

The supervisor/manager or designee, will check:

- 1) A minimum of 50 pieces of evidence selected randomly from various rows and shelves in the vault shall be checked. These checks will include their FA location compared to their actual location, barcode label/date/initials, packaging and seals. A list of selected cases will be attached to this form after completion.

All cases are correct or have been remediated: Yes No

- 2) A check of all evidence currently in a technician's possession. If evidence has been in possession for more than 7 days, an explanation will be required. This may be done verbally. All evidence must be produced for visual inspection.

All cases are correct or have been remediated: Yes No

- 3) All evidence not housed in a designated storage place shall be spot checked for proper identifiers and reason for being pulled or not placed on shelf.

All cases are correct or have been remediated: Yes No

Inspected by: _____ Date: _____