

Chapter 11 - Payments and Collections

11-1. General. This chapter sets forth appropriation data, authorized payments, and related procedures under the DAP. Reference, as appropriate, should be made to the definitions in paragraph 1-4 as well as procedures and other information in current directives and manuals of NAVCOMPT, COMNAVSUPSYSCOM, and CMC.

11-2. Amounts Allowable

a. Primary Expenses. If the PNOK desires to make arrangements for disposition of remains rather than use services of the Department of Defense, or the PNOK has completed arrangements before DOD services are offered, the following are allowable toward primary expenses:

(1) In an area where an Armed Forces contract or mortuary was available but not used, an amount not to exceed what procurement would have cost the Navy. In computing the amount payable, all costs which would have been incurred by the Navy, over and above the contract expenses, are also allowable.

(2) In an area where an Armed Forces contract or mortuary was not available, the actual cost or an amount not to exceed \$750 (effective 1 July 1980), whichever is the lesser.

b. Transportation Expenses. When the PNOK arranges for transportation of the remains, reimbursement may be made in an amount not to exceed what transportation would have cost the Government. If the Navy arranges for transportation and final destination cannot be reached by common carrier, reasonable costs may be allowed for supplemental transportation by funeral coach or other suitable vehicle.

c. Secondary (Interment) or Memorial Expenses

(1) Secondary Expenses. The following allowances may be made toward secondary expenses actually incurred by the PNOK for eligible deceased personnel (paragraph 2-3b(1) refers).

(a) Burial in a private cemetery:

1. On or after 1 July 1974 through 30 September 1978 - Actual cost or an amount not to exceed \$700, whichever is the lesser.

2. On or after 1 October 1978 through 31 December 1982 - Actual cost or an amount not to exceed \$900, whichever is the lesser.

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3. On or after 1 January 1983 through 30 September 1985 - Actual cost or an amount not to exceed \$1400, whichever is the lesser.

4. On or after 1 October 1985 and until further notification - Actual cost or an amount not to exceed \$1750, whichever is the lesser.

(b) Burial in a national (or other Federal Government) cemetery or committal at sea after being consigned to a funeral director selected by the PNOK:

1. On or after 1 July 1974 through 30 September 1978 - Actual cost or an amount not to exceed \$450, whichever is the lesser.

2. On or after 1 October 1978 through 31 December 1982 - Actual cost or an amount not to exceed \$475, whichever is the lesser.

3. On or after 1 January 1983 through 30 September 1985 - Actual cost or an amount not to exceed \$950, whichever is the lesser.

4. On or after 1 October 1985 and until further notification - Actual cost or an amount not to exceed \$1180, whichever is the lesser.

(c) On or after 1 July 1974 and until further notification - Actual cost or an amount not to exceed \$75, whichever is the lesser when remains or cremains are consigned:

1. Directly to a national (or other Federal Government) cemetery, or

2. To a naval activity or ship for committal at sea.

(2) Memorial Expenses. Memorial services expenses, as defined in paragraph 1-4g, are allowable for nonrecovered eligible deceased naval personnel (paragraph 2-3b(1) refers) whose determination of death is on or after 1 January 1961. A claim for payment or reimbursement may be allowed only if presented within 2 years after notification to the PNOK of the date of death. For adjudication and payment, the PNOK should submit receipted invoices or a certified claim, original and 4 copies, to the OMA/NH (appendix F) in whose area the memorial services were held. Payment or

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reimbursement is authorized for the actual cost or an amount not to exceed \$1180, whichever is the lesser.

11-3. Payment and Reimbursement of Authorized Expenses, Except Dependents

a. General

(1) When the Navy has arranged for primary services and transportation, a claim for payment of the supplemental transportation charges may be submitted, in quintuplicate, by the final destination funeral director to the OMA/NH (appendix F) having geographic responsibility for area wherein burial takes place.

