
Training Procedure for Balances

- 1.0 Purpose** – In this section, the trainee will review all required elements for the calibration and use of individual, analytical, and bulk balances as outlined by the Drug Chemistry Technical Procedure for Balances. This procedure is for informational purposes and does not include any study questions or practical exercises for the trainee to complete.
- 2.0 Scope** - This procedure applies to trainees in the Drug Chemistry Sections of the State Crime Laboratory.
- 3.0 Definitions** – N/A
- 4.0 Procedure**
- 4.1 Objectives**
- 4.1.1** Review the [Drug Chemistry Technical Procedure for Balances](#) and the [Drug Chemistry Technical Procedure for Measurement Assurance](#) as it pertains to the use of the three types of balances used in the analysis of casework samples.
- 4.1.2** Discuss the following items with the balance coordinator or their designee in detail:
- 4.1.2.1** Leveling the balance.
 - 4.1.2.2** Everyday maintenance of the balances and what should be completed before a case is analyzed.
 - 4.1.2.3** QC checks, including when they are to be performed, the materials used, and the necessary documentation after completion.
 - 4.1.2.4** Discuss the necessary documentation found in FA resources in relation to each balance.
 - 4.1.2.5** Calibration requirements and reference weights.
 - 4.1.2.6** Proper weighing techniques including vessels that can/cannot be used and static versus dynamic weighing technique.
 - 4.1.2.7** Differences between net weight and gross weight, as well as how each are documented/reported in the case.
 - 4.1.2.8** Uncertainty of Measurement calculations and how they vary based on sampling methods and populations throughout the case.
 - 4.1.2.9** Proper result reporting as outlined by the Drug Chemistry policies and procedures.
- 4.2 Study Questions** – N/A
- 4.3 Practical/Laboratory Exercises** – N/A

5.0 Required Reading – N/A

6.0 References – N/A

7.0 Records

- Drug Chemistry Training Checklist
- Section Completion Summary

8.0 Attachments - N/A

| Revision History | | |
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