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GA

**INDUSTRY STANDARD OF THE
PEOPLE'S REPUBLIC OF CHINA**

GA/T 585-2005

**The specification of forensic photographic negative film
archives management**

刑事照相底片档案管理规则

(English Translation)

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Foreword

This standard is proposed and managed by the National Criminal Technology Standardization Technical Committee Criminal Photography and Video Subcommittee.

This standard was drafted. Institute of Criminal Science and Technology of Tianjin Public Security Bureau, Institute of Criminal Science and Technology of Beijing Public Security Bureau, Hainan Province Criminal Investigation Department of the Public Security Department.

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Criminal photographic film management rules

1 Scope

This standard stipulates the conditions and requirements for the collection, arrangement and storage of criminal photographic film files.

This standard applies to the management of criminal photographic film files.

2 Normative references

The terms in the following documents become the terms of this standard by reference to this standard. All dated references, followed by all the amendments (not including the contents of the errata) or the revised editions do not apply to this standard. However, studies that encourage parties to reach an agreement under this standard are no, the latest version of these files can be used. For undated references, the latest edition applies to this

standard.

GB/T 11821-2002 Photo Archive Management Specification GA/T 119-1995 Quality standards for post-production of criminal photography negative film

3.1 Collection range

In the criminal photography business, a film that needs to be archived and saved for management is formed.

3.2 Collection requirements

3.2.1

After the film is processed, the photographer will organize the instructions and create a file.

3.2.2

The quality standard of the film to be kept in storage shall conform to the quality of black and white negative film and color negative film as specified in 2.1 of GA/T 119-1995.

Quantity standard.

3.3 Finishing method of film

3.3.1

The number of the film should be numbered after the case name and serial number.

3.3.2

The negative film should be stored in the film bag. The film should be marked on the upper right side of the film bag, and the film should be inserted into the film book in the order of the film, or directly.

Put in a special negative film book.

4.1.1 Three elements of text description

The text description should include the three elements of time, content, and photographer.

- a) time. the occurrence of the case or the change of the thing, the time of the production and the time of shooting;
- b) Content. the circumstances of the case and the things reflected in the film image;
- c) Photographer. The person who filmed the film.

4.1.2 Writing requirements for text descriptions

4.1.2.1

Comprehensively use the three elements in 4.1.1 to reveal all the information reflected in the film image objectively, truthfully, accurately and in a general way.

Clean and fluent.

4.1.2.2

Use Arabic numerals to indicate time, such as..2001-09-06, written on September 6, 2001.

If it is indicated on the shooting day clock, such as 1.15 pm, it is indicated by 13.15.

4.1.3 General description and sub-description

4.1.3.1

A description should generally be made in the form of a natural sheet of the film, and a set of closely related negatives is given for general description.

4.1.3.2

A brief sub-description is prepared for each of the negatives of the general description.