(2) DD 1375, Request for Payment of Funeral and/or Interment Expenses (appendix G) is provided to the PNOK (or PNOK's designee) to claim either reimbursement or payment for primary, transportation, and secondary expenses when Government services were not used. The DD 1375 will also be used to claim the secondary allowance when the Navy has arranged for primary services and transportation. After completion of Part I, the following responsible activities will give the form to the escort who will present it to the PNOK or, if appropriate, the CACO (see paragraph 10-7a(2)(e)3):

(a) For Navy personnel within the 48 contiguous United States, the Navy activity which provided the services or arranged for further transportation of remains received from overseas, or by the OMA/NH (appendix F) servicing the area where death occurred.

(b) For Navy personnel outside the 48 contiguous United States, the activity responsible for providing DAP services.

(c) For Marine Corps personnel, the Commandant of the Marine Corps (MHP-10) (a DD 1375 is provided in the CACO packet).

b. Government Services Used. When the Navy arranges for primary services and transportation, submit claims for payment or reimbursement of secondary expenses or supplemental transportation expenses to the OMA/NH servicing the area of interment and, as indicated in item 2 of the DD 1375, to the activity in the area of burial which has authority for local payment; or to COMNAVMEDCOM (MEDCOM-332), as appropriate (subparagraph 11-3c refers). Amounts allowable will be paid to the designee indicated in item 17a, DD 1375 (appendix G).

c. Government Services Not Used

(1) Deaths in the 48 Contiguous United States or Alaska.
For adjudication and payment of:

(a) Primary expenses and transportation cost to common carrier terminal at final destination, forward claims to the OMA/NH (appendix F) servicing the area where death occurred.

(b) Secondary allowances and supplemental transportation costs, forward claims to the OMA/NH servicing the area of the interment.

(2) Deaths Outside the 48 Contiguous United States and Alaska. The following activities are authorized to make local payment of expenses incurred in areas under their jurisdiction:

(a) Commanding Officer, U.S. Naval Hospital, FPO Miami 34051 for services rendered in Puerto Rico, Virgin Islands, and other Caribbean islands.

(b) Commanding Officer, Naval Medical Clinic, Box 121, Pearl Harbor, HI 96860 for services rendered in Hawaii, Midway Island, and the Central Pacific basin.

(c) Commanding Officer, U.S. Naval Hospital, FPO San Francisco 96652-1600 for services rendered in Afghanistan, Bangladesh, Hong Kong, India, Nepal, Pakistan, the Philippines, Southeast Asia, Sri Lanka, and Taiwan.

(d) Commanding Officer, U.S. Naval Hospital, FPO San Francisco 96630-1600 for services rendered in New Zealand and Guam.

(e) Commanding Officer, U.S. Naval Hospital, FPO Seattle 98765-1600 for services rendered in Japan, Korea, and Okinawa.

(f) Commander, Naval Medical Command, European Region, P.O. Box 22, FPO New York 09510-3100 for services rendered in the European Region.

(g) In all other areas not enumerated and outside the 48 contiguous United States and Alaska, forward claims to COMNAVMED COM (MEDCOM-332).

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11-4. Transportation Expenses. Military Dependents

a. Defrayed by Member. When an active duty member has paid for transportation of remains of a dependent who is entitled to transportation costs enumerated in paragraph 9-3a(4), the following reimbursement procedures apply:

(1) Member's PSD office will aid member in preparation of claim using DD 1375, Request for Payment of Funeral and/or Interment Expenses. The claim should be supported by a copy of the civil or military death certificate and copies of documents attesting to payment, i.e., receipted bills, cancelled checks or tickets, etc. The civil death certificate should be used wherever possible.

(2) In addition to the above documents, the member's PSD office will also attach a statement attesting to the eligibility of the dependent: This is to certify that HMI John Doe, 123 45 6789 USN, was in an active duty status at the time of his dependent's death. John Doe, Jr. was his bona fide dependent.

