

**Corrective Action Response / Nonconformance Review**  
**Internal Audit Findings: BCCL-21-2220**

**Corrective Action Number:** 2023-06

**Incident Date(s):** June 14, 2022

**Date(s) of Corrective Action:** August 23, 2023

**Description of Corrective Action(s) Taken:**

1. Upon looking at the evidence, the incorrect date was not found on Exhibit 2 or the submitted outer container. All other pieces of evidence in that box were viewed for the incorrect date, but none were found.
2. The analyst corrected the following, initialing and dating each correction:
  - a. Exhibit 2.2's BCCL number
  - b. Exhibit 3.5's description on the worksheet to match JusticeTrax
  - c. Exhibit 5.3A's description on the worksheet for clarification of the container
3. The nonconformance were documented using the approved Laboratory corrective action forms.

**Laboratory Number(s) (if applicable):** BCCL-21-2220

**Comment(s):** The analyst presented the corrections they made prior to resealing the case. This allowed for the review without having to pull the evidence a separate time. Due to the descriptions being correct in JusticeTrax, an amended report was not needed. We are in discussions of going completely paperless in Seized Drugs for consistency.

**Date of Resolution:** August 23, 2023

Siti Old      Seized Drug  
Applicable Analyst / Discipline

10/11/23  
Date

Allia Hunter  
Lab Quality Manager

22 Dec. 2023  
Date

Derek S. Suter  
Laboratory Director

11 Oct 2023  
Date

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**Resolution Effectiveness Review Date:** October 2, 2023

**Comments:**

Many of the issues associated with this analyst seems to have been resolved over the six months. Overall, structuring of Laboratory protocols seems to have helped all Laboratory sections develop more consistency. This approach has resulted in an across the board rise in Laboratory quality.

Lab Quality Manager 

Laboratory Director 