



## DoD INSTRUCTION 1300.29

### MORTUARY AFFAIRS PROGRAM

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**Originating Component:** Office of the Under Secretary of Defense for Personnel and Readiness

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Under Secretary of Defense for Personnel and Readiness Memorandum, “Enhanced Honors for Deceased Service Members,” February 9, 2006  
Under Secretary of Defense for Personnel and Readiness Memorandum, “Invitation Travel Authorizations for Family Member Travel to Attend the Dignified Transfer for Remains at Dover Air Force Base,” April 6, 2009  
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**Approved by:** Virginia S. Penrod, Acting Under Secretary of Defense for Personnel and Readiness

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**Purpose:** In accordance with the authority in DoD Directive (DoDD) 5124.02, this issuance establishes policy, assigns responsibilities, and prescribes procedures for the DoD Mortuary Affairs Program and dignified transfers (DTs) to:

- Implement Section 562 of Public Law 109-364, Section 564 of Public Law 109-163, and Sections 573 and 580A of Public Law 116-92.
- Prohibit delays in transportation of human remains and allow for ramp ceremonies with certain restrictions.
- Expand the travel entitlement of family members to observe DTs at Dover Air Force Base (AFB).

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## SECTION 1: GENERAL ISSUANCE INFORMATION

### 1.1. APPLICABILITY.

This issuance:

a. Applies to OSD, the Military Departments (including the Coast Guard at all times, including when it is a Service in the Department of Homeland Security by agreement with that Department), the Office of the Chairman of the Joint Chiefs of Staff (CJCS) and the Joint Staff, the Combatant Commands, the Office of Inspector General of the Department of Defense, the Defense Agencies, the DoD Field Activities, and all other organizational entities within the DoD (referred to collectively in this issuance as the “DoD Components”).

b. Does not apply to:

(1) The disinterment of identified remains.

(2) Accounted for Service members who were buried at sea or human remains entombed in U.S. Navy vessels that currently serve as national memorials. However, human remains affiliated with losses from a national memorial Navy vessel that are buried in a national or other federal cemetery, may be considered for disinterment in accordance with this issuance, provided that the thresholds set forth in this issuance are met.

### 1.2. POLICY.

The DoD will:

a. Return the remains of deceased personnel to the location designated by the person authorized to direct disposition (PADD) in the most expedient means possible while maintaining dignified and respectful care of the deceased.

b. Ensure preservation of remains will be given high priority and remains of the decedent will be returned to the person designated to make direct disposition of the remains, in the best possible condition under the circumstances.

c. Allow for ramp ceremonies when authorized by the geographic Combatant Commander (GCC), with certain restrictions out of respect for the deceased and their families. See Paragraph 3.4.

d. Use the first available transportation for the movement of remains in accordance with this issuance.

e. Prohibit photography and any other form of recording of the transportation of remains, except as provided for in accordance with Section 3 of this issuance.

f. Handle current day and past conflict remains with the same level of care and decorum whenever circumstances permit.

g. Ensure that current day deaths have priority over past conflict deaths. and the Armed Forces Medical Examiner (AFME) retains authority to direct the medical examiner as appropriate, to investigate current day deaths, when resources are limited.

## **SECTION 2: RESPONSIBILITIES**

### **2.1. UNDER SECRETARY OF DEFENSE FOR PERSONNEL AND READINESS ((USD(P&R))).**

In addition to the responsibilities in Paragraph 2.7., the USD(P&R):

- a. Serves as the DoD authority for mortuary affairs and disinterment policies.
- b. Establishes the standards for the recovery, handling, and transportation of human remains across the Department. This does not include the standard field archeological methods used in the excavation of past conflicts and other designated conflicts remains (referred to collectively in this issuance as “past conflict remains”).
- c. Establishes, in coordination with the Under Secretary of Defense for Policy (USD(P)), DoD-wide policies regarding the disinterment of unknown human remains from past conflicts and those mortuary affairs policies and procedures necessary to support the USD(P)’s responsibilities for support to civil authorities.
- d. May restrict family member travel to Dover AFB in times of declared national emergencies, pandemics, or natural or man-made disasters in which mortuary affairs resources are insufficient to meet demand or in other circumstances as determined by the USD(P&R).

### **2.2. ASSISTANT SECRETARY OF DEFENSE FOR MANPOWER AND RESERVE AFFAIRS (ASD(M&RA))).**

Under the authority, direction, and control of the USD(P&R), the ASD(M&RA):

- a. Monitors implementation of and compliance with this issuance by the DoD Components.
- b. Serves as the DoD central point of contact for mortuary affairs and disinterment policies.
- c. Coordinates on guidance developed by the Director, Defense POW/MIA Accounting Agency (DPAA), for accounting and recovering past conflict remains of persons who are still unaccounted for.
- d. Serves as the official authorized to act for the DoD on disinterment requests of unknown individual or unknown group remains from cemeteries administered by the Department of the Army (DA), Department of Veterans Affairs (VA), and the American Battle Monuments Commission (ABMC) and provides oversight on behalf of the Secretary of Defense.

### **2.3. DEPUTY ASSISTANT SECRETARY OF DEFENSE FOR MILITARY COMMUNITY AND FAMILY POLICY (DASD(MC&FP))).**

Under the authority, direction, and control of the ASD(M&RA), the DASD(MC&FP):

- a. Develops policy and provides procedural oversight for the movement of remains from recovery through final disposition as the chair of the Central Joint Mortuary Affairs Board, pursuant to DoDD 1300.22 except as provided for in Paragraph 2.1.b.
- b. Notifies approval officials from the DA, VA, or ABMC, as appropriate, and the Military Departments, of whether the ASD(M&RA) consents or denies a disinterment request. This authority may not be delegated.
- c. Maintains administrative records on requests for the disinterment of unknown remains and actions related to such requests.
- d. Establishes the standards for DoD facilities and drafting a performance work statement for DoD contracted mortuary services.
- e. Serves as the official requesting the appointment of industry experts and consultants to serve as advisors on the DoD Mortuary Inspection Team in accordance with DoDD 1300.22.
- f. Serves as the mortuary affairs and fatality management senior advisor to the Assistant Secretary of Defense for Homeland Defense and Global Security for Defense Support of Civil Authorities in preparation for and response to mass fatalities incidents in the United States.

#### **2.4. AFME.**

Under the authority, direction, and control of the USD(P&R), through the Assistant Secretary of Defense for Health Affairs and the Director, Defense Health Agency, and pursuant to Section 1471 of Title 10, United States Code (U.S.C.), the AFME:

- a. Conducts forensic pathology investigations to determine the cause and the manner of death.
- b. Directs the location of a forensic pathology investigation when the death falls within the jurisdiction of the AFME.
- c. Details or assigns medical examiners to DPAA to conduct scientific identification investigations on behalf of DPAA. The AFME retains authority to direct the medical examiner as appropriate, to investigate current day deaths, when resources are limited.

#### **2.5. DIRECTOR, DPAA.**

Under the authority, direction, and control of the USD(P), the Director, DPAA:

- a. Develops guidance, in coordination with the ASD(M&RA), for accounting and recovering past conflict remains of persons who are still unaccounted for.
- b. Coordinates on mortuary affairs and disinterment policies and procedures developed by the USD(P&R) necessary to support the USD(P) mission for past conflict personnel accounting.

c. Provides the funding for DPAA sponsored- disinterments or reinterments of disinterred unidentified or misidentified human remains from past conflicts, as well as the transportation of these remains when disinterment is approved or reinterment is directed.

d. Initiates, reviews, and makes recommendations on requests for disinterment from cases involving past conflicts and other designated conflicts for consideration by the appropriate authorities in accordance with this issuance.

e. Notifies the appropriate Service casualty office (SCO) of the need for family reference samples (FRS).

f. Informs the DA, VA, and ABMC of any requests for disinterment that will be submitted to the ASD(M&RA) for consideration.

g. Coordinates with the:

(1) Secretary of the Army, to determine the date, time, and manner of disinterring the remains of an unknown individual buried in a cemetery administered by the DA, in cases where the ASD(M&RA) has consented to disinter in accordance with this issuance.

(2) Executive Director, and Deputy Director, Cemetery Operations, National Cemetery Administration, VA, to determine the date, time, and manner of disinterring the remains of an unknown individual buried in a cemetery administered by the National Cemetery Administration, as long as the ASD(M&RA) has granted consent and the VA has approved such disinterment in accordance with this issuance.

