bottle for spraying on palms to provide moisture before rolling the palm.

Note: You **must** only use the recommended glass cleaner, cloths and wet wipes. These can all be purchased on SAP. Alternatives cleaners, cloths and wipes can cause damage to the glass platens.

Taking prints on Livescan

Follow these steps when taking prints on Livescan.

Step	Action
1	Ensure you are familiar with the instruction manual held with every Livescan unit and when necessary, read it before using Livescan.
2	Log on to the system using your normal Police enterprise terminal. Note: Ensure the person that logs on is the person taking the prints as you could be asked to give evidence in court of taking the prints.
3	Ensure palms and fingers for scanning are clean and moist. Remove any jewellery from fingers or place tape over the item.
4	Follow the step by step instructions given in the Livescan to navigate through the process.
5	Ensure the scanning platens are cleaned on completion of each scan.
6	Contact the Police Helpdesk if any problems or faults arise when using Livescan.

Training in Livescan

When logging onto Livescan, you can choose the training mode so you get familiar with the system.



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The National Fingerprint Office will provide feedback through their quality control programme on individuals who are having difficulty using Livescan. The office can also provide training via Tivoli to any individuals that need it.



Taking inked finger and other prints

Introduction

This section outlines how to take inked finger and other prints.

Note that all of the larger Police stations now use Livescan for processing people in custody making the inked method of taking prints less common.

General principles when fingerprinting

When fingerprinting:

- if the subject's fingers show any grime, grease or perspiration, wash them
- soak and then dry any hard, dry skin before fingerprinting
- stand beside the person on the same side as the hand from which you are taking prints
- do not press too hard or allow the finger to wobble
- deal with one subject at a time. Do not allow the subject to control the movement and pressure
- comply with any special requirements identified by your fingerprint section.

Initial action

Take these initial actions when using forms POL 102, POL 103 and POL 104A (major case form), for fingerprints.

Step	Action
1	Have the subject first write their name, address and date of birth in the space provided on the back of the forms. Check that they are consistent on the two forms, and if possible, verify their accuracy from other documents, such as a driver licence.
2	As soon as the subject has filled in these particulars and signed them, take a <u>plain impression</u> of both thumbs in the space underneath. Comparison of the thumb impressions on both sides of the form will establish the ownership of the set.
3	If neither thumb can be printed, take a print of another finger and alter the form accordingly.

Taking rolled impressions

Follow these steps when taking rolled impressions.

Step	Action
1	Find the most comfortable position for you and the subject. This could be side by side or at a 45 degree angle.
2	Grip the base of the finger to be printed between your thumb and forefinger, using the hand nearest to the subject. Use the thumb and forefinger of your other hand to place the finger being rolled.
3	<ul style="list-style-type: none">• Roll each finger on the ink from nail edge to nail edge, including the first joint. Then repeat the process on the form in the appropriate squares.• Roll in one complete movement, using only the pressure required.• Roll the thumbs toward the centre of the subject's body.• Roll the fingers away from the centre of the subject's body. <p>Encourage the subject to relax, because it can be difficult to obtain clear rolled fingerprints from a tense, rigid subject.</p>

Taking plain impressions

Ink all the fingers of one hand and press them to the form at the same time, including the first joint of the little finger. Keep the fingers extended straight together.

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Taking palm prints

Follow these steps when taking palm prints.

Step	Action
1	Stand facing the subject and grasp the hand at the wrist, with the palm facing up.
2	Ink the subject's hand by: <ul style="list-style-type: none">• running the fingerprint roller over the Printake strip and then over the palm, fingers and uppermost edge of the thumb, or• pressing the Printake strip over the palm, fingers and uppermost edge of the thumb.
3	Place the bracelet crease of the wrist, at the base of the subject's palm, near the bottom of the form.
4	With the subject's fingers slightly apart, roll the palm forward until both it and the fingers are in contact with the paper. Press the centre of the hand at the base of the fingers to make sure no area is missed. Do not spread the fingers too wide, as this tightens the palm muscles.
5	If using the palmprint roller, ink the palm as in step 2 and: <ul style="list-style-type: none">• place the bottom of the form on the roller, and the bracelet crease of the subject's wrist on the bottom of the form• standing beside the subject, draw their hand towards you, keeping firm contact between the palm, the form and the roller at all times.

