



DRUGS

- GENERAL (Example shown is Marihuana)

West Manheim Twp. Police Dept.

Property Manual



1
Mark original container with identifiers such as name or initials and date if possible.



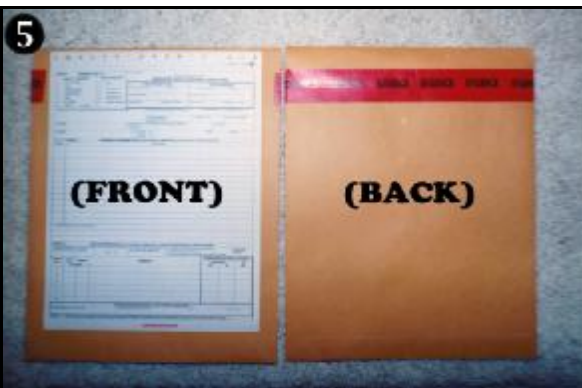
2
Seal in ziplock bag if drugs are loose or could spill from original container. Do not seal bag for *marihuana* or *mushrooms* if they are moist or in raw plant form.



3
Place in size "A" envelope. Package and log all drugs separately from all other types of property to prevent cross contamination and maintain integrity.



4
Seal with evidence tape and affix tag to the front with clear tape. Tag should include weight or quantity of drugs.



5
Staple top corners of *Lab Request* form to the front of the envelope, over tag, if drugs are to analyzed at laboratory.

Points of Interest

- If original container is to be processed for Latent prints, then remove drugs and package separately.
- Large amounts of drugs may be packaged in larger envelopes, bags, or boxes.
- Several small items from the same case may be placed in a *master envelope* together, provided they are individually sealed with evidence tape and tagged to prevent cross contamination.
- This method of packaging does not apply to drugs in liquid form or suspensions. ie. PCP, LSD, hash oil, cocaine, etc.