



Standard Guide for Minimum Basic Education and Training of Individuals Involved in the Detection of Deception (PDD)¹

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1. Scope

1.1 This guide covers the minimum basic education and training required for an individual involved in the psychological detection of deception in using instruments which measure physiological responses in the areas of breathing or respiration, changes in electrodermal activity, and changes in pulse rate and relative blood pressure.

1.2 For additional standards promulgated by ASTM Committee, see Practice E 1954.

2. Referenced Documents

2.1 ASTM Standards:

E 1954 Practice for Conduct of Research in Psychophysiological Detection of Deception (Polygraph)²

3. Significance and Use

3.1 This practice is intended for use by any individual when reasonably expected to be the subject of litigation. The intent of this guide is to set forth the minimum requirements for education and training of an individual who administers psychophysiological examinations, and who renders an opinion as to attempted deception or truthfulness of a subject who has been tested.

3.2 Since polygraph standards have changed during the period from 1966 to January 1998, and the standards herein represent the current industry standards, individuals who can document that they were trained at a polygraph school which was fully accredited by the American Polygraph Association prior to January 1998, shall be deemed to have met the minimum professional standards for polygraph examiner training at the time they received their initial basic polygraph training.

3.3 Individuals who received basic polygraph training prior to January 1998 at a polygraph training school which was not fully accredited by the American Polygraph Association standards may be qualified, providing they can document that their basic polygraph training was substantially equivalent in length and curriculum as required for American Polygraph Association polygraph school accreditation.

4. Minimum Requirements for Basic Polygraph Education and Training

4.1 Facility:

4.1.1 The training facility must be licensed or recognized, or both, and approved by the appropriate state, county, or municipal licensing authority, or both, wherein such authority exists. In addition, the facility must be approved by local agencies such as zoning, fire department inspection, health department, and have the local licenses or certification, or both, to operate such a school wherein such authority exists.

4.1.2 The facility housing the polygraph school must reflect an operation which provides a proper educational environment which should include, as a minimum, the following:

4.1.2.1 Controlled access to and from the classroom instructional and supervision areas.

4.1.2.2 Adequate and regulated heating, cooling, and lighting of all classroom/instructional student work areas.

4.1.2.3 Isolated and controlled facilities for student testing.

4.1.2.4 A classroom setting sufficient in size with available space for lectures/demonstrations for all enrolled students.

4.2 Instructional Aids, Supplies and Equipment

4.2.1 The polygraph school shall maintain a library with reference sources available to students that includes as a minimum:

4.2.1.1 The journal *Polygraph* published by the American Polygraph Association for at least the last 3 years.

4.2.1.2 Professional practitioner journals which relate to the application of polygraph sciences for at least the last 3 years.

4.2.1.3 Research articles or journals, or both, containing published research that document validity, reliability, and procedural data pertinent to the polygraph profession.

4.2.1.4 Reference and resource materials pertaining to psychology, physiology, psychophysiology, interviewing, interrogation, and the law as it relates to polygraph.

4.2.1.5 Polygraph texts and publications recognized within the polygraph profession for historical or contemporary contributions.

4.2.1.6 A school may satisfy the requirements above by providing students with official access to technical libraries that maintain said publications.

4.2.2 The school should have sufficient teaching aids and supplies available on site to effectively present the instructional materials to all students enrolled.

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² *Annual Book of ASTM Standards*, Vol 14.02.

4.3 The polygraph course of instruction must meet one of the following:

4.3.1 The course must be no less than a minimum of 300 continuous classroom contact hours, conducted over a period of not less than 10 consecutive weeks.

4.3.2 The course must be no less than a minimum of 300 continuous classroom contact hours, conducted over a period of not less than 8 consecutive weeks in residence and followed by 2 additional weeks of credit earned in by non-residence independent study. The independent study credit must be completed within 3 consecutive calendar months from the initial course starting date.

4.3.3 The student must be physically present at the school facility for not less than 90 % of the actual instruction time, with remedial studies required for any missed time.

4.3.4 The student may not be credited with completing more than 8 hours of instruction within any consecutive 24-h period. The student may not be *required* to attend more than 8 h of instruction during a 24-hour period.