(3) Secretary of the ABMC to determine the date, time, and manner of disinterring the remains of an unknown individual buried in a cemetery administered by the ABMC, in cases where the ASD(M&RA) has granted consent to disinter and ABMC has acknowledged such disinterment in accordance with this issuance.

h. Coordinates disinterment operations by notifying the VA, ABMC, or DoD cemetery officials as early as possible, so they may appropriately plan the disinterment of the remains in the cemetery concerned.

i. Considers cemetery operational concerns (e.g., special memorial events and availability of cemetery personnel and resources) during the disinterment planning process.

j. Upon identification of remains, notifies the appropriate Military Department.

k. Once disposition instructions are received from the appropriate Military Department, releases remains in accordance with the PADD instructions.

l. Transfers all recovered personal effects (PE) or related property to the applicable Military Department for delivery to the person eligible to receive effects (PERE) for appropriate disposition pursuant to Sections 4712, 6522, and 9712 of Title 10, U.S.C.

m. Provides a quarterly report to the ASD(M&RA) on the status of the attempted identification of disinterred remains which includes the status of disinterment requests already approved, and status of remains in DPAA custody, to include those remains identified by DPAA and disposition instructions that have not been received from the Secretary of the Military Department.

n. Establishes internal procedures, pursuant to established identification and laboratory policy consistent with the AFME System, for reviewing disinterred remains of Service members that have passed the approved time frame in which identification was expected to be made from date of exhumation. Such procedures must include guidance for assessing whether current science and technology will be able to successfully identify the remains and address disposition options when remains cannot be identified.

o. Submits an annual report, no later than March 31 of each year, to the ASD(M&RA) that includes a detailed summary for each disinterred unknown that has not been identified within 48 months or other approved timeline as of December 31 of the previous year and other approved authorities. This report will include an assessment whether a successful identification is possible or likely in light of current science and technology, and addresses reinterment options when remains cannot be identified in accordance with Paragraph 2.5.n.

p. Approves DPAA supported repatriation events in accordance with DoDD 5110.10.

## **2.6. ASSISTANT TO THE SECRETARY OF DEFENSE FOR PUBLIC AFFAIRS.**

In addition to the responsibilities in Paragraph 2.7., the Assistant to the Secretary of Defense for Public Affairs provides DoD public affairs guidance to DoD Components on mortuary affairs, which will also address DTs and repatriation events.

## **2.7. OSD AND DOD COMPONENT HEADS.**

The OSD and DoD Component heads:

a. Provide travel and transportation for eligible family members to participate as official observers at the DT in accordance with this issuance.

b. Coordinate any necessary mortuary affairs services with the designated Military Service mortuary affairs office (MAO). (See Enclosure 6 of DoD Instruction (DoDI) 1300.18.)

## **2.8. SECRETARIES OF THE MILITARY DEPARTMENTS AND COMMANDANT, U.S. COAST GUARD.**

In addition to the responsibilities in Paragraph 2.7., the Secretaries of the Military Departments and the Commandant, U.S. Coast Guard:

- a. Provide personnel to augment port mortuary and continental United States (CONUS) PE depot operations in accordance with inter-Service agreements to fulfill Service specific requirements.
- b. Publish internal guidance as appropriate to implement this issuance.
- c. Determine the lead Service in a multi-Service group interment, in accordance with the order of precedence in Paragraph 3.11.b.(2).
- d. Provide procedures for obtaining and complying with PADD disposition instructions.
- e. Provide procedures for briefing mortuary affairs benefits and entitlements to the PADD, primary next of kin (PNOK), and other applicable family members, including reimbursable expenses, travel to participate as an observer at the DT of remains (if applicable), travel to burial, unit memorial travel, and military funeral honors.
- f. Prescribe escort duties, responsibilities, and procedures.
- g. May authorize:
  - (1) Invitational travel authorizations to a Service member or DoD civilian personnel decedent's PNOK, plus two additional family members of the PNOK's choosing as appropriate in accordance with Paragraph 3.8.c.
  - (2) Additional family members' travel and transportation allowances on a case-by-case basis in accordance with Paragraph 3.8.c.(3).
  - (3) If the PNOK so requests, a Service casualty assistance officer to accompany the PNOK to the DT in accordance with Paragraph 3.8.c.(4).
  - (4) Reimbursement for the transportation of the remains should the PADD select transportation of the remains to a second place and that second place is a national cemetery. Pursuant to Section 573 of Public Law 116-92, if the PADD selects to transport the remains to two places, the military escort and honor guard is only authorized for the first of those two places.
- h. Provide:
  - (1) To the maximum extent practicable, delivery of remains by air to the commercial general aviation or military airport nearest to the place selected by the PADD.
  - (2) Travel and transportation allowances to eligible family members to attend an installation or unit memorial service in accordance with the Joint Travel Regulation (JTR).
  - (3) Funding and issue the appropriate orders to their personnel for all DT travel, escort travel, funeral travel, and unit or installation memorial service travel, as appropriate, when the deceased member is from another Military Service.

(4) Guidance on eligibility determination and procedures for flag presentation during burial or memorial services.

(5) Representatives, as required, to serve as members of DoD-led mortuary affairs inspection or assessment teams and working groups.

i. Establish dignified arrival honors duties, responsibilities, and procedures. The honor guard will consist of a minimum of six military personnel to render appropriate honors at the arrival military or commercial airport or other location for all deceased active duty Service members. If the PADD selects two places per Paragraph 2.8.g., arrival honors are only authorized for the first of those two places.

j. Coordinate with the applicable DoD mortuary to affect final disposition of subsequent remains of disassociated, unidentified, or identified individuals, as determined by the PADD.

k. Obtain PNOK decision on media access for the DT at Dover AFB as appropriate in accordance with Paragraph 3.8.d.

l. Review requests for the disinterment of unidentified remains related to their respective Departments and provide a recommendation as to whether the remains should be disinterred. Recommendations not to disinter must be accompanied by a detailed rationale supporting the recommendation, including an explanation of the risks of disinterment.

m. Refer disinterment requests from designated conflicts to the DPAA for research, review, and evaluation for disinterment.

n. Serve as focal points for family members for purposes of obtaining FRS, as instructed by the Armed Forces DNA Identification Laboratory.

o. Exercise responsibility for providing all updates to family members of Service members who served in past conflicts regarding possible disinterment, identification, and reports of investigation pursuant to DoDI 1300.18.

p. Establish procedures for directing the disposition of subsequent and unclaimed identified human remains.

## **2.9. SECRETARY OF THE NAVY AND COMMANDANT, U.S. COAST GUARD.**

In addition to the responsibilities in Paragraphs 2.7. and 2.8., the Secretary of the Navy and Commandant, U.S. Coast Guard publish guidance pertaining to burial at sea (also known as “committal at sea”) and retirement at sea disposition.

## **2.10. SECRETARY OF THE AIR FORCE.**

In addition to the responsibilities in Paragraphs 2.7. and 2.8., for remains routed through the Air Force Mortuary Affairs Operations (AFMAO), the Secretary of the Air Force:

- a. Coordinates with the appropriate Military Service for required support of a deceased Service member.
- b. Ensures that procedural guidance for DTs and media coverage at Dover AFB includes, at a minimum:
  - (1) A media operations plan that addresses procedures for conducting a DT when media is present.
  - (2) Family support for DTs including the availability of grief counseling, chaplain support, a distinguished visitor, family travel and transportation, and unit attendance support.
  - (3) Instructions on the prohibition of personal photography of the DT.
  - (4) External media access when approved by the PNOK.
  - (5) Photography or internal coverage of the DT only by the AFMAO Public Affairs Office for later presentation to the family.
  - (6) Appropriate notification to the Secretary of the Military Departments concerned, including their respective SCO, of all Freedom of Information Act requests relating to the DT ceremony of the deceased member of the Military Service concerned.
- c. Operates and maintains the Campus for the Families of the Fallen at Dover AFB, including the Center for the Families of the Fallen, the Fisher House for the Families of the Fallen, and Meditation Pavilion. Establishes procedures for access to these facilities.

## **2.11. CJCS.**

In addition to the responsibilities in Paragraph 2.7., the CJCS:

- a. Publishes mortuary affairs doctrine for joint operations consistent with this issuance.
- b. Coordinates operational implementation of this issuance.

## **2.12. GCCs.**

In addition to the responsibilities in Paragraph 2.7., the GCCs, through the CJCS:

- a. Ensure compliance with this issuance regarding ramp ceremonies.
- b. Establish a formal process for the archiving of all documents prepared or obtained in the disposition of all human remains processing, to include documents relating to recovery, presumptive identification preparation, temporary interment, and transportation from their geographic area of responsibility pursuant to DoDI 5015.02.

## SECTION 3: PROCEDURES

### 3.1. PERE ORDER OF PRECEDENCE.

Pursuant to Sections 4712, 6522, and 9712 of Title 10, U.S.C., PEREs are recognized in this order:

- a. Un-remarried surviving spouse or legal representative. To qualify as a legal representative, an individual must present duly certified copies of letters testamentary, letters of administration, or other evidence of final qualification, issued by a proper court of competent jurisdiction.
- b. Children in order of seniority (by age).
- c. Parents in order of seniority (by age).
- d. Siblings in order of seniority (by age).
- e. Other blood relative. When two individuals are of equal relationship, priority will be determined by age.
- f. A person standing in *loco parentis*.
- g. A person named as a beneficiary in the deceased Service member's will.