Taking sole prints

Follow these steps when taking sole prints.

Step	Action
1	Make sure the subject's foot is clean and dry and that they are comfortably seated so their feet can be placed flat on the floor.
2	Ink the foot, using the Printake strip or palmprint roller.
3	<ul style="list-style-type: none">• Place the heel of the foot gently but firmly onto the form.• Roll the foot forward until it is flat on the paper. Make sure the toes are in contact with the paper.

Common faults

This table outlines some common faults with prints and what you can do to avoid them.

Fault	Cause	Remedy
Blurred prints	Too much pressure on the fingers, or the subject was not relaxed.	<ul style="list-style-type: none">• Re-roll the prints, using the weight of the hand only.• Ask the subject to relax and not try to assist.
Prints too light	Not enough ink.	Use a new Printake strip.
Prints too dark	Too much pressure or too much ink.	Remove surplus ink from the Printake strip.



Fingerprint examination at crime scenes

Crime scene attendance

A core role of the Fingerprint Section is to attend serious crime scenes such as sexual offences, attempted homicides and homicides. If in doubt about whether they should attend, contact your local fingerprint office.

When to call fingerprint examiners?

The correct time to call the fingerprint officers is at the same time as the ESR and photographers are called. This will enable the experts, (Fingerprint Officers, ESR) crime scene co-ordinators, O/C scenes to discuss how best to examine the scene, including the order of examination, so all the evidence can be gathered.

Examining the bodies of murder victims

If the case is a homicide, ensure the Fingerprint Officers are given the opportunity to examine the body prior to moving it. Fingerprint officers have on a number of occasions developed prints in blood and other contaminants on bodies. These would have been destroyed if the body had been moved.

[Redacted Table]

Developing and lifting fingerprints

There are many reagents that can be used to develop fingerprints. The choice of reagent depends on many factors including environmental conditions, the nature of the surface and the type of print it is. It is also possible to use a number of different reagents in sequence on the same exhibit.



Contact your local crime print office for advice about the most appropriate process for developing prints.

The most common treatments for developing prints in volume crime are:

- powders
- ninhydrin
- cyanoacrylate.

Powders

Follow these steps when developing prints with powders.

Step	Action
1	Select the correct powder to provide the maximum contrast and a clean brush for the area being examined e.g. white powder on a dark surface.
2	Charge the brush by dipping it into the powder and gently tap it to remove any excess. If you are using a magna brush, the magna powder will be attracted to the head of the brush.
3	Hold the brush at right angles to the surface so that only the tips of the bristles make contact. Do not drag the length of the bristles over the surface.
4	Apply the powder by gently stroking the brush back and forth across the surface, recharging it as required. If there is insufficient powder the latent print may not develop the impression. Too much powder will obscure the detail and clog the print. Gently brush away any excess with a clean brush.
5	When you find an impression, lightly brush in the direction of the ridge formation until it is fully developed. Remember that too much brushing may erase the print. If you find fingerprints in blood or other biological specimens, act quickly before they are contaminated or destroyed by other testing.
6	Do not assume that an impression is inadequate or that it was made by an innocent party. Develop and record (lift or photograph) all prints.

Lifting fingerprints developed by powders

Follow these steps to lift fingerprints developed by powders.

Step	Action
1	On the Scene of Crime Form, sketch the location of the selected prints, and the direction in which they point or the angle at which they were placed. If there is insufficient room on the form, attach separate sheets with your sketches.
2	Cut a piece of lifting tape slightly larger than the prints and peel it from the backing. Try to lift adjacent prints onto one piece of tape.
3	Fix one edge of the tape next to the prints in such a way that it will cover them when rolled. Roll the tape firmly and evenly over the prints, excluding all air bubbles.
4	Gently remove the tape and roll it onto the acetate sheet, again excluding all bubbles. Place prints on the sheet in a way that represents their original position. Use one sheet for each lift.
5	Attach a label to the backing sheet, making sure it covers part of the tape but none of the prints. Write in: <ul style="list-style-type: none">• the victim's name and address• where the print was found• your signature and date• the lift number (this should be the same as the number on the SOC form). Do this at the scene as each print is lifted.