4.3.5 The student may not be credited with completing more than 6 instruction days within any given instruction week consisting of 7 consecutive 24-h days. The student may not be *required* to attend more than 6 instruction days within any 7-day instruction week.

4.4 *Polygraph Instrumentation Requirements:*

4.4.1 The polygraph school shall be required to have available for all students sufficient polygraphs, fully operational and properly calibrated to reasonably allow all students sufficient instrument time to complete a minimum of 90 min of total chart time during the course. As a minimum, one instrument, either analog or computer, shall be available for each 3 students enrolled.

4.4.1.1 If the school advertises they teach polygraph exclusively using the computer, the school shall be required to have available for all students sufficient computer polygraphs to allow a minimum of 90 min of total chart time. As a minimum, one complete computer polygraph system shall be available for each 3 students enrolled.

4.4.1.2 All polygraphs assigned by any school for student use shall record visually, permanently, and simultaneously on continuously moving charts at least 3 physiological tracings: (1) pneumographic, (2) cardiophysgmographic, and (3) electrodermal activity. This shall not be interpreted to preclude the recording of additional physiological phenomena on the same chart. Computers displaying these three physiological tracings on a computer screen which may be printed, will meet this instructional requirement.

4.5 *School Record Requirements:*

4.5.1 Each polygraph school shall maintain the following student records permanently:

4.5.1.1 Date the course/instruction started.

4.5.1.2 Date classroom instruction completed or date the student withdraws and reason therefore.

4.5.1.3 Date of final certification or graduation from the complete polygraph training program.

4.5.1.4 Method used and amount of Independent Credit awarded if any.

4.5.1.5 A written transcript reflecting performance of the

student on all written examinations or internship, or both, practical skills.

4.5.2 All other student records including charts conducted, student complaints, testing materials, documentation as to credit earned by a non-residence method, and any other documents required for professional inspection, shall be maintained for a period of not less than 3 years.

4.5.3 All records related to any student candidate who was not accepted for training shall be maintained for a period of not less than 3 years.

4.5.4 All records related to any student who withdraws, takes leave of absence or is suspended or expelled from the school for any reason shall be maintained for a period of not less than 3 years.

4.6 *Instructor Requirements:*

4.6.1 The selection, development, and retention of competent faculty at all levels are of major importance to the quality of a polygraph school.

4.6.1.1 A resume or curriculum vitae of each faculty member must be kept on file.

4.6.1.2 The school must demonstrate that the size of the faculty is sufficient to achieve the school's stated mission.

4.6.1.3 The school must present designated criteria for periodic evaluation of faculty members along with evaluation reports.

4.6.2 Instructor requirements in primary course materials, to include polygraph instruction in methodology, techniques for detection of deception, and instrumentation must meet or exceed the following requirements.

4.6.2.1 Must possess, as a minimum, a degree at the Baccalaureate level from a college or university accredited by the appropriate regional accreditation board(s). Individuals who are a Full Member, in good standing, of the American Polygraph Association who have been approved as a primary polygraph instructor at an American Polygraph Association accredited polygraph school for a period of 5 consecutive years prior to adoption of this guide and do not possess the required degree, shall be deemed qualified so long as they continue as a primary instructor with no breaks in service.

4.6.2.2 Must have administered a minimum of 200 polygraph examinations of the type in which they will be presenting instruction.

4.6.2.3 Must have completed a basic polygraph school course at a school which meets or exceeds the requirements set forth within ASTM standards. Exceptions are made for instructors who received their basic polygraph training prior to the acceptance of the above ASTM standards, providing the training was equivalent to the prevailing American Polygraph Association school standards at the time training was received.

4.6.2.4 Must have at least 3 years experience as a practicing polygraph examiner.

4.6.2.5 Exceptions to 4.6.2.1 which have been granted to persons on a case by case basis by the American Polygraph Association prior to January 1998, will be deemed to satisfy these requirements for instructors in primary polygraph areas.

4.6.2.6 An individual expelled for cause from the American Polygraph Association (APA) or any other professionally recognized National or State Polygraph Association, or anyone