

# 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	

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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

\_\_\_\_\_  
\_\_\_\_\_

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