

California Department of Justice
DIVISION OF LAW ENFORCEMENT
Edward Medrano, Chief



INFORMATION BULLETIN

Subject:

New CAL-DNA Data Bank DNA Collection Kit

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TO: ALL CALIFORNIA LAW ENFORCEMENT AGENCIES/CORRECTIONAL FACILITIES

The CAL-DNA Data Bank has implemented a new buccal DNA collection kit, the EasiCollect+ (pictured at right), for the collection of DNA samples pursuant to Penal Code section 296. The EasiCollect+ collection kit enables enhanced sample preservation and is compatible with new automated processing technology.

This bulletin provides information on how to access live webinar training and pre-recorded training videos on the use of the new kits, as well as kit storage and collection tips.



Training

Recent training sessions on the use of these new collectors have been provided via webinar due to COVID-related restrictions on travel and in-person gatherings. The Bureau of Forensic Services will continue to provide webinar trainings in the coming months and looks forward to resuming in-person training sessions when circumstances permit.

In addition to attending scheduled training sessions, California law enforcement agency personnel can access training materials on demand via the California Law Enforcement Website (CLEW). Visit <https://clew.doj.ca.gov> and click on “Client Services,” or navigate directly to <https://clew.doj.ca.gov/csp>, then click on “Proposition 69 DNA Update and Training” to find training videos. First-time CLEW users will need to create an account using their work email address and agency’s assigned ORI number.

Training materials also may be requested directly by sending an email to pc296.pc296@doj.ca.gov with “EasiCollect+ Training Materials” in the subject line. For any other questions about DNA collections, or to request information about future training sessions, email pc296.pc296@doj.ca.gov or call (510) 620-3300.

Proper Storage and Expiration of EasiCollect+ Devices

The expiration date printed on the outer packaging of the manual and Live Scan kits, as well as on the packaging of the EasiCollect+ device itself, is three years from the date the device was manufactured. EasiCollect+ devices should be stored in dry conditions at room temperature to maximize shelf life.

Tips for Collecting CAL-DNA Data Bank Samples

1. Complete all elements of the DNA collection kit:
 - a. For a manual collection: Complete all fields on the Specimen Information Card (SIC). Include the subject's fingerprint in the appropriate fields on both the front and back of the card. The collecting officer is required to sign the front of the card.
 - b. For a Live Scan collection: Ensure that the data displayed from the subject's fingerprints is associated with the barcode on the collector and that the information has been successfully saved and submitted before proceeding to collection of the next subject.
2. The name and Criminal Identification and Information (CII) number written on the SIC or listed in the Live Scan data must match the name and CII written on the buccal collector. Please do not write an alias or a booking number on the collector.

Collection Safety Concerns

The CAL-DNA Data Bank will continue to accept all buccal DNA collection kits received during the COVID-19 pandemic. In addition to any COVID-related safety measures instituted by your agency, and current guidance from public health agencies, sample collections should be undertaken with the usual precautions. As always, care should be taken to avoid touching the filter paper portion of the buccal collector or the sponge, where applicable.

During this unprecedented time, we understand concerns about getting into close physical proximity to an unmasked subject to collect a buccal DNA sample. To the extent that your agency's current health and safety protocols permit the collection of DNA samples, the collecting officer does not have to personally collect a sample from a subject. The collecting officer can pass the collection kit to the subject, provide instruction on the collection, and observe that the sample has been properly collected while still maintaining a safe distance. Once the collector has been retrieved from the subject, the collecting officer should verify the integrity of the buccal sample (i.e., confirm that the sponge is not missing) prior to closing the collector. If, upon inspection, a collector appears damaged, a new sample should be collected.

Nothing in this bulletin is intended to supersede any applicable state, federal, or local agency or public health guideline, advisement, or directive.