



DAVE YOST

OHIO ATTORNEY GENERAL

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BCI Firearms Submission Policy

Effective 2/13/23

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 Firearms submissions:

PACKAGING REQUIREMENTS

Upon receipt, evidence items must be packaged to protect them from loss, cross transfer, cross contamination and/or deleterious change.

- Small evidence items must be submitted in a minimum of ~ 5"x7" package(s).
- Potentially hazardous evidence must be packaged to ensure safe handling. Examples include:
 - Glass, knives, guns, etc. should be packaged in boxes
- Package each group of casings sorted by crime scene location.

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
- 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. Consult with a BCI Laboratory Supervisor with any rush request. Criteria that may constitute a rush request include significant public safety concerns and approaching jury trial proceedings.

EVIDENCE ITEM ACCEPTANCE

NIBIN submissions will be accepted from agencies currently served in the Richfield BCI Laboratory region. Alternative NIBIN agencies are available for database services in the remaining Ohio regions. The Richfield BCI Laboratory region includes the following counties: Ashtabula, Lake, Geauga, Cuyahoga, Lorain, Medina, Summit, Portage, Trumbull, Richland, Ashland, Wayne, Stark, Mahoning, Columbiana, Holmes, Tuscarawas, Carroll, Harrison, and Jefferson.

At least two (2) test fires should be obtained from firearm(s) and submitted separately for NIBIN entry purposes. If there are bullet(s), cartridge case(s), or shotshell(s) from the crime scene that require the laboratory to perform comparisons to the recovered firearm(s), submit the firearm(s) and the evidence to be compared for Firearms examination, as well as the test fires that were produced for NIBIN entry.

The number of evidence items suggested during the first submission is dependent on the case investigation circumstances. If an association is obtained, further analysis will be performed on remaining evidence at the discretion of the laboratory. If no associations are obtained, additional items may be submitted.

- I. The following evidence items will not be accepted for analysis:
 - Cartridge cases found inside a firearm.
 - Firearms evidence from suicide investigations. Investigations classified as "Questioned Death" will require clarification regarding case circumstances before analysis is conducted.
 - Airguns
 - Firearms submitted for Operability purposes only. Operability is not deemed a laboratory testing function, and will not be conducted at BCI. Firearms will only be test fired for cases in which fired cartridge cases and/or bullets are also submitted as evidence for comparison.
 - Evidence submitted for distance determination.
 - Firearms submitted for trigger pull analysis.



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- Evidence submitted for toolmark examination (e.g. tools, locks, etc.)
 - Evidence submitted for barrel length and/or overall length determination
- II. The following testing will be performed only upon request:
- Serial number restoration
 - Gun prediction/general rifling characteristic lists

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:

Jennifer Duvall, Comparative Sciences Laboratory Manager
(740) 845-2514
Jennifer.Duvall@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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