

# Commission of Inquiry into Forensic DNA Testing in Queensland

Ph 07 3003 9722 | enquiries@dnainquiry.qld.gov.au | PO Box 12028, George St Qld 4003 | www.dnainquiry.qld.gov.au

## Documents to be tendered - Concentration

#	Document name	Date	Doc ID
1.	SOP - Concentration of DNA Extracts using Microcon® Centrifugal Filter Devices, 19544V9	08.08.2012	FSS.0001.0051.5232
2.	Screenshots all comments on SOP 34045V7 since 6 June 2022	12.04.2022 - 16.08.2022	FSS.0001.0078.9446
3.	Screenshots all comments on SOP 33773V3 since 6 June 2022	04.04.2022 - 21.07.2022	FSS.0001.0078.9453
4.	Screen capture of comment to SOP 17117 – V21.0 – Procedure for Case Management	07.06.2022 8.17AM	FSS.0001.0051.5402
5.	Assessment of results obtained from 'automatic-microcon' samples, Version 1	11.11.2015	FSS.0001.0051.5285
6.	Assessment of results obtained from 'automatic-microcon' samples, Version 2	04.12.2015	FSS.0001.0051.5264
7.	Email from Lara Keller to Petra Derrington, Keith McNeil, Megan Fairweather, Nicola Lord FW: Options Papers – First one and Draft of Second	02.06.2022 2:39PM	FSS.0001.0052.1286
8.	Email from Allison Slade to Lara Keller cc Cathie Allen 'FW: Data and costs'	03.06.2022 4.38PM	FSS.0001.0051.7343
9.	Email from Shaun Drummond to Simon Zanatta, Jasmina Joldic and Yvette D'Ath Fwd: Forensic DNA testing impacts	03.06.2022 5.51PM	FSS.0001.0051.7279
10.	Email from Lara Keller to Keith McNeil, Petra Derrington, Megan Fairweather and Nicola Lord forwarding email to Shaun Drummond FW: Forensic DNA testing impacts	3.06.2022 5:15PM	FSS.0001.0052.1305
11.	Email from Lara Keller to Megan Fairweather, COI DNA attaching Timeline of communications between QPS and QHFSS, requests for processing and DIFP samples	02.06.2022 3:49PM	FSS.0001.0052.1255
12.	Email from Shaun Drummond to Yvette D'Ath 'Fwd: Options Papers - First one and Draft of Second' and attachments (a) #184 Review of Microcon Options	06.06.2022 9.41AM	FSS.0001.0051.7280 FSS.0001.0051.7282

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	paper QPS (Final report).pdf, (b) Assessment of low quant DNA Samples.docm, (c) Email advice Supt Frieberg on Options Paper_Feb 2018.pdf		FSS.0001.0051.7294 FSS.0001.0051.7296
13.	Email from Simon Zanatta to Shaun Drummond and Jasmine Joldic attaching FSS thresholds document	06.06.2022 9.42AM	FSS.0001.0053.1309
14.	Email from Shaun Drummond to Yvette D'Ath 'Fwd: Options Papers - First one and Draft of Second' with duplicate attachments as Shaun Drummond to Yvette D'Ath.	06.06.2022 9.43AM	FSS.0001.0051.7300 FSS.0001.0051.7302 FSS.0001.0051.7314 FSS.0001.0051.7316
15.	Email from Shaun Drummond to Simon Zanatta 'Fwd: Options Papers - First one and Draft of Second' with duplicate attachments as Shaun Drummond to Yvette D'Ath.	06.06.2022 9:45AM	FSS.0001.0051.7260 FSS.0001.0051.7262 FSS.0001.0051.7274 FSS.0001.0051.7276
16.	Email from Shaun Drummond to Jasmina Joldic 'Fwd: Options Papers - First one and Draft of Second' with with duplicate attachments as Shaun Drummond to Yvette D'Ath.	06.06.2022 9.47AM	FSS.0001.0051.7241  FSS.0001.0051.7243 FSS.0001.0051.7255 FSS.0001.0051.7257
17.	Email from Lara Keller to Cathie Allen 'RE: Lead time to change process?'	06.06.2022 12.11PM	FSS.0001.0051.7355
18.	Notes of phone call with Lara Keller	06.06.2022 12.57PM	FSS.0001.0051.7357
19.	Email from Luke Ryan to multiple recipients 'DNA Insufficient - Quant transition to Amp'	06.06.2022 1.20PM	FSS.0001.0051.5348
20.	Email from Paula Brisotto to Cathie Allen 'FW: DNA Insufficient - Quant transition to Amp'	06.06.2022 1.21PM	FSS.0001.0051.5355
21.	Email from Sharon Johnstone to the Reporting Team 'FW: DNA Insufficient - Quant transition to Amp'	06.06.2022 3.13PM	FSS.0001.0051.5370
22.	Email from Luke Ryan to multiple recipients 'No DNA Detected'	06.06.2022 4.21PM	FSS.0001.0051.5347
23.	Email from Cathie Allen to Paula Brisotto 'RE: No DNA Detected'	06.06.2022 4.50PM	FSS.0001.0051.7351