(3) Submit all reimbursement claims to the OMA/NH servicing the area in which benefits were provided (appendix F). The amounts payable will be those set forth in paragraph 11-2b.

b. Defrayed by Funeral Director. When a funeral director has defrayed the transportation costs, reimbursement procedures set forth in paragraph 11-4a apply, except that a statement from the funeral director showing transportation charges should be substituted for the documents enumerated in paragraph 11-4a(1) that attested to payment. The active duty member will indicate on the DD 1375, Request for Payment of Funeral and/or Interment Expenses, that payment is to be made to the funeral director. The amounts payable are those set forth in paragraph 11-2b.

c. Arranged by a Military Activity. Claims for payment or reimbursement of supplemental transportation charges (paragraph 9-3b refers) will be forwarded to the OMA/NH servicing the area in which burial is made. When only local transportation is required, payment may be made directly to the funeral director upon presentation of an invoice to the OMA/NH servicing the area in which transportation was initiated. When supplemental transportation is required in conjunction with long distance transportation, payment or reimbursement for the supplemental portion of transportation charges may be made by the OMA/NH servicing the area in which the transportation was initiated. A casualty message and transportation of remains message is required per paragraphs 3-2 and 3-3.

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11-5. Decedent Affairs Program Allotments

a. Navy Allotment. Authorized DAP expenses are chargeable to the special open allotment held by COMNAVMEDCOM for this purpose. In circumstances involving reimbursable transactions, costs may also be initially charged to the open allotment subject to reimbursement. The allotment may be charged by any Navy or Marine Corps activity assigned procurement or payment responsibility. Army and Air Force activities may also charge the allotment when arranging for authorized supplies and services at the request of a naval activity. Accounting data is on the following page.

b. Army and Air Force Allotments. When a naval activity obtains or provides services, supplies, transportation of remains, or travel of an escort at the request of an Army or Air Force activity, make initial charges against the Army or Air Force appropriation furnished by the requesting activity (chapter 15 and appendix K refer).

c. Funds of Other Government Agencies. Purchases or supplies provided from Navy resources may be initially charged against Navy DAP funds subject to reimbursement or, if the requesting Government agency concurs, may be referred directly for payment or charged to the agency's funds.

11-6. Collection Actions

a. From Army and Air Force. Collections from the Army and the Air Force should not be necessary since direct charging of Army and Air Force funds is authorized.

b. From Government Agencies Other Than Army and Air Force. COMNAVMEDCOM is responsible for collection actions relative to decedent affairs services furnished on behalf of other Government agencies. The activity initially charging DAP funds will report costs of services and supplies to COMNAVMEDCOM (MEDCOM-332). Reporting, in quadruplicate, will be made on DD 1149, Requisition and Invoice/Shipping Document, or MED 5360-8, Costs of Services and Supplies, as appropriate.

c. From Individuals. Charges for services and supplies furnished individuals not entitled, at Government expense, to benefits of the DAP will be collected locally. Do not hold remains at an overseas location pending resolution of collection action. Forward to COMNAVMEDCOM (MEDCOM-332) a copy of the DD 1149, prepared for collection of such funds from individuals, and a copy of DD 2065. If an activity is unable to collect at the time mortuary services and supplies are provided, the command concerned will make

ACCOUNTING CLASSIFICATION FOR DECEDENT AFFAIRS PROGRAM EXPENSES

APPROP.	SUB- HEAD	OBJ.**	CLASS	BCN	SA	AAA	II	PAA	COST CODE	PURPOSE
17*1804	188M	000	000	00018	M	000179	2D	LNE000	990030000LNE	Escort Travel Expenses
17*1804	188M	000	000	00018	M	000179	2D	LMF000	990030000LMF	Trans. of Deceased - MAC
17*1804	188M	000	000	00018	M	000179	2D	LMG000	990030000LMG	Trans. of Deceased - Comm. Air
17*1804	188M	000	000	00018	M	000179	2D	LNJ000	990030000LNJ	Trans. of Deceased - Inland Carrier
17*1804	188M	000	000	00018	M	000179	2D	LNL000	990030000LNL	Trans. of Deceased - Other***
17*1804	188M	000	000	00018	M	000179	2D	LMQ000	990030000LMQ	Mortuary Services
17*1804	188M	000	000	00018	M	000179	2D	LNT000	990030000LNT	Supplies, Clothing, and Civil Death Certificate (par. 11-9) 1/

