

**APPENDIX 1: Guidelines for Use of FBQRs Relevant to FB SOPs****FB SOP-01 Physical Evidence Examination**

FBQR-01 (Physical Evidence Cover Sheet)  
FBQR-04 (Physical Evidence Worksheet - page 2)  
FBQR-04A (Physical Evidence Worksheet - page 2A)  
FBQR-09 (General Reagent List)  
FBQR-10 (Request for Examination)  
FBQR-11 (Evidence Transfer Sheet)  
FBQR-13 (Physical Evidence Summary Worksheet)  
FBQR-17 (Swab Only Worksheet)  
FBQR-18 (Swab Only Worksheet - continued)  
FBQR-19 (Blood & Touch Evidence Worksheet)  
FBQR-20 (Blood/Touch Evidence Worksheet - continued)  
FBQR-23 (Swab Only - Multiple Submissions Worksheet)

**FB SOP-02 Sexual Assault Evidence Collection Kit Examination**

FBQR-01 (Physical Evidence Cover Sheet)  
FBQR-04 (Physical Evidence Worksheet - page 2)  
FBQR-04A (Physical Evidence Worksheet - page 2A)  
FBQR-05 (SAECK Worksheet)  
FBQR-05a (SAECK Worksheet - additional)  
FBQR-05b (SAECK Worksheet for Male Screen)  
FBQR-06A (Physical Evidence Fingernail Worksheet A)  
FBQR-09 (General Reagent List)  
FBQR-10 (Request for Examination)  
FBQR-11 (Evidence Transfer Sheet)

**FB SOP-03 Guidelines for Collecting and Forwarding Samples for DNA Analysis**

FBQR-09 (General Reagent List)  
FBQR-19 (Blood & Touch Evidence Worksheet)  
FBQR-20 (Blood/Touch Evidence Worksheet - continued)

**FB SOP-04 Definitions/Abbreviations N/A****FB SOP-05 Case Records and Reports**

FBQR-09 (General Reagent List)  
FBQR-10 (Request for Examination)  
FBQR-12 (Casework Checklist Review)  
FBQR-12a (Amended Report Checklist Review)  
FBQR-21 (Review Notes Worksheet)

**FB SOP-06 Autopsy Sample Preservation**

FBQR-01 (Physical Evidence Cover Sheet)

FBQR-07 (Whole Blood Worksheet)

**FB SOP-07 Whole Blood Sample Preservation**

FBQR-05 (SAECK Worksheet)

FBQR-05b (SAECK Worksheet for Male Screen)

FBQR-07 (Whole Blood Worksheet)

**FB SOP-08 Screening Tests for Blood**

FBQR-01 (Physical Evidence Cover Sheet)

FBQR-04 (Physical Evidence Worksheet - page 2)

FBQR-04A (Physical Evidence Worksheet - page 2A)

FBQR-05 (SAECK Worksheet)

FBQR-05a (SAECK Worksheet - continued)

FBQR-06 (Fingernail Examination Worksheet)

FBQR-06A (Physical Evidence Fingernail Worksheet A)

FBQR-09 (General Reagent List)

FBQR-13 (Physical Evidence Summary Worksheet)

FBQR-17 (Swab Only Worksheet)

FBQR-18 (Swab Only Worksheet - continued)

FBQR-19 (Blood & Touch Evidence Worksheet)

FBQR-20 (Blood/Touch Evidence Worksheet - continued)

FBQR-23 (Swab Only - Multiple Submissions Worksheet)

**FB SOP-11 Rapid Immunoassay Tests for Human Blood**

FBQR-01 (Physical Evidence Cover Sheet)

FBQR-04 (Physical Evidence Worksheet - page 2)

FBQR-04A (Physical Evidence Worksheet - page 2A)

FBQR-09 (General Reagent List)

FBQR-13 (Physical Evidence Summary Worksheet)

FBQR-17 (Swab Only Worksheet)

FBQR-18 (Swab Only Worksheet - continued)

FBQR-19 (Blood & Touch Evidence Worksheet)

FBQR-20 (Blood/Touch Evidence Worksheet - continued)

FBQR-23 (Swab Only - Multiple Submissions Worksheet)

**FB SOP-12 Screening test for Semen**

FBQR-01 (Physical Evidence Cover Sheet)  
FBQR-04 (Physical Evidence Worksheet - page 2)  
FBQR-04A (Physical Evidence Worksheet - page 2A)  
FBQR-05 (SAECK Worksheet)  
FBQR-05a (SAECK Worksheet - continued)  
FBQR-09 (General Reagent List)  
FBQR-13 (Physical Evidence Summary Worksheet)

