

Sample Forensic Examination Worksheet

Toolmark Identification (Fractures)

Lab File No.: _____

Examiner: _____

Administrative

Lab File No.		Packaging	
Examiner		Condition	
Item No.		Type of Seal	
Received From		Condition	
Date		Markings	
Received By		Released To	
Date		Date	

(Insert or attach digital images / photographs of both the exterior packaging, as received, and of the unopened evidence container.)

Trace Evidence

Trace Exams Requested	
Trace Examiner(s)	
Trace Evidence Observed	

(Insert or attach a digital image / photograph of trace material in place.)

Initials: _____

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Latent Fingerprint Examination

Yes

☐

No

☐

Marking of Evidence

Marked	
Location	
Previous Marks	
Location	
Other Marks	
Location	

Initials: _____

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General Examination

Description of fractured items	
Consistency of class characteristics	
Manufacturing marks of the same type present on both items	

(Insert or attach digital image/photograph of corresponding parts here; if necessary, supplement with sketches to illustrate significant areas used in later microscopic comparisons)

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Evaluation of Potential for Microscopic Comparisons

Character of microscopic detail present

☐

Sufficient microscopic details present
for comparison purposes

☐

Microscopic details present but
insufficient for comparison purposes

☐

No microscopic details present

DO NOT PROCEED UNLESS:

**Sufficient Microscopic Details Are Present
For Comparison Purposes**

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Microscopic Comparisons

Items to be compared (e.g., Item #1 versus Item #2)	
Continuity of manufacturing marks from one item to the other	
Orientation of parts possible?	Yes <input type="checkbox"/> No <input type="checkbox"/>
Orientation mark, color, and location	
Conclusion based on reverse lighting technique	

Photograph / digital image of comparisons of the:

- Faces of the fractured ends of the two items using reverse lighting
- Alignment of continuous manufacturing marks from item to item, if present
- Edge alignment of the flat surface of both items, if appropriate (e.g., knife blade)

Quality assurance / verification initials/signature

[Return to Users Guide.pdf](#)

[Link to Sample Report.pdf](#)

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