



In Brief...

2017

In Brief is a monthly internal communication of the Organization of Scientific Area Committees. This internal document is intended to provide timely updates on FSSB, SAC and Resource Committee activities within the organization

FSSB

The FSSB has completed updates and revisions to the [OSAC Charter and Bylaws](#), [Terms of Reference](#), and the [Operational Priorities](#)

(formerly, the Principles of Professional Practice [PPP]). These revised documents have been distributed to OSAC members and are available within the [Kavi Library](#). The Charter and Bylaws is open for a 30-day review by OSAC members.



Additionally, the FSSB reviewed the outcomes from the September **OSAC Leadership Strategy Session (OLSS)**. The following announcements are shared below. A detailed presentation of solutions proposed are available within [Kavi Library](#).

Review Process:

- At this time, no changes to the **SDO process** will be implemented, until more OSAC-developed work products return finalized from an SDO (i.e ASB docs).
- SAC and SAC Subcommittees may repurpose an **adjudication**, for a previously adjudicated comment, if the same comment is resubmitted.
- Draft standards will have a **30-day review period** when sent to RCs & STG. There will be a **one-time extension** allowance that can be negotiated between the unit chairs.
- It was requested that **NIST management feedback** should be solicited early in the review process – this is not necessary – see Joint NIST/FSSB Letter.
- During the open comment period, individuals from **NIST may submit comments**, similar to any other individual.
- Current review processes now **include the STG**.
- The STG and RCs will be working to develop a **STG/RC document review checklist** (similar to the QIC review checklist). Once the review checklists have been completed and reviewed by the FSSB, they will be disseminated to the SAC and SAC Subcommittee Chairs
- **OSAC-developed documents** – submitted to an SDO – may be posted on the SAC or SAC Subcommittee’s website, barring any copyright violations.

Task Group, Resource Committee:

- The current **Statistics Task Group (STG)** will remain as a Task Group, rather than a Resource Committee.

- The RC and/or RC Chair have the authority to **self-manage their document review processes and queue** as they see fit.
- An RC Chair may distribute documents to **one RC member or RC liaison**. The response and review will be treated as consensus of the full RC.
- A Kavi ballot may be used to process **RC reviews**.

On the Horizon:

- A terminology reference document will be made available to OSAC members in 2018.

The **Joint Statement from the FSSB/NIST** has been finalized. The final statement has been distributed to OSAC members and can be found in the [Kavi Library](#) and on the [OSAC external website](#).

OSAC Affairs

- OSAC Public Status Reports & Open Discussion Meetings: February 20, 2018 at Sheraton Seattle Hotel, Seattle, WA
- Chemistry/Instrumental Analysis + 6 Subs, Crime Scene/Death Investigation + 7 Subs and 1/2 Resource Committee OSAC Standards Meeting: March 13-16, 2018 at Chicago Marriott O’Hare, Chicago, IL
- Biology/DNA + 3 Subs, Physics/Pattern Interpretation + 5 Subs, and Digital/Multimedia + 4 Subs OSAC Standards Meeting: March 20-23, 2018 at Chicago Marriott O’Hare, Chicago, IL
- Summer FSSB Meeting 2018: June 6-7, 2018 in Indianapolis, IN – Hotel- TBD
- OLSS and Fall FSSB Meeting 2018: September 26-28, 2018 – Location TBD
- Chemistry/Instrumental Analysis + 6 Subs, Crime Scene/Death Investigation + 7 Subs and 1/2 Resource Committee OSAC Standards Meeting: November 5-8, 2018 – Location TBD
- Biology/DNA + 3 Subs, Physics/Pattern Interpretation + 5 Subs, Digital/Multimedia + 4 Subs and 1/2 Resource Committee OSAC Standards Meeting: December 4-7, 2018 – Location TBD

REMINDER - OSAC has multiple avenues for receiving updates:

- [Email Subscription](#)
- Quarterly [Newsletter](#)
- Monthly [Standards Bulletin](#)

- Chapter 8 - Education and Training of Fire Investigation Personnel

Dogs and Sensors Subcommittee

- Working on best practices to provide recommended guidelines for the training, certification and documentation pertaining to canine teams trained to search for human remains on land
- Working on guidelines for pest/insect detector canine teams in an effort to improve the performance, reliability and courtroom defensibility of detector dog teams

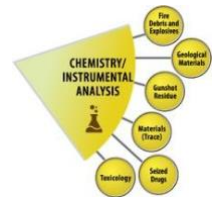
QIC

- The revised Technical Merit Worksheet and Guidance is imminent and will be released in January 2017
- QIC has revised the OSAC Registry Approval process map and eliminated the swim lanes on the map, and color coded the boxes. The Registry Approval process description is also being revised and will include information on the approval of interdisciplinary documents. Other changes to the process map and description included adding a formal “exit” box where a subcommittee can exit the process at any point, and moving up the input from the Resource Committees and the Stats Task Group, to earlier in the process – pre-SAC vote
- The QIC is working on the OSAC Lexicon, to get it ready for public release. We are currently cleaning up the source information to ensure the reference is complete and findable. Approximately, 1300 terms have no source identified and will need to be verified. QIC will be reaching back out to the SAC to get these terms and their source confirmed. The Lexicon is targeted for launch in February and will be made available as an online database application
- The FSSB authorized the revision of the [OSAC Comment Adjudication](#) on November 27th. The procedure has had minor revisions from the last version including a new requirement that Subcommittees/Virtual Subcommittees must contact the person(s) who submitted comments during the OSAC Registry Comment Period, BEFORE writing a formal adjudication.

