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**Overview**

This is about preparing and undertaking forensic examination of exhibits. It includes examining and testing items and recording the outcomes of examinations. The term exhibits can cover various forms of forensic material, including test items, samples, exhibits or productions.

Examinations will be undertaken within specialised environments such as laboratories.

Maintaining health and safety, together with the integrity and continuity of forensic materials, is of paramount importance.

**There are two elements**

- 1 Inspect and prepare exhibits prior to examinations
- 2 Examine exhibits

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**Performance  
criteria**
**Inspect and prepare exhibits prior to examinations****You must be able to:**

- P1 agree with relevant people the sequence of examination work in line with forensic procedures
- P2 confirm correct protocols for forensic exhibits to be examined in line with organisational procedures
- P3 prepare equipment and work areas for examinations in line with organisational procedures
- P4 confirm the correct identity and labelling of forensic exhibits submitted for examinations in line with organisational procedures
- P5 identify any risks to safety linked to working with forensic exhibits in line with organisational procedures, and:
  - P5.1 take the necessary actions to minimise any risks
- P6 confirm examination methods relevant to exhibits submitted in line with the examination strategy, and:
  - P6.1 identify any problems and potential problems with proposed examinations
  - P6.2 consult with others to resolve any problems with proposed examinations
  - P6.3 record the agreed way forward

**Examine exhibits****You must be able to:**

- P7 carry out examinations in line with forensic procedures, and:
  - P7.1 adapt the strategy where necessary
  - P7.2 record the need for any adaptations
- P8 handle forensic exhibits in line with organisational procedures, and in ways that avoid risk to potential evidence, including:
  - P8.1 contamination
  - P8.2 cross-contamination
  - P8.3 loss
  - P8.4 degradation
- P9 maintain the integrity and continuity of forensic exhibits in line with forensic procedures, including:

- P9.1 any new exhibits created through the examination process
- P10 record information and results of forensic exhibits in line with organisational procedures
- P11 identify where examination techniques yield insufficient information in line with forensic procedures, and:
  - P11.1 in such circumstances stop examinations in a way which preserves potential evidence, where possible
- P12 progress results for verification in line with organisational procedures
- P13 inform relevant people of examination results in line with organisational procedures and timescales

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**Knowledge and understanding**
**Legal and organisational requirements**

You need to know and understand:

- K1 the implications of current law, policies, operating procedures and guidelines relevant to the analysis, comparison and evaluation of forensic exhibits
- K2 implications of current law, policies and procedures relating to:
  - K2.1 health and safety
  - K2.2 information and data handling
  - K2.3 human rights
  - K2.4 criminal justice system
- K3 your organisation's requirements regarding the verification of findings, and the rationale for and importance of, independent verification
- K4 your level of authority and expertise, and the actions necessary should this be exceeded
- K5 how to maintain effective communications with others, and your organisation's procedures for ensuring that relevant parties are informed

**Examination strategy**

You need to know and understand:

- K6 the importance of developing examination strategies, including:
  - K6.1 the aspects that it needs to address
  - K6.2 the importance of reviewing examination strategies following the outcomes of key stages
- K7 the importance of communicating examination strategies to relevant people and how to do this
- K1 how to select the appropriate examinations, and their purpose, use, advantages and limitations
- K8 the operational, scientific, forensic and quality control factors and principles to consider when determining and carrying out examinations
- K9 the criteria you should take into account when planning and scheduling examinations, and the importance of carrying out examinations in a particular sequence
- K10 the importance of preserving materials to allow for advances in scientific techniques

K11 types of hazards that can be involved in examining forensic exhibits and actions appropriate to minimising risks to health and safety

K12 the correct type and level of personal protective equipment to be used in forensic examinations

### **Examination of forensic samples**

You need to know and understand:

K13 how to select and prepare the range of equipment, consumables and reagents for examinations

K14 the extent and range of facilities available for examining exhibits, and how to select examinations

K15 how to sequence and prioritise examinations, and the associated criteria to consider

K16 types of problems that may occur when inspecting exhibits and how to resolve them

K17 the importance of recording any adaptations you have made to examinations, and how to do this

K18 how to identify and access information relating to forensic exhibits

K19 the principles of forensic sampling

K20 examination analysis methods and techniques for forensic sampling

K21 how to identify, minimise and resolve problems associated with evidence, including:

K21.1 insufficient or inappropriate material

K21.2 additional evidence types

K21.3 degradation, contamination and cross-contamination of material

K22 how to make best use of technology to ensure the most relevant and accurate examinations are made

K23 comparison and evaluation methods and techniques relevant to your area of operations

K24 current opinions on good working practice in forensic sampling and evaluation

### **Recording information**

You need to know and

K25 what information to record, and how it should be recorded to ensure that

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understand:

notes and records are fit for purpose

K26 how to keep records to protect the security of information, and who has the right of access to information

### **Health and Safety**

You need to know and understand:

K27 potential health and safety risks associated with different types of potential evidence, and how to address them

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