

	<b>LANE COUNTY SHERIFF'S OFFICE POLICY</b>	Number: <b>G.O. 8.10</b>
		Issue Date: March 21, 2005
		Revision Date: March 2, 2015
<b>CHAPTER:</b> Investigations		Related Policy:
<b>SUBJECT: Fingerprinting and Photographing of Juveniles</b>		Related Laws: ORS 419A.250, ORS 419C.080

**POLICY:** Employees must act reasonably and within the limits of their authority as defined by statute and judicial interpretation, insuring that the rights of both the individual and society are protected.

**RULE:** ORS 419A.250 establishes the state law guidelines on the topic of juvenile fingerprinting and photography, "Authority; segregation of records; access; when records may be kept with those of adults; destruction of records; missing children."

**PROCEDURE:**

I. Legal Guidelines

- A. A juvenile may be photographed or fingerprinted by a law enforcement agency:
  - 1. Pursuant to search warrants.
  - 2. According to laws concerning adults, if the child has been transferred (remanded) to criminal court for prosecution.
  - 3. With consent of both child and parent, after advice that they are not required to give such consent.
  - 4. Upon request or consent of the child's parent alone, if the child is less than 10 years and the original photographs or fingerprints are delivered to the parents.
  - 5. By order of the Juvenile Court.
- B. When a juvenile is taken into custody under ORS 419C.080, the juvenile shall be photographed and fingerprinted.
- C. Fingerprint and Photograph files or records of juveniles shall be kept separate from adults.

- D. Fingerprint and photographs files or records of juveniles shall be disclosed only to the following:
  - 1. Public agencies for use in a criminal investigation only when the information is pertinent to a specific investigation.
  - 2. The juvenile department and juvenile court.
  - 3. Caseworkers and counselors responsible for the care of such juvenile.
  - 4. The parties to the proceeding and their counsel.
  - 5. The victim or witness of an act described under ORS 419C.005.
- E. Fingerprint and photograph files and records of a juvenile shall be sent to a central state depository same as adult files and records.
- F. Fingerprint and photograph files and records of a juvenile shall be destroyed when the juvenile court orders expunction of record.
- G. The parent or guardian of a missing juvenile may submit a fingerprint card and photograph to a member of Lane County Sheriff's Office when a missing person report is filed. The fingerprint card may then be submitted to OSP, LEDS, and AFIS.

## II. Obtaining Fingerprints and Photographs

- A. Juveniles should be printed at the Main Office in the Central Reception area.
- B. If a juvenile is printed during non-office hours, Police Records staff will be responsible for forwarding the prints to OSB ID Services the following business day.