Chemistry/Instrumental SAC

Gunshot Residue Subcommittee

Document ASTM E1588-17 (*Standard Practice for Gunshot Residue Analysis by Scanning Electron Microscopy/Energy Dispersive X-Ray Spectrometry*) has been sent to the RCs and Statistics TG



Materials (Trace) Subcommittee

An editorial change to E2927-17 (*Standard Test Method for Determination of Trace Elements in Soda-Lime Glass Samples Using Laser Ablation Inductively Coupled Plasma Mass Spectrometry for Forensic Comparisons*) has been submitted to ASTM following review and recommendations from the OSAC review process

Seized Drugs Subcommittee

- The open comment period for E2329-17 (*Standard Practice for Identification of Seized Drugs*) was initiated on Dec. 6, 2017 and will close on Jan. 5, 2018. For more information or to submit a public comment, please visit the OSAC Bulletin: https://www.nist.gov/sites/default/files/documents/2017/12/06/osac_standards_bulletin_december_2017.pdf
- ASTM E2882 (*Standard Guide for Analysis of Clandestine Drug Laboratory Evidence*) draft standard has been submitted to ASTM.

Crime Scene/Death Investigation SAC

Fire and Explosion Investigation Subcommittee

Work continues on a draft for best practices for Fire Investigation:

- Chapter 5 – Fire and Explosion Investigation: Origin, Cause, Assessment of Current Practices, Reporting-Documentation, Collection of Evidence, Interviewing, Evidence analysis
- Dr. Craig Beyler posted ‘The importance of the Scientific Method in Determination of Intent in Fire Investigation’
- Posted best practices for report writing: Status Report; Preliminary Report; and Origin and Cause Report
- Chapter 24 - Incendiary Fire Investigation
- Chapter 20 - Classification of Fire Cause

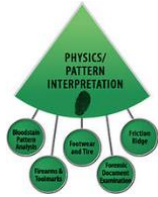


Virtual Subcommittee #4

VS#4 document: *Standard for Training, Continuing Education and Professional Development for Forensic Science Practitioners* was approved by all SACs and was submitted to ASTM the first week of December.

Physics/Pattern SAC

Bloodstain Pattern Analysis Subcommittee



The

following documents are currently at the ASB:

- *Standards for a Bloodstain Pattern Analysis Training Program*
- *Standards for the Validation of New Procedures in Bloodstain Pattern Analysis*
- *Guidelines for Report Writing in Bloodstain Pattern*
- *Guidelines for Developing Standard Operating Procedures for Bloodstain Pattern Analysis*

The following document was published by the ASB:

- *Terms and Definitions in Bloodstain Pattern Analysis*

Digital/Multimedia SAC

Facial Identification Subcommittee

- FAQs posted to the FI page on OSAC website
- Guide for Facial Recognition Systems: *Capture Equipment and Specification* was approved by ASTM
- *Guide for Facial Recognition Systems: Guidelines for Postmortem Facial Image Capture* – passed the E 30.12 subcommittee ballot and is up for ballot for the E 30 committee of ASTM
- *Practice for Facial Comparison Methods* – passed the E 30.12 subcommittee ballot and is up for ballot for the E30 committee of ASTM



Video/Imaging Technology and Analysis Subcommittee

- *Standard for Data Retrieval for Digital CCTV* was recently approved by the DMSAC with comments from members. Those comments are currently being addressed by the Video Task Group, and it is anticipated that the document will move forward to ASTM by early 2018
- The *Training Guidelines for Video Analysis, Image Analysis and Photography* was also recently approved by the DMSAC with comments to be addressed before moving forward to ASTM
- VITAL will soon move the following documents forward for review by the DMSAC: *Standard Guide for Latent Print Evidence Imaging Resolution*; *Standard Guide for Forensic Photogrammetry*

- Five other documents are currently in draft stage. Additional information regarding these documents and other projects will be published on a roadmap on the VITAL webpage after the OSAC Meeting in March. Frequently Asked Questions (FAQs) regarding the disciplines impacted by VITAL's work will also be published during the same timeframe.

Digital Evidence Subcommittee

The following two documents are currently at ASTM for ballot: *Guide For Forensic Audio Laboratory Setup and Maintenance*; *Guide for Establishing Confidence in Digital Forensic Results by Error Mitigation Analysis*.

SWGDE *Best Practices for Examining Magnetic Card Readers* [Relates to what are also know as "Skimmer Devices"] – was approved by the DMSAC and will be submitted to ASTM.

Speaker Recognition Subcommittee

- *Guidelines for Electronic Transmission of Speech Files* [Scope: Guidelines for the use of ANSI/NIST-ITL Type 11 Voice Records to electronically transmit speech files] - Ready to go to SDO
- *Forensic Speaker Recognition 'Should-Be' Process Map* - in preparation (outlet TBD)
- *Forensic Speaker Recognition 'As-Is' Process Map* - in preparation (outlet TBD)
- *Annotated List of Important Speaker Recognition*

In Brief Liaisons

FSSB, Sarah Kerrigan
OSAC Affairs, Matt Gonzales, Donna Kimball, John Paul Jones
Quality Infrastructure Committee, Karen Reczek
Human Factors Committee, William Thompson
Legal Resource Committee, Christopher Plourd
Biology/DNA SAC, Simone Gittelson
Chemistry/Instrumental Analysis SAC, Patrick Buzzini
Crime Scene/Death Investigation SAC, George Cronin
Digital/Multimedia SAC, Richard Vorder Bruegge
Physics/Pattern Interpretation SAC, Tom Busey
