

## Protocol for sample collection with the Ruma Marker-System for forensic purposes

The following protocol ensures that all relevant steps for sample collection for forensic purposes are taken.

Name of sample donor		
pos. No	Description	done
1.	Preparation of a neutral beverage, e.g. water, tea or coffee for administering the marker: <ul style="list-style-type: none"> <li>• 150 g granulated sugar (household sugar) / 1 liter respectively</li> <li>• 30 g granulated sugar (household sugar) / 200 ml</li> </ul>	
2.	Verify identity of the sample donor with official ID	
3.	Only in the event of a very full bladder the sample donor is to void bladder before marker intake. No supervision required.	
4.	Preparation of the lab slip <ul style="list-style-type: none"> <li>• sample donor data</li> <li>• data of the facility if required</li> <li>• date of sample collection</li> <li>• indicate substances to be determined</li> </ul>	
5.	In the presence of the person to be tested: <ul style="list-style-type: none"> <li>• take <b>one marker vial</b> out of the pack (holds 10 markers)</li> <li>• mix the marker into the beverage prepared as described above</li> <li>• stick the barcode <b>of this marker vial</b> onto the respective field of the prepared lab slip</li> </ul>	
6.	The sample donor drinks the beverage containing the marker under supervision	
7.	Note the time of marker intake on the lab slip	
8.	Check the mouth cavity of the sample donor directly after marker intake for any means/device that may absorb the marker substance (e.g. sponge)	
9.	Prepare during the waiting period of at least 40 minutes: <ul style="list-style-type: none"> <li>• stick lab barcode to lab slip</li> <li>• write name of patient on Vacuette® for verification</li> <li>• stick lab barcode to Vacuette®</li> </ul>	
10.	Directly prior to sample collection: Patient takes off outer wear such as jacket, coat, vest or the like as well as shoes. Patient turns remaining pockets in items of clothing inside out to prevent carrying of items that may be used for sample manipulation. Purses, backpacks etc. are sealed in a suitable bag and only unsealed after sample collection is complete.	
11.	The sample donor receives the urine cup with their name written on it as well as the Vacuette® for the urine sample and goes to the bathroom/toilet without supervision	
12.	The sample donor urinates into the Vacutainer® and fills the Vacuette® as per the instruction on the Vacutainer®	
13.	The sample donor hands the filled Vacuette® containing their name and the barcode to the certified staff	
14.	Put the Vacuette® into the shipping tube	
15.	Put shipping tube and lab card into the protective bag UN 3373 and seal it properly	
16.	Store prepared samples directly after sample collection in refrigerator/freezer until shipping/transport	
17.	Use suitable packaging for shipping/transport	

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Signature sample collector

\_\_\_\_\_  
Date