

Case Number: _____

Technical Review	yes	no	n/a
Evidence Description Clear consistent with request for analysis form			
Case notes clear			
Photographs included /correctly annotated (case, item number, date)			
Weight calculation(s) checked			
Weight of group reported			
Weight of items analyzed reported			
Weight with/without packaging correctly reported			
Uncertainty calculation correct & reported as needed			
Substances reported supported by technical data			
Appropriate blanks used (blanks bracket samples)			
Appropriate (+ and -) controls run/included			
Appropriate standards run/included and Lot #			
Appropriate methods listed on report			
Chain of custody printed and is logical			
Drug form (rock/powder/pm) appropriate			

Technical Reviewer: _____

Date: _____

Administrative Review

Demographic information correct:	Name			
	Agency			
	Agency case number			
	Submission number(s)			
Cross outs initialed/dated (no obliterations)				
Description Reviewed for typos				
Item numbers consistent				
Analysts initials and case number on all pages				

Administrative Reviewer: _____

Date: _____

Notes: