
SPECIAL NOTICE # 4

GUIDELINES FOR REQUESTING EXPEDITED ANALYSIS

In certain exigent circumstances, the examination of evidence may need to be expedited (e.g., public safety concerns during an ongoing investigation where a suspect may be at large and evidence analysis is required for apprehension, or the trial involving the evidence is already scheduled in the near future). In such an instance, the State Crime Laboratory shall consider a written rush request by the elected District Attorney's Office in the format set out at the link noted below explaining the precise justification for the request. (e.g., "case being sent to Grand Jury" does NOT constitute an adequate basis for a rush request.) In certain exigent circumstances, a written rush request may be submitted by the submitting agency's Chief of Police, Elected Sheriff or the SBI Special Agent in Charge of the District in which the incident occurred.

Not every rush request may be honored. A proper written rush request (in the format linked below and also found in Forensic Advantage) shall be directed to the Forensic Scientist Manager of the appropriate Laboratory Section. The final decision on whether to accord rush status to a case shall be that of the Laboratory Director or designee.

If possible, rush requests should be submitted 60 days or more prior to the scheduled court date. This time frame will allow adequate time for evidence processing.

For cases in which a standard needed for comparison is not submitted, the individual who initiated the rush request shall be contacted by the Laboratory. The requestor shall be given three business days to provide the required standards or a reasonable explanation as to why the required standard is not immediately available. If the required items or explanation are not received within three days, the case shall not be expedited and the requestor so notified. Once all required evidence is received and the authorization of the Section Manager is obtained, the case shall be assigned rush status and accorded priority for analysis.

RUSH REQUEST

<http://ncdoj.gov/About-DOJ/State-Bureau-of-Investigation/Crime-Lab/ISO-Procedures.aspx>