

GENERAL ORDER

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EFFECTIVE: 12 June 2008

REVISED: 1 January 2010
20 June 2011
11 September 2013

SUBJECT: Procedures for Use of BlueCheck™ Field Identification Device

ISSUED BY: Fernando Solorzano

I. PURPOSE

The purpose of this policy is to establish procedural guidelines for the use of the BlueCheck™ Field Identification Device (BlueCheck™) by authorized members of the California State University, Long Beach Police Department.

II. POLICY

It is the policy of the Department to utilize BlueCheck™ to lawfully determine the identification of individuals when unable to do so by other methods.

This policy does not require the use of BlueCheck™ under any circumstance, but rather makes it an additional tool to be used in determining the identity of an individual. Authorized Department personnel are may use BlueCheck™ in an appropriate manner that is compliant with State and Federal law and Constitutional protections, as well as relevant case law, training, department procedures, and an officer's judgment.

III. ROLE OF BLUECHECK™

BlueCheck™ is a portable Bluetooth fingerprint scanner that enables the user to perform on-the-spot fingerprint acquisition and matching against LAFIS (Los Angeles Automated fingerprint Identification System).

BlueCheck™ can be used to obtain positive identification of individuals, and will return the SID (CII) and Main numbers, INS hold flag, as well as the name, physical descriptors, and photo from the subject's most current booking in Los Angeles County.

BlueCheck™ may only be used when an officer has a lawful reason for detaining or arresting the subject and running their prints, or, when an individual provides his or her free and willing consent.

Fingerprints submitted through the BlueCheck™ system are not retained by any system. Hits and their associated dispositions are logged for audit purposes, but the prints are not.

Each BlueCheck™ device is paired with one patrol vehicle and has a range of approximately 30 feet. Devices shall not be moved from vehicle to vehicle except by Information Systems personnel with approval from a department manager.

VI. PROCEDURES

(a) Checkout/calibration:

- (1) Power on the BlueCheck™ by pressing the center power button for approx. 1 second
- (2) Check the battery level and charge if necessary
- (3) Press the **Green** (*NEXT*) button once. *CALIBRATE* will be displayed on the display panel.
- (4) Press the **Blue** (*OK*) button once to start the calibration process. *Calibrating* will be displayed on the display panel.
- (5) When the *Calibrate Done* message is displayed, turn the device off by pressing the center power button for 1 second.
- (6) Officers who are assigned to a vehicle with a BlueCheck device are to inspect the device at the beginning of each shift. They must log the devices presence over the police radio frequency. Officers are to *immediately* report the loss, damage, or malfunction of any BlueCheck™ device to the Watch Commander and Information Systems specialist. The Watch Commander is responsible to notify the Field Services Division Commander before the end of that shift if the device is broken or missing.
- (7) Each time the BlueCheck device is used in the field or removed from the vehicle it must be logged through dispatch using a CAD entry.

(b) Capturing fingerprints;

- (1) Turn on the device
- (2) Ensure the WebID application is running on the MDC and Bluetooth is connected
- (3) Press the **Blue** (*OK*) button *R Index Please* will be displayed on the display panel.
- (4) Place the subject's right index finger on the sensor so that his/her first knuckle rests on the ridge above the sensor. *Finger Captured* will display momentarily when the image is captured.
- (5) After approx. 2 seconds, *L Index Please* will be displayed on the display screen. Repeat above with the left index finger.

- a. If the subject has only one finger that can be captured (e.g., missing, etc) press the **Blue** (*MISS*) button when the scanner asks for the finger in question.
- (6) The device will send the fingerprints to the WebID application, and *Sending* will be on the display panel.
- (8) End the procedure or repeat steps 3 through 6 to capture additional sets of prints.

NOTE: If the device was unable to connect, it will make several quick beeps and show *Not Sent* on the display. The prints will then be saved to the device and the *Saving* message will be displayed. The device will then be in 'Offline' mode and unable to send additional prints until you download the fingerprints to WebID or turn the device off and on. When you are in 'Offline' mode, the device can hold up to 4 sets of fingerprints.

- (c) Download saved fingerprints:
 - (1) Turn the device on.
 - (2) Ensure the WebID application is open and connected via Bluetooth.
 - (3) Press the Green (NEXT) button twice. A message indicating the number of sets currently stored on the device will be displayed.
 - (4) Press the Blue (OK) button to begin downloading the fingerprints. Sending will be on the display panel.
- (d) The WebID application:
 - (1) The WebID application is launched from an icon on the desktop
 - (2) You must be connected to the network for the application to function
 - (3) Transactions are kept for approx. 24 hours.
 - a. Red transactions are 'HIT'
 - b. Green transactions are 'NO-HIT'
 - c. Gray transactions are 'PENDING'
 - (4) When a transaction is returned ('HIT' or 'NO-HIT') the BlueCheck™ device beeps and the corresponding message is displayed on the screen.
 - (5) HIT transactions show the SID (CII), MAIN number, and ICE flag (deported felon file). Additionally it will show the name, DOB, and identifying information, and photo from the subject's most recent booking in LA County.
 - a. Name, DOB and identifying information may not be accurate, as they reflect what the subject told the booking officer at the time of booking. Always use the SID or MAIN number to check for additional names/warrants.
 - (6) You must assign a disposition and click the 'UPDATE' button to complete a transaction (a check mark will appear). This information is retained and may be retrieved for court or audit purposes.

APPROVED

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