



Quality Division Use Only

Quality Tracking #:	<input type="text" value="2018-079"/>	Classification:	<input type="text" value="Corrective Action"/>
Non-Conformance Level:	<input type="text" value="Class III"/>	Section:	<input type="text" value="Crime Scene"/>
Date of Discovery:	<input type="text" value="08/04/18"/>	Date of Incident:	<input type="text" value="08/04/18"/>

Forensic Case Number(s), if applicable:	Agency Case Number(s), if applicable:
2018-11312	099157118

Description of Non-conformance:
The crime scene investigator (CSI) took some scene photographs with evidence markers in place that did not save on the camera's memory card.

Actions Taken:
After processing the scene, the CSI returned to the laboratory and uploaded the photos to Data Works. She then discovered that a portion of the scene photos with evidence markers in place was missing. She emailed her supervisor notifying her of what occurred. The second CSI on scene confirmed that the primary CSI did in fact take the photographs at the scene. The memory card was taken to the HFSC Digital Forensics Laboratory where they determined that no photographs had been deleted from the memory card nor were any of the missing photographs retrievable. The memory card has been disposed of and the CSI is now using a new card. Due to this nonconformance, the Crime Scene Unit is now aware that memory cards can fail and have put in a place a shelf life for the cards they use. Cards will now be disposed of after approximately one year of use. New memory cards were purchased for the section on 9/28/2018. The CSU SOP was revised to include wording that CSIs shall spot check their memory card prior to leaving the scene to ensure photos were saved.

Summary of Root Cause Analysis:
Note: Incidents are documented for tracking purposes and trend analysis. Root Cause Analysis is not required for incidents.



The root cause of this nonconformance was a memory card failure.

Additional Information/Follow-Up:

Even though these photographs did not save, the evidence in the photographs was documented in over-all scene photos and in the scene video. Therefore, the documentation of the evidence is sufficient according to the Crime Scene Unit SOP. The evidence items were also appropriately documented in the CSI's notes.

Section Manager: Domingo Villarreal

Date: 10/16/18

Division Director: Jerry Pena

Date: 10/22/18

Incidents or Corrective Actions that involve the Biology/DNA section are reviewed by the Technical Leader and CODIS Administrator.

Technical Leader: N/A

Date: N/A

CODIS Administrator: N/A

Date: N/A

Quality Director: Lori Wilson

Date Closed: 10/22/18