

A. Purpose:

Submitted firearm evidence may contain trace material such as blood, tissue, plaster, sand, etc., which may need to be removed for further examination.

B. Responsibility:

Analysts assigned to the Firearm and Toolmark Unit.

C. Safety:

Personal protective equipment (PPE) may be utilized if necessary.

D. Procedure:

1. If the debris is found on a firearm, follow all firearm safety rules when handling the firearm.
2. Document the debris that may need to be removed by written notes, drawings, or photographs.
3. If necessary, contact the appropriate section such as Latent Prints, or Forensic Biology for consultation or removal of the trace material.
4. Once removed, secure the debris in an appropriate container. This container should be packaged in the original evidence packaging along with the evidence item.
5. Once any debris has been documented and removed, the evidence item may then be cleaned if needed.
6. Collected and retained debris should be indicated in the final report. If the trace material is being retained at the Laboratory, this shall be created as a sub-item in JusticeTrax for evidence tracking.
7. It may not be necessary to maintain the debris. In this case, documentation of the debris is the only step required.

E. Equipment:

1. Containers for debris (pill box, paper for druggist fold, etc.)