* The third digit in the appropriation reflects the last digit of fiscal year, e.g., "6" for 1986 and "7" for 1987, etc., current at time claim is approved for payment.

** Refer to NAVCOMPTRAN 027003 for appropriate Expenditure Category Codes when the disbursement or collection involves a foreign or United States contractor abroad.

*** When retired members die while properly admitted to a military hospital, refer to paragraph 2-3b(1)(m).

1/ For ordering on MILSTRIP documents from DLA sources, use "00018" as Requisitioner, the requesting activity's UIC in Supplementary Address, Signal Code "J", and Fund Code "PF".

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local arrangements for collection. If payment is not received within a reasonable length of time, report the circumstances to COMNAVMEDCOM (MEDCOM-332) at the telephone numbers listed in paragraph 4-3a and continue to seek recoupment. Following are applicable charges for the services indicated:

(1) For mortuary and embalming supplies when a blanket, plastic or rubber sheeting is not required, \$9.00.

(2) For mortuary and embalming supplies when a blanket, plastic or rubber sheeting is furnished, \$23.00.

(3) The delivered cost of the casket and shipping container, if these items are used from Navy stock in the command. When a U.S. POE transports a casket or container to an overseas command for a specific local burial, cost of shipment to the overseas area will also be included.

(4) Any charges incurred to comply with local laws and customs.

d. Appropriation to be Reimbursed. Deposit funds collected to appropriation:

17+1804.1880 007 00000/0 000179 3C 0_ _ _ _ * CZ1111

+ Third digit reflects fiscal year being reimbursed, e.g., "6" for 1986 or "7" for 1987, etc.

* Insert 5 digit unit identification code (UIC) of activity depositing reimbursement.

11-7. Reporting Expenses. Activities incurring expenses in connection with disposition of remains of Navy and Marine Corps personnel need not report such expenses to COMNAVMEDCOM, except as required on DD 2062 and DD 2063 (Report control symbol MED 5360-3 applies.). In arranging for disposition of remains of other services personnel, activities obtaining services and supplies from commercial sources (chapter 15 refers) will forward a letter report, MED 5360-3, Report of Disposition and Expenditures - Human Remains, to the deceased member's service showing costs for which its funds have been cited.

11-8. Autopsies - Payment for

a. General. Except as specified in subparagraphs 11-8b and c, payment will be charged to operation and maintenance funds of the responsible activity when it becomes necessary to engage the ser-

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vices of a civilian pathologist, incur transportation costs, per diem, or other related expenses to conduct an autopsy to determine the cause of death for record purposes.

b. Aircraft Accidents. As specified in BUMEDINST 6510.68 (NOTAL), charges for services of civilian pathologists are properly payable from Medical Department funds for aircraft accident victims. Bills covering professional fees should be submitted for settlement to COMNAVMEDCOM (MEDCOM-332) via the naval activity ordering the services.

c. Coroner Involvement. The Comptroller General of the United States has ruled that Federal funds cannot be expended for the purpose of reimbursing public officials for services rendered or for expenses incurred in the performance of their official duties, when such duties are performed per a requirement imposed by State or local law. Accordingly, the cost of autopsies ordered by local civil authorities, regardless of reason for ordering, is not chargeable to Federal appropriations. However removal expenses, the cost of removing a body from the place of death and keeping it until released to the entity responsible for disposition, may be chargeable as a DAP expense (paragraph 9-3f(1)(a)1 refers).

