

# TSpD-F119: Investigation Briefing Checklist

## Investigation Planning & Site Forms

Confirm case scope, safety, roles, controls, privacy, equipment, and evidence rules before starting.

CASE / INVESTIGATION INFORMATION

Case ID	Case Name / Location
<input type="text"/>	<input type="text"/>
Date	Area / Zone
<input type="text"/>	<input type="text"/>
Investigator / Prepared By	Case Question
<input type="text"/>	<input type="text"/>

PRIMARY RECORD

Purpose / investigation question	Area or session focus
<input type="text"/>	<input type="text"/>
Controls / contamination concerns	Assigned team members
<input type="text"/>	<input type="text"/>

METHOD / INTEGRITY CHECKLIST

- ☐ Required information confirmed
- ☐ Safety/privacy issues checked
- ☐ Open items assigned
- ☐ Follow-up date recorded

LOG / DETAIL ENTRIES

Time / Area	Method / Device	Control / Risk	Assigned To
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

TSpD-F119: Investigation Briefing Checklist

Investigation Planning & Site Forms

Confirm case scope, safety, roles, controls, privacy, equipment, and evidence rules before starting.

NOTES / FOLLOW-UP

Additional notes, next steps, limitations, or report language

Completed by

Date completed