

## DIRECTORATE OF FORENSIC SCIENCE LABORATORIES, MUMBAI

Following are the instructions for the Medical Officers related to submitting the Exhibits in the mentioned departments of this forensic science laboratory.

1. Toxicology
2. Biology
3. General analytics and instrumentation
4. D.N.A

DIVISION NAME	DO'S	DON'TS
<b>Toxicology</b>	1. While forwarding viscera, blood, urine or any other biological samples, use proper prescribed forms only. (CM 23e/CM 24e)	1. Cases without proper prescribed forms will not be accepted.
	2. PM notes duly signed must be sent if cm 23e form is not duly filled by M.O.	2. Without medical officer sign. and stamp, cases will not be accepted.
	3. For sending viscera samples use standard WIDE mouth bottles in a standard box.	3. Do not use NARROW mouth bottles for viscera.
	4. Each exhibits should be properly labeled and sealed indicating NATURE OF CONTENT NAME OF DECEASE CRIME NO. POST MORTEM NO. PM DATE MEDICAL OFFICER SIGN AND STAMP	4. Cases will not be accepted without proper labels.
	5. In general poisoning cases (other than acid poisoning gas poisoning) viscera should be preserved in saturated solution of common salt (NaCl).	5. Appropriate preservative must be used depending upon the nature of death.
	6. In acid poisoning cases viscera should be preserved in RECTIFIED SPIRIT (When the case is having combined history of alcohol and acid consumption the two viscera samples one in rectified spirit and other in common salt should be preserved separately.)	6. In acid poisoning cases viscera should not be preserved in sodium chloride.

DIVISION NAME	DO'S	DON'TS
<b>Toxicology</b>	7. In snake bite and scorpion bite cases skin from bite site, control skin and blood with proper preservative should be sent separately for immunological examination.	7. Viscera need not be sent for chemical analysis.
	8. Dog Bite and Mice Bite cases are not undertaken in this laboratory.	8. Viscera should not be sent for chemical analysis.
	9. Cases pertaining to death due to Vaccination are not done in this laboratory.	9. -----
	10. In Electric burn cases Skin from burnt site should be sent to Physics Department for electrocution examination.	10. Viscera should not be sent for chemical analysis.
	11. In lethal Food poisoning (Bacterial Poisoning) cases food material and stomach wash of the deceased should be sent for bacteriological examination to biology department.	11. Viscera is not the proper sample for the same.
	12. Only metallic poison determination is done in case of bone, teeth and hair.	12. -----
	13. Date of incidence, Date of admission in the hospital, Date of death and Date of post mortem should be clearly mentioned in the forwarding letter so as to enable to evaluate the report.	13. -----
	14. In gas poisoning cases, Anesthetic agent cases, inhalation poisoning cases blood and other organs should be persevered in Liquid Paraffin.	14. Common preservative such a sodium chloride will hamper the detection.
<b>General analytics and instrumentation</b>	<p>Medical Officer must mention type of analysis to be carried out in case of Blood sample considering the history of case on forwarding letter.</p> <ul style="list-style-type: none"> <li>a) Blood for grouping</li> <li>b) Blood for alcohol estimation</li> <li>c) Blood for toxic substances</li> <li>d) Blood for NDPS/Drugs</li> </ul>	—

DIVISION NAME	DO'S	DON'TS
<b>D.N.A.</b>	1. In rape and sodomy cases sample should be collected within 15 days.	1. After 15 days no need to send samples to DFSL.
	2. Collected samples should be submitted to the DFSL immediately.	2. Don't store at Police station.
	3. Blood sample of accused and victim should be collected in DNA kit provided by DNA Fingerprinting Dept. of FSL.	3. Semen and saliva sample of the accused person should not be collected.
	4. Combed scalp hair (with root) should be sent to DFSL.	4. Don't send control scalp hair.
	5. In rape cases, samples of the accused should be sent to DFSL only if he is arrested within two days.	5. If arrested later then no need to send.
	6. Control blood sample should be submitted immediately and should be stored at 4°C cold chain should be maintained throughout.	6. Don't store at room temperature and don't waste time in sending samples to DFSL.
	7. Reference blood sample should be collected in blood collection kit provided by DFSL.	7. Don't use other preservatives and containers like phial, test tubes, etc. to collect blood.
	8. Don't use chemicals for preservation of muscle tissue. It should be preserved at 4°C and should be sent to DFSL immediately and cold chain should be maintained throughout.	8. Don't use formalin as a preservative. Samples preserved in formalin will not be accepted.
	9. Macerated bone samples should be sent to DFSL.	9. Dirty, decomposed bones should not be sent.

DIVISION NAME	DO'S	DON'TS
<b>D.N.A.</b>	10. In case of fetus, only femur bone along with muscle tissue preserved at 4°C should be sent to DFSL.	10. Don't send whole fetus.
	11. Samples should be preserved as per the guidelines provided by DFSL.	11. Don't follow other preservation protocol.
	12. Nail clippings and scalp hair samples of Tuberculosis and HIV infected beggars should be sent to DFSL.	12. Don't send muscle, bones, blood and other body fluids of Tuberculosis and HIV infected beggars.
	13. About 50 gm meat of cow, bullock and buffalo collected in sterile small plastic containers preserved at 4°C should be sent to DFSL.	13. Meat of cow, bullock and buffalo not preserved at 4°C should not be sent to DFSL.
<b>Biology</b>	Use sterile phial or test tube to send blood	Avoid sending without anticoagulant
	After removing the blood send immediately	Don't make delay in sending blood
	In rape case send blood of both accuse and victim in sterile condition	No need to send semen
	In case, the pubic hair of both accuse and victim get mixed on one another use comb to separate the hair to send for analysis.	Don't send the pubic cutting
	While sending nail clipping ,there should not be any blood or tissue matter of the accuse or victim himself	Take care while sending the nail clipping of decessed that any skin should not get attached to it.
	Teeth should be properly dried and send in sterile condition	Don't pack wet teeth
	In rape case the medical swabs of accuse and victim should be send immediately	In rape case if accuse is arrested late avoid the medical swabs of accuse