### 3.2. PADD ORDER OF PRECEDENCE.

Service members must identify a PADD on their Department of Defense (DD) Form 93, "Record of Emergency Data." Pursuant to Section 1482(c) of Title 10, U.S.C., if the Service member does not designate a PADD, the PADD will be recognized in this order:

- a. Surviving spouse. If the spouse has remarried at the time disposition is to be made, the right of disposition will go to the next person in order of priority unless the remarriage ended by death or divorce. The remarried spouse may take priority in the case of a Service member who is declared deceased, body not recovered, and whose remains are later recovered and identified.
- b. Children who have reached the age of majority in order of seniority (by age).
- c. Parents in order of seniority (by age), unless legal custody was granted to another person by reason of court decree or statutory provision. Step-parents who have not adopted the Service member serve in *loco parentis* and are not considered parents for PADD purposes.
- d. Blood or adoptive relative of the individual who was granted legal custody of the Service member by reason of a court decree or statutory provision. The person to whom custody was granted remains the PADD despite the fact that the individual had reached the age of majority at the time of death.

e. Brothers or sisters of legal age in order of seniority (by age). When the deceased person has full siblings, half-siblings, or step-siblings, the order of precedence is the full siblings then the half-siblings. Step-siblings are not eligible to direct disposition of remains. Adopted siblings are treated the same as full siblings when adopted by both of the deceased person's biological parents. Adopted siblings are considered as half-siblings when adopted by only one of the deceased person's biological parents.

f. Grandparents in order of seniority (by age).

g. Other adult blood relatives in order of relationship to the deceased individual in accordance with the laws of the deceased's domicile. When two individuals are of equal relationship, priority will be determined by age.

h. Remarried surviving spouse.

i. Persons standing in *loco parentis*. Seniority in age will control when the persons are of equal relationship.

j. Legal representative of the estate may make disposition of remains when all efforts to identify or locate a person in Paragraphs 3.2.a.-i. are unsuccessful. The legal representative must be properly appointed by a civil court having jurisdiction of the decedent's estate.

k. When all known persons in Paragraphs 3.2.a.-j. relinquish disposition authority or cannot be identified or located, then disposition of the remains will be made by the administrative determination of the Secretary of the Military Department concerned or their designee.

### 3.3. RAPID EVACUATION OF HUMAN REMAINS.

a. Deceased personnel, including Service members, DoD civilians, and covered contractor personnel, will be recovered from a theater of combat operation, designated combat zone, or combat support area, and returned for forensic pathology investigation at a location designated by the AFME. **Human remains will be evacuated without delay** to preserve the human remains and the integrity of forensic evidence, unless very specific extenuating circumstances presented by PNOK of the deceased can be reasonably accommodated by the DoD and is approved by the AFME. This paragraph does not apply to recovered remains associated with past conflict personnel accounting as defined in DoDD 2310.07.

b. The transportation of remains will not be delayed to facilitate senior official or dignitary schedules, unit services, honors, ceremonies, DTs, and events other than for the repatriation of remains from past conflicts because delays may affect preservation of remains and the outcomes of the forensic medical examinations.

### 3.4. RAMP CEREMONIES.

a. Ramp ceremonies may be authorized by the GCC as long as it does not delay the transportation of remains.

b. Official or unofficial photography, videography, or any other type of media recording of the ramp ceremony is prohibited.

c. The transfer case containing the remains of the deceased will not be placed on the tarmac for any length of time.

d. The movement of the transfer case from the transport vehicle to the aircraft is an honorary transfer of the deceased. Under no circumstances will the transfer case be placed on the ground once removed from the transport vehicle.

e. The transfer case with the remains of the deceased will only be handled or touched by the carry team wearing appropriate personal protective equipment.

f. Pursuant to Section 8 of Title 4, U.S.C., artifacts will not be placed on the U.S. flag covering the transfer case. This includes unit coins, patches, or other memorabilia.

### **3.5. HANDLING OF HUMAN REMAINS.**

a. Human remains will be handled pursuant to DoDD 1300.22.

b. Military Departments will ensure the preservation of human remains throughout the evacuation process. Unless otherwise required by U.S. or host nation laws or agreements for intercountry transport or intrastate transport, remains will not be embalmed until released by the AFME with relevant jurisdiction.

c. Civilian employees deployed overseas may be transported and provided mortuary services pursuant to Section 1482(a) of Title 10, U.S.C. and Sections 5742 and 8134 of Title 5, U.S.C. Section 5742 of Title 5, U.S.C. also authorizes the transportation of a dependent of an employee and in some cases, the provision of mortuary services on a reimbursable basis.

d. Mortuary affairs services will be rendered in accordance with the performance work statement established by the DASD(MC&FP) for DoD contracted mortuary services and Title 5 and Title 10, U.S.C.

e. A retired Service member and their dependents may be provided mortuary affairs services on a reimbursable basis if they die outside the continental United States (OCONUS) pursuant to Sections 1481(a)(9) and 1482(f) of Title 10, U.S.C.

f. The accountability, movement and transportation of deceased Service members and eligible civilians will be conducted with the reverence, care, priority, and dignity befitting them and in accordance with Defense Transportation Regulation 4500.9-R.

g. The authority for temporary interment in a GCC resides with the GCC concerned pursuant to DoDD 1300.22 and Section 164 of Title 10, U.S.C. Remains will be disinterred as soon as possible based upon operational requirements and capability to safely handle the remains for evacuation as conditions allow as determined by the GCC.

h. All Service members who die in a combat theater of operations, combat support area, designated combat zone, humanitarian or peacekeeping operation may be subject to a forensic pathology investigation and mortuary services pursuant to Section 562 of Public Law 109-364 and Section 1471 of Title 10, U.S.C.

### **3.6. DOCUMENTING THE RECOVERY, TRANSPORTATION, PROCESSING, AND DISPOSITION OF HUMAN REMAINS.**

a. The photography of human remains is authorized only by agencies that meet the requirements to conduct criminal investigations in accordance with DoDI 5505.10 and DoDI 5505.16 or for the purposes of a forensic pathology or scientific identification investigation pursuant to Sections 1471 or 1509 of Title 10, U.S.C. This precludes photography of remains as part of an overall recovery mission unless directed by the AFME or as part of DPAA's forensic pathology or other scientific identification investigation. Unauthorized photography of human remains may result in disciplinary or adverse action.

b. Except as provided for in Paragraph 3.6.a, all other photographs and all recordings of the transportation of remains are only authorized for:

(1) Current death remains at the AFMAO if approved by the PNOK, in accordance with this issuance.

(2) Repatriation of remains from past conflicts and other designated conflicts for official purposes only.

c. The Mortuary Affairs Reporting and Tracking System will be used at all mortuary affairs collection points, theater mortuary evacuation points, re-icing locations, receiving CONUS mortuary, and PE depots for the tracking of human remains and PE.

d. The Military Services will use the applicable Department of Defense (DD) forms for the documentation of remains processing and transportation as required. The mortuary affairs DD forms used at mortuary affairs collection points, theater mortuary evacuation points, theater PE depot, and DoD mortuary facilities are:

(1) DD Form 565, "Statement of Recognition of Deceased."

(2) DD Form 567, "Record of Search and Recovery."

(3) DD Form 1074, "Questionnaire of Local Inhabitants."

(4) DD Form 1075, "Chain of Custody for Transportation of Remains and Personnel Effects of Deceased Personnel."

(5) DD Form 1076, "Record of Personal Effects of Believed to Be Deceased."

(6) DD Form 1077, "Collection Point Register of Deceased Personnel."

(7) DD Form 1079, “Disinterment Register from Temporary Interment Sites.”

e. The Military Services will use the applicable DD forms listed in Paragraph 3.6.e.(1-9) for obtaining disposition or transportation instructions and elections from the PADD.

(1) DD Form 1375, “Request for Payment of Funeral and/or Interment Expenses.”

(2) DD Form 2062, “Record of Preparation and Disposition of Remains (Outside CONUS).”

(3) DD Form 2063, “Record of Preparation and Disposition of Remains (Contracted Mortuary Facility).”

(4) DD Form 2065, “Disposition of Remains – Reimbursable Basis.”

(5) DD Form 3045, “Statement of Disposition of Military Remains.”

(6) DD Form 3046, “Disposition of Remains Election Statement Initial Notification of Identified Partial Remains.”

(7) DD Form 3047, “Disposition of Remains Election Statement Notification of Subsequently Identified Partial Remains.”

(8) DD Form 3048, “Disposition of Organs Retained for Extended Examination.”

(9) DD Form 3050, “Election of Air Transportation of Remains of Casualties Dying in a Theater of Combat Operation.”

### **3.7. CLASSIFICATION OF HUMAN REMAINS.**

Remains will be classified into one of the categories in Paragraph 3.7.a-d. for the purposes of scientific identification and disposition or reinterment of human remains. Individual identification and group remains determinations are not mutually exclusive for a deceased individual.

a. A portion of an individual may be individually identified from commingled remains. Additional unidentified remains from the same individual may be among the remaining commingled remains.

b. Accordingly, while the individual is individually identified, they may also be included as part of a group remains determination.

#### **(1) Individually Identified Remains.**

When remains have been scientifically identified to a specific individual, the remains are classified as individually identified. Remains are also individually identified when the AFME or appropriate jurisdictional identification authority concludes that identification is based on the totality of the evidence.

**(2) Individually Unidentified Remains Unknown.**

When remains have not been scientifically identified to a specific individual, the remains will be classified as unknown based upon review of the totality of the evidence correlated to a specific incident.

**(3) Group Remains Known.**

When the conclusion drawn from the totality of the evidence shows that recovered remains from a specific or closed incident involving two or more known persons and the recovered remains are commingled and not individually segregated or identified after examination by the AFME, then the remains are classified as group remains known.

**(4) Group Remains Unknown.**

When the conclusion drawn from the totality of the evidence shows that recovered remains are from an incident involving two or more persons, remains are commingled and not individually identified, and not associated with any known deceased or missing individual, then the remains are classified as group remains unknown.

**3.8. DT.**

**a. Authorized Location.**

DTs are only authorized at Dover AFB.

**b. The DT of Other Nationalities.**

The DT of American remains will be conducted separately from the DT of remains of other nationalities.