11-9. Civil Death Certificates. When required for DAP purposes, the cost of civil death certificates is chargeable under Cost Code 990030000LNT (paragraph 11-5a refers). Civil death certificates are not routinely furnished to the NOK. If one is desired, a copy may be requested directly from the appropriate State Bureau of Vital Statistics.

Chapter 12 - National Cemeteries

12-1. General

a. Jurisdiction. Except for Arlington National Cemetery and the exceptions noted in paragraph 12-9, national cemeteries are under the jurisdiction of the Chief Memorial Affairs Director, Department of Memorial Affairs, Veterans Administration, Washington, DC 20420. See paragraph 12-3 regarding application for burial in a national cemetery.

b. Types of Cemeteries. National cemeteries are classified as:

(1) Open (Active) - Those currently having grave spaces available.

(2) Closed (Inactive) - Those not having grave spaces available.

(3) New (Inactive) - Those planned but not yet opened.

12-2. Eligibility for Intermenta. Open National Cemeteries, Except Arlington

(1) Remains of the following naval or former naval members may be buried in any open national cemetery except Arlington (subparagraph 12-2b refers to the exception). If further information is needed concerning eligibility or availability of space, the Assistant Director for Operations, (41A), Department of Memorial Affairs at the address listed in paragraph 12-1 should be contacted.

(a) Any member of the Navy or Marine Corps who was serving on active duty at time of death (other than active duty for training) or a former member who was discharged under conditions other than dishonorable (as determined by the Veterans Administration).

(b) Any member of a Navy or Marine Corps Reserve organization whose death occurred under honorable conditions while the individual was:

1. On active duty for training (including authorized travel to or from active duty training).

2. On inactive duty training (including authorized travel to or from such training).

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12-2b(1)(a)

3. Hospitalized or undergoing treatment at the expense of the Government for injury or disease incurred or contracted during the period covered by 12-2a(1)(b)1 or 2.

(c) Members of the Naval Reserve Officers' Training Corps whose deaths occurred under honorable conditions while they were:

1. Attending an authorized training camp or an authorized training cruise.

2. Performing authorized travel to or from that camp or cruise, or

3. Hospitalized or undergoing treatment at the expense of the United States for injury or disease incurred or contracted under circumstances enumerated in 12-2a(1)(c)1 or 2.

(2) The surviving spouse and minor children of individuals covered in 12-2a(1)(a), (b), and (c).

(3) At the discretion of the Chief Memorial Affairs Director, Department of Memorial Affairs, Veterans Administration, Washington, DC 20420:

(a) Unmarried adult children of eligible individuals may be buried in any open national cemetery, except Arlington, if they were totally disabled, either physically or mentally, prior to attaining the age of 21.

(b) Unremarried widows or widowers of eligible deceased members whose remains were either lost at sea or buried at sea not at their own volition, or who were officially determined missing or missing in action and subsequently administratively declared dead for the purpose of terminating missing or missing in action status.

b. Arlington National Cemetery. Arlington National Cemetery is under the jurisdiction of the Department of the Army. Inquiries should be directed to the Superintendent, Arlington National Cemetery, Arlington, VA 22211, telephone 202-695-3250 or 3253. The Superintendent's office is open from 0730 to 1600 hours, Monday through Friday, and from 0830 to 1230 hours on Saturdays. Depending on the holiday, working hours differ.

(1) Remains

(a) Burial of casketed remains (versus inurned remains) is limited to the following naval or former naval members:

12-2b(1)(a)1

12-2b(2)(a)1

1. Any member of the Navy or Marine Corps serving on active duty at time of death (other than active duty for training).

2. Any retired member of the Navy or Marine Corps carried on a Service Retired List and eligible to receive compensation as a result of service in the Navy or Marine Corps, including members of the Fleet Reserve.

3. Former members of the Navy or Marine Corps whose last active military service terminated honorably and who have been awarded one or more of the following:

a. The Medal of Honor, Navy Cross, the Silver Star, or the Purple Heart.

b. Thirty percent or more service connected disability prior to 1 October 1949.

