
Overview

This standard is about preparing for forensic investigation processes upon receiving information that incidents have occurred.

You will need to gather all relevant information, decide the types of forensic examination necessary and make assessments on information and intelligence obtained. You will also need to prepare for examinations and provide advice to others on control and preservation of scenes.

Maintaining health and safety, together with the integrity and continuity of forensic materials, is of paramount importance.

**Performance
criteria**

You must be able to:

- P1 obtain relevant information relating to incidents from appropriate people and systems
- P2 determine whether arrangements are required to access scenes of incidents in line with organisational procedures
- P3 assess information you have obtained regarding incidents to determine who should undertake forensic examinations of scenes of incidents
- P4 assess resources required for forensic examinations in line with operating procedures
- P5 communicate information to relevant people in line with organisation requirements
- P6 maintain health, safety and welfare at scenes of incidents in line with organisational procedures
- P7 prepare equipment required for investigating scenes of incidents in line with forensic procedures
- P8 prioritise actions required for investigating scenes of incidents to maximise the recovery of forensic samples in line with operating procedures
- P9 provide advice to relevant people regarding the control and preservation of scenes of incidents in line with operating procedures
- P10 record relevant information in line with organisational procedures

Knowledge and understanding
Legal and organisational requirements

You need to know and understand:

- K1 the requirements of relevant law, policies, operating procedures and guidelines relating to preparing for forensic investigative processes
- K2 implications of current law, policies and procedures relating to:
 - K2.1 health and safety
 - K2.2 information and data handling
 - K2.3 human rights
 - K2.4 criminal justice system
- K3 the importance of obtaining consent and authorisation for scene examinations, and how to do this
- K4 the importance of progressing actions according to agreed timescales
- K5 your level of authority when preparing forensic investigation processes, and how to address circumstances where this may be exceeded

Source information

You need to know and understand:

- K6 how to obtain information relating to incidents
- K7 how to use IT and databases for preparing forensic investigation processes
- K8 the information collection, assessment and recording techniques relevant to gathering and disseminating information regarding scenes

Resources and equipment

You need to know and understand:

- K9 the types of equipment, resources and personnel appropriate for investigating scenes of major and volume cases and how to access them
- K10 how to prepare, use and address faults in equipment for investigations
- K11 how to prioritise your workload in relation to scene investigations

Scene preservation

You need to know and understand:

- K12 how to control and preserve scenes and the importance of this
- K13 contamination and cross-contamination issues and considerations, and

how to address them

Health and safety

You need to know and understand: K14 potential health and safety risks at scenes and how to address them

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Prepare for forensic investigations

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