



South Carolina Law Enforcement Division

P.O. Box 21398
Columbia, South Carolina
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Henry D. McMaster, Governor

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Tel: (803) 737-9000

IBIS ENTRY BY APPOINTMENT PROGRAM

Capabilities and Services

The Integrated Ballistics Identification System (IBIS) which operates on the National Integrated Ballistic Identification Network (NIBIN) is owned and provided to various state and local agencies by the Bureau of Alcohol, Tobacco, and Firearms (BATF). The IBIS system is located in the South Carolina Law Enforcement Division's (SLED) Forensic Services Building in the Firearms Department and is operated in conjunction with BATF protocols.

The Integrated Ballistics Identification System (IBIS) enables an operator to acquire digital images of individually marked areas on fired cartridge cases. These images are converted into digital "signatures" and are compared, through an automated process, with other stored images to search for **possible** links between cases not previously realized by law enforcement to be related. For every specimen entered, a list will be prepared by the computer for an examiner to review. It is then up to IBIS personnel to review the images and determine if there are any NIBIN Leads. We will notify your Agency of the **potential** lead for **INVESTIGATIVE PURPOSES ONLY**. You can request that the NIBIN Lead be confirmed by submitting your evidence for a FULL FIREARM EXAM. If the NIBIN Lead is confirmed, it is then considered a verified "HIT".

The SLED Firearms Department is proud to promote the IBIS Entry by Appointment Program. This program was designed as a way to increase the efficiency and throughput of the IBIS and allow for our customers to have test fires from seized firearms and/or evidence cartridge cases from crime scenes entered into IBIS faster. It has been shown that the greater the time between the date of the crime and the date an investigating officer is provided a new lead, the less useful the lead becomes. This is one of the motivating factors in developing the "IBIS Entry By Appointment" program. Participants can jump to the head of the line and avoid the backlog of cases submitted for IBIS entry through the traditional evidence submission process. IBIS entry will be performed the same day it is brought to SLED with correlations reviewed as soon as possible. If a potential match is found, your agency will be notified immediately of the potential link to another case dramatically reducing the time between the crime and when the investigator can hit the street with a new lead. Are there any other benefits to participating?

Absolutely, participants will **NOT** have to:

- Prelog evidence in iLAB
- Sit and wait in the lobby to submit evidence
- Sit through the evidence submittal process
- Wait to receive returned evidence
- Relinquish custody of your evidence. Your evidence and/or test fires will be entered in your presence, while you wait. Your Agency's evidence never even leaves your custody!!!



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How Can Your Agency Participate?

1. Fill out the SLED IBIS ENTRY BY APPOINTMENT INFORMATION FORM.

- Multiple cases from your department/agency can be entered on a single form. (SLED Forensics Form FIR034)
- Please make sure your information is accurate and all contact information requested has been provided.
- If your Agency needs a sample SOP on how to test fire firearms for the collection of cartridge cases for IBIS entry, please contact the SLED Firearms Department and we will provide you the requested information. SLED does not supply ammunition for test firing, unless you have made an appointment for test firing by SLED personnel.
- If it is more convenient, your agency can mail your test fires to SLED for entry. This is for test fires only and must be accompanied by the SLED IBIS Entry by Appointment Form.

2. Call the SLED Firearms Department to make an appointment for IBIS entry.

- SLED Laboratory hours are from 8:30am to 5:00pm Monday - Friday, excluding State Holidays.
- We ask you to call ahead and make an appointment. This will help us ensure that an IBIS Technician is available to assist you, that the IBIS is not down for repair or maintenance, and that access to the IBIS has not already been reserved by another agency.
- We will try to accommodate your requested time. Please let us know how many items/exhibits you plan to bring for entry. This will allow us to reserve the appropriate amount of time for you.
- If you cannot make your appointment time, please notify us at the earliest convenience.

3. Arrive at the SLED Forensic Services Laboratory for your appointment.

- Sign in with switchboard personnel and obtain your Visitor's badge. If you are just dropping off test fires, you will not need to sign in.
- Your evidence will be in your custody and it will remain in your custody and control the entire time you are in the Laboratory.
- IBIS personnel will escort you to the Firearms Department for test firing and/or to the IBIS room, where you will witness your items being entered into IBIS.
- When IBIS entry is complete, both the submitting officer and the IBIS Technician will sign the completed SLED IBIS Entry by Appointment Information Form.
- Your Agency's representative will be given a copy of this form before they leave SLED. This form will be your Agency's notification of entry. Your Agency will not receive an IBIS letter stating entry has been performed.
- If your Agency has test fires they would like to leave at the SLED Laboratory for IBIS entry, please note that no chain of custody will be kept on these specimens. These specimens will be returned to you after entry has been completed.

4. You will be notified if any NIBIN Leads are found.

- IBIS personnel will notify your Agency through the contact information you provided on the form. This is why it is important for the information to be filled out on the form and verified as correct.



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- Remember if a NIBIN Lead is found, we will notify your Agency of the “potential link” between cases. This is for investigative purposes only. Your Agency then can decide if confirmation of the NIBIN Lead would be beneficial. If so, evidence from both cases will need to be submitted for a full firearms examination by a Firearms Examiner.
- Please retain the entered items and/or firearms that were test fired for a minimum of two years to ensure their availability for any future comparison related to IBIS activity.
- When your Agency does decide to dispose of a firearm (return to owner, sell, trade for police equipment, etc.) that has been entered into the IBIS database, it is imperative that you contact the SLED Firearms Department and alert us. SLED has to change the status of the firearm in the IBIS database from “in police custody” to “back on the street” as this affects how the database is searched.

REMEMBER – THIS PROGRAM IS ONLY FOR TEST FIRED CARTRIDGE CASES OR EVIDENCE CARTRIDGE CASES WHERE A FULL FIREARMS EXAMINATION IS NOT BEING REQUESTED.

NOTICE: If you would like touch DNA or Latent Print examinations these need to be done prior to the appointment. Once a case has been triaged, it is not eligible for these examinations.

If your Agency prefers to submit test fires, here are some test fire recommendations for providing high quality specimens for IBIS entry:

- Submit at least two (2) test fired cartridge cases per firearm.
- Do NOT submit bullets.
- Use commercial brass or nickel case ammunition with nickel (silver in color) primers.
- Try to avoid ammunition with pre-marked primers, such as symbols on some Magtech/CBC brand ammunition or primers with pre-marked parallel lines.
- The most commonly entered calibers are:
 - 5.7 x 28mm
 - 25 Auto / 6.35mm Auto / 25 ACP
 - 32 Auto / 7.65 x 17mm Auto / 32 ACP
 - 357 Sig
 - 380 Auto / 9 x 17mm / 9mm Kurtz / 9mm Browning Court / 380 ACP
 - 9mm Makarov / 9mm Mak / 9 x 18mm
 - 9mm Luger / 9 x 19mm / 9mm Parabellum / 9mm NATO
 - 40 S&W / 40 Auto
 - 10mm Auto
 - 45 Auto / 45 ACP
 - 45 GAP
 - .223 Remington / 5.56 x 45mm NATO
 - 7.62 x 39mm Russian

Questions? Please call the Firearms Department at (803) 896-7399 or (803) 896-7411.



An Accredited Law Enforcement Agency

