

# UBFS CUSTOMER AGREEMENT TERMS AND CONDITIONS

## **NOTICE TO LABORATORY CUSTOMERS**

Laboratory accreditation requirements dictate that customers (law enforcement, attorneys, court personnel, etc.) be notified of certain laboratory procedures and policies. This notice serves as a general notification to customers of these practices. UBFS customers agree, prior to any examination being performed, that UBFS staff will determine the examinations to be performed, the scope of analysis, and the items to be analyzed. UBFS acknowledges that each case is unique and will provide the most appropriate analysis possible.

Any customer submitting evidence to the Utah Bureau of Forensic Services accepts these terms.

## **SIMPLIFIED LABORATORY REPORTS**

The Utah DPS Crime Laboratory reports in a simplified report format. By submitting evidence to the laboratory for analysis, the customer has agreed to receive simplified reports.

The Utah DPS Crime Laboratory will continue to report the following information:

- a title;
- name and address of the laboratory;
- the location of the performance of the laboratory activities;
- the name and address of the customer;
- a description, unambiguous identification, and, when necessary, the condition of the item;
- the date of issue of the report;
- the results with, where appropriate, the units of measurement;
- identification of the person(s) authorizing the report;
- clear identification when results are from external providers.

Other report elements, if contained in the case record, may be included when appropriate and are available upon customer request:

- an identification of the method(s) used during analysis
- the date(s) of sampling, where applicable
- the specific sampling plan used, where applicable
- the date(s) of testing
- Measurement uncertainty, where relevant, presented in the same units as the result
- Additions to, deviations, or exclusions from the method
- Other unexamined submitted items