MN DOC Fugitive Apprehension Unit Photo Display Form

SEQUENTIAL PHOTO DISPLAY FORM
(Witness Side)

Dept.: _____ C.N.: _____ OFFENSE: _____ Lineup ID# _____

WITNESS: _____ DOB _____ ADMINISTRATOR: _____

DATE: _____ TIME: _____ INVESTIGATOR ASSIGNED: _____

READ TO WITNESS BEFORE PHOTO DISPLAY:
You will be asked to look at a series of individuals.

The perpetrator may or may not be present in the identification procedure.

It is just as important to clear innocent persons from suspicion as it is to identify guilty parties.

IA: I do not know whether the person being investigated is included in this series. **-OR- FE**: I do not know the order of the photos.

Sometimes a person may look different in a photograph than in real life because of different hair styles, facial hair, glasses, a hat, or other changes in appearance. Keep in mind that how a photograph was taken or developed may make a person's complexion look lighter or darker than in real life.

You should not feel that you have to make an identification. If you do identify someone, I will ask you to describe in your own words how certain you are.

The individuals are not configured in any particular order.

If you make an identification, I will continue to show you the remaining individuals or photos in the series.

Regardless of whether you make an identification, we will continue to investigate the incident.

Since this is an ongoing investigation, you should not discuss the identification procedures or results.

Please initial here if you understand these instructions. _____ **(WITNESS TO INITIAL)**
_____
TO BE COMPLETED BY WITNESS AFTER PHOTO DISPLAY:

The sequential photo lineup I was shown consisted of ____ photos.

☐ I am unable to select any photo as being the person(s) who _____.

☐   I have selected photo(s) # _____ as the person who _____.

(IF SELECTION MADE) How certain are you of your identification?

_____ Date: _____ Time: _____
Witness signature
(Have witness sign and date any photo picked and attach to this report.)

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MN DOC FUGITIVE UNIT PHOTO DISPLAY FORM
(Administrator Side)

C.N. _____ Witness: _____ Lineup ID # _____
Administrator ☐ does ☐ does not   know identity of suspect.
_____
Instructions to administrator (READ BEFORE SHOWING PHOTO DISPLAY):
A sequential photo lineup must either be presented by an *independent administrator* [IA] (a person who does *not* know the identity of the suspect) or, if unavailable, a *functional equivalent* [FE] method must be used. Functional equivalent means (1) that the administrator cannot see and does not know the order of the photos and (2) that the witness knows the administrator does not know the order. Before beginning the photo display, determine which of these two methods is used (IA or FE), select the appropriate instruction fourth above and cross out the inapplicable version.

Fill out the case information on the top of the form. Read the instructions on the reverse side to witness and have witness initial at the end. Show photos one at a time. Only one photo at a time may be visible. As each photo is displayed, ask "Is this the person who [insert crime]?" If yes, ask, "How certain are you of your identification?" Even if identification is made, continue showing remaining photos. After all photos have been displayed, repeat display ONLY if the witness requests it. In any repeat, ALL photos must be displayed in the same sequence, even if the witness only requests to see a particular photo or photos again.

Ask the witness to complete the witness portion of the form and sign it. If any selection is made, have the witness sign and date the photo (or photos) selected. The photo display used must be preserved. (Attach copy to this form.) BE CAREFUL NOT TO PROVIDE ANY FEEDBACK TO THE WITNESS ON EITHER IDENTIFICATION OR NON-IDENTIFICATION.

After the witness has completed witness portion of the form, complete the administrator portion of the form. This includes asking the certainty question, administrator observations, and number of times the display was shown. Departmental policy may also require a standard supplementary report.
_____
To be completed during and after photo display:
Comments made by the witness to any photograph during the photo display (note photo #):

(If identification made) How certain are you of your identification?

Additional observations by administrator (e.g., any physical response or other comments by witness):
Sequential lineup was shown ☐once / _____ times
_____ Date: _____ Time: _____
Administrator's signature

Have the witness complete front side. Attach copy of photo display used. Have the witness sign and date any photo picked.