



INDIANAPOLIS-MARION COUNTY FORENSIC SERVICES AGENCY

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Evidence Submission Guideline #7

CODIS DNA DATABASE

The Combined DNA Index System (CODIS) is a computer database of DNA profiles used to solve crimes across the United States. In Indiana, DNA profiles obtained from the following categories can be entered into CODIS by the Indianapolis Marion County Forensic Services Agency: crime scene evidence, missing persons and unidentified human remains. The purpose of the database is to generate investigative leads. Not all cases are considered CODIS eligible. CODIS is maintained at the national level by the Federal Bureau of Investigation which has requirements to determine the eligibility of a DNA profile for CODIS entry. A continued "life of crime" or the high incidence of recidivism in criminals is the concept upon which the DNA database program is based. If a convicted offender's profile matches crime scene evidence, this can identify a potential suspect(s). The database can also link multiple unsolved crimes to identify serial offenses and connect agencies who can then work together in the investigation. Finally, CODIS can be used to identify human remains by matching them to missing persons or to their biological relatives. To maximize the value of this program, biological evidence from unsolved crimes and missing persons cases must be analyzed and the DNA profile developed is entered into CODIS.

I. NO SUSPECT/UNSOLVED CASES

- A. All unsolved cases with potential probative DNA qualifying case evidence, including those with no suspects, should be submitted to the Indianapolis-Marion County Forensic Services Agency (IMCFSA) for analysis.
- B. Reference to CODIS should be made on the Request for Laboratory Examination.
- C. For proper evidence collection procedures, see IMCFSA evidence submission guideline #8 for DNA analysis.
- D. If CODIS eligible, a DNA profile developed from evidentiary samples from solved and unsolved cases will be entered into CODIS by the Indianapolis-Marion County Forensic Services Agency which is then forwarded to Indiana State Police Laboratory for search purposes on a regular basis. The submitting agency will be notified of any confirmed matches and a request for submission of a blood or buccal swab from the matched individual.
- E. DNA reference sample from a consensual partner should be submitted along with evidence samples from sexual assault cases.

II. CASES WITH SUSPECTS

- A. DNA profiles developed from cases in which evidence has been collected during a search warrant of a residence or a vehicular search may not be CODIS eligible. In these instances a DNA reference standard is necessary prior to DNA testing of evidentiary samples.
- B. The detective and/or prosecutor will be notified if the case is not CODIS eligible and if a DNA reference standard is required.
- C. The DNA request will only be opened upon the submission of an evidence request card notifying the Biology section that the DNA reference standard has been obtained.

III. MISSING PERSONS CASES

A. Submission for Analysis

- 1. Missing Persons cases, including unidentified human remains, may be submitted to the IMCFSA. The type of case and samples should be clearly marked on the analysis request card for laboratory examination.

As part of the President's initiative for DNA, IMCFSA may outsource the Missing Persons cases and unidentified human remains cases to either the University of North Texas (contact Evidence Custodian at 1-800-763-3147) or the FBI (contact John Stewart at 703-632-7582). These agencies can perform both nuclear and mitochondrial DNA analysis (a service not available at the IMCFSA Laboratory) for entry into CODIS free of charge. If a particular case is determined to be outsourced to one of the above mentioned agencies, the IMCFSA will inform law enforcement personnel and request to provide additional information about the case as required by these agencies.

B. DNA Standards for Missing Persons

- 1. If available, submit a previously taken DNA standard (blood or oral swab) from the missing person.
- 2. If no such DNA standard is available, secondary standards may be submitted. These may include a toothbrush, hairbrush or non-laundered underwear used only by the missing person.

C. DNA Standards from Biological Relatives

- 1. DNA standards (blood sample or oral swab) may be submitted from biological relatives of the missing person including the biological mother, father, grandparents, siblings and children.
- 2. Consent forms are necessary from relatives of missing persons before they may be entered into CODIS. Law enforcement personnel obtain these forms at the time of sample collection.

Any questions related to CODIS should be directed to the CODIS Manager at (317) 327-3670.

Evidence Submission Guideline #7 adapted from the Indiana State Police Laboratory Physical Evidence Bulletins.