

CSI Team Instructions

Depiction of the Scene Photographically

- ◆ Begin photography as soon as possible-- plan before photographing
- ◆ Document the effort with a photographic log (see attached)
- ◆ Insure that a progression of overall, medium and close-up views of the scene is established
- ◆ Use recognized scale device for size determination when applicable (i.e., ruler)
- ◆ When a scale device is used, first take a photograph without the inclusion of this device
- ◆ Be observant of, and photograph areas adjacent to the crime scene (i.e., points of entry, exits, windows, attics, etc.)
- ◆ Photograph items, places, etc., to corroborate the statements of witnesses, victims, suspects
- ◆ Take photographs from eye-level, when feasible, to represent scene as would be observed by normal view
- ◆ Photographs are two-dimensional and are usually supplemented by diagrams/sketches
- ◆ Do not hesitate to photograph something which has no apparent significance at the time. It may later prove to be a key element in the investigation.
- ◆ Acquire blueprints and maps of scene area, if possible

Preparation of Diagram/Sketch of the Scene

- ◆ The diagram establishes a permanent record of items, conditions and distance/size relationships-- diagrams supplement photographs
- ◆ Rough sketch is drawn at scene; the first sketch is typically not drawn to scale
- ◆ Typical material on rough sketch:
 - specific location
 - date
 - time
 - case identifier
 - preparer/assistants
 - weather conditions
 - lighting conditions
 - scale or scale disclaimer
 - compass orientation
 - evidence
 - measurements
 - key or legend
- ◆ Number designations on sketch can be coordinated with same number designations on evidence log in many instances
- ◆ This sketch should contain sufficient measurements and detail to be used as a model for drawn-to-scale diagram
- ◆ Be sure to select sketch technique before beginning sketch-- insure that enough room is allowed to include all pertinent information and measurements
- ◆ General progression of sketches:
 - lay out basic perimeter
 - set forth fixed objects (i.e., furniture, etc.)
 - insert evidence as it is recovered
 - record appropriate measurements
 - set forth key/legend, compass orientation, etc.

Preparation of the Narrative Description

- ◆ The narrative is a running, general terms description of the condition of the crime scene
- ◆ Represent the scene in a "general to specific" reference scheme
- ◆ Photographs supplement narrative description at this point
- ◆ Use systematic approach in recording narrative--no item is too insignificant to record if it catches one's attention

- ◆ Do not permit the narrative effort to degenerate into a sporadic and unorganized attempt to recover physical evidence--it is recommended that evidence not be collected at this point, under most circumstances
- ◆ A tape recorder may be used in preparing the narrative
- ◆ The narrative should be written in third person, past tense