



Leicestershire Police

Biometric Policy

Owner:	Superintendent
Department Responsible:	Specialist Support Directorate
Chief Officer Approval:	Assistant Chief Constable
Date of Next Review:	February 2026

This document has been produced in conjunction with the Leicestershire Police Legislative Compliance Pack

Review log

Date	Minor / Major / No change	Section	Author
September 2018	Major	All	Sgt Ryan Coleman
December 2020	No change		Insp Mike Phillips
January 2023	No Change		Insp Claire Randell
January 2024	No Change		Insp Ryan Coleman
February 2025	No change		Sgt Jon Whale

1. Statement

The Biometric Policy sets out the procedures, which should be followed for police officers conducting checks on a person's fingerprints whilst **not** in the custody environment (where other PACE Powers apply). This policy currently only covers the reading for fingerprints for analysis against a source system, it does not cover the recording of fingerprints for retention.

This policy sets out the requirements to read fingerprints, the legislative frameworks being utilised, the legal and operational principals including any training requirements. All fingerprint reads via the framework mentioned in this policy will be through Motorola Pronto on force issued equipment.

This document should be considered the minimum standard for using mobile fingerprinting devices.

2. Aims

The aim of the policy is to provide all staff who need to take mobile fingerprints for analysis, with guidelines as to how the process should work and what the legal frameworks are. Explained in this policy are any requirements on the member of staff whilst conducting checks.

3. Scope

The policy and procedure will cover the following topics:

- Carrying of equipment to check fingerprints
- Use of Pronto to conduct these checks
- Issue, surrender and management of equipment
- Legal frameworks being utilised
- Guidelines for use
- Supervision and auditing of checks

4. Legal Basis

This document and the supporting procedure takes account of requirements contained under the following legislation: Race Relations (Amendment) Act 2000, Data Protection, Freedom of Information Act, European Convention of Human Rights and other legislation relevant to the area of policing such as, Employment Act 2002, Disability Discrimination Act 1995, Sex Discrimination Act 1975, Employment Equality (Sexual Orientation) Regulations 2003, Sex Discrimination (Gender Reassignment) regulations 1999, Employment Equality (Age) Regulations 2006, Employment Equality (Religion & Belief) Regulations 2003, Human Rights Act 1998 and Employment Relations Act 1999.

5. Monitoring

This policy and the associated procedure will be closely monitored to ensure it is operating properly and that the information is kept up to date. Monitoring will include feedback from staff associations, supervisors and managers and undertaking a formal review every two years.