

**A. Purpose:** To ensure that evidence is taken in correctly under a “Joyce Warrant”, if provided to the CT Division of Scientific Services (DSS).

**B. Responsibility:** Evidence Control Officers (however titled) or designees.

**C. Procedure:**

1. Evidence submitted under a “Joyce Warrant”:

- When a case is being submitted with a “Joyce Warrant”, the Evidence Control Officer (ECO) or designee will review the evidence and accept the warrant.
- The warrant should only be signed by the ECO or designee on the appropriate page of the warrant packet if the DSS is listed as the location of the warrant (when a warrant is being served to DSS).
- A copy of the signed warrant will be retained in the administrative case file in Evidence Receiving, this can be electronic attachment in LIMS or a physical copy. The original signed warrant is returned to the submitting agency or can be scanned and emailed. The agency representative and Unit(s) with requests for analysis can receive a copy of the warrant.  
*Note:* Submitting agency may only want a copy of the signed page of the warrant which also can be scanned and emailed.
- When entering the case request, select “Joyce” in the reason pick list.
- Refer to the Evidence Submission Guidelines for further guidance (ER 1.1, section 1.4 Joyce Warrants).

**D. Reference:** State of CT v Wallace Joyce, 1997