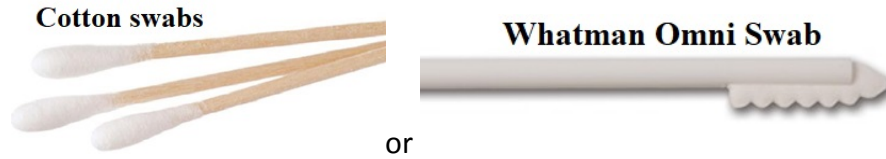


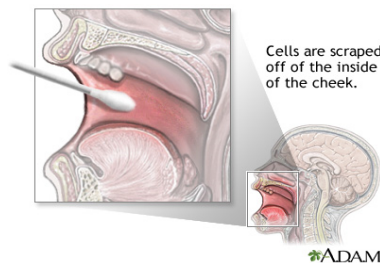


### Procedure for Buccal Swab Standard Collection

**Scope:** A method for collecting buccal reference swabs (known standards) for subsequent DNA testing. Either “Whatman Omni swabs” or regular sterile swabs may be used.



1. If possible, have the subject rinse their mouth with water just prior to collection. If collecting a suspect/subject, and if available, use an ink pad to roll a thumb print of the person being collected onto the evidence envelope. This can be used for verification purposes if there is a question regarding the individual’s identity.
2. The seizing officer must wear gloves when handling the swabs and swab box. Do not include the gloves with the submission.
3. Record the collected individual’s **first name, last name, gender, and date of birth** on the swab box **and** the evidence envelope. *Note if collecting a police employee, their Agency and DSN can be used in place of the date of birth.*
4. Have the subject open the swab package and roll the swab on the inside of both cheeks for 5-10 seconds. Observe for proper contact with inside of cheek. Repeat with a second swab.



5. Have the subject place both swabs in the **labeled** swab box. Close both ends of the box, and place in the labeled evidence envelope. **Verify the correct swab box is placed in the correct envelope (names MUST match).**
6. Seal the envelope with enclosed evidence tape and write your initials, DSN and date on the seal. Do not cover the thumb print (if applicable) with the tape.
7. Transport the swabs to the Crime Laboratory as soon as possible.

*Refer to the Laboratory website for the most up to date information on collection procedures:*

<https://www.stlouiscountypolice.com/who-we-are/crime-laboratory/guidance-documents/>