**c. Family Member Travel.**

(1) The PNOK of a deceased Service member or DoD civilian employee, plus two additional family members of the PNOK's choosing who fall within a category of eligible family members pursuant to the JTR imposed by Section 464 of Title 37, U.S.C., may be authorized travel to witness the DT if:

(a) The Office of the AFME at Dover AFB has directed a forensic pathology investigation of the remains; and

(b) The decedent died outside the United States.

(2) If the PNOK is a minor, the PNOK's guardian will make travel and media decisions on the PNOK minor's behalf.

(3) The Secretary of the Military Department concerned may authorize travel entitlements to additional family members to witness the DT on a case-by-case basis.

(4) If the PNOK so requests, the Secretaries of the Military Departments may authorize the Service casualty assistance officer or family liaison officer to escort or accompany the PNOK to the DT.

(5) Authorized family members may travel to Dover AFB via invitational travel authorizations to participate as observers at the DT.

(6) Authorized family members who are also Service members may receive military travel orders.

(7) The Secretary of the Military Department concerned may grant exceptions to provide round-trip transportation to the family members of Service members and DoD civilians of other overseas fatalities whose remains are directed by the AFME to go to Dover AFB.

(8) The PNOK, or their designated representatives, who desires to travel at their own expense to the place of the DT, where remains not covered in Paragraph 3.7.c.(1)(b) are transported for forensic pathology investigation and mortuary services, will be provided a reasonable level of support, consistent with available resources and on a non-interference basis with mission operations, to view the arrival and DT of the remains. Family members and other attendees may view the DT of the remains from a vantage point in view of the arrival area, but will not be allowed to photograph or make a visual recording of the transfer.

(9) Family member travel entitlement is not authorized for ramp ceremonies or the repatriation of past conflict remains.

#### **d. Media Access.**

Media access to DTs will only be permitted with PNOK approval. The casualty assistance officer will brief the PNOK of the three available options regarding media access:

##### **(1) Public Media.**

The PNOK may allow media access and recording of the DT. This includes a media advisory being distributed to the public media inviting them to attend the DT and capture the movements. If the PNOK selects this option, the designated public affairs office will also provide videography and photography and provide the family with a production copy of the recording in Paragraph 3.8.d.(2).

##### **(2) DoD Media.**

The servicing mortuary will provide videography and photography and provide the family with a production copy of the recording. If the PNOK selects this option, the internal coverage is subject to Section 552 of Title 5, U.S.C., also known as the “Freedom of Information Act.” External media and the general public may request and be provided a copy of the internal coverage.

##### **(3) No Media.**

The PNOK may prohibit all media coverage and recording of the DT by attendees, the public or designated public affairs office.

**e. Other Photography or Recording.**

No other photography or recording will be allowed except the media access option the family selects.

**f. Media Contact, Filming, Videography, or Recording.**

Media contact, filming, videography or recording of family members is not permitted during the DT. Subsequent to the DT, media contact, filming, or recording of family members will be permitted only if specifically requested by the PNOK. If families choose to speak to the media at a later point, media engagement will be facilitated at a location separate from the DT.

**g. Media Engagement.**

When requested, the designated public affairs office will coordinate media engagement for the family.

**h. Viewing of the Remains.**

Due to the sensitivity of the AFMAO and AFME missions and ensuring deceased personnel are treated with dignity and respect, viewing of remains is not authorized except by AFMAO and AFME personnel. Neither the PNOK, additional family members, nor other members of the travel party will be permitted to enter the AFME or AFMAO facility at Dover AFB.

**3.9. PHOTOGRAPHY AND VIDEOGRAPHY OF PAST CONFLICT REPATRIATION EVENTS.**

a. Official photos and video recording of the repatriation of past conflict remains conducted by DPAA are authorized for official purposes only.

b. United States Government (USG) photographers and videographers may take images of arrival repatriation ceremonies only.

c. When invited, the news media may attend and take photographs and videos of departure repatriation ceremonies from locations designated by host nation officials, U.S. Embassy public affairs officers, or DPAA public affairs officers. The number of news media personnel in attendance may be limited based upon local logistical and security requirements.

**3.10. MORTUARY SERVICES.**

a. The Military Services may arrange for mortuary affairs support from another Military Service when mutually agreed upon or requested.

b. Preparation of remains of eligible military and civilian personnel may be provided on a reimbursable basis when the preparation is not performed by the parent Military Service (or their contracted mortuary facility) of the deceased individual.

c. All remains eligible for mortuary services by DoD will be prepared in accordance with the DASD(MC&FP)'s standards for DoD mortuary facilities.

d. Government mortuary specialists will not perform post mortem reconstructive surgery on a decedent without expressed written authorization from the PADD. A copy of the written authorization will be placed in the mortuary file.

e. Upon completion of preparation of the remains, the preparing mortician will make a recommendation regarding the viewability or non-viewability of a decedent's remains to the receiving funeral director or the family. The mortuary affairs officer or casualty assistance officer will provide the receiving funeral director and family members sufficient details to make an informed decision. The decision to view or not view the remains will be coordinated between the PADD or the PNOK, and the receiving funeral home director.

f. Cremation of identified remains of active duty Service members will take place at the final destination and will be coordinated through the receiving funeral home as directed by the PADD.

g. Biologically or chemically contaminated identified remains of active duty Service members, DoD civilians, and contractor employees may be cremated in a DoD operated or DoD contracted facility at the request of the PADD if deemed as an appropriate option by the Secretary of the Military Department concerned. This does not apply to uncontaminated or radiologically contaminated remains.

h. Cremation of subsequent identified remains may be conducted at the receiving funeral home selected by the PADD or, if approved by the PADD, at a mortuary operated by a Military Service or through a funeral home or crematorium under contract with the Military Service, and then transported to the funeral home or final resting place designated by the PADD. Crematoriums that have human and pet crematory units collocated in the same facility will not be contracted by any DoD Component.

i. Non-DoD civilians are not authorized interment at government expense, burial flags, or military funeral honors unless they are so entitled by other provisions of law.

j. The Defense Casualty Information Processing System is the single standard system supporting uniform procedures and case management for the DoD and Military Service's MAO. This system will be used at all DoD mortuaries and Service preparation points.

### **3.11. TRANSPORTATION OF HUMAN REMAINS.**

a. When remains are being returned to the United States from OCONUS (including Alaska and Hawaii) by military aircraft or military-contracted aircraft, the aircraft commander will serve as the official escort until arrival to the CONUS at the designated area for final preparation. An escort, other than the aircraft commander, will be provided when remains are prepared at an

OCONUS location. The remains will be escorted from the preparing mortuary to the place selected by the PADD.

b. The remains of deceased Service members will be continuously escorted by an active duty uniformed member of appropriate grade from the port mortuary to the place selected by the PADD. An escort is not provided when the remains are in the control and custody of the PADD or the PADD's agent.

c. Human remains, including those recovered from past conflict excavation sites, will be transported in accordance with international and U.S. shipping regulations and airline and Transportation Security Administration requirements (this includes obtaining the required burial and transportation permits and utilizing the required shipping containers).

d. The most operationally effective mode of transportation will be used to expedite the return of decedent's remains covered by this issuance to their families. Theater commanders must use the first available airlift mission by the air mobility division and may not withhold the request of human remains evacuation airlift for any reason.

e. Pursuant to Section 580A of Public Law 116-92, military air or military contract air will be used to transport members who die outside of the United States and whose remains are returned to the United States through the mortuary facility at Dover AFB, Delaware. The provision of dedicated military or military contracted aircraft does not extend to non-DoD civilians, contractors or others.

f. Pursuant to Section 562 of Public Law 109-364, and DoDI 4500.43, the primary mode of transportation will be dedicated military or military contracted aircraft if air transportation is required to further transport the deceased member from the preparing mortuary to the place selected by the PADD. This is not applicable to past conflict remains. All other remains requiring air transportation will be flown on commercial airlift.

(1) Alternative air transportation may be authorized at the request of the PADD.

(2) For the purpose of this issuance, dedicated military or military contract aircraft is applicable only to the originally identified remains. Subsequent remains will be transported by the mode of transportation determined by the Service concerned (i.e., ground transportation, commercial air, or opportune lift on government or government contract air).

(3) The provision of dedicated military or military contracted aircraft does not extend to non-DoD civilians, contractors or others.

g. Service members medically evacuated from a designated theater of combat operations to a stateside medical treatment facility and who subsequently die from their wounds or illnesses will be flown on DoD-owned or controlled aircraft if transported by air to the place selected by the PADD.

h. When a Military Service department determines that a commercial mode will not meet mission requirements to return the decedent to the family, a DoD-owned or controlled airlift support may be requested when:

(1) The Vice Chief of Staff (VCS) of the deceased Service member authorizes the use of their organic airlift to transport remains. To use other Service-owned or controlled aircraft, the respective supported VCS will forward a request to the United States Transportation Command Directorate of Operations for approval.

