

**VIRGINIA DEPARTMENT OF FORENSIC SCIENCE
DNA DATA BANK TECHNICAL REVIEW FORM**

Analyst: _____

Gel #: _____

YES NO

WORKSHEETS

- 1. Are all appropriate worksheets present?
- 2. Do the gel image number and analyst's initials appear on all pages?
- 3. Are all lot numbers filled in and photos labeled appropriately?
- 4. Have all "witness" blanks been filled in appropriately?

SUPPORTING DOCUMENTATION

- 5. Do the analyst's color separated and scanned images exist?
- 6. Are all gel images properly labeled?
- 7. Do the analyst's initials appear on all gel images?
- 8. Do all required controls (random sample, reagent blank, ladders, 9947A cell line, and negative) appear on the typing gel and did they work correctly?
- 9. Is the image gray level sheet present and are all levels recorded?
- 10. Has the random sample been searched and verified?
- 11. Have microvariants/off-ladder variants been called correctly?

STaRCaLL SPREADSHEET

- 12. Do the look-up tables and both the first and second sizing sheets exist?
- 13. Do the gel image number and analyst's initials appear on all look-up tables and STaRCaLL sizing sheets?
- 14. Do all sizings agree for the first and second sizer?
- 15. Are lanes properly labeled with CODIS headers?
- 16. Does the DNA sample number on the extraction sheet/ gel loading sheet agree with the DNA sample number on the landscape sheet? If automated procedures are used, does the DNA sample number on the BSD puncher printout agree with the DNA sample number on the gel loading sheet?

REVIEWER'S COMMENTS

(All questions above marked NO will be explained)

CORRECTIVE ACTION

(Each reviewer's comment must be addressed)

UNCONTROLLED
COPY

Reviewer signature/date _____

Analyst signature/date _____