(b) In addition to those individuals enumerated in 12-2b(1)(a), burial of casketed remains (versus inurned cremains) in Arlington National cemetery is also authorized for the following under the circumstances enumerated:

1. The spouse, minor children and, at the discretion of the Secretary of the Army, unmarried adult children of any individual listed in paragraphs 12-2b(1)(a)1, 2, or 3.

2. The spouse, minor children and, at the discretion of the Secretary of the Army, unmarried adult children who survived any person already buried in Arlington National Cemetery.

3. When minor children or unmarried adult children are already buried in Arlington National Cemetery based on eligibility derived from a parent, either or both parents may be buried there also.

(2) Cremains

(a) Cremains of individuals enumerated in 12-2b(1) may either be buried in Arlington National Cemetery under the circumstances listed or, upon request of the PNOK, may be interred in the Columbarium of the Arlington National Cemetery. In addition to those individuals enumerated in 12-2b(1), ashes of the following may also be interred in the Columbarium.

1. Any member or former member (veteran) of the Navy or Marine Corps whose last active military service terminated honorably.

12-2b(2)(a)2

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2. The spouse, minor children and, at the discretion of the Secretary of the Army, unmarried adult children of a Navy or Marine Corps member or former member.

c. Closed Cemeteries. Any individual enumerated in paragraphs 12-2a and 12-2b may be buried in a closed cemetery provided:

(1) The individual was preceded in death by an eligible spouse or other dependent who was interred in that closed cemetery, and

(2) A reservation was made at the time of the preceding death for burial of eligible survivor(s), or

(3) Remains can be placed in the same grave if a reservation was not made, or

(4) The individual has been cremated and the PNOK desires burial in one of the closed cemeteries that accept cremains for burial (see paragraph 12-9b).

12-3. Application. When the PNOK of one of the individuals listed in paragraph 12-2 requests burial in a specific national cemetery, the activity which has or had custody of remains for DAP purposes will forward the following information by telephone and message to the office of the national cemetery selected for interment (see paragraph 12-9), with information copies to the CACO (if known); the OMA/NH servicing the area of the residence of the PNOK; and COM NAVMEDCOM (MEDCOM-332). Requests transmitted by telegram should include the line items of information in the following subparagraphs a through k:

a. Decedent's name, social security number, and branch of service.

b. Grade or rate held at time of death and highest grade or rate held during service.

c. Date of entry on active duty and present duty status.

d. Place and date of birth.

e. Place and date of death.

f. Personal decorations.

g. Name, address, and relationship of PNOK requesting authority for burial.

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h. Date and time interment services requested.

i. Type of funeral service desired. When Catholic burial services are desired in connection with interments at Arlington National Cemetery, the command Catholic chaplain or local priest should provide an additional message stating that the deceased is entitled to Catholic services.

j. Type of honors desired - Simple or full military honors.

k. State to be inscribed on Government headstone. If State is requested, inscription will be at private expense.

When remains are consigned to a funeral home, the consignee will coordinate desired PNOK arrangements with the superintendent or director of the national cemetery.

12-4. Military Honors

a. General. Military honors for interment in national cemeteries is a responsibility of the member's service. Honors, religious services, and transportation for the PNOK to attend services at Arlington National Cemetery are coordinated by the Superintendent with the office of the Commander, Naval Military Personnel Command (COMNAVMILPERSCOM) or the Commandant of the Marine Corps (MHP-10), as appropriate.

b. Instructions relating to honors are contained in the following:

(1) Navy

(a) MILPERSMAN 4210240, 4210280 and 4210290.

(b) NAVREGS, Articles 1088, 1089, and 1090.

(c) NAVPERS 15555A, Naval Military Funerals.

(2) Marine Corps

(a) MARCORCASPROCMAN.