(2) The use of DoD-controlled aircraft may be requested by the director of the Military SCO or MAO in occasions when the urgency of the situation precludes authorization by the Service VCS to meet mission requirements.

i. Remains may be transported utilizing any of these modes of transportation:

- (1) Hearse or funeral coach;
- (2) Scheduled commercial airline;
- (3) Dedicated military aircraft; or
- (4) Military-contracted aircraft.

j. Radio frequency identification tags or other tracking devices will be used if available during transport for movements originating from an overseas location to a USG facility. This requirement is optional for remains recovered or disinterred by DPAA for purposes of past conflict personnel accounting.

k. Any unforeseen delays that occur during transportation of remains will be relayed immediately to the director of the SCO or MAO and the AFME.

l. Caskets and transfer cases containing remains believed to be those of a U.S. Service member or an American citizen will be draped with the U.S. flag during transport, including to the preparing mortuary or crematorium, if available and appropriate. Transfer cases containing the remains of known allied or coalition partner personnel will be draped with their national flag if provided by the foreign government or available and appropriate. When transfer cases are palletized more than one high, the transfer cases will not be draped with a flag.

m. Containment systems for transporting contaminated remains will not be draped with the U.S. flag during transport to properly display hazard warnings.

n. Remains being transported in transfer cases will not be stacked unless operational necessities dictate otherwise. Remains in human remains pouches will not be stacked.

o. There will be no arrival ceremonies for, or any media coverage of, deceased personnel returning to or departing from the AFMAO, including interim stops, enroute to the point of final destination in the transfer of remains, without the written approval of the Office of the Assistant to the Secretary of Defense for Public Affairs, pursuant to Section 1082 of Public Law 108-375.

### 3.12. DISPOSITION OF HUMAN REMAINS.

#### a. PADD Notification.

The disposition of remains, organs, and subsequent remains will be in accordance with the PADD the Service member selects or is designated in accordance with Paragraph 3.2. Only one person at a time serves as the PADD. The PADD will be given a reasonable amount of time, as determined by the Military Service concerned, following notification to determine the final disposition of Service member remains.

(1) If the PADD fails to provide disposition instructions within this timeframe, the Military Service will ensure the PADD is delivered a written notice advising them that they have a specified number of days from the date the written notice is delivered to:

- (a) Direct disposition;
- (b) Relinquish PADD designation; or
- (c) Provide justification as to why an extension is needed.

(2) The PADD will be further informed that failure to provide disposition instructions or a response to the notification within a specified number of days after delivery, will result in the designation of a new PADD. A new PADD will be designated in accordance with the order of precedence outlined in Paragraph 3.2. The newly designated PADD will:

(a) Be assigned a casualty assistance officer to assist with the completion of the required disposition instruction forms, the making of funeral arrangements, and any other services as appropriate.

(b) Have the same opportunity to provide disposition instructions, and failure to do so will result in a written notice similar to the one provided to the original PADD, with the same requirements.

(3) Failure by the new PADD to provide disposition instructions will yield the same results. The order of precedence will be used to identify a PADD until disposition instructions are received or there are no other living individuals related by blood, marriage, adoption, or *loco parentis* to be found. If the order of precedence becomes exhausted, and no disposition instructions attained, the Secretary of the Military Department concerned is authorized to determine disposition of the remains pursuant to Section 1481 of Title 10, U.S.C. but may not elect cremation.

#### b. Group Remains.

(1) Recovered remains from an incident, involving two or more known individuals, whose remains are not individually identified after examination by the AFME, may be considered for a group burial or interment. After all individuals are scientifically identified, subsequent testing of disassociated remains for the incident will be at the discretion of the AFME in consultation with the SCO. The designation of remains as a group does not purport that there

are remains for every person in the loss incident, but rather the group remains represent every individual involved in the incident for whom complete recovery was not established.

(2) If remains are designated as group remains and any member of the group has not been individually identified, the AFME will not approve cremation as a final disposition for the group if proposed by a Secretary of the Military Department concerned or other authority. If the AFME does not approve cremation as an appropriate disposition for the remains, the directing authority will not seek permission to cremate from any other local, State, Federal, or international entity.

(3) The order of precedence of the Military Service responsible for group remains interment following an incident involving personnel from two or more Military Services is as follows:

(a) The Military Service with the largest number of fatalities from the incident.

(b) The Military Service of the ranking member of all deceased (if the numbers of fatalities among the Military Services involved are equal).

(c) The Military Service who owns the military aircraft or vehicle (if the numbers of deceased are equal and there is no single ranking member).

(d) The senior Military Service (if all not otherwise determined by Paragraphs 3.12.b.(3).(a) – (c)).

(4) The Military Service handling group interment arrangements will be responsible for determining the location, time, and date of the interment, providing the necessary military escort, and coordinating with other Military Services or agencies. Each Military Service will be responsible for the travel and transportation arrangements for their personnel and eligible family members.

(5) The parent Military Service of each deceased member will be responsible for briefing the PADD.

(6) Individually identified remains from the loss incident may be included in the group if requested by the PADD.

(7) Any costs incurred (e.g., casket, transportation) will be the responsibility of the Service handling group interment arrangements.

(8) Commingled remains from a known loss or closed incident, involving two or more known individuals, will be cremated in a non-attended ceremony and placed in the Tomb of Remembrance at Arlington National Cemetery. All members must be individually identified, and at least one must be eligible for ground burial. Disposition will be directed in accordance with Paragraph 3.11.

(9) Disassociated and commingled remains from an open incident, involving two or more individuals, for whom all U.S. personnel have been individually identified, will be interred in the Tomb of Remembrance at Arlington Cemetery or retired at sea.

### **c. Subsequent Remains.**

If so elected on the DD Form 3046, the PADD will be notified when subsequent remains are recovered and identified. Disposition instructions will be obtained from the PADD and may include these options:

- (1) Transfer for interment in a suitable burial container above the original casket.
- (2) Transfer to the funeral home indicated by the PADD for subsequent cremation at government expense.
- (3) Cremate subsequent remains, place in solid bronze or solid walnut urn and delivered to address indicated by the PADD.
- (4) Authorize Military Services to make appropriate disposition. Appropriate disposition is accomplished by the portions of remains being cremated. The cremated remains will then be placed in the Tomb of Remembrance at Arlington Cemetery, if burial eligibility criteria are met, or retired at sea.

### **d. Organ Retention.**

In rare instances, it is necessary for the AFME to retain selected whole organs, such as the heart or brain, for expert consultation. If this is required, the AFMES will notify the assigned SCO who notifies the PADD or PNOK (depending on the circumstance) that these organs are being retained by the AFME and disposition instructions are obtained.

(1) Pursuant to Section 1482(g) of Title 10, U.S.C., the Secretary of the Military Department concerned will pay the necessary expenses incident to the recovery, care, and disposition of the remains of the deceased person that would not have been incurred but for the retention of those remains for purposes of a forensic pathology investigation by the AFME in accordance with Section 1471 of Title, 10 U.S.C.

(2) If the PADD or PNOK does not direct disposition of the remains retained for the forensic pathology investigation, the Secretary of the Military Department concerned may pay for the transportation of those remains to, and interment or inurnment of those remains in, an appropriate place selected by the Secretary of the Military Department concerned, in lieu of the transportation authorized to be paid.

(3) Expenses for an escort may not be paid whether or not on a reimbursable basis.

(4) The Secretary of the Military Department concerned may pay any other expenses relating to the retention of remains of a deceased person authorized to be paid on a reimbursable basis. Amounts reimbursed to the Secretary of the Military Department concerned will be credited to appropriations available at the time of reimbursement of such expenses.

**e. Fetal and Stillborn Remains.**

(1) The PNOK will determine the final disposition of fetal and stillborn remains, choosing from these disposition methods:

(a) Provide authorization to the military treatment facility to effect disposition of the remains in accordance with local or State law, or established procedures for medical treatment facilities.

(b) Delivery to a funeral home of the PNOK's choice.

(2) If the PNOK chooses to retain fetal or stillborn remains, while not a dependent, those remains will be handled in a manner consistent with approved dependents on a reimbursable basis. At a minimum, all fetal and stillborn remains that are processed through a DoD OCONUS mortuary will be shipped in a casket that complies with DoD standards.

(3) Pursuant to Section 1084 of Title 10, U.S.C., the Secretary of Defense, for the limited purpose of providing transportation and, if necessary, effecting the disposition of remains, designates deceased pre-term fetuses and stillborn infants, regardless of weight or gestation, to be considered dependents. Should the PNOK choose to retain fetus or stillborn remains to effect disposition, those remains will be handled in a manner consistent with established policies for entitled dependents as outlined in Section 1485 of Title 10, U.S.C.

(4) If the PNOK fails to provide guidance in the disposition of fetal or stillborn remains within 30 days from the request for disposition instructions, the Secretary of the Military Department concerned is authorized to effect disposition of the remains pursuant to Section 1484 of Title 10, U.S.C. Cremation is not an option by the Secretary of the Military Department concerned.

(5) If the PNOK of the fetal or stillborn remains cannot be determined (e.g., abandonment), the Secretary of the Military Department concerned, who has operational control over the location or installation where the remains were recovered, is authorized to effect disposition of the remains pursuant to Section 1484 of Title 10, U.S.C., excluding cremation as an option, within 30 days of notification or release from medical authorities.

