**CASE MASTER EVIDENCE LIST**

Defendant: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Case No. \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Lead Investigator: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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| **Item** | **Description** | **Date Received / Found** |
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**\*NOTE: Each individual item of evidence should have its own Chain of Custody Log**



Ministry of justice

SGBV Item Chain of Custody Log

NAME OF VICTIM: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

All actors in a sexual assault & abuse case who may have access to evidence, including health professionals, police, case liaison officers, and prosecutors:

Please complete this form each time an item requiring chain of custody is transferred or distributed (stored or secured). This "running" document accompanies the item of evidence at each step of processing the evidence even after the custody is turned over to the prosecutor (or until the evidence is destroyed). Note that each item should be in a sealed, marked container or package.

**Complete Chain of Custody form for each individual item of evidence. This document stays with the item or evidence at all times, NOT in a separate file.**

*Examples of Distribution: "Secured in Safe", Secured in Refrigerator", "Gave to Officer John Smith"*

Name of Collector of Evidence: (A)\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_ Time: \_\_\_\_\_\_\_\_\_\_

Describe Item: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Describe distribution of Evidence by Collector: (B)\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Date: \_\_\_\_\_\_\_\_\_\_\_ Time: \_\_\_\_\_\_\_\_\_\_ Initials of Collector: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Received by: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date:\_\_\_\_\_\_\_\_ Time: \_\_\_\_\_\_\_\_\_\_

Name of Collector of Evidence: (B)\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_ Time: \_\_\_\_\_\_\_\_\_\_

Describe Item: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Describe distribution of Evidence by Collector: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Date: \_\_\_\_\_\_\_\_\_\_\_ Time: \_\_\_\_\_\_\_\_\_\_ Initials of Collector: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Received by: (C)\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date:\_\_\_\_\_\_\_\_ Time: \_\_\_\_\_\_\_\_\_\_

Name of Collector of Evidence: (C)\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_ Time: \_\_\_\_\_\_\_\_\_\_

Describe Item: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Describe distribution of Evidence by Collector: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Date: \_\_\_\_\_\_\_\_\_\_\_ Time: \_\_\_\_\_\_\_\_\_\_ Initials of Collector: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Received by: (D)\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date:\_\_\_\_\_\_\_\_ Time: \_\_\_\_\_\_\_\_\_\_

\*Attach another sheet if necessary.