

# Appendix B

## Collection Kits

*The following information is provided to assist law enforcement in preparing various evidence collection kits. These kits may be modified to best fit an agency's resources and expertise. Any questions or difficulties obtaining the items listed below, please contact the Laboratory in your service area for assistance.*

### I. General Collection Kit

This kit contains a variety of packaging options and items for documentation and collection of physical evidence at a crime scene. A toolbox with two or more compartments can be used to contain the following:

- Sharpies
- Ink Pens
- Razor Blades
- Scissors
- Disposable Tweezers
- 1 oz. Dropper Bottle of Distilled Water
- Coin Envelopes
- Sterile Swabs
- Swab Boxes
- Methanol Soluble Trace Evidence Tape
- Mikrosil™ Casting Putty for Tool Mark Impressions
- 25' Tape Measure
- Variety of Paper Bags
- Biohazard Labels
- Weighing Paper
- Evidence Tape
- Large Stapler
- Box of Staples
- Variety of Manila Envelopes
- Syringe Tube
- 2 and 4 oz. Specimen Jars
- Cardboard Slide (Pill) Boxes

## II. Fingerprint Processing Kit

This kit contains a variety of fingerprint powders, brushes, lifting media and backing cards for lifts. (See [Chapter 13 - Latent Prints](#) and [Chapter 14 - Major Case Prints](#).) A toolbox with two or more compartments can be useful to separate the powders from the other contents of the kit. This can prevent lift cards and tapes from being damaged by stray powder. As an added precaution, powder jars should be tightened periodically to prevent a jar from opening accidentally. This can occur to jars stored in vehicles over a period of time due to the movement of the vehicle.

- Black and Grey Magnetic Powder
- Black and Grey Fingerprint Powder
- 2" and 4" Rolls of Lift Tape
- Gelatin-Type Lift Tape
- Fingerprint Brushes
- Wand for Magnetic Powders
- Disposable Tweezers
- Adhesive Scales
- White Backing Cards
- Black Backing Cards
- Clear Acetate Sheets
- Dust/Mist Respirator Masks
- Ruler
- Pad of Elimination Print Records
- Ink Pad (for Elimination Prints)
- Gloves
- Magnifier

## III. Casting Kits

These kits may be used for casting tire and footwear impressions at a crime scene (see [Chapter 12 – Footwear and Tire Impressions](#)).

### Dental Stone Kit

- Prepackaged Bags of Dental Stone
- Ziplock Plastic Bags
- Bulk Dental Stone
- Measuring Cup for Bulk Dental Stone and Water
- Snow Print Wax
- Forms
- Flexible Mixing Bowl(s) or Containers
- Metal Stir Rod
- Deflector (Large Spoon)
- Ruler
- Hand Sifter
- Spray Bottle
- Water Jug
- Bottle of Distilled Water
- Instructions for Use
- Transmittal Form

## Sulfur Kit

- Sulfur
- Heating Mantle
- One-Gallon Unlined Paint Can
- Ruler
- Deflector (Large Spoon)
- Dust/Mist Respiratory Masks
- Heat-Resistant Gloves
- Metal Stir Rod
- Goggles
- Forms

## IV. Kits Available from the Crime Laboratory through Document Sales and Distribution

The following kits provided by the Laboratory are available at <https://docsales.wi.gov>.

### Sexual Assault Evidence Collection Kits

Named the “Medical-Forensic Evidence Collection Kit” as a result of collaborative review by DNA Supervisors and Sexual Assault Nurse Examiners (SANE), the kit is still referred to as the Sexual Assault Evidence Collection Kit. The kit was redesigned to offer a single kit for both male and female, and/or suspect and victim. The Sexual Assault Evidence Collection Kits (see [Chapter 7 - Sexual Offenses](#)) are available at no charge..

Sexual Assault Evidence Collection Kit - [1205-15D](#)

Though not provided in the Sexual Assault Evidence Collection Kit, blood and urine samples are still needed when date rape drugs are suspected. For more information, see [Chapter 30 - Toxicology](#).

### Biological Specimens Kits

Biological Specimens Kits are also offered at Document Sales. The kit is designed for either victim or suspect specimen collection and are available at no charge (see [Chapter 6 – DNA Evidence and Standards](#)). Contents include:

- (5) Packages Each Containing Two Sterile Swabs
- (5) Swab Boxes
- (5) Individual Envelopes
- Pair of Gloves

Biological Specimens Kit – [1206D](#)

## DNA Databank Buccal Swab Collection Kits

Wisconsin DNA Databank Buccal Swab Collection Kits, including a postage-paid return envelope, are available at no charge to criminal justice agencies. Use these kits to collect DNA samples for inclusion in the DNA Databank. These kits can be used for the collection of convicted offender samples as well as violent felony arrestees. **These kits are not for the collection of evidence.**

WI DNA Database Buccal Swab Collection Kits:

- ( 25 pack) – [1209A](#)
- ( 50 pack) – [1209B](#)
- ( 75 pack) – [1209C](#)
- ( 100 pack)– [1209D](#)

For more specific information on kit use see [Chapter 8 DNA Databank](#).

## V. Other Recommendations

- Personal Protective Equipment (e.g., Gloves, Dust/Mist Respirator Masks, Goggles, Shoe Covers, Overalls)
- Large Paper Evidence Bags
- Unlined Paint Cans
- Cardboard Evidence Boxes (e.g., Handgun and Long Gun Boxes)
- Plastic Cable (Zip) Ties
- Sharps Storage Containers
- Flashlights
- Forms: Crime Laboratory Transmittal, Evidence Inventory Sheets, Photo Log, Video/Audio Slate
- Physical Evidence Handbook
- Evidence Markers
- Electrostatic Dust Print Lifter and Metallic-Backed Mylar Film
- Metal Detector
- Portable Lighting

## Autopsy Kits

Autopsy kits are no longer available through the State Crime