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24.	Email from Justin Howes to Cathie Allen and Paula Brisotto 'RE: Comment against SOPs'	07.06.2022 8.17AM	FSS.0001.0051.5344
25.	Email from Paula Brisotto to Justin Howes and Cathie Allen 'RE: Comment against SOPs'	07.06.2022 9.10AM	FSS.0001.0051.5353
26.	Email from Paula Brisotto to Luke Ryan 'FW: Comment against SOPs'	07.06.2022 9.11AM	FSS.0001.0051.5365
27.	Email from Cathie Allen to Angela Adamson 'RE: Thank you'	10.06.2022 12.47PM	FSS.0001.0051.7323
28.	Teams chat between Luke Ryan and Allison Lloyd 'conversations on concentration of samples'	17.06.2022 – 26.07.2022	FSS.0001.0051.5407
29.	Email from Cathie Allen to Justin Howes forwarding email from Ingrid Moeller no subject	20.06.2022 8.57AM	FSS.0001.0051.7321
30.	Email from Cathie Allen to Ingrid Moeller no subject	20.06.2022 9.16AM	FSS.0001.0051.7333
31.	Justin Howes diary note regarding new process	20.06.2022	FSS.0001.0052.1243
32.	Email from Paula Brisotto to Cathie Allen 'FW: Microcons'	21.06.2022 10.09AM	FSS.0001.0051.5343
33.	Email chain between Cathie Allen and Lara Keller 'RE: Advice to the QPS'	21.06.2022 11.35AM	FSS.0001.0051.7339
34.	Email chain between Kylie Rika and Claire Gallagher RE: Wording for reworks in case	27.07.2022 5.00PM	FSS.0001.0051.5379
35.	Email from Cathie Allen to Helen Gregg cc Peter Culshaw 'RE: Further clarification previous email: Assessment of low quant DNA samples report	20.07.2022 10.34AM	FSS.0001.0051.7325
36.	Email from Helen Gregg to Paula Brisotto, Justin Howes, Cathie Allen 'FW: Updated memo for consideration' Attachment: DG memo - Required amendment to FSS	19.08.2022 11:23AM	FSS.0001.0079.3020

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37.	Email from Helen Gregg to Troy O'Malley 'URGENT: request to change workflow ub FR' regarding report from 6 June - 19 Aug	19.08.2022 4:19PM	FSS.0156.0006.0001
38.	Email from Cathie Allen to Justin Howes, Helen Gregg and others 'RE: written approval steps and wording'	19.08.2022 4:48PM	FSS.0001.0079.2904
39.	Email chain between Helen Gregg, ESR Scientists 'RE: Volume for DNA analysis'	19.08.2022 4:46PM	FSS.0001.0079.3024
40.	Email from Justin Howes to reporting scientists, responses to Sharon Johnston and Kylie Rika 'Process following A/DG memo'	19.08.2022 to 01.09.2022	FSS.0001.0079.2961
41.	Email from Justin Howes to Kylie Rika regarding microcon of bone samples.	22.08.2022 10:53AM	FSS.0156.0007.0001
42.	Email from Cathie Allen to Helen Gregg, Justin Howes, Paula Brisotto 'RE: clarification'	22.08.2022 12:45PM	FSS.0001.0079.2907
43.	Email from Justin Howes to Paula Brisotto and managers 'RE: clarification'	22.08.2022 4:38PM	FSS.0001.0079.2910
44.	Email from Justin to Emma Caunt, Kylie Rika and Sharon Johnstone 'RE: recent A/DG memo'	23.08.2022 3:36PM	FSS.0156.0009.0001
45.	Email from Sharon Johnstone to reporting scientists, 'A/DG memo' regarding questions on decision	24.08.2022 3:33PM	FSS.0156.0003.0001
46.	Email chain between Justin Howes, Helen Gregg and Kylie Rika 'RE: Workflow - Exhaustion of extract'	25.08.2022 12:04PM	FSS.0001.0079.2929
47.	Email from Justin Howes to Helen Gregg 'Thread on MS Teams_DG memo workflow_29082022' Attachment: MS Teams thread	29.08.2022 2:11pm	FSS.0156.0001.0001 FSS.0156.0002.0001
48.	Email From Kylie Rika to Sharon Johnstone, Josie Entwistle, Justin Howes and Paula	30.08.2022 11:02AM	FSS.0156.0008.0001

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	Brisotto 'RE: Further processing of DNA insufficient'		
49.	Email chain between Cathie Allen, Stephan Foxover, Justin Howes, Paula Brisotto 'RE: URGENT: New reporting process involving low quant samples'	01.09.2022 3:24PM	FSS.0001.0079.2977
50.	Email chain between Cathie Allen, Paula Brisotto, Justin Howes, Helen Gregg, 'RE: URGENT: New reporting process involving low quants'	31.08.2022 5:29PM	FSS.0001.0079.2945
51.	Email from Justin Howes to reporting scientists 'RE: Process following A/DG memo'	05.09.2022 9:17AM 01.09.2022 3:25PM	FSS.0001.0079.2967
52.	Email From Cathie Allen to Ingrid Moeller 'Clarification'	08.09.2022 5:42PM	FSS.0001.0079.2901
53.	Email from Cathie Allen to Ingrid Moeller, Justin Howes, 'RE'	20.06.2022	FSS.0001.0051.7333
54.	Email from Josie Entwistle to Sharon Johnstone, Kylie Rika, Justin Howes, Paula Brisotto, 'Further processing of DNA insufficient'	29.08.2022	WIT.0005.1461.0001
<b>Validations</b>			
55.	Phase 1 Report- Verification of Promega DNA IQ for the Maxwell 16	Undated	FSS.0001.0001.0084