**3.13. DISPOSITION OF PE**

a. All PE on human remains will be evacuated with the remains through theater mortuary evacuation channels to the Joint Personal Effects Depot for disposition.

b. All PE of deceased and missing persons found in the operational area will be inventoried within theater and forwarded to the Joint Personal Effects Depot for disposition.

c. PE will be returned to the PERE unless deemed hazardous or contaminated. Final disposition of PE or property is the responsibility of the executor or administrator of the estate in accordance with appropriate civil laws.

d. Upon the death of a person under the jurisdiction of the DoD, disposition of non-DoD personal property will be handled pursuant to Chapter 25 of Volume 12 of DoD 7000.14-R.

e. Only custody of the PE is transferred from the Military Service concerned to the PERE. Any question of title or ownership must be determined by agreement among the interested parties or, if necessary, the civil courts in the State of the domicile of the deceased or missing person.

f. Photography of PE is authorized to document the condition of the effects before shipment or release of the PE. Two-person integrity must be maintained when handling PE.

**3.14. MEMORIALIZATION ALLOWANCE FOR DECEASED MILITARY PERSONNEL (PRIMARY CARE, SECONDARY CARE, AND TRANSPORTATION EXPENSES).**

a. Individuals will be reimbursed by the Military Services for usual and customary expenses they incur incident to a member’s death that are associated with the recovery, care and disposition of remains. No amount will be paid for expenses not actually incurred. DoDI 1344.08 provides the rates authorized for reimbursement of these expenses.

b. The primary care expenses may include usual and customary services and supplies for the recovery or removal, preservation of remains, and preparation and casketing/inurnment of remains. A list of authorized primary care expenses is found in Table 1.

**Table 1. Primary Care Expenses**

Primary Care Expenses
1. Embalming
2. Cremation, to include cremation container
3. Restorative art
4. Dressing the remains
5. Casketing the remains
6. Casket
7. Special handling for contagious disease
8. Urn, to include engraving
9. Minimum service for shipping remains
10. Clothing, to include religious garments
11. Cosmetology
12. Hair styling
13. Removal of remains
14. Non-declinable professional services fee
15. Other preparation of remains, to include religious/ritual washing
16. Death certificates - not to exceed 5 copies
17. Medical examiner’s cremation authorization
18. Storage of remains during a National Emergency declared by the President or Congress which declaration restricts burial activities

c. The secondary care expenses are those expenses directly related to the funeral, memorial, and final disposition of the remains and are found on Table 2. Items authorized for reimbursement are difficult to itemize since funeral services are based upon cultural, religious, and geographical differences. The Military Services may not reimburse for food or beverages, and expenses must not exceed the current maximum authorized amount.

**Table 2. Secondary Care Expenses**

Secondary Care Expenses
1. Use of facilities for viewing or visitation to include staff
2. Chapel or religious facility, appropriate facility for funeral services to include staff
3. Professional services
4. Grave side service
5. Cemetery equipment (e.g., chairs, tent, rugs)
6. Temporary grave marker
7. Funeral service
8. Death notice
9. Flowers
10. Pallbearers when military burial honors are not performed or declined by the PADD
11. Service bulletins or service orders
12. Prayer cards
13. Acknowledgment cards
14. Guest register
15. Religious items/tradition/rite items, (e.g., doves, cross/crucifix, ceremonial items)
16. Single musician (e.g., organist, pianist, bagpiper)
17. Vocalist
18. Clergy honorarium
19. Opening and closing of grave
20. Single grave space
21. Grave marker/headstone
22. Rental casket for cremation
23. Police escort for funeral procession
24. Minimum service package for receiving remains
25. Minimum service package for direct interment
26. Minimum service package for direct cremation
27. Family car/limousine for immediate family members
28. Flower car/utility vehicle
29. Outer burial container; grave liner or vault for casket or urn, as applicable
30. Lead vehicle
31. Burial permits, licenses, and associated fees
32. Single Columbarium niche
33. Sales tax

**Table 2. Secondary Care Expenses, Continued**

Secondary Care Expenses
34. Photography, videography, DVD/CDs, digital media
35. Commercial scatter fee
36. Granite base/setting fees

d. Travel and memorial expenses are listed in Tables 3 and 4.

**Table 3. Transportation Expenses**

Transportation Expenses
1. Hearse (must be carrying the remains)
2. Service vehicle (used for the transport of remains)
3. Basic transportation fee
4. Air tray and casket outer shipping container
5. Ziegler case (when required)
6. Transit permits
7. Removal of remains from place of death or place where they are released by authorities to a preparing mortuary or funeral establishment
8. Delivery of remains from mortuary to crematory and return
9. Delivery of remains to a common carrier
10. Shipment of remains by common carrier
11. Delivery of remains from common carrier at destination to receiving funeral home or USG cemetery
12. Delivery of remains from receiving funeral home to a local cemetery or crematory
13. Police escorts when required by local laws
14. Delivery of remains to a facility for a forensic pathology investigation under the authority of the AFMES, and return to preparing funeral home

**Table 4. Memorial Expenses (Applies Only to Non-recoverable Remains)**

Memorial Expenses
1. Memorial service director's fee
2. Use of a chapel or facilities
3. Local transportation to and from place of memorial service
4. Flowers
5. Flower car
6. Death notices
7. Announcements of the memorial service

**Table 4. Memorial Expenses (Applies Only to Non-recoverable Remains), Continued**

Memorial Expenses
8. Religious items/tradition/rite items (doves, cross/crucifix, ceremonial items)
9. Clergy fee or honorarium
10. Memorial plot in civilian cemetery (limited to the size of one standard grave)
11. Single Musician (e.g., organist, pianist, bagpiper)
12. Vocalist
13. Registers, cards, or folders
14. Purchase of memorial plaque
15. Installation of memorial plaque
16. Photography, videography, DVD/CDs, digital media
17. Memorial plot service
18. Cemetery equipment (chairs, tent, rugs)
19. Memorial marker/Plaque/Headstone/Granite base/setting fees
20. Sales tax

### 3.15. UNIT MEMORIAL SERVICE.

a. The decision to conduct a unit memorial service will be at the discretion of the individual Military Service concerned.

b. USG-funded travel and transportation allowances for eligible family members to attend a unit memorial service for a deceased active duty member, that occurs at a location other than the location of the burial ceremony for which travel and transportation allowances are provided, is authorized pursuant to the JTR imposed by Section 464 of Title 37, U.S.C.

c. Travel and transportation allowances include travel to and from the unit memorial service location plus 2 days of per diem while at the memorial service location.

d. Eligible family members are authorized to receive travel and transportation allowances for one round-trip to the installation or unit memorial service (in addition to the burial ceremony) pursuant to the JTR imposed by Section 464 of Title 37, U.S.C. Reimbursable expenses are limited to authorized travel allowances.

e. Eligible family members of a deceased Service Academy cadet or midshipman or Senior Reserve Officers' Training Corps cadet while receiving pay in accordance with Section 209d of Title 37, U.S.C., are authorized transportation to attend the cadet or midshipman's burial ceremony pursuant to the JTR.

f. Funded unit memorial service travel is limited to a 2-year period following the loss of the Service member. The Secretary of the Military Department concerned may waive this limitation.

g. Family members are not authorized transportation to unit memorial services conducted in a designated combat zone or theater of combat operations or combat support area.

h. Family travel to a memorial service in lieu of a funeral service when remains have not been recovered, also known as a body not recovered memorial service, is not considered a unit memorial service.

### **3.16. FLAG ENTITLEMENT.**

a. Pursuant to Section 1482(e) of Title 10, U.S.C., all eligible family members will be presented a U.S. flag and will be provided an unadorned hardwood flag case. This includes the flag presentation at a memorial service when no remains are recovered and identified.

b. Only those eligible family members who did not receive a flag during the individual burial will receive a flag at a group burial. Families presented a flag at a group burial ceremony will receive pre-folded flags. The burial flag used to drape the casket or the folded flag carried with the urn will be retained by the coordinating Military Service of the group burial.

c. Presentation of the U.S. flag will not occur at unit or installation memorial services.

d. U.S. flags will not be provided to the family when military funeral honors are not authorized.

e. Pursuant to Section 1482a of Title 10, U.S.C., civilian employees are entitled to the presentation of a U.S. flag if their death occurred in connection with the employee's service with an armed force in a humanitarian, peacekeeping or other similar operation or if they die of injuries incurred in connection with a terrorist incident during the employee's service with the armed forces. The recipient of the burial flag for an eligible civilian employee will be provided in an unadorned hardwood flag case.

### **3.17. GOLD STAR LAPEL BUTTON ENTITLEMENT.**

Pursuant to Section 1126 of Title 10, U.S.C., one Gold Star lapel button, will be provided without cost to each eligible individual. See DoDI 1348.36 for the eligibility requirements.

### **3.18. REQUEST FOR SECOND AUTOPSIES.**

a. The PADD may contract with a local civil authority or private pathologist to conduct a second autopsy, if desired. All expenses pertaining to the second autopsy are a personal expense and not reimbursable by the DoD.

b. The PADD is responsible for arranging the transportation of the remains to the place of the second autopsy, to include complying with all civil laws and obtaining all required transportation and burial permits.

c. DoD is not responsible for the condition of the remains, including any decomposition that may occur because of the delay in embalming the remains, after the remains are released to a PADD, PADD's agent, civil authority, or private pathologist. Remains are released from Service custody and responsibility transfers at the moment the PADD's agent assumes physical custody of the remains.

