



**DUPAGE COUNTY FORENSIC SCIENCE CENTER  
OFFICE OF THE SHERIFF – DUPAGE COUNTY, ILLINOIS**

**CRIME LABORATORY BULLETIN**

File LAB-Q.01. File 4.3.4. Page 1 of 2  
Revision Date – January 1, 2010

<b>TO:</b>	File 4.3.4 and All Submitting Agencies	<b>INDEX NO:</b>	10-0125-01	<b>DIRECTOR:</b>	
<b>FROM:</b>	Director John M. Collins	<b>EFFECTIVE:</b>	Immediately		
<b>SUBJECT:</b>	Standing Policy on Submission Restrictions				
<b>EXPIRATION:</b>	<input checked="" type="checkbox"/>	1. Bulletin active until archived			
		2. This bulletin expires upon distribution and filing			
<b>CHANGES:</b>		1. This bulletin marks a change or addition to BOSS Standard(s)			
		2. This bulletin marks a change to the TPM.			

This is a standing bulletin that will remain in laboratory accreditation file 4.3.4 to set forth policies governing the submission of certain types of evidence to the DuPage County Forensic Science Center and the analyses that may or may not be conducted.

**Section 5.10.7.1 of the laboratory’s governing document, the Book of Systems & Standards, identifies the following circumstances or conditions that justify the refusal of evidence acceptance or the cancellation of testing:**

- a) The court has accepted a guilty plea from the suspect, or will otherwise not move forward with trial.
- b) The evidence is suspected of having no investigative or adjudicative significance, which cannot be otherwise established by the submitting agency or State’s Attorney’s Office.
- c) The evidence was improperly collected or packaged, which could compromise the value of the forensic results.
- d) The chain of custody has been broken prior to submission.
- e) The Director has determined that significant issues need to be addressed before the laboratory will proceed with requested analyses.
- f) The requested analysis was previously conducted by the laboratory, AND there is no indication or concern that the original analysis was questionable.
- g) The requested analysis was previously conducted by another laboratory AND there is no reason or evidence to believe that these analyses were flawed or conducted improperly.

**The following submission and analysis policies are adopted by the DuPage County Forensic Science Center to augment general polices set forth in the Book of Systems & Standards:**

- 1. The laboratory will not conduct analysis of evidence in cases limited to violations of **local ordinance**. Only cases involving potential criminal charges qualify for laboratory testing.
- 2. The prioritization of evidence analyses is made based upon information voluntarily provided to the laboratory by submitting agencies. In the absence of specific requests, evidence is processed in the order in which it was received, or in a sequence that allows laboratory time and resources to be used most effectively.



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3. **Syringes** are not accepted for submission.
4. **Cannabis pipes** are not tested for drug paraphernalia charges.
5. Drug identification testing is not conducted on **residues** when the surface has been subjected to field testing by police personnel.
6. **Latent print** testing and **shoe impression** testing are not conducted in cases where the loss or damage suffered by the victim is less than \$500, or in multiple associated cases where the loss or damage suffered by the victims is less than \$1,500.
7. **Toolmark** analyses and physical comparisons (*fracture matching*) are only conducted in violent crimes or cases in which the loss or damage suffered by the victim, or multiple victims in associated cases, exceeds \$20,000.
8. Testing for Low Copy Number DNA, or **touch DNA**, will not be conducted on evidence that has no probative value in a case. LCN DNA testing is conducted at the laboratory's discretion with or without a full review of relevant case circumstances.

A copy of this bulletin shall be posted at [www.dupageforensics.org](http://www.dupageforensics.org) and made available for distribution at the laboratory reception desk.

End/JC