

**DNA ANALYSIS LABORATORY**  
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**GUIDELINES FOR DNA ANALYSIS OF DISPUTED PARENTAGE**

**1. CHECKLIST OF REQUIREMENTS FOR CASE DOCUMENTATION**

Prior to the collection of biological samples, the following are needed:

- a. Presentation of a valid identification card (bearing photograph and signature), by both parties and any witnesses or accompanying persons. If child is of school age, school ID must be presented.
- b. Submission of one recent 2" x 2" ID photo of each individual included in sampling. Photos should have white background and should have been taken within the last week.
- c. Presentation of the original NSO birth certificate of all parties concerned (for verification) and the couple's original NSO marriage certificate (when applicable).
- d. Signing of the appropriate Agreement and other Forms of the DNA Analysis Laboratory pertaining to the test by both parties concerned.
- e. For minors, authorization from legal guardian and proof of legal guardianship are required.

**2. COLLECTION AND STORAGE OF BIOLOGICAL SAMPLES**

Blood (<1cc) or buccal samples will be collected at the UP-NSRI-DNA Analysis Laboratory. Sampling is held on Mondays and Tuesdays, from 10am to 12noon BY APPOINTMENT ONLY. Payment of a Php 500.00 scheduling fee is necessary to secure an appointment for sampling. This amount is deductible from the final payment, however, for appointments cancelled without prior notice the scheduling fee becomes both non-refundable and non-deductible. If it is not possible for one or more of the subjects to come to the laboratory for the sampling, other arrangements may be made (see Section 5).

Biological samples (i.e. blood, muscle tissue) from the alleged parent, other parent and the child are needed for simple parentage testing. Samples obtained from minors must be accompanied by a letter of authorization signed by the child's legal guardian. Documentation must be presented to prove guardianship.

With the exception of buccal samples, unused biological samples will be stored in the laboratory for five years without additional charge. Samples will only be stored in the laboratory after this five year period upon payment of a storage fee.

**3. PAYMENTS OF FEES**

Current rates for routine DNA Profiling and Parentage Testing at 15 STR markers are as follows:

P 5,000.00	Sampling, extraction and storage of a biological sample for 5 years
P 45,000.00	Individual DNA profile
P 45,000.00	Two parents, one child
P 65,000.00	One parent, one child

Full payment must be made at the time that the samples are drawn or submitted. This fee does not include consultations and court appearances of the personnel, if the case is taken to court. Additional statistical analysis of complex data and consultations with DNA personnel will incur separate fees. Fees for non-routine procedures may vary depending on the gravity of the case or the state of the biological samples submitted for testing.

Payments may be made in cash or via Manager's or Cashier's cheque (made out to the UP NSRI). Checks drawn against banks outside Metro Manila are subject to bank charges to be shouldered by the client.

**4. DNA RESULTS**

The results shall be released to the parties based on arrangements made at the time of sampling. Results are available after 14 working days from date of sampling and completion of all requirements. All enquiries should be directed to the Manager or her duly authorized representative.

**5. COLLECTION OF BLOOD SAMPLES OUTSIDE THE DNA ANALYSIS LABORATORY**

Blood samples may be collected by licensed medical personnel from other hospitals/laboratories using an FTA™ Classic Card according to procedures stipulated by the UP-NSRI-DNA Analysis Laboratory. A laboratory sampling form (Form 002) and Chain of Custody form (Form 004) must be properly filled up and sent along with the samples. Collection Cards and all documents required will be forwarded to the licensed medical personnel upon written request by the client, accompanied by a minimal fee of Php 1,000.00 per sample. This amount is both non-deductible and non-refundable. Staff of the DNA Analysis Laboratory must be informed of the projected arrival details of the samples. This will ensure the immediate processing of samples upon arrival at UP. Note that the UP-DNA Analysis Laboratory will only accept responsibility for samples after these have reached the laboratory. If the identity of the source of a sample is an issue, the personal appearance of individuals concerned at the UP-DNA Laboratory (Section 1) is advised.

**To facilitate the complete analysis of the case, clients should also make sure that all documents are properly filled up and payments settled. Results are only released upon completion of all requirements stipulated in this guideline.**