

## Care and Control of Evidence

In the event of an incident security guards should treat all evidence as though it could potentially be used in a trial. When physical evidence is presented at a trial, a chain of custody of the uninterrupted control of evidence must be clearly shown; the evidence must be properly identified and must be relevant to the case before the court. If the security guard must collect the evidence, the bag in which it is contained should be marked with the security guard's initials and the time and date when gathered. It is important to limit the number of individuals who handle the evidence to the smallest number possible and properly document each transfer in order to maintain the chain of custody.