

**VIRGINIA DEPARTMENT OF FORENSIC SCIENCE
DNA CONTRACTOR REVIEW FORM - TECHNICAL REVIEW**

Reviewer _____ Date of Review _____ Delivery Date _____ Gel System _____

1. Have the separated and scanned images for the first sizer been received and are they initialed by the appropriate sizer? Do all gel images contain appropriate headers and is the information correct?
2. Do all the required controls appear on the gel (positive control, negative control, random sample, reagent blank, and ladders) and did they work properly?
3. Are all samples acceptable? Look at such things as overload, contamination, migration, ILS visibility, microvariants, off-ladder variants, etc. Have manual changes been initialed on the STaRCall sheets?
4. Have the separated images for the second sizer been received? Are they properly labeled? Are they initialed by the appropriate sizer?
5. Are the lookup table paste and expected values within an acceptable range?

Place a check mark in the appropriate box if the answer to each question is "Yes". If the answer to any question is "No", write "NO" in the box and explain in the box labeled "Comments". A compiled report for corrective action taken will be attached to each page with a "NO" response.

Gel Number	1. Separated and Scanned Images	2. Controls	3. Samples Acceptable	4. Second Sizer Separated Images	5. Paste/Expected Values	Comments
1.						
2.						
3.						
4.						
5.						
6.						
7.						
8.						
9.						
10.						

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**VIRGINIA DEPARTMENT OF FORENSIC SCIENCE
DNA CONTRACTOR REVIEW FORM - ADMINISTRATIVE REVIEW**

Reviewer _____ Date of Review _____ Delivery Date _____ Gel System _____

6. Have all worksheets (Tray Setup/Extraction Data Sheet, PCR Setup Sheet, and Electrophoresis Worksheet) been provided? Are all appropriate fields completed? Do all of the worksheets contain the gel and/or tray number?
7. Has the compare sheet been provided? Do sizings for the first and second sizers agree? Do the file names on the compare sheet match those on the first and second sizers' STaRCall sheets? Has the compare sheet been initialed? Have excluded samples on the compare sheet also been excluded on the Electrophoresis Worksheet?
8. Have the first and second sizers' lookup tables (CTTv and DDDD for PP 1.1, FL and TMR for PP 2.1) and STaRCall sheets been provided? Are they initialed by the appropriate sizer(s)? On the first sizer's STaRCall sheets, does the CODIS gel number match the file name and are all convicted offender samples designated as "convicted offender", "blood", and "stain" in the CODIS headers?
9. Does the DNA sample number on the Electrophoresis Worksheet agree with the DNA sample number on the landscape sheet?
10. Has the random sample been searched and verified? Does the random sample number match that listed on the Electrophoresis Worksheet? Is the correct gel number present on the RS Match Result Report?

Place a check mark in the appropriate box if the answer to each question is "Yes". If the answer to any question is "No", write "NO" in the box and explain in the box labeled "Comments". A compiled report for corrective action taken will be attached to each page with a "NO" response.

Gel Number	6. Worksheets	7. Compare Sheet	8. STaRCall/ Lookup Tables	9. DNA Number	10. RS	Comments	# Samples
1.							
2.							
3.							
4.							
5.							
6.							
7.							
8.							
9.							
10.							

Verified By _____ Date Verified _____
 Technical Reviewer