

STATE OF NEW YORK DIVISION OF CRIMINAL JUSTICE SERVICES Alfred E. Smith Office Building 80 South Swan Street Albany, New York 12210 http://criminaljustice.ny.gov

January 25, 2013

Attached to this e-mail is the New York State Toxicology Laboratory Workload Survey for calendar year 2012. The information provided in the survey will be used to assess resource needs of forensic laboratories for funds distributed through the Division of Criminal Justice Services. Please make sure to return the completed survey by close of business on Friday March 29, 2013, to ensure that your grant award is not delayed and that your laboratory receives the correct amount of funding.

An interactive form of the Workload Survey can also be accessed through our web-site, <u>www.criminaljustice.state.ny.us</u>. Only electronic copies of the workload survey will be accepted. Completed surveys should be e-mailed to <u>ForensicLabs@dcjs.ny.gov</u>. If you have any questions or concerns, contact Brian Fish at (518)485-5801 or via email at <u>brian.fish@dcjs.ny.gov</u>.

Your cooperation in this matter is greatly appreciated.

Sincerely,

Brian J. Gestring Director, Office of Forensic Services