

*Approved by Director: Dr. Guy Vallaro***A. Purpose:**

To describe the process of verifying an analyst's findings. If a comparison of evidence results in an identification or in an elimination based on individual characteristics, the findings must be verified by a second firearms examiner. He or she will conduct a separate, independent microscopic comparison of the evidence and document their findings.

B. Responsibility:

Forensic Science Examiners assigned to the Firearms Unit.

C. Procedure:

1. The analyst will transfer the items to be verified to the second analyst via JusticeTrax. Alternatively, the evidence may stay in the custody of the first analyst if the verification is being conducted in their presence. This will be so noted on the QR FA-5 Verification Worksheet.
2. The verifier will conduct an independent microscopic comparison of the evidence.
 - a. Their findings will be documented on the QR FA-5 Verification Worksheet.
 - b. Documentation may be in the form of written notes, photographs, or both.
3. If the evidence was transferred via JusticeTrax, the second analyst will transfer the evidence back to the first analyst.
4. The verifier's documentation will be kept in the case jacket.

D. References:

1. QR FA-5 Verification Worksheet