



Quality Division Use Only

Quality Tracking #:	<input type="text" value="2022-025"/>	Classification:	<input type="text" value="Incident"/>
Non-Conformance Level:	<input type="text" value="N/A"/>	Section:	<input type="text" value="Biology/DNA"/>
Date of Discovery:	<input type="text" value="04/12/22"/>	Date of Incident:	<input type="text" value="04/12/22"/>

Forensic Case Number(s), if applicable:	Agency Case Number(s), if applicable:
2022-01200	012247822

Description of Non-conformance:

A screening analyst inadvertently dropped a portion of a cigarette butt onto the floor during evidence examination.

Additional Information/Follow-Up:

On April 12, 2022, the screening analyst processed a cigarette butt (item 10.3) from case 2022-01200. As the screening analyst was cutting the cigarette butt portion into smaller portions to fit into the spin basket of a tube, the scalpel broke, and a portion of the cigarette butt dropped onto the floor. The analyst made explicit notes in the screening portion of the case file and immediately notified the Screening Supervisor and Technical Leader about the incident.



Summary of Root Cause Analysis:

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

N/A

Actions Taken:

The portion of the cigarette butt that did not fall onto the floor was packaged in a tube (item 10.3.1) and was submitted for DNA analysis. The portion of the cigarette butt that fell onto the floor was packaged in a separate tube (item 10.3.2) and was not submitted for DNA analysis.

The report for case 2022-01200 was issued on May 27, 2022 with the following statement for item 10.3.2: "Due to a sample examination error, this item was not processed further. See quality report 2022-025 for more information."

While this incident was under investigation, the screening analyst notified the Quality Division of another processing error (see quality report 2022-033). Upon interview, the errors were determined to be isolated occurrences and the analyst articulated her understanding of the need to take extra care when handling items of evidence.

Section Manager: Courtney Head

Date: 08/25/22

Division Director: Amy Castillo

Date: 09/06/22

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

Technical Leader: Cheron Maxwell

Date: 08/02/2022

CODIS Administrator: Jennifer Clay

Date: 08/04/2022

Quality Director: Erika Ziemak

Date Closed: 09/08/22