## SECTION 4: DISINTERMENT OF UNIDENTIFIED HUMAN REMAINS

### 4.1. DISINTERMENT REQUIREMENTS.

All DoD entities will comply with all Federal, State, tribal, territorial, international, host nation, and local laws regarding the disinterment of remains.

a. A request for disinterment of remains from cemeteries administered by the DA, VA, or ABMC, for the purpose of making individual identifications in pursuit of past conflict personnel accounting, may be submitted to the DoD official authorized to act for the DoD on disinterment requests, only after the DASD(MC&FP) determines that these thresholds are met and recommends approval or disapproval by the DoD official authorized to act on disinterment requests:

(1) For cases of commingled remains interred as group remains unknown, research by the DPAA indicates that at least 60 percent of the Service members associated with the group can be individually identified.

(2) For cases of individual unknown remains, research indicates that it is more likely than not that DoD can identify the remains.

b. To meet the thresholds, DoD must ensure that deoxyribonucleic acid (DNA) FRS, or other medical means of identification are available for at least 60 percent of the potentially associated Service members (for commingled unknown remains) and at least 50 percent of the potentially associated Service members (for individual unknown remains). Historical research must be conducted to determine whether it is more likely than not that the unknown remains can be identified. Research must consist of available information such as:

(1) The individual deceased personnel files; mortuary processing files, to include the record establishing the unknown remains determination; incident reports; eye witness statements; official military personnel files; or missing air crew reports.

(2) Other archival records, such as unit after action reports, American Grave Registration Service records that provide historical evidence, and any other records necessary to determine the list of possible missing Service members for consideration.

c. DoD must have the scientific and technological ability and capacity to identify the unknown remains for identification within 48 months after the date of disinterment. DoD must ensure that medical and dental records, or FRS for DNA comparison, are available and that the available records and samples would render it possible to identify the type of remains expected to be discovered upon disinterment. For example, having only chest x-rays on file would not justify disinterment of remains if interment records indicate that a torso had not been buried.

d. Out of respect for the families of those unaccounted for, there will be no public release of information (e.g., public releases, public statements, articles) to the media or general public concerning the identification of remains, with or without Service members' names, until 24 hours after notification to all the next of kin (NOK) regarding the accountability status of the member. In the event of a multiple loss incident, the start time for the 24-hour period will

commence upon notification of the last family member. Coordination between Military Services is required to ensure notification of all NOK affected by a single incident with multi-Service losses.

e. Within DoD, only the Secretary of the Military Department concerned may provide information to the media or general public concerning disposition of group remains, but not until at least 24 hours after notifying the NOK. The 24-hour period will commence upon the notification of the last family member.

#### **4.2. DISINTERMENT REQUESTS.**

a. Family members typically submit disinterment requests to an SCO or MAO. Such offices receiving those requests must forward them to DPAA for action.

b. DPAA may also initiate requests for disinterment based on its internal analysis of the likelihood of making individual identifications in cases that it believes meet the thresholds listed in Paragraph 4.1.a.

#### **4.3. PROCESSING DISINTERMENT REQUEST.**

a. DPAA will prepare disinterment request packets containing:

(1) The request and any other documentation provided by family members, as applicable.

(2) A signed memorandum from the assigned medical examiner at DPAA setting forth its analysis of the likelihood of making individual identifications, including the application of the criteria set forth in this issuance.

(3) The Director, DPAA's, recommendation and justification.

b. DPAA will coordinate disinterment request packets with:

(1) The Secretary(ies) of the Military Departments concerned.

(2) The Armed Forces DNA Identification Laboratory under the authority of the AFME.

c. Once all coordination is received, the Director, DPAA, will provide a recommendation to the DASD(MC&FP), with an action package that includes at a minimum:

(1) The request that initiated the action.

(2) The recommendation and justification of the Secretary of the Military Department concerned.

(3) The written opinions of any experts that were consulted.

(4) A statement from the Armed Forces DNA Identification Laboratory as to whether or not there are relevant FRS available for comparison with any DNA obtained from sampling the remains.

(5) Information as to whether or not ante mortem medical and dental records are available.

(6) An analysis of historical records and other case information supporting the request.

(7) Any other relevant information of interest of which the DASD(MC&FP) should be aware (e.g., congressional interest, dissenting opinions from family members).

d. The DASD(MC&FP) will review the package and provide a recommendation, together with the package, to the ASD(M&RA) for review and action.

e. Once the ASD(M&RA) has granted consent or declined to consent to a disinterment request, the DASD(MC&FP) will notify DPAA, the Secretary(ies) of the Military Departments concerned, and official(s) of the DA, VA, or ABMC, as appropriate, and:

(1) If the ASD(M&RA) declines to consent to a family disinterment request, the Secretary of the Military Department concerned will notify the family of the decision.

(2) If the ASD(M&RA) consents to a DPAA or family disinterment request, the DASD(MC&FP) will forward a memorandum requesting disinterment to official(s) of the DA, VA, or ABMC, as appropriate, with a copy furnished to DPAA and the Secretary of the Military Department concerned. The Secretary of the Military Department concerned will provide a status update to the family.

f. DPAA will coordinate the time, place, and manner of disinterment of the remains with official(s) of the DA, VA, or ABMC, as appropriate and will provide quarterly updates to the ASD(M&RA) on the status of each disinterment.

#### **4.4. DISINTERMENT OVERSIGHT.**

a. The Director, DPAA, will provide a quarterly report to the ASD(M&RA) concerning unknown remains disinterred, those identified, and remains previously approved for disinterment by the ASD(M&RA) but not yet identified, during the preceding quarter. This report will include, at a minimum:

(1) A list of each unknown disinterred.

(2) Date of disinterment.

(3) A list of each unknown person who was identified along with:

(a) The x-file, cemetery case identifier, and accession number.

(b) Their name, rank, and military service affiliation.

- (c) Confirmation that the PNOK has been officially notified of the identification.
- (d) The name of the conflict.
- (e) Any associated disinterment project, as appropriate.
- (f) In coordination with DPAA, any additional information the ASD(M&RA) deems appropriate.

b. The Director, DPAA, will provide an annual report no later than March 31 each year to the ASD(M&RA), that includes a summary for each unknown approved for disinterment by ASD(M&RA) that has not been identified within 48 months or other approved timeline as of December 31 of the previous year.

(1) The report summaries will include:

(a) The status of the identification effort highlighting factors inhibiting identification efforts (e.g., no known NOK, need additional FRS for DNA comparison, or historical analysis is inconsistent with the disinterred remains) relating to specific remains.

(b) A determination of whether all reasonable scientific, forensic, and technological methods have been exhausted, including any recommendations from independent assessments.

(c) A recommendation on whether to continue identification processing or to reinter the remains if all reasonable scientific, forensic, and technological methods have been exhausted.

(d) If the Director, DPAA, recommends continuing with the identification process, how much additional time is needed to identify each unknown remains, and why DPAA believes this additional time may yield an identification.

(e) Incorrect identifications after remains were disinterred.

(f) In coordination with DPAA, any additional information the ASD(M&RA) deems appropriate.

(2) The ASD(M&RA) will:

(a) Use DPAA's report to adjudicate any potential issues with all stakeholders, including Arlington National Cemetery, National Cemetery Administration of the Department of Veterans Affairs, and ABMC.

(b) Determine the appropriate action based on the report submitted by DPAA.

(c) Direct DPAA to reinter the unidentified unknown remains when it is determined to be in the best interest of the DoD.

## GLOSSARY

### G.1. ACRONYMS.

ACRONYM	MEANING
ABMC	American Battle Monuments Commission
AFB	Air Force base
AFMAO	Air Force Mortuary Affairs Operations
AFME	Armed Forces Medical Examiner
ASD(M&RA)	Assistant Secretary of Defense for Manpower and Reserve Affairs
CJCS	Chairman of the Joint Chiefs of Staff
CONUS	continental United States
DA	Department of the Army
DASD(MC&FP)	Deputy Assistant Secretary of Defense for Military Community and Family Policy
DD Form	Department of Defense form
DNA	deoxyribonucleic acid
DoDD	DoD directive
DoDI	DoD instruction
DPAA	Defense POW/MIA Accounting Agency
DT	dignified transfer
FRS	family reference samples
GCC	geographic Combatant Commander
JTR	Joint Travel Regulation
MAO	mortuary affairs office
NOK	next of kin
OCONUS	outside the continental United States
PADD	person authorized to direct disposition
PE	personal effects
PERE	person eligible to receive effects
PNOK	primary next of kin
SCO	Service casualty office
U.S.C.	United States Code
USD(P)	Under Secretary of Defense for Policy

<b>ACRONYM</b>	<b>MEANING</b>
USD(P&R) USG	Under Secretary of the Defense for Personnel and Readiness United States Government
VA VCS	Department of Veteran Affairs vice chief of staff

## **G.2. DEFINITIONS.**

Unless otherwise noted, these terms and their definitions are for the purpose of this issuance.

