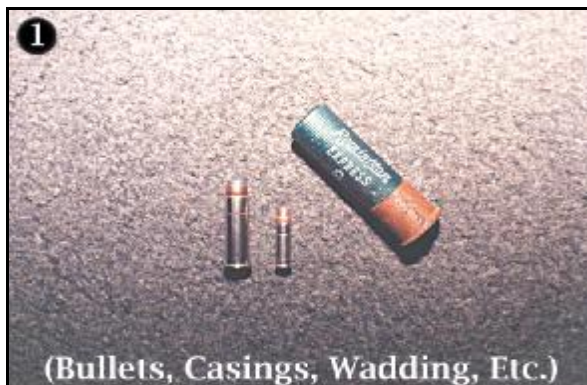




# AMMUNITION

West Manheim Twp. Police Dept.

Property Manual



(Bullets, Casings, Wadding, Etc.)

**Do not mark** ammunition with identifiers. Preserve marks from rifling on spent bullets; marks from breaching, chambering, ejection, or prints on casings. Collect all ammo found.



Wrap separately in tissue paper and place in **size "C" envelope** or film canister. Mark package with identifiers, such as name or initials, date, and location found. **Seal with evidence tape.**



**Place in size "A" envelope.** Several separately sealed packages of ammo from the same case may be placed together in the same *"master envelope."*



**Seal with evidence tape** and affix tag to the front with clear tape. If sending to lab, attach *Lab Request* form to front, over tag, by stapling the top corners.

## Points of Interest

- When *removing ammunition from a firearm*, document location or position in chamber, magazine, or clip.
- *Bullets found embedded in objects*, should be removed in a manner that doesn't alter markings. Remove portion of object, leaving bullet intact, if possible.
- *Bloody bullets or plastic wadding* removed from a body should be rinsed off, but not scrubbed, and *air dried* in the drying locker, or other secure location, prior to packaging.
- If collecting *shotgun pellets*, 10 - 30 pellets are needed for analysis to determine shot size.
- Do Not package ammunition with a firearm.
- **Boxes of unfired ammunition** may be submitted in the original container or in a larger box. The box should be sealed so that no ammo can accidentally spill from the container.