**FB SOP-13 Extraction of Samples for Semen**

FBQR-01 (Physical Evidence Cover Sheet)  
FBQR-04 (Physical Evidence Worksheet - page 2)  
FBQR-04A (Physical Evidence Worksheet - page 2A)  
FBQR-05 (SAECK Worksheet)  
FBQR-05a (SAECK Worksheet - continued)  
FBQR-09 (General Reagent List)  
FBQR-13 (Physical Evidence Summary Worksheet)

**FB SOP-14 Identification of Spermatozoa**

FBQR-01 (Physical Evidence Cover Sheet)  
FBQR-04 (Physical Evidence Worksheet - page 2)  
FBQR-04A (Physical Evidence Worksheet - page 2A)  
FBQR-05 (SAECK Worksheet)  
FBQR-05a (SAECK Worksheet - continued)  
FBQR-05b (SAECK Worksheet for Male Screen)  
FBQR-09 (General Reagent List)  
FBQR-13 (Physical Evidence Summary Worksheet)  
FBQR-14 (Sperm Hy-Liter Calculation Worksheet)

**FB SOP-15 Rapid Immunoassay Test for Semen**

FBQR-01 (Physical Evidence Cover Sheet)  
FBQR-04 (Physical Evidence Worksheet - page 2)  
FBQR-04A (Physical Evidence Worksheet - page 2A)  
FBQR-05 (SAECK Worksheet)  
FBQR-05a (SAECK Worksheet - continued)  
FBQR-09 (General Reagent List)  
FBQR-13 (Physical Evidence Summary Worksheet)

**FB SOP-16 Test for Amylase**

FBQR-01 (Physical Evidence Cover Sheet)  
FBQR-04 (Physical Evidence Worksheet - page 2)  
FBQR-04A (Physical Evidence Worksheet - page 2A)  
FBQR-05 (SAECK Worksheet)  
FBQR-05a (SAECK Worksheet - continued)  
FBQR-09 (General Reagent List)  
FBQR-13 (Physical Evidence Summary Worksheet)

**FB SOP-17 Rapid Immunoassay Test for Urine**

FBQR-01 (Physical Evidence Cover Sheet)  
FBQR-04 (Physical Evidence Worksheet - page 2)  
FBQR-04A (Physical Evidence Worksheet - page 2A)  
FBQR-09 (General Reagent List)  
FBQR-13 (Physical Evidence Summary Worksheet)

**FB SOP-18 Test for Fecal Material**

FBQR-01 (Physical Evidence Cover Sheet)  
FBQR-04 (Physical Evidence Worksheet - page 2)  
FBQR-04A (Physical Evidence Worksheet - page 2A)  
FBQR-09 (General Reagent List)  
FBQR-13 (Physical Evidence Summary Worksheet)

**FB SOP-19 Trace Evidence Collection/Hair-like Fiber Examination**

FBQR-01 (Physical Evidence Cover Sheet)  
FBQR-04 (Physical Evidence Worksheet - page 2)  
FBQR-04A (Physical Evidence Worksheet - page 2A)  
FBQR-05 (SAECK Worksheet)  
FBQR-05a (SAECK Worksheet - continued)  
FBQR-05b (SAECK Worksheet for Male Screen)  
FBQR-15 (Hair Evidence/Trace Material Worksheet)  
FBQR-16 (Hair Notes)

**FB SOP-19 Trace Evidence Collection/Hair-like Fiber Examination (continued)**

FBQR-17 (Swab Only Worksheet)  
FBQR-18 (Swab Only Worksheet - continued)  
FBQR-19 (Blood & Touch Evidence Worksheet)  
FBQR-20 (Blood/Touch Evidence Worksheet - continued)  
FBQR-23 (Swab Only - Multiple Submissions Worksheet)

**FB SOP-21 General Chemical and Reagent QC** N/A

**FB SOP-22 Body Fluid Standards** N/A

**FB SOP-23 Equipment Maintenance** N/A

**FB SOP-24 Standardization of pH Meter** N/A

**FB SOP-25 Validation of New Serological Tests** N/A

**FB SOP-26 Training Manual and Checklist** N/A

**FB SOP-27 Fingernail Sample Examination**

FBQR-01 (Physical Evidence Cover Sheet)

FBQR-04 (Physical Evidence Worksheet - page 2)

FBQR-04A (Physical Evidence Worksheet - page 2A)

FBQR-05 (SAECK Worksheet)

FBQR-06 (Fingernail Examination Worksheet)

FBQR-06A (Physical Evidence Fingernail Worksheet A)