

# LABORATORY SERVICES BUREAU

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Subject: FA-SOP-24 Recovered Trace Evidence	Approved: Hamilton, Danny	
PHOENIX POLICE DEPARTMENT      Effective: 9/1/2016 11:49:09 AM		Page 1 of 1

## 1. RECOVERED TRACE EVIDENCE

- A. All significant trace material located on an item of evidence during an examination will be documented.
- B. If necessary, after documentation the trace evidence may be removed for preservation or analysis.
- C. When working with items of evidence that could potentially contaminate each other, such items should be kept physically separated. All working surfaces and tools should be free of contamination before each item's analysis.
- D. If observed possible biological material will be lost, contaminated, or deleteriously changed during examination, it will be collected. The location of the biological evidence will be noted in the examiner's case file.
- E. After the completion of all the tests, the trace material will be packaged and either returned with the evidence from which it was collected, placed in exemplars, or made available to the Forensic Biology Section.