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6	When you have finished, clean up the fingerprint powder.
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Ninhydrin

Ninhydrin is generally used in volume crime to treat porous surfaces, e.g. paper. This chemical reacts with amino acids contained within perspiration. The reaction is called 'Ruhemans purple'.

Note: In serious crime cases, multiple other reagents are used prior to ninhydrin. The use of ninhydrin prevents these other reagents from being used. Always contact your local crime print office for advice if you are unsure of the correct sequencing of reagents.

Procedure

When using ninhydrin follow this procedure.

Step	Action
1	Ensure that you are in a well ventilated area and preferably using a fume hood.
2	Wear gloves, pour the solution into a clean container, using tweezers submerge the article in the solution, once it is saturated, remove and allow to air dry. Do not unnecessarily expose the exhibit to sunlight.
3	Prints will appear a purplish colour and may gradually appear over a few weeks. Allow at least 2 weeks before examining the item to determine if fingerprints have been developed or before sending into the fingerprint section. Photograph the prints to record them.

Cyanoacrylate

This is a treatment traditionally used on non- porous surfaces. It can either be placed in a vacuum chamber or a conventional heated cabinet. Heat acts as a catalyst causing the cyanoacrylate to fume. It then binds on to latent prints forming a white polymer. Once the polymer has hardened it can then be treated with fluorescent stains to further improve contrast.

If a conventional heating cabinet is being used follow this procedure.

Step	Action
1	Either suspend the exhibit or place it in such a way that as many surfaces as possible are exposed.
2	Place about 8 drops of cyanoacrylate per cubic meter of space. It helps to place a test print in the cabinet so the development process can be monitored.
3	Set the cycle times on the cabinet. Once the cycle has been completed, ensure that all fumes have been expelled then remove the exhibit from the cabinet.
4	Examine for fingerprints or further treat with dye. If the exhibit is further treated with a fluorescent dye ensure that the poli-light is tuned to the correct wave length for that particular dye. Any prints located will normally be photographed.

Related safety information

See also the '[Fingerprints and SOCO laboratory and crime scene safety](#)' Police Manual chapter.



Sending fingerprints for examination

Serious crime exhibits to be examined in fingerprint laboratories

Police fingerprint laboratories are well stocked with forensic light sources, image enhancement systems, cameras and an extensive range of reagents. All exhibits from robberies, sexual offences and homicides should be taken to the laboratories for examination.

What to include when sending fingerprint lifts and exhibits

Follow these steps when sending fingerprint lifts, exhibits and supporting information to your district crime print office.

Step	Action
1	Place all acetate sheets into the Scene of Crime envelope with the following details on the front: <ul style="list-style-type: none">• district name and station• the victim's name and address• the offence and date• the name of the member who lifted the fingerprints and the date they were lifted• the number of lifts.
2	Ensure that all photographs, diagrams and copies of case notes are attached.
3	Send elimination prints with exhibits, lifted prints and photographs.
4	Complete the Scene of Crime Form, stating the offence and giving the names of suspects that you have good cause to suspect have committed the offence.

Examination results

Developed fingerprints are assessed and given one of these results.

Result	What the result means
Retained for search	Prints are of such good quality that they can be searched through the finger or palm print data base. All fingerprint sections (as above) have the capability of searching finger and palm prints from scenes of crime.
Retained for suspect	Prints do not have enough detail for them to be searched (as above). The only time they will be looked at is if there is suspect nominated. When nominating a suspect, ensure there is a reason for doing so, e.g. the suspect was seen outside the house that was burgled. If suspects are nominated for no good reason it means that a fingerprint officer may spend an extended period of time checking the suspects (often days) when they could have used that time much more constructively.
Unsuitable for identification	The detail contained in these prints is of such poor quality or there is so little detail that they are not able to be searched or compared against a suspect.

Sequencing fingerprint and other examinations

Fingerprint officers and other specialists such as armourers, document examiners, electronic crime officers and the ESR often work in tandem or identify which specialist area should carry out the examinations first.

Contact your district crime print office before deciding which specialist section to deliver the exhibit to. If the crime print office is aware that further evidence is required, the



exhibit will be dealt with in the least invasive manner to ensure that all evidence is obtained.

Handling and packaging exhibits

Take care when handling or packaging exhibits for transporting to the fingerprint laboratory. (Fingerprints are 99% water and are extremely fragile and easily damaged). Always wear gloves and try to handle objects in the least damaging way. For example:

- when handling a firearm, only touch the sides of the trigger guard, or
- for other exhibits, handle by their edges or where the suspect would not have touched them.

