

Crime Laboratory Directive No. 03-04
Effective Date: August 15, 2003

TO: Laboratory SAC's and Supervisors

FROM: Assistant Director Jerry Richardson

SUBJECT: Re-examination of Casework

In addition to establish proficiency testing programs currently in place for the Crime Laboratory, each Special Agent in Charge/Supervisor or a designee in each section should conduct at least one re-examination of a completed case each calendar year. This review must consist of a case selected at random in which all forensic analysis has been completed. The reviewer should not review the final report or discuss the results with the analyst prior to the re-examination.

Once this review has been completed, the results should be compared with the reported results of the analyst to ensure accuracy. The results of this re-examination must be documented in section proficiency files and a copy provided to the Crime Laboratory Quality Control Manager.

cc: Director Robin Pendergraft