

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

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[Link to Sample Report.pdf](#)

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