



**Department of Forensic Biology**  
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 Official Web site: [www.nyc.gov/ocme](http://www.nyc.gov/ocme)

Request for previous LDIS-Only Gun Profile Upload to SDIS Form

**Please enter all fields within this form.**

Requests for a DNA profile obtained from a gun sample that was previously eligible for LDIS Only to now be entered into SDIS will not be accepted if all applicable fields are not completed. Relevant information can be found in the associated case report/file. All submitted forms must be typed, complete and correctly filled out. We will not accept handwritten or incorrect forms. Forms filled out incorrectly will be rejected. All forms should be emailed to the email address on top.

This form is to be used to request a DNA profile obtained from a gun sample that was previously eligible for LDIS Only to be uploaded to SDIS.

Fulfillment of requests will not be guaranteed before 48 hours from the date of request.

Date of Request: \_\_\_\_\_

Requestor: \_\_\_\_\_

Requestor's Email: \_\_\_\_\_

Requestor's Agency: \_\_\_\_\_

Requestor's Phone Number: \_\_\_\_\_

Forensic Biology Case Number: \_\_\_\_\_

NYPD Complaint Number: \_\_\_\_\_

Associated Voucher Number: \_\_\_\_\_

Associated Item Number: \_\_\_\_\_

CODIS Specimen ID: \_\_\_\_\_

Was the Gun Deemed Operable by NYPD? YES  NO

Is Criminal Possession of a Weapon charge included as part of this investigation? YES  NO

Justification for Request:

**For Forensic Biology Use Only:**

Date Profile Entered into SDIS: \_\_\_\_\_

Staff Member Who Entered Profile into SDIS: \_\_\_\_\_

Date of Follow Up with Requestor: \_\_\_\_\_

Approved By: CODIS Manager  
 Date effective:12/14/2023