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# Standard Guide for Physical Evidence Labeling and Related Documentation<sup>1</sup>

This standard is issued under the fixed designation E1459; the number immediately following the designation indicates the year of original adoption or, in the case of revision, the year of last revision. A number in parentheses indicates the year of last reapproval. A superscript epsilon ( $\varepsilon$ ) indicates an editorial change since the last revision or reapproval.

## 1. Scope

- 1.1 This guide describes methods to be used for labeling physical evidence collected during field investigations; received in a forensic laboratory; or isolated, generated, or prepared from items submitted for laboratory examination.
- 1.2 Many types of physical evidence may be hazardous. It is assumed that personnel assigned to the collection, packaging, storing, or analysis of physical evidence will take precautions as appropriate to the evidence.
- 1.3 This guide offers a set of instructions for performing one or more specific operations. This standard cannot replace knowledge, skill, or ability acquired through appropriate education, training, and experience and should be used in conjunction with sound professional judgment.
- 1.4 This standard does not purport to address all of the safety concerns, if any, associated with its use. It is the responsibility of the user of this standard to establish appropriate safety and health practices and determine the applicability of regulatory limitations prior to use.

#### 2. Referenced Documents

2.1 ASTM Standards:<sup>2</sup>

E1188 Practice for Collection and Preservation of Information and Physical Items by a Technical Investigator

E1492 Practice for Receiving, Documenting, Storing, and Retrieving Evidence in a Forensic Science Laboratory

#### 3. Summary of Practice

3.1 Any individual item of evidence is marked with a numeric or alphanumeric designation that is unique and allows the origin of the item to be unequivocally established.

#### 4. Significance and Use

- 4.1 By following the procedures specified in this guide, any item of physical evidence will have a traceable audit trail by which the origin, past history, treatment, and analysis of the item can be determined.
  - 4.2 By following these procedures, the chain of custody of any item of physical evidence will be maintained and documented.

### 5. Marking Evidence Upon Original Collection

- 5.1 General Requirements:
- 5.1.1 See Practice E1188 for the collection and preservation of items. Each item of evidence will be assigned a unique <u>numeric or alphanumeric designator</u> by the investigator who collects the evidence, or by someone designated to assign item numbers. The <u>system used should ensure that items cannot be confused physically, and cannot be confused when referred to in records or other documents.</u>
- 5.1.1.1 Similar evidence items may be collected as a group and assigned a single designator (for example, remains of fireworks paper collected within Sampling Quadrant 3, metal shavings from under lathe, pieces of broken glass from around northwest kitchen window, droplets of metal from area of origin). Follow the guidelines in Section 6 if any portion of the item is isolated from the remainder of the group (like for inspection, spot testing, or chemical analysis).

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<sup>&</sup>lt;sup>2</sup> For referenced ASTM standards, visit the ASTM website, www.astm.org, or contact ASTM Customer Service at service@astm.org. For *Annual Book of ASTM Standards* volume information, refer to the standard's Document Summary page on the ASTM website.