Submission Criteria Deficiency Form

As of September 1, 2005, analysis of evidence must be performed by an accredited laboratory in order to be admissible in a criminal case. The State Fire Marshal's Arson Laboratory has been accredited since 1996. Your submission did not meet one or more of the following accreditation criteria concerning viability, contamination and security of evidence:

☐ Evidence cans were NOT properly sealed. The Forensic Arson Laboratory's preferred method is both initials and date written on evidence tape that has been applied across the entire lid of the evidence can. *Note: the initials/date should be written in such a way that they appear partly on the evidence tape AND on the can itself.

☐ Plastic bags, paper bags and glass jars are not acceptable containers (due to contamination issues).

☐ Do not ship MULTIPLE cases in a single box; package cans/samples of only the same case # in the same box.

☐ Do not ship the SAME case in multiple boxes; if the cans/samples have the same case #, they must be packaged in a single box. Use a larger box if needed (to avoid confusion and in order to prevent assignment of multiple Lab case #s for the same agency case). If you must use separate boxes label them 1 / 2, 2 / 2, etc.

☐ Seat lid firmly on can.

☐ Cans must not be more than 1/2 full.

☐ Limit amount of liquid submitted (moisten gauze and place in can).

☐ Do not use U.S. Mail for shipping (use a ground courier service like UPS, FedEx, or Lone Star Overnight).

☐ Do not enclose exam gloves in can (to prevent contamination).

☐ Use current submission form (attached) and available online at: http://www.tdi.texas.gov/fire/fmlab.html

☐ Use evidence can quality check submission form for non-criminal offense quality can testing.

☐ Other:

Thank you for your cooperation.

Following these guidelines will help ensure that your evidence will yield the best possible results.