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MEMORANDUM TO: All Chiefs of Police and
Commissioner Thomas Carrique
Chairs, Police Services Boards

FROM: Stephen Waldie
Assistant Deputy Minister
Public Safety Division and Public Safety Training Division

SUBJECT: **Centre of Forensic Sciences – Toxicology Section Court
Testimony and Letter of Opinion Acceptance Criteria**

DATE OF ISSUE:	October 4, 2019
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The Centre of Forensic Sciences (CFS) Toxicology Section has made changes to its procedures regarding court testimony and the acceptance criteria for letters of opinion (LOP), effective immediately.

In recognition of the operational demands within the Toxicology Section, increasing requests for *viva voce* evidence, the limited availability of toxicologists, and to ensure service delivery throughout the province, we are asking that you comply with the following timelines:

- Requests for Toxicology experts to attend for trial should be submitted a **minimum of 30 days** prior to trial. Requests for expert attendance within 30 days of trial will be declined. Exceptions may apply in extenuating circumstances. Should these circumstances arise please contact the Toxicology Section at 647-329-1400 and speak with a manager.
- Requests for letters of opinion and affidavits should be made a **minimum of 30 days** prior to trial. Please note, whilst later requests may be accommodated under some circumstances, an expert will not be available to attend trial.

To further support CFS in accommodating your requests, please assist with the following:

- For multi-day trials, CFS scientists will not make plans to attend court on the first day of trial without confirmation that they are required for the first day;
- To aid with scheduling please include all scheduled trial dates on the trial notification requests and each subpoena;
- Contact the scientist in advance of trial to discuss any case-related material; and
- Please consider timely notification if an expert is no longer required to attend court.
- Wherever possible, the CFS encourages the use of affidavits or the use of video testimony.

This information will also be shared with the Ministry of Attorney General. For clarification or questions regarding these changes please contact Aleksandra Stryjnik, Toxicology Section Head, at 647-400-4295 or Aleksandra.Stryjnik@ontario.ca

Your cooperation with these changes is appreciated.

Sincerely,



Stephen Waldie
Assistant Deputy Minister
Public Safety Division and Public Safety Training Division