



Forensic Tape Analysis, Inc.

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Instructions for Obtaining Known Voice Exemplars

While it is difficult to outline recording procedures in virtually every situation the following guide may be used when obtaining known voice exemplars in most cases.

First, duplicate the questioned situation. If the questioned conversation is a telephone call obtain the known via the telephone, if it is a body recorder or transmitter, etc., record it in a similar manner.

If possible, use the same or similar tape recorder and acoustic coupler (telephone pick-up device). Record at the same speed employing good quality recording tape of no longer time than 90 minutes (C-30 through C-90 are acceptable). Reel to reel tape samples are also acceptable. If used, tape of 1 mil. Thickness is recommended.

Second, choose a quiet environment to produce and record the known samples. Avoid areas such as radio dispatch rooms, squad rooms if being used by other interference may exist.

Third, set up a test the recorder and tape to insure acceptable recording results.

Fourth, when actually recording the known sample the speaker should identify him/herself on the tape by given name, age and address. The interviewer will need the assistance of another person. When the sample is obtained from one phone to another the interviewer may be in the room with the speaker giving the sample or may be at the location of the recorded while a witness remains with the speaker. The interviewer, in either event, advises the speaker to repeat verbatim the phrase he/she is about the utter. Each phrase should be spoken in the speaker's normal voice (except if a disguise is suspected) directly into the telephone at a level loud enough to sustain an approximate average zero "VU" on the recorder VU meter. This means the VU meter needle will fluctuate back and forth with normal conversation but must not be allowed to remain either at the very low end (left) or high end normal conversation but must not be allowed to remain either at the very low end (left) or high end (right). Either condition may result in an unusable recording because it is too low in amplitude or too high resulting in distortion.

The speaker should repeat 3 times each phrase after being told what to say. It is suggested the speaker say the phrase in sequence as they appear in the transcript. When the speaker completes the first pass go back and repeat the process 2 more times in this mode.

Next, instruct the speaker to read the questioned phrases in sequence as they appear on the transcript and when finished go back and repeat the process 2 more times. Again, the speaker should have produced 3 readings of the unknown conversation.

The purpose for the multiple recordings in 2 modes is twofold. First, the voice is dynamic, like handwriting, therefore several utterances are necessary. Second, a person may give a more useable sample in one speech mode than the other (repeating vs. reading).

If the questioned recording was recorded on a police/fire 24 hour monitor system and you wish to obtain the known in the same fashion, make arrangements with the dispatcher to provide a new or little used tape for the recording session. When the session starts identify yourself and advise the purpose of the call. The interviewer or the dispatcher can advise the speaker what to say. This may be best accomplished by using a telephone confidence on the dispatcher's telephone. The procedure used to obtain the samples is the same as outlined for telephone-to-telephone samples. Be sure to identify the speaker giving the sample and have the speaker give name, age and address.

Lastly, please send the verbatim exemplar tape to Forensic Tape Analysis, Inc for comparison purposes.

If you have any additional questions, please give us a call at (877) 827-3397 or E-mail info@tapeexpert.com