

**TRACE EVIDENCE POLICY/PROCEDURE 98-TES-15**

**TO:** Trace Evidence Staff

**FROM:** SAC Troy Hamlin

**SUBJECT:** Laboratory Case Reviews

**EFFECTIVE DATE:** January 15, 2003

The Trace Evidence Section will institute a peer review system for laboratory case files. Designated Chemists will review case files in disciplines assigned by the Supervisor. These Chemist will review the report for errors and ensure the contents of the case file conform to standards set forth in Section 16.7 of the **Crime Laboratory Procedures Manual**.

The following designated chemists will review cases in their respective disciplines:

Lucy Milks - Hair and Fiber Analysis

Jonathan Macy- Fiber Analysis, Paint Analysis

John Bendure - Fiber Analysis, Explosives, Arson Analysis

Beth Flanagan - Paint Analysis, Pepper Spray Analysis, Glass Analysis

Chuck McClelland - Gunshot Residue, Arson Analysis, Headlight Filament

Jim Gregory - Hair Examination, Fiber Analysis

Troy Hamlin- Hair Examination, Elemental Analysis, Glass Analysis

The files may be temporarily reassigned to other analysts depending on leave, training, meetings or other activity that the designated Chemist may be involved in.

The adjustments are to be made to insure that there are no undue delays in laboratory case reviews.