

## ORG: Laboratory Organization

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**Parent  
organization**  
*4.1.5.e*

The Laboratory of Forensic Services is a bureau within the District Attorney's Office for Sacramento County, California. The Laboratory Director reports directly to the Assistant District Attorney.

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**Positions within  
the laboratory**  
*5.2.3*

Positions currently in the laboratory include the following:

- Laboratory Director
  - Supervising Criminalist
  - Administrative Services Officer I
  - Criminalist (Level I, Level II, Level III, and Level IV)
  - Forensic Laboratory Technician
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**Management  
staff**  
*4.1.8*

There are two management designations in the laboratory organization

- Top management position generally refers to the manager who has laboratory-wide operation responsibilities. This position is filled by the Laboratory Director, who generally supervises the Supervising Criminalists and the administrative staff. The Director is responsible for overall planning, organizing, and directing of the operations of the Laboratory of Forensic Services.
  - Key management position generally refers to the manager who typically does not have laboratory-wide operation responsibilities. Supervising Criminalists supervise the technical and evidence control staff, manage the Quality Assurance program, and perform other administrative and technical functions as required.
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**Technical staff**  
*4.1.5.h.1*

The following laboratory personnel analyze forensic casework:

- Supervising Criminalist
  - Criminalist (Level I, Level II, Level III, and Level IV)
  - Forensic Laboratory Technician
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## ORG: Laboratory Organization, Continued

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### Supervisory units

The analytical portion of the laboratory is divided into supervisory *units*, each composed of one or more forensic science testing disciplines. Each unit is managed by a supervising criminalist.

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### Units

This table shows the various forensic science testing disciplines within their respective units.

Unit	Disciplines
Biology	• Biology
Chemistry	• Drug Chemistry
Toxicology	• Toxicology
Criminalistics	• Crime Scene • Firearms and Toolmarks • Trace Evidence • Other

NOTE: The Firearms and Toolmarks procedures are located in the Comparative Evidence Manual.

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## ORG: Laboratory Organization, Continued

### Categories of testing

#### 1.2.1

This table shows the various categories of testing within their respective disciplines.

Discipline	Category of Testing
Drug Chemistry	<ul style="list-style-type: none"><li>• General Controlled Substance Analysis</li></ul>
Toxicology	<ul style="list-style-type: none"><li>• General Toxicology</li><li>• Blood/Urine Alcohol</li><li>• Blood/Urine Drug</li></ul>
Biology	<ul style="list-style-type: none"><li>• DNA- Nuclear</li><li>• Serology (body fluid identification)</li><li>• Paternity Testing</li></ul>
Trace Evidence	<ul style="list-style-type: none"><li>• Paint</li><li>• Fiber and Textiles</li><li>• Gunshot Residue</li><li>• Glass</li><li>• Hair</li><li>• Fire Debris</li><li>• General Physical and Chemical Analysis</li></ul>
Firearms and Toolmarks	<ul style="list-style-type: none"><li>• Firearms</li><li>• Toolmarks</li></ul>
Other	<ul style="list-style-type: none"><li>• Impression Evidence (footwear/tires)</li></ul>
Crime Scene Program	<ul style="list-style-type: none"><li>• General Crime Scene</li><li>• Scene Reconstruction</li><li>• Blood Stain Pattern Interpretation</li></ul>

### Crime scene response program

A crime scene response program is overseen by a supervising criminalist designated by the Laboratory Director.

This program has its own peer group and procedures manual.

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## ORG: Laboratory Organization, Continued

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### Evidence Section staff

The Evidence Section, which is under the supervision of a supervising criminalist, is comprised of the following staff position:

- Forensic Laboratory Technician
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### Administrative staff

The administrative staff is comprised of the following:

- Administrative Services Officer
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### Organizational charts

4.1.5.e

Organizational charts of the Sacramento County District Attorney and the Laboratory of Forensic Services are posted in the administration area. These charts are updated as needed for new personnel, promotions, and reassignments.

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