Packaging exhibits

Pack exhibits in such a way that they won't break, and ensure that the surface to be examined is not in contact with another surface (this could damage potential evidence). If this cannot be avoided, secure the exhibit so it does not move around in its packaging.

If there are body fluids, indicate this on the packaging by attaching bio hazard labels.



Storage and destruction of fingerprints

Limits on storing fingerprints

Section 34 Policing Act 2008 permits finger, palm and footprints (referred to collectively as "fingerprints" here) obtained under section 32 or 33 to be entered, recorded and stored on a Police recording system. However, they must be destroyed as soon as practicable after:

- a decision is made not to commence criminal prosecution proceedings against the person in respect of the offence for which the fingerprints were taken, or
- criminal prosecution proceedings commenced against the person in respect of the offence for which the fingerprints were taken are completed with an outcome (e.g. an acquittal) that does not authorise continued storage (s34 (2)).

Criminal prosecution proceedings are proceedings:

- commenced under the Criminal Procedure Act 2011 or, in the case of a child or a young person, commenced in conjunction with Children, Young Persons, and Their Families Act 1989; and
- some or all of which are heard or determined, at first instance, in a District Court, the High Court, a Youth Court, or a combination of those courts (s34(3)(a)&(b)).

"**The offence for which the fingerprints were taken**" includes any replacement offences arising from the same event or series of events (s34(3)).

Outcomes authorising continued storage

Police can continue to store fingerprints taken under section 32 or 33 after proceedings are completed when:

- the person:
 - admits to the offence and completes Police diversion for it, or
 - is convicted of the offence (e.g. by a District or High Court entering a conviction, or a Youth Court entering a conviction and making an order under section 283(o) of the Children, Young Persons, and Their Families Act 1989), or
 - is discharged under section 106 of the Sentencing Act 2002 in respect of the offence, or
- the Youth Court makes an order under any of paragraphs (a) to (n) of section 283 of the Children, Young Persons, and Their Families Act 1989 in respect of the person and the offence for which the particulars were taken (s34A).

Destruction of fingerprints

The National Fingerprint Office will arrange for the destruction of finger or palm prints when the outcome of the case does not permit their continued storage.

Notification of circumstances in section 34 requiring destruction of fingerprints is an automatic report function of the National Intelligence Application (NIA). However, if any employee receives a request for the destruction of fingerprints, it must be sent without delay to the National Fingerprint Office for appropriate action.

Destruction of Police employee or Police associate fingerprints

Under section s85(1)(b) of the Policing Act 2008, all staff biometric information held by Police relating to a Police employee or Police associate must be permanently deleted from every electronic information recording system on which it is stored (or, in the case of information held in hard-copy form, destroyed):

- promptly after the person asks the Commissioner in writing to delete or destroy it; and
- in any event, no later than 12 months after the person ceases to be a Police employee or Police associate.

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The person to whom the information relates (or their personal representative) must be promptly given written notice of the deletion or destruction.



Ref Number: 12/4758/10

1 August 2013

Mr Anatoly Kern
fyi-request-996-f311f0d4@requests.fyi.org.nz

Dear Mr Kern,

RE: OFFICIAL INFORMATION REQUEST - Police Manual - Fingerprints

I refer to your Official Information Act request received by email dated 13/07/2013 in which you sought the following information:

1. Police Manual - "Fingerprints for other agencies";
2. Police Manual - "Forensic - Fingerprints".

I have considered your request in accordance with the Official Information Act 1982.

In respect to the Police Manual "Fingerprints for other agencies", your request has been refused under section 18(e) - the document alleged to contain the information requested does not exist.

In respect to the Police Manual - "Forensic - Fingerprints", I attach a copy of some of the requested information. Some information has been withheld pursuant to Section 6(c) - the release would be likely to prejudice the maintenance of law, including the prevention, investigation, and detection of offences, and the right to a fair trial.

If you are not satisfied with my response to your request you have the right to complain to the Office of the Ombudsman and seek an investigation and review of my decision.

Yours faithfully,

Rod Drew
Detective Superintendent
National Manager: National Criminal Investigations Group
Police National Headquarters