

Collecting and Packaging Firearms

- Avoid altering any stain on the firearm.
- Firearms should be unloaded and placed in a safe condition at the point of collection.
- Do not cough, sneeze, or talk over any sample being collected or dried.
- When handling the firearm, do not touch areas of the firearm where latent fingerprints are likely to be found (such as on smooth surfaces). Handle the firearm by touching only checkered or knurled areas
- Ship firearms and ammunition according to your Department and the US DOT regulations.
- Making a firearm safe
 - Point the firearm in a safe direction
 - Remove the magazine (if the weapon has one)
 - Open the action (cylinder or breach) and visually inspect
 - Lock the slide open or keep it open using a plastic tie
 - Never attempt to make safe a firearm with which you are not familiar. When in doubt, ask a coworker, the police officer securing the scene, or contact the department Armorer or Range Master
- Document
- Prepare packaging
 - Evidence number
 - Each piece of evidence must have a unique number or identifying data. This number should correspond to the placard next to the evidence.
 - Packaging
 - Gun box