<b>TERM</b>	<b>DEFINITION</b>
<b>ABMC</b>	Established by Congress in 1923 as a Federal agency, ABMC is responsible for honoring the Military Services where they have served, and for controlling the construction of military monuments and markers on foreign soil. ABMC administers, operates, and maintains permanent American burial grounds on foreign soil and separate memorials, monuments, and markers worldwide.
<b>approval or disapproval authority</b>	The official designated by the Department concerned to approve or disapprove requests for disinterment at cemeteries under their jurisdiction.
<b><i>ante mortem data</i></b>	Any information or document collected for a person during their life that could assist in identifying them after their death. This includes, but is not limited to, a physical description, medical and dental records, individualizing traits such as tattoos, recent photographs and fingerprints.
<b>autopsy</b>	Defined in DoDI 5154.30.
<b>body recovered</b>	The remains of a deceased person recovered by or returned to U.S. authority.
<b>burial at sea</b>	Defined in DoDD 1300.22.
<b>Campus for the Families of the Fallen</b>	The Air Force Mortuary Affairs Program with a mission to ensure surviving families of deceased Service members are provided with care, service, and support. The Campus for the Families of the Fallen consists of three main areas: The Center for Families of the Fallen, the Fisher House for Families of the Fallen, and the Meditation Pavilion. The facilities are designed to provide

<b>TERM</b>	<b>DEFINITION</b>
	families with an area of privacy, comfort and support while they are at Dover AFB, to witness the DT of their loved ones.
<b>case identifier</b>	The X number assigned to an individual unknown or an unknown group.
<b>casualty assistance officer or representative</b>	Defined in DoDI 1300.18.
<b>casualty assistance</b>	Defined in DoDI 1300.18.
<b>casualty</b>	Defined in DoDI 1300.18.
<b>closed incident</b>	A fatality case involving two or more persons where each person is individually identified.
<b>combat support area</b>	Area designated to serve in direct support of military operations.
<b>commingled remains</b>	Remains in a single location that have the potential to be from or are scientifically identified to more than one individual.
<b>Defense Casualty Information Processing System</b>	Defined in DoDI 1300.18.
<b>degree of scientific certainty</b>	Assuredness. It implies that no <i>unreasonable</i> degrees of certainty should be assumed by a trier of fact.
<b>designated combat zone</b>	Designated combat zones are listed in Chapter 44 of Volume 7A of DoD 7000.14-R.
<b>designated conflicts</b>	Defined in DoDD 5100.10.
<b>designated representative</b>	Defined in DoDI 1300.18.
<b>dignified arrival honors</b>	The process by which the remains of a deceased Service member are transferred from an aircraft at final destination to a waiting hearse to a funeral home or place of burial.
<b>dignified carry</b>	The act of military transferring the remains of a deceased Service member from one form of transportation to another, to final disposition with dignity, honor and respect in accordance to a Service's custom and tradition.

<b>TERM</b>	<b>DEFINITION</b>
<b>disinterment</b>	The act of removing the remains of a deceased person from their current burial location in a cemetery administered by the DoD, VA, or ABMC.
<b>disposition</b>	The placement of cremated or prepared remains in their final resting place.
<b>DT</b>	The process by which DoD moves transfer cases containing human remains from an aircraft arriving at Dover AFB and placed into a mortuary transfer vehicle for ground transportation to the Port Mortuary.
<b>entomb</b>	To place human remains in a tomb.
<b>escort or official escort</b>	A member of the Military Services of appropriate grade who accompanies the remains of a deceased member from the servicing mortuary to the place of burial or interment or a member, a family member, or a friend of the family specifically requested by the PADD to escort the deceased member's remains.
<b>forensic pathology</b>	Defined in DoDI 5154.30.
<b>forensic pathology investigation</b>	Defined in DoDI 5154.30.
<b>funeral coach</b>	A vehicle used for transporting unprepared remains in a transfer case or prepared remains contained in an outer shipment container.
<b>group remains</b>	<p>The unsegregated and unidentified remains of two or more individuals. Group remains may be associated to a known incident involving two or more known individuals or may represent a group that cannot be associated with any known deceased or missing individuals.</p> <p>group remains-known. When the group remains are from a specific incident or battlefield recovery site involving two or more known persons.</p> <p>group remains-unknown. When the group remains are from an incident or battlefield recovery site involving two or more remains that cannot be associated with any known deceased or missing individuals.</p>

<b>TERM</b>	<b>DEFINITION</b>
<b>hearse</b>	A specially designed vehicle used to carry a deceased person in a casket or cremated remains in an urn.
<b>human remains pouch</b>	A non-porous bag designed to contain a human body, used for the storage and transportation of remains.
<b>inter</b>	The placement of casketed remains in a grave or an above ground mausoleum.
<b>interment</b>	Either the in-ground burial of casketed or cremated remains or the above-ground inurnment of cremated remains, except where the content of this issuance makes clear that only in-ground burial is referenced.
<b>invitational travel authorization</b>	Defined in the JTR.
<b>inurn</b>	The placement of cremated remains in a container such as an urn.
<b>inurnment</b>	The placement of an urn containing cremated remains in a niche.
<b>Joint Personal Effects Depot</b>	The organization designated to receive, safeguard, inventory, store, process and determine the final deposition of PE of deceased military, civilians, and contractors who are killed in action, wounded or missing.
<b>lost at sea</b>	Casualties that occur over, on, or beneath a body of water (e.g., ocean, sea, gulf) where the remains are not recovered after a diligent search.
<b>media access</b>	A limited number of news media representatives authorized access to represent a larger number of news media organizations for the purposes of recording or photographing the DT of remains.  public media. Media representatives external to DoD.  internal media. Media representatives who are employed by the DoD.
<b>memorial service</b>	Defined in DoDI 4515.19.
<b>military working dog</b>	Defined in DoDD 5200.31E.

<b>TERM</b>	<b>DEFINITION</b>
<b>missing in action</b>	The casualty is a hostile casualty, other than the victim of a terrorist activity, who is not present at his or her duty location due to apparent involuntary reasons and whose location is unknown.
<b>mortuary affairs</b>	Defined in DoDD 1300.22.
<b>mortuary affairs collection point</b>	The basic unit for mortuary affairs support. The mortuary affairs collection point is established for receiving, processing, obtaining tentative identification, refrigeration, and evacuation of remains and their accompanying PE to the theater mortuary evacuation point.
<b>Mortuary Affairs Reporting and Tracking System</b>	Defined in DoDD 1300.22.
<b>mortuary affairs support</b>	The search, recovery, identification, preparation, and disposition of human remains of persons for whom the Services are responsible by status or Executive order.
<b>movement of human remains</b>	The action or process of transporting human remains from one place to another by ground, air, sea, or by hand (e.g., DT or dignified carry).
<b>Necropsy</b>	The post-mortem examination of an animal.
<b>NOK</b>	Defined in DoDI 1300.18.
<b>osseous material</b>	Refers to non-fossilized bone tissue, and teeth from humans.
<b>PADD</b>	The person, usually the PNOK, who is authorized to direct the disposition of human remains.
<b>past conflicts and other designated conflicts</b>	Defined in DoDD 5110.10
<b>PERE</b>	The person eligible to receive the PE of a deceased Service member or civilian employee.
<b>PE</b>	Privately owned items.
<b>persons standing in loco parentis.</b>	Any person(s) or institution who acted in place of the member's parent(s) for a period of not less than 1 year at any time before the member joined the military.

<b>TERM</b>	<b>DEFINITION</b>
<b>PNOK</b>	Defined in DoDI 1300.18.
<b>preservation procedures</b>	Pursuant to Section 567 of Public Law 109-364, the methods used to temporarily inhibit decomposition prior to autopsy. This includes the application of ice or temporary placement of remains in refrigeration with the objective of returning the remains to the family in the best possible condition. Remains will not be positioned on a tarmac or other outside locations for extended periods of time to prevent rapid heating or freezing of the remains. This does not include the application of preservative chemicals. For past conflicts, preservation procedures are taking necessary precautions to protect the remains from further damage from recovery through transportation to the designated laboratory.
<b>prisoner of war</b>	Defined in Articles 4 and 5 of the Geneva Convention.
<b>ramp ceremony</b>	An observance or event held on the tarmac before the departure of the aircraft carrying the remains of a deceased person involved in a current operation.
<b>recovery (of remains)</b>	Operations conducted to search for, locate, prepare for shipping, and transport of human remains and osseous material.
<b>remarried surviving spouse</b>	One who was not divorced from the deceased and has remarried.
<b>reinterment</b>	The act of interring unidentified remain to the same grave after disinterment or to the location directed by the PADD.
<b>repatriation</b>	The return of recovered human remains to their nation of origin.
<b>repatriation event</b>	A ceremony honoring the recovery of and return of unidentified human remains to their nation of origin.
<b>retained organ(s)</b>	Any organs retained by medical authorities for extended study to assist in determining the cause and manner of death and requiring disposition instructions from the PADD.
<b>retirement at sea</b>	The dignified disposition of commingled or partial remains from an open casualty incident that have been cremated and placed in a sea salt urn for disposition at sea. A retirement at sea is performed by either the U.S. Navy or the U.S. Coast Guard.

<b>TERM</b>	<b>DEFINITION</b>
<b>subsequent remains</b>	Additional partial human remains that are recovered and may or may not be individually identified.
<b>surviving spouse</b>	The legal spouse who was married to the deceased as prescribed by civil law, was not divorced from the deceased and has not remarried.
<b>theater of combat operations</b>	Defined in Joint Publication 3-0.
<b>theater mortuary evacuation point(s)</b>	A theater level mortuary affairs location established for the receiving, processing, refrigeration and evacuation of human remains and accompanying PE to a designated military mortuary.
<b>transfer case</b>	A container used to transport human remains without a casket.
<b>unclaimed remains</b>	Human remains not claimed by PADD or other authorized representative and therefore no disposition instructions for the remains are provided.
<b>unit memorial service</b>	A ceremonial command program that honors the service of deceased Service members and offers support to grieving unit survivors.

## REFERENCES

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- United States Code, Title 5

United States Code, Title 10  
United States Code, Title 37