

# **CENTRAL FINGER PRINT BUREAU MANUAL**

**Approved by the Ministry of Home Affairs,  
Govt. of India vide 105/1/98(4) CFPB dated 23/07/2001.**

## APPENDIX – IX

### REVISED SCHEME FOR THE CONSTITUTION OF ALL INDIA BOARD FOR THE EXAMINATION OF FINGER PRINT EXPERTS

**1. The Board will be known as the "All India Board for the Examination of Finger Print Experts".**

**2. Constitution of the Board: The Board will consist of the following.**

(i)**Chairman:** Director, Central Finger Print Bureau will be the Chairman of the Board.

(ii)**Other Members of the Board:** The two members of the Board will be Directors of FPBx/Technical Heads of FPBx and Finger Print Experts of FSLs who will be nominated in rotation each year by Director, NCRB, Govt. of India, and Ministry of Home Affairs.

(iii)**Secretary of the Board:** One Officer of the Central Finger Print Bureau to be nominated by Director, Central Finger Print Bureau will act as Secretary to take necessary steps for constituting the Board and for conducting the examination.

(iv) If, due to illness or other unforeseen circumstances the Chairman, or one or both the members of the Board is/are unable during the course of the examination, or at the last moment before the commencement of the examination to attend the Board and intimate to this effect is received within six days of the examination an equal number of Officer(s) who must be Finger Print Expert(s) will be nominated by the Director NCRB to function as substitute member(s). Whenever a substitute is required to be appointed in place of the Chairman, the Director, NCRB will nominate a suitable senior most officer from the members of the board so reconstituted to act as the Chairman. The re-constituted Board will continue the examination at the point at which it was left by the previous Board and will not change the questions or the procedures laid down by the earlier board save with the prior concurrence of the Director, NCRB.

(v) **Functions of the Board:** The Board will set questions for Theoretical, Practical and Viva-Voce Examinations; supervise examinations, examine answer papers, tabulate marks and finalise results. The Board will also recommend the amendment of any rule, when necessary, after recording reasons for the same.

**3. Sitting of the Board:** The Board will ordinarily meet once a year in the month of October to conduct the examination at the Headquarters of the Central Finger Print Bureau.

**4. Date of Examination:** The actual date of the examination will be fixed by the Chairman of the Board and will be communicated to the State Finger Print Bureaux at least one month before the date of the Examination.

## **5. Qualifications of the Candidates:**

(i) The candidates working in the FPBx in the States and Union Territories and Central Finger Print Bureau/FSLs as technical hands who have 3 years experience in finger print work, including training on 20th December of the year of examination are eligible to appear in the Examination.

(ii) A candidate should have the minimum educational qualification of graduation from a recognized University by the time of the submission of his nomination by his competent authority like Director of the State FPBx/FSL/CFPB/S.P. etc.

Note: However, personnel already working in the State FPBx and CFPB prior to 23.09.1978 will be eligible to appear in the Examination irrespective of their educational qualifications, if so recommended by State Governments and Central Govt. respectively as amended vide MHA No. X/14(81)/78-C7(A)/GPA-I dated 01.03.1983.

(iii) A Science Graduate who has completed three years practical experience in Finger Print work under a qualified Finger Print Expert in an Forensic Institution including three months practical training at the Central Finger Print Bureau prior to the first December of the years of the examination, is also eligible for appearing in the All India Board Examination for Finger Print Experts. (Amended vide MHA letter no. X/3/73-G7(A)/CBI/GPA.-1 dt. 30.04.74).

(iv) No personnel of a FP Bureau (State or Central) or of any Forensic Science Institution or U.T. recruited after 23.09.78 will be treated as a Finger Print Expert until he has passed the All India Board Examination for Finger Print Experts.

### **Notes to Clause 5(iii)**

(a) "Finger Print Expert" in this clause means a person who has passed the All India Board Examination conducted by the CFPB (or who has got the Expert's Certificate from the State prior to 01.01.1958) and is engaged in the profession in any Central/State Govt. Institution.

(b) "Forensic Science Institution" means any Central or State Government Institution dealing with Forensic Science including Finger Prints.

6. **Subjects of Examination:** The examination will be divided into three parts as detailed below. Question papers will be set by two members of the Board with the concurrence of the Chairman.

### **(a) Theoretical Written Examination:**

History of Finger Print Science and its development; Theory of the science of Finger Print Identification; taking of finger prints of living persons and dead bodies; classification and sub-classification systems for recording finger print slips and for conducting search; method of comparison of papillary ridge prints; *Single Digit Classification* and its usefulness; Application of F.P. Science in detection of crime; Applications of Law of Probability to F.P. Sciences; Law relating to F.P. Evidence and taking finger prints; computerisation of 10 digit finger prints, and other laws; and relevant topics on the subject.

*Marks 100*

(b) **Practical Examination:**

Taking of finger prints; Development of latent prints; lifting of Latent Prints and packing of exhibits; Comparison of partial blurred prints on document and comparison of latent prints, Classification of 10 single digit prints. Codification of F.P. patterns according to 40 digit F.P. Code.

*Marks 100*

(c) **Viva-Voce Examination:**

The candidates will be examined to determine depth of their knowledge on the subject. They should be prepared for examination and cross examination as done in courts. Relevant oral questions will be put on mock trial basis.

*Marks 50*

7(i) **Marks required to pass the Examination:**

In order to pass the examination, a candidate must obtain the minimum marks in the three subjects as detailed below:

- (a) Written Examination ..... 60%
- (b) Practical ..... 75%
- (c) Oral .....60%

(ii) A candidate will be considered to have passed only if he passed in all three portions of the Examination viz., written practical and oral.

The candidate must attempt all three portions of the examination on the first attempt. He/She must however pass at both written and practical portions before he/she passes at the oral exam. A candidate who does not pass in either written or practical examinations may attempt the one at which he/she has failed, the next year.

**8. Setting of Papers:**

i) As to the scope of the subject of Examinations, the examiners setting paper shall be guided by the syllabus prescribed and as to the standard and extent of knowledge required, by the books, if any, recommended from time to time for such purpose.

ii) The papers should be set such as the candidates can be reasonably expected to answer within the time allotted. The questions in each subject should be fairly distributed over the whole course in that subject. There should not be any marked change of standard from year to year, but it is not required that the same type of questions should be set every year. Examiners shall always allow some choice of questions on the topic of Single Digit.

iii) Questions should be so framed as to encourage good methods of work and to discourage unintelligent memory.

iv) Candidates shall give their answers in their own words as far as possible.

**9. Scrutiny of Answer Papers:**

i) To guard against any inaccuracy, the papers of the unsuccessful candidates will be re-examined on the method of marking already adopted and without any alteration of the standard.

ii) Examiners, in giving marks, shall take the correctness of the *technical contents* of the answers into account.

iii) Examiners, in giving marks, shall consider whether the answers indicate an intelligent appreciation of the subject or these are merely the result of unintelligent memory work.

10. English or Hindi shall be the medium of examination in all subjects.

**Note**

(i) The question papers will be presented to the candidates in both Hindi & English languages.

(ii) In case the members of the Board are not conversant with Hindi, they will be assisted by an Officer of the CFPB who knows Hindi.

11. **Nomination of Candidates:** While forwarding the nomination of the examinees, the State or Central Bureaux or FSLs or UTs shall furnish the particulars as given in the form details below. The nomination shall be sent so as to reach the Secretary of the Board before 31st of August every year through DIG CID of the State concerned or through Director / FSL / through appropriate authority concerned. Nominations reaching after 31st August or any other date if so specified under extra-ordinary circumstances will not be entertained