



POLICY INFORMATION	
Title	Biometric Vetting and Elimination DNA Policy
Version	V2.2

POLICY OWNERSHIP	
Policy Sponsor	ACC Crime
Policy Owner	Scientific Support Manager, Scientific Support Unit
Policy Author	Forensic Services Manager, Scientific Support Unit

British Transport Police welcome comments and suggestions from the public and staff about the contents and implementation of this policy. If you have any queries relating to this policy please write to: **Information Governance Unit British Transport Police** 2nd Floor, 3 Callaghan Square Cardiff, CF10 5BT or email: FOI@btp.pnn.police.uk

Purpose of the Policy

British Transport Police is committed to ensure the integrity of forensic samples in order to make best use of evidence.

This policy explains the process by which Police Officers, Special Constables and designated Police Staff DNA and fingerprints are taken, retained and the subsequent use of biometric material to ensure the integrity of forensic samples in the chain of evidence.

This policy ensures BTP are in line with standards adopted by Home Office Police Forces.

This policy aims to comply with The Data Protection Act – with respect to the management of relevant and accurate data.

Who does this policy apply to

This policy applies to Police Officers including transferee Police Officers and Special Constables, as well as specific Police Staff roles – Police Community Support Officers, Designated Detention Officers and SSU Staff.

Of the roles stated this includes those who are part-time, job share or on a fixed-term contract and probationers. Employees on secondment out of and into the BTP are also included in the scope of the policy.

This policy is applicable in England, Scotland and Wales.

Principles

This policy follows a recommendation by the Police Advisory Board for England & Wales which recommended that to improve the integrity of samples taken at scenes of crime, biometric vetting checks should be made on applicant's suitability for joining the Police service. DNA and fingerprint samples from prospective Police Officers, Special Constables and PCSOs prior to unconditional offer of employment will be obtained and speculatively searched. This will form part of the vetting process.



In addition, an employee will have their DNA and Fingerprints loaded to the respective biometric databases to be searched against crime scenes for the purposes of identifying contamination events.

Monitoring and Review

The Scientific Support Unit team is responsible for monitoring and reviewing the policy.

This policy will be subject to regular review and BTP reserves the right to amend the procedure from time to time in accordance with any requirements of law or good employment practice.

This policy will be reviewed every 3 years. If there are high levels of non-compliance with this policy prior to the formal review these will be addressed through an internal audit process.