

TRACE EVIDENCE POLICY/PROCEDURE 96-TES-8

TO: All Trace Evidence Staff

FROM: Supervisor Troy Hamlin

SUBJECT: Monitoring of Court Appearances

EFFECTIVE DATE: July 25, 2003

Analysts who become aware of an impending court date will notify the Supervisor in order to facilitate court monitoring of that chemist in accordance with Procedure 34, pages 1-2 of the **State Bureau of Investigation Policy & Procedures Manual.**