National Forensic Laboratory Services (NFLS) Request for Disclosure

As per laboratory policy, the request for disclosure of materials must be approved by the Crown Prosecutor.

File Information		
RCMP Laboratory File	**Police Agency File #**	**Date package is required (30 days required)**
Court Reference # (if applicable)	**Court Date**	**Court Type (Prelim, Provincial, Supreme, etc.)**

Requestor contact information	Send Disclosure Package to
Name/Title: **Agency/Organization:** **Address:** **Phone Number(s):** **E-mail:** **Entrust Encryption Enabled?** ☐Yes ☐No	**Same as Requestor contact** ☐ **Additional Recipient(s):** **(1) Name/Title:** **E-mail:** **(2) Name/Title:** **E-mail:** **Entrust Encryption Enabled?** ☐Yes ☐No

NOTICE:

- DISCLOSURE REQUESTS MUST BE RECEIVED A MINIMUM OF 30 DAYS IN ADVANCE OF COURT DATE IN ORDER TO ENSURE COMPLIANCE BY THE LABORATORY.
- NFLS DOES NOT HAVE CVs FOR INDIVIDUAL(S) WHO ARE NO LONGER WITH THE LABORATORY.
- DISCLOSURE MATERIAL WILL BE PROVIDED ELECTRONICALLY.
- RECEIPT OF DISCLOSURE REQUEST WILL BE ACKNOWLEDGED.

1. **Select the forensic program(s) for which disclosure is requested.**

   The disclosure package will consist of the Working File (e.g., case notes, analysis data, reports, certificates and other associated documents) and Curriculum Vitae (CV) of the Forensic Report/Certificate author.

   ☐ Biology Services

   ☐ Firearms and Toolmark Identification

   ☐ National Anti-Counterfeiting Bureau

   ☐ Toxicology Services

   ☐ Trace Evidence

2. **Do you require a *Chain of Custody Report* outlining the movement of exhibits within NFLS?** ☐Yes ☐No

EMAIL COMPLETED FORM TO FAC-CEJ@RCMP-GRC.GC.CA