



Forensic Chemistry Section

Sexual Assault Evidence Collection Kits Handling Policy

1. Scope

This document outlines the policies and analyses scheme of sexual assault evidence collection kits. Examiner discretion may be used to deviate from this policy based on examiner experience and case history.

2. Policies

- 2.1 If a kit is received in the laboratory and contains blood tubes for the purposes of DNA analysis, the tubes will be removed and processed according to laboratory procedure.
- 2.2 The examiner will mark each envelope/bag/container used for collection with the case number and item number, initials and date.
- 2.3 The examiner will document examinations using the appropriate forms.
- 2.4 Evidence collection containers, which were not used may be grouped together in a sealed and labeled paper or plastic bag and placed back in the kit.
- 2.5 The following is a list of evidence collection steps that may be found in the sex crimes kit and the examinations generally associated with those steps. The examiner will follow laboratory protocol when processing these items. Each case is unique and the examiner may choose to omit certain analyses and/or include additional analyses:
 - Oral swabs – semen
 - Known DNA sample - transfer to Forensic Biology for analysis
 - Fingernail clippings / swabs – semen, blood, tissue, hairs, fibers, debris
 - Known head hairs – visual examination and documentation
 - Debris collection – hairs, fibers, debris
 - Dried secretions / Miscellaneous swabs – blood, semen, saliva
 - Pubic combings – hairs, fibers, semen
 - Known pubic hairs – visual examination and documentation
 - Genital / penile swabs – semen, epithelial cells, saliva
 - Anal swabs - semen
 - Vaginal / Cervical swabs – semen
 - Miscellaneous evidence – item and case dependent
- 2.6 The examiner will determine which, if any, sample will be submitted to the Forensic Biology Section of the laboratory for DNA analysis.



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- 2.7 If the laboratory is presented with a kit containing blood and urine specimens for alcohol and / or drug testing, the evidence receiving technician will remove those samples and return them to the officer.