

## IDENTIFICATION CHECKLIST

<b>Defendant</b>	<b>Action</b>
When and where was ID photo taken?	
What did Defendant look like on date ID photo was taken?	
What did Defendant look like on date of the incident?	
What did Defendant look like on date of identification?	
How does Defendant look now?	
<b>Lighting</b>	<b>Action</b>
Time of day	
Sources of lighting	
Conditions -working or not -brightness or dimness	
Relationship of witness to light source -overhead? -angle? -backlighting?	
Did lighting change during incident?	
<b>Weather</b>	<b>Action</b>
Conditions -before crime -during crime -after crime	
Temperature	
Accessories that might impact ID -using umbrella? -wearing hood? -wearing sunglasses?	
<b>Weapon focus</b>	<b>Action</b>
Type of weapon	
Detailed description of weapon	
Opportunity to view weapon	
Was witness in fear for their life? Describe their thoughts when confronted with weapon	
<b>Distance</b>	<b>Action</b>
How far was suspect when -first noticed him -crime began -left scene	
Relationship to suspect at each distance -face-to-face? -running away?	
<b>Stress</b>	<b>Action</b>

What was witness doing prior to the event? Where were they coming from?	
What first attracted attention to the crime?	
Was witness scared?	
Was witness surprised by what occurred?	
Level of distress during crime?	
During the crime, was the witness distracted by anything else?	
Has the witness ever been in a similarly stressful event? If so, what?	
<b>Duration of crime</b>	<b>Action</b>
What time did crime occur?	
Where was witness coming from?	
Where was witness going?	
When was the last time prior to event that they looked at their watch or clock?	
How fast was crime from beginning to end?	
Minutes or seconds? If so, how many?	
<b>Description</b>	<b>Action</b>
Describe suspect	
Describe physical features -hair color and style -race -ethnicity -eyes -nose -facial hair and style -complexion -height -weight -build	
Describe unusual characteristics -tattoos or markings -scars -disfigurements	
Describe clothing -head coverings -mask/disguise -shirt -jacket/sweatshirt -pants -shoes -gloves	
Describe voice -accent -speech pattern -unusual words or phrases used	
<b>Words Exchanged</b>	<b>Action</b>

Did witness say anything to suspect? -exactly what? -When?	
Did suspect say anything to witness? -exactly what? -when?	
<b>Prior Encounters</b>	<b>Action</b>
Did witness know suspect? -how? -from where? -how long?	
<b>Pre-ID feedback from others</b>	<b>Action</b>
When did witness go to the police station to look at pictures?	
How much time had passed between the crime and the ID procedure?	
Did you tell anyone what happened that day? -who? -when? -what did other person say? -what did witness say?	
Were there any other witnesses in the case that witness knows of?	
Did witness speak to any of the other witnesses? -when? -what did witness say? -what did other person say?	
Did witness hear any rumors in the neighborhood about what happened? -what? -when did they hear it?	
Was anyone with or near witness at the time of crime? -did witness speak to others? -describe conversation	
Did witness hear anyone say anything at the scene? -what? -who said it?	
<b>Mental capacity</b>	<b>Action</b>
Did witness drink or use drugs on day of offense? -when? -what? -how much?	
Age of witness	
Problems with memory -medical problems -prescription medications -prior head injury	
Mental health issues	

<b>Certainty</b>	<b>Action</b>
How confident is witness that s/he identified the right person?	
Scale of 1-100	
Is there one thing that makes the witness confident? If so, what?	
<b>Pre-ID procedure feedback</b>	<b>Action</b>
Type used	
How did police notify witness about ID procedure?	
What did police say when they notified witness?	
Did witness believe that police had a suspect?	
Did witness believe that the suspect would be part of the identification procedure?	
What did police say before the ID procedure? -on phone -on car ride to station -immediately upon arrival at police station	
<b>ID procedure</b>	<b>Action</b>
Did witness ever see a single photograph of defendant? -when? -circumstances?	
Describe the official identification procedure	
Did witness know which photograph the police wanted them to choose? How?	
Did witness ask to see photographs or go through the ID procedure more than once?	
Who conducted the ID procedure? -had witness seen this person before? When?	
Did any of the other photographs look familiar?	
Was witness torn between two or more photographs? What lead them to their final decision?	
Was the one distinguishing characteristic that led witness to choose suspect's photo?	
How many ID procedures were conducted? How many times did witness see photographs of suspects?	
<b>Post-ID procedure feedback</b>	<b>Action</b>
After ID procedure, did the police say anything to witness?	
Did the police confirm that the person the witness chose was in fact the suspect? -e.g. tell them they made the "right" choice or did a "good job"	
Did the police tell them that anyone else had identified the same suspect?	
Did the police give them the suspect's name?	
Did the police give them any additional information about the suspect -e.g. suspect is wanted in another case, suspect has a criminal record, suspect is in gang	

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