

## ABBREVIATIONS LOG

THE FOLLOWING ARE TO BE USED IN EVIDENCE CONTROL UNIT WHEN  
ABBREVIATING ON NOTES, SBI-5'S OR OTHER LAB DOCUMENTATION  
(EFFECTIVE 3/10/98)

**Section: EVIDENCE CONTROL UNIT**

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<b>Abbreviation</b>	<b>Stands For:</b>
FCM	First Class Mail
UPS	United Parcel Service
Fed Exp	Federal Express
Cert	Certified Mail
S	Sealed
UNS	Unsealed
E	Envelope
PKG	Package
PP	Paper
PL	Plastic
PO	Post Office
T	Telephone Request
FP	Fingerprint
REC	Received
IT	Internal Transfer
GT	Gun Trace
RA	Reassignments
CS	Crime Scene

See Attachment	Agents' Initials

NOTE: SIZES OF CONTAINERS (SMALL, MEDIUM, LARGE) WILL NOT BE USED ON EVIDENCE DESCRIPTIONS.