


BCI Trace Evidence Sample Collection and Packaging Guidelines

GSR	Q	Collect samples following the GSR kit instructions. Complete the GSR worksheet. Collect samples as soon as possible after the incident and before placing suspect in cruiser.
FIBERS	Q	Collect and package the entire object, if possible or Collect fibers with tweezers. Package in a paper packet inside an envelope or Use tape method; place tape on acetates and package in an envelope.
	Std	Collect and package the entire object, if possible or Collect a one square inch sample of the cloth/carpet or Collect a representative sample of the different types/colors of fibers present. Package in a metal tin or envelope inside another envelope.
PAINT	Q	Collect questioned and standard paint samples from both vehicles. Use a new disposable blade for each vehicle to avoid contamination.
	Std	CHIPS: Collect all chips possible. Package in a pill tin or paper packet inside an envelope. SMEARS: Collect as much questioned paint as possible from the damaged area involved. Package in a metal tin or envelope inside another envelope. Collect from the <u>same vehicle body part</u> , adjacent to the damaged area. Scrape down to the metal or into the plastic or fiberglass. If chips of sufficient size were found at the scene or on the other vehicle, collect all paint adjacent to the missing pieces for a fracture match. Package in a metal tin or envelope inside another envelope.
GLASS	Q	Collect and package the entire object, if possible or Collect all pieces available. Package in a pill tin or paper packet inside an envelope.
	Std	Remove sample <u>from the source</u> (i.e. from window frame). If large pieces are found in the questioned sample, collect all pieces surrounding the missing glass for a fracture match. If direction of force is needed, mark "outside" of window and "radial" fractures on each piece of glass remaining in window frame. Package in a container to prevent further breakage or loss.
FRACTURE MATCH	Q	Collect <u>all</u> pieces from the scene. Package in a container to prevent further breakage or loss.
	Std	Collect <u>all</u> broken pieces remaining on the vehicle or other source. Package in a container to prevent further breakage or loss.
IMPRESSIONS	Q	Collect and package the entire object, if possible or Photograph: <ol style="list-style-type: none"> 1) Best digital resolution (least compression) - .TIF file if possible 2) Shoot the photo with the camera directly over the impression – not at an angle (use a tripod) 3) Use a thin, flat, non-reflective scale 4) Shoot the impression full-frame 5) Side-light from approx. 3 feet away AND Cast using dental stone or Lift using gelatin, adhesive or static lifters.
	Std	Footwear: Package suspect's shoes in paper bags or a cardboard box. Tires: Tire exemplars prepared with the tires on the vehicle.
TAPE	Q	Collect all pieces from the scene. Package loosely attached to an acetate sheet that has been taped to the bottom of a box or bag (to prevent sticking to inside of packaging).
	Std	Submit entire roll of tape (or all of known source if not on a roll)
VEHICLE LAMPS		Collect all vehicle lamps within 3 feet of impact. Package to protect the filament from further damage or loss (i.e. Styrofoam cup, cushioned box, etc.) Collect loose pieces of filament if observed separate from the lamp.
CLOTHING		Air-dry if necessary over clean paper. Separately package each item of dried clothing with its paper in a paper bag.
OTHER		Adhesives, plastics, safe insulation, building materials, and other samples can be tested. Double package particulate forms of trace evidence (fibers, glass, paint, debris) to prevent loss. Do NOT package trace evidence items in plastic – USE PAPER
		Contact the Trace Evidence Unit for more information if needed