

P.O. Box 370808
Decatur, Georgia 30037-0808

Vernon M. Keenan

Director

OPERATIONS BULLETIN 2017-03 May 15, 2017 Online Evidence Submission Form

The GBI Crime Laboratory has completed development of the online evidence submission form announced in Operations Bulletin 2017-01 which can be found on the GBI Crime Laboratory website and is attached for your convenience. Using the online form streamlines the acceptance of your evidence into the laboratory. Effective October 1, 2017, all evidence submitted to the GBI Crime Laboratory must be submitted using the online form.

The completed form must be printed and submitted along with the evidence. The online submission form can be accessed at the <u>GBI Crime Laboratory website</u> by clicking on the link for '<u>DOFS Evidence Submission Form</u>' or by pasting http://gbi-dofs.com/internetcaseentry/SignIn.aspx into your internet browser. Evidence submitted after October 1, 2017 without the printed online submission form will not be accepted by the laboratory and will be returned to the submitting agency.

Please forward this bulletin to all individuals within your organization who submit evidence to the GBI Crime Laboratory.

If you have any questions or concerns about this bulletin, please contact me at george.herrin@gbi.ga.gov or 404-270-8082.

George Herrin, Jr., Ph.D. Deputy Director GBI Division of Forensic Sciences