



WISCONSIN STATE CRIME LABORATORIES

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Simplified Report Information

The Wisconsin State Crime Laboratories are accredited to ISO/IEC 17025:2017 “General Requirements for the competency of testing and calibrations laboratories.” These standards allow for simplified reporting based upon a written agreement with our customers. The Crime Laboratories choose simplified reporting to improve readability and avoid misunderstandings.

By using the Transmittal of Criminal Evidence form to request evidence testing the customer agrees to receive simplified reports. The ISO/IEC required reporting elements are outlined below showing which elements are in the report with information provided about the location of the other elements.

| ISO/IEC 17025:2017 7.8.2 Required Reporting Element | WSCL Report | Alternate location |
|--|------------------|----------------------|
| Title | YES | N/A |
| Name and address of the laboratory | YES | N/A |
| Location where the testing was performed (e.g. laboratory) | YES | N/A |
| Identification of complete report (pagination). | YES | N/A |
| The customer name and contact information | YES | N/A |
| Description of the test method or methodology | YES | N/A |
| Description and unique identification of the evidence tested | YES | N/A |
| Date the evidence was received | NO | Evidence Receipt |
| Date(s) of testing or sampling | NO | Case Record |
| The date of report issuance | YES | N/A |
| Reference to a sampling plan when relevant to the results | YES | N/A |
| A statement that the results apply only to the evidence tested | NO | Report Conclusion(s) |
| The results of testing with applicable units of measurement | YES | N/A |
| Deviations from standard methodology | NO | Case Record |
| Name of the person authorizing the report (i.e. author) | YES | N/A |
| Other Reporting Elements | | |
| Toxicology Reports: “Z-Drugs” refer to Zolpidem, Zaleplon, and Zopiclone (specified in case record). | “Z-Drugs” listed | N/A |