

Digital Evidence Review Checklist

A first-pass framework for identifying the uncertainty that an independent review should address.

This checklist is a practical aid for legal practitioners and professional organisations. Adapt it to the matter and the applicable instructions. It is not a completed instruction or a finding about any evidence.

Define the issue

- ☐ Record the exact conclusion being advanced and the source page or item relied upon.
- ☐ Separate what was observed, how it was processed and what was inferred.
- ☐ Identify whether the dispute concerns occurrence, timing, attribution, knowledge, provenance or acquisition.
- ☐ Note what decision the review must inform and when.

Check coverage and reasoning

- ☐ Identify the acquisition type, sources covered, relevant period and recorded limitations.
- ☐ Check whether the supplied document is an automated export, factual examination record or expert opinion.
- ☐ Identify assumptions about timestamps, accounts, devices and human action.
- ☐ Consider whether alternative explanations have been addressed and what would distinguish them.

Decide the next useful step

- ☐ List missing source material or explanations; distinguish unavailable data from negative findings.
- ☐ Ask which further examination could materially change the answer.
- ☐ Consider a bounded preliminary review before a larger examination.
- ☐ Use the instruction guide to agree scope and secure transfer rather than sending case material through the public form.

Further guidance

Read [How to instruct a digital forensic expert](#), [Fees & engagement](#) and the [forensic questions hub](#).
[Contact the laboratory](#) with a concise, non-sensitive enquiry.