



DEPARTMENT OF PUBLIC SAFETY
INTRA-DEPARTMENTAL CORRESPONDENCE



DATE: NOVEMBER 8, 2019

FROM: CHIEF TIM Q. JOHNSON
DEPUTY SECRETARY – OPERATIONS

TO: ALL COMMISSIONED PERSONNEL

SUBJECT: DIRECTIVE 2019-01
COLLECTION OF LIQUID CONTROLLED SUBSTANCES

The purpose of this directive is to address the handling of liquid controlled substances stored in syringes.

Effective immediately, officers will not collect syringes as evidence for submission to the laboratory until a process has been established to properly and safely handle these liquids unless it is critical in the prosecution of a **major case**. Refer to the following policies for the collection of hypodermic syringes and consult with a supervisor and laboratory personnel prior to packaging for storage and lab submission.

OPR: 17 Evidence/Property Handling

OPR: 12 Exposure Control Plan

OPR: 40 Crime Scene; Attachment A: Crime Scene Processing Manual

In those instances where a syringe is seized that will not be stored as part of a major case investigation, officers will take a picture of the evidence and then dispose of the syringe in a sharps container.

This directive will be in effect until revisions to the aforementioned policies have been completed.

TQJ:tqj