

Former USAF or USSF members **only**, please complete page two and provide the required items listed thereto to:

af.jah.filing.workflow@us.af.mil

or

United States Air Force Court of Criminal Appeals
1500 West Perimeter Road, Suite 1900
Joint Base Andrews NAFW, MD 20762

NOTICE: The United States Air Force Court of Criminal Appeals can only process requests of **former service members** for expungement of **Combined DNA Indexing System (CODIS) records**. Failure to provide the required documentation will result in your request being returned with no action.

Date

MEMORANDUM FOR U.S. AIR FORCE COURT OF CRIMINAL APPEALS

FROM:

SUBJECT: Request for Expungement of DNA Records for Former Service Member

I request the Air Force review information it has submitted into criminal indexing systems on me. In support of this request, I am providing:

1. DAF Form 238, Verification of Identity (available at: <https://www.osi.af.mil/afosifolia/>).
2. DD214.
3. Proof of disposition of the alleged offense(s).
4. Name when in the military: _____.
5. AFOSI or SFS Investigation number: _____.
6. Alleged offense(s) and date of commission:
_____.
7. Unit at the time of the alleged offense(s): _____.
8. My SSN:

I am requesting expungement of my Combined DNA System (CODIS) record, in accordance with the current version of DoDI 5505.14, *Deoxyribonucleic Acid (DNA) Collection Requirements for Criminal Investigations, Law Enforcement, Corrections, and Commanders*, because:

(Initial one)

_____ I was convicted at a general or special court-martial of an offense that is not subject to indexing; or

_____ I was not convicted at a general or special court-martial of any offense.

9. I understand as a result of this request, the Air Force may review all Air Force criminal indexing records associated to me. This review may result in the creation or deletion of a record and/or addition, adjustment, or deletion of charges and dispositions for those records.

10. Please contact me at _____.

Signature

Name

Address