

There are different levels of discovery request, please note there may be a slight variation between different disciplines.

### **LEVEL 1 – Initial Discovery**

\*Standard report distributed to law enforcement and any listed parties for each request includes:

- Discipline Report

### **LEVEL 2 – Standard Discovery Request**

\*In addition to level 1 you will receive the following:

- Bench Notes
- Blood Alcohol Worksheet (Blood Alcohol specific)
- Case Info report (Fingerprint specific)
- Case Activities/Log
- Case Chain of Custody Report
- Case Findings Summary (Fingerprint specific)
- Case Specific Instrument Data Printouts
- Central log (DNA specific)
- Composite Images (Fingerprint/Footwear specific)
- Control pack (Blood Alcohol specific)
- Controlled Substance Notes (Controlled Substances specific)
- Forensic Biology Casework Review Checklist (aka Bench notes- Biology specific)
- Process Summary (Fingerprint specific)
- Request for Laboratory Services (RLS) Form
- Review documentation (Fingerprint/Footwear specific)

### **LEVEL 3**

Contact the laboratory if the information you would like to receive is not listed above (quality reviews, corrective actions, raw data, proficiency and training records, accreditation information, DNA raw/electronic data and validations etc.) please contact the appropriate discipline supervisor or the Quality Assurance Manager. Depending on the feasibility and resources needed some information may require court order.