

P.O. 213 DNA Collection

Effective From:	7-15-2012	Effective To:	Current
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M. P.O. 213 - DNA Collection

1. ADMINISTRATIVE PROCEDURES

- i) [LRS 40:2405.4](#) requires the collection of DNA samples from any person hired as a peace officer with a law enforcement agency. Every newly-hired commissioned officer of the Department shall be required to submit a sample of DNA material through a buccal swab before the commencement of the discharge of his duties.
- ii) The Training Academy Commander shall schedule a time prior to each Cadet Class graduation for the collection of a DNA sample from each Cadet.
- iii) The Deputy Superintendents with authority over DPS officers shall notify the Training Academy Commander of a newly-hired commissioned officer who needs to provide a DNA sample.
- iv) The Deputy Superintendent with authority over an LSP officer who resumes employment following separation from the Department shall make arrangements with the Training Academy Commander for the collection of a DNA sample, provided the officer is not required to attend Cadet training.

2. RESPONSIBILITIES FOR OBTAINING A DNA SAMPLE

- i) The State Police Crime Laboratory shall provide supplies to the Training Academy necessary to collect a DNA sample.
- ii) The Training Academy Commander shall be responsible for collecting the DNA sample from all officers as required by this order utilizing procedures outlined in [LAC 55:1.2740-2747](#).
- iii) The Training Academy Commander, or his designee, shall further document the sample collection by identifying the officer, individual who collected the sample, date of collection, date submitted to Internal Affairs and Internal Affairs employee who received the sample. This documentation shall become a part of the employee's permanent training file.
- iv) The Internal Affairs Command Inspector, upon receiving the DNA sample from the Training Academy, shall assume the responsibilities incumbent upon a custodian of private records.
- v) The transfer of a collected DNA sample to Internal Affairs shall occur within two days from the date it was collected by the Training Academy.

3. LEGAL REQUIREMENTS FOR THE USE OF INDIVIDUAL DNA SAMPLES

- i) An officer's DNA sample shall not be tested unless the officer is notified in writing, and he provides his written consent to the test.
- ii) If an officer does not consent in writing to the testing of his DNA, the Department shall not conduct such a test absent a court order.
- iii) Upon the death of an officer, his DNA sample may be tested or released if it is necessary to provide positive identification.
- iv) Upon termination of employment for any reason, the department may destroy the buccal swab or return it to the officer from whom the sample was collected.