

**FORENSIC TOXICOLOGY LABORATORY
OFFICE OF CHIEF MEDICAL EXAMINER
CITY OF NEW YORK**

ACCESS TO THE FORENSIC TOXICOLOGY LABORATORY

The Forensic Toxicology Laboratory (FTL) occupies approximately 10,000 square feet on the fifth floor and approximately 10,000 square feet on the sixth floor of the Office of Chief Medical Examiner (OCME). Access to FTL may be gained through six doors (three on each floor) controlled by coded key pads.

1. Access the Forensic Toxicology Laboratory area is limited to laboratory personnel.
2. Authorized personnel gain access to the Forensic Toxicology Laboratory areas by coded key pads.
3. All personnel must wear identification cards in a visible manner at all times.
4. All visitors must sign the log at the reception desk upon entering the building and must be escorted to and from the laboratory by Forensic Toxicology personnel.
5. All visitors must sign the log books upon entering the Forensic Toxicology Laboratory area with limited access and must be escorted at all times. OCME cleaning personnel do not have to be escorted at all times while performing their duties. ABFT inspectors do not have to be escorted at all times while performing the inspection.
6. Doors to the Forensic Toxicology Laboratory areas with limited access must be kept locked whenever unattended by authorized personnel.
7. Director of FTL may authorize access to OCME staff other than FTL personnel.