

Disposal of Evidence



HM Prison &
Probation Service

1

Check

Before disposing of any evidence, staff should check the evidence has been recorded on the evidence log.

Secondly, staff should check the evidence is no longer required in an adjudication hearing or by the police in a criminal investigation.

2

Preservation

Before disposing or destroying evidence, photographs should be taken of the evidence.

This will help assist with any future litigation claims.

For more information contact:

Security.Procedures@justice.gov.uk

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Disposal

Mobile Phones & SIM cards are to be disposed of by Digital Media Investigation Unit (DMIU).

Drugs/Psychoactive Substances are to be disposed of by the police.

Improvised weapons are to be disposed of safely by the establishment.

Staff are to refer to [Prisoners' Property Policy Framework](#) before disposing property belonging to a prisoner or young person.

4

Recording

Once evidence has been disposed or destroyed the evidence log must be updated to record the changes.

The disposal location and the person disposing or destroying the evidence must be recorded on the evidence log to ensure continuity.