



## **BCI Drug Chemistry Evidence Submission Policy**

Effective 1/1/2025

As part of BCI's on-going effort to effectively and efficiently assist law enforcement in Ohio, the Laboratory has adopted the following policies for all Drug Chemistry submissions:

### **PACKAGING REQUIREMENTS**

Upon receipt, evidence items must be packaged to protect them from loss, cross transfer, cross contamination and/or deleterious change. All evidence packages must be sealed and initialed prior to BCI submission. Small evidence items must be submitted in a minimum of ~ 5x7 package(s).

- Cultivation vegetation should be packaged in paper to prevent deterioration of evidence.
- Potentially hazardous evidence must be packaged to ensure safe handling. Examples include:
  - Glass, knives, guns, etc. should be packaged in boxes
  - Syringes must be packaged in sharps containers. Liquids submitted must be packaged in a leak resistant container and those related to Methamphetamine labs must be void of lithium (i.e. black specks floating in liquid)
  - All batteries and power sources must be removed from electronic devices prior to submission (this includes balances, scales, and vaping devices)
- Evidence items should be packaged separately to avoid direct contact that could result in cross transfer; separate by evidence type
- Powder evidence must be packaged in plastic for safety and loss prevention purposes
- Whenever possible, the contents enclosed in plastic bags should be visible
- Khat may be packaged in plastic and stored frozen
- Items used in the collection of evidence (i.e. gloves) should not be submitted

### **LABORATORY REQUEST DETAILS**

- I. Provide a summary narrative of the case facts. The synopsis should provide the following information:
  - How the evidence relates to the crime in question;
  - To whom the evidence belongs;
  - Where the evidence was located;
  - Anticipated degree of offense (indicate if pursuing F1, F2 or F3 felony charges);
  - Approximate gross weight of evidence; and
  - Trial date (if applicable)
- II. To accommodate timely results for all law enforcement agencies throughout Ohio, BCI works evidence in order of submission. Rush requests impede this process; therefore, they will be accepted on a limited basis. Rush requests for cases requiring quantitative analysis (tetrahydrocannabinol [THC] content) will be evaluated on a case-by-case basis. Consult with a BCI Laboratory Supervisor with any rush request.

#### **Drug Chemistry rush requests must pertain to:**

- Significant public safety concern(s);
- Approaching trial date or grand jury scheduled (when suspect is in custody) Note: Only one evidence item will be examined per rush request



## EVIDENCE ITEM ACCEPTANCE

The evidence items accepted are dependent on the case circumstances.

### I. Preferred evidence items on first laboratory submission (as applicable):

- Non-residue evidence items; cases containing multiple types of drugs may be worked to the highest criminal charge
- For non-vegetation items (i.e. vape cartridges, oils) BCI will only accept one item per case at submission. If THC is identified- the contents of the device will be further tested for quantitative THC content.
- Criminal trafficking of Marihuana cases that exceed approximately 3 grams; this is the minimum amount required for quantitative THC content testing purposes.

The following evidence items will only be accepted for analysis if there are no other items in the case to be tested:

- Drug residues and syringes

The following evidence items will not be accepted for analysis:

- Misdemeanor Marihuana evidence for possession cases;
- Red liquid removed from or contained in a syringe;
- Supplies collected from Methamphetamine lab (i.e. gas tanks, fire extinguishers, etc.);
- Drug paraphernalia (i.e. lighters, rolling papers, empty clear bags, etc.);
- Drug field test kits (i.e. NIK kits and MX908 materials);
- Edible foodstuffs with suspected THC (i.e. beverages, gummies, brownies);
- Lotions or any non-edible product with suspected THC

Before testing, BCI strongly recommends that the forensic scientists, lead investigator(s) and the prosecutor confer and identify which items are best suited for testing. By eliminating items that are unlikely to yield probative results, the remaining items can be tested faster and will have greater evidentiary value.

Based on the circumstances of a case, the possibility of additional testing may be warranted. In such cases, the evidence items and testing requested should be discussed with laboratory management, see contact list below. We invite you to direct your questions concerning the policy to:

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Chemistry Laboratory Manager  
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[Jessica.Toms@OhioAGO.gov](mailto:Jessica.Toms@OhioAGO.gov)

Thank you for your cooperation in helping BCI to provide consistent, quality service to law enforcement agencies throughout Ohio and we look forward to working with you.

## BCI Laboratory Supervisors

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