

Republic of the Philippines
Department of the Interior and Local Government
National Police Commission

NATIONAL HEADQUARTERS, PHILIPPINE NATIONAL POLICE
DIRECTORATE FOR INVESTIGATION AND DETECTIVE MANAGEMENT
Camp Crame, Quezon City



TF USIG 11_

MEMORANDUM

TO : All RDs, PROs; D, CIDG; D, CL & D, IG

FROM : TADIDM/TF USIG Commander

SUBJECT : Required Contents of All Requests on Forensic Examinations to Crime Laboratory

DATE : NOV 18 2011

1. References:

- a. LOI TF USIG;
- b. EPJUST Case Review on all TF USIG Cases; and
- c. Criminal Investigation Manual (Revised 2010).

2. This pertains to all requests to the PNP Crime Laboratory to conduct forensic examinations on the recovered evidence on all TF USIG cases. It has been observed by this Directorate that most of the requests from police units/offices lack the necessary information in the conduct of an exhaustive examination on the specimens submitted.

3. In relation thereto, all request to be submitted to the PNP-CL should not only contain the basic information of the incident but also the comprehensive background of the case for the appreciation of the evidence examiner. The following are some of the information that should be included but are not limited to the following like modus operandi of the suspects and description of suspects, vehicles and FAs among others. The required information are critical for the possibility of cross-matching specimens to the available data recorded/maintained by the PNP CL to increase resolution of cases especially those placed in archived or treated as cold cases.

4. Some of the specimens submitted to the Crime Laboratory which can be cross-matched are:

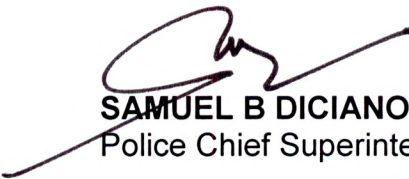
- Fired cartridge cases;
- Bullet/s;

- Firearm/s;
- Biological specimen/s (i.e. blood, semen & saliva);
- Tire mark/s;
- Foot mark/s and fingerprint/s;
- Fibers;
- Hair strands; and
- Latent print/s which can be possibly lifted from firearm, cartridge case, firearm's magazine and even sheets of paper.

5. In addition, all specimens submitted to the PNP Crime Laboratory especially those materials/objects which can be easily contaminated/deteriorated should be carefully handled to avoid destruction.

6. Attached is the sample format for reference.

7. For guidance and strict compliance.


SAMUEL B DICIANO
Police Chief Superintendent

hql/raa/tf usig/memo to all rd re required contents of all request on forensic examinations to crime laboratory _3650

SAMPLE FORMAT

Republic of the Philippines
Department of the Interior and Local Government
NATIONAL POLICE COMMISSION
PHILIPPINE NATIONAL POLICE

MEMORANDUM

FOR :
FROM :
SUBJECT : Request for Ballistic Examination
DATE :

1. Requests conduct ballistic examination on the accompanying specimen to determine whether the firearm described below was fired from the fired cartridge case or otherwise.

- a) NATURE OF THE CASE:
- b) VICTIM/S:
- c) VICTIM/S DESCRIPTION:
- d) SUSPECT/S :
- e) SUSPECT/S DESCRIPTION:
- f) MODUS OPERANDI:
- g) WEAPON/S USED:
- h) OTHER EVIDENCE GATHERED/COLLECTED:
- i) BRIEF DESCRIPTION OF CRIME SCENE:
- j) TIME, DATE AND PLACE OF OCCURENCE:
- k) CASE DISPOSITION

2. Further request that this Office be furnished a copy of examination result for our reference.

3. For consideration.

SGD
(CHIEF OF POLICE)