

## PRO: Selection of Methods and Procedures

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### Appropriate analytical tests

4.4.1.c

5.4.1

5.4.2

5.4.4

5.4.5.3

The Laboratory of Forensic Services is responsible for selecting the analytical methods and procedures that are appropriate for the analyses of submitted physical evidence. Our customers, the law enforcement agencies within Sacramento County, are advised of this through *iResults*, an internet based reporting system.

All methods and procedures used are validated or verified to ensure accuracy and reliability.

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### Departure from procedure

5.4.1

Many physical evidence examinations cannot be conducted exactly as written in the Technical Procedures Manuals due to the varying nature of physical evidence. Minor, unexpected departures must be recorded in the examination records and discussed with the analyst's supervisor.

A major, foreseeable departure from a technical procedure shall occur only if the departure has been recorded, technically justified, and authorized by management.

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### Definitions<sup>1</sup>

#### ***Procedure***

A specific way to carry out an activity or a process.

#### ***Method***

The course of action or technique followed in conducting a specific analysis or comparison leading to an analytical result.

#### ***Policy***

A guiding principle, operating practice, or plan of action governing decisions made on behalf of an organization.

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<sup>1</sup> ASCLD/LAB-*International* Supplemental Requirements (Testing) 2011 Edition