(b) Marine Corps Drill and Ceremonies Manual (NAVMC 2691), chapter 19.

(c) NAVREGS, Articles 1088, 1089, and 1090.

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12-5. Vaults, Liners, and Containers. A metal, asphalt, or concrete vault or grave liner at private expense is authorized but is not specifically required. Contractual arrangements must be made by the PNOK for purchase and delivery of such units to the cemetery. The superintendent or director of the cemetery must be notified of the outside dimensions of the vault in sufficient time to prepare the proper size grave. The contractor furnishing the vault must also furnish necessary equipment and personnel for placing the vault in the grave prior to the funeral services and for placement of the vault lid after the burial services. Any questions on this subject should be referred to the appropriate cemetery director or superintendent.

12-6. Viewing Remains. Facilities are not available for viewing remains at national cemeteries. If a PNOK desires to schedule a viewing prior to interment in a national cemetery, remains must be consigned to a local funeral director serving the area where the cemetery is located.

12-7. Schedule of Interments. Interments will not be made on Saturdays, Sundays, or holidays, unless it can be conclusively established that extraordinary circumstances exist making it imperative that interment is accomplished prior to a regularly scheduled work day. The director or superintendent of the cemetery concerned will take necessary action in obtaining approval from higher headquarters in such instances.

12-8. Transportation

a. Notification. Transportation of remains to a national cemetery need not be delayed pending receipt of the superintendent's or director's reply to application process outlined in paragraph 12-3, unless the PNOK desires to make other arrangements for burial if the specific time requested cannot be approved. The command may arrange the transportation schedule and notify the director or superintendent of the cemetery per paragraph 9-2b(2).

b. Transportation and Storage. The director or superintendent of the national cemetery will arrange for transportation from the common carrier terminal of any decedent eligible for burial in a national cemetery who is also entitled to transportation at Government expense. In certain instances, the director or superintendent will arrange with a funeral director for transportation, storage if necessary, and delivery to the cemetery, and will certify and forward the bill to the OMA/NH servicing the area in which the national cemetery is located.

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12-9. National Cemeteries - List of

a. Open - Active. The following national cemeteries currently have spaces available:

<u>State</u>	<u>Name, Address & Telephone Number</u>
Arkansas	Fayetteville National Cemetery, 700 Government Avenue, Fayetteville 72701, (501) 443-4301, Extension 584 Fort Smith National Cemetery, 522 Garland Avenue and South 6th Street, Fort Smith 72901, (501) 783-5345 Little Rock National Cemetery, 2523 Confederate Boulevard, Little Rock 72206, (501) 374-8011
California*	Riverside National Cemetery, 22495 Van Buren Boulevard, Riverside 92508, (714) 653-8417 or 8418
Colorado	Fort Logan National Cemetery, 3698 South Sheridan Boulevard, Denver 80235, (303) 761-0117 Fort Lyon National Cemetery, Veterans Administration Medical Center, Fort Lyon 81038, (303) 456-1260, Ext. 231
Florida	Barrancas National Cemetery, Naval Air Station, Pensacola 32508, (904) 452-3357 or 4196
Georgia	<u>1</u> /Andersonville National Historic Site, Andersonville 31711, (912) 924-0343
Hawaii**	National Memorial Cemetery of the Pacific, 2177 Puowaina Drive, Honolulu 96813, (808) 546-3190
Illinois	Camp Butler National Cemetery, Rural Route 1, Springfield 62707, (217) 522-5764 Danville National Cemetery, 1900 East Maine Street, Danville 61832, (217) 442-8000, Ext. 391

* See paragraph 12-9b concerning interment of cremains in California.

**Columbarium available for cremated remains.

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<u>State</u>	<u>Name, Address & Telephone Number</u>
Illinois	Mound City National Cemetery, Junction-Hwys 37 and 51, Mound City 62963, (618) 748-9343
	Quincy National Cemetery, 36th and Maine Streets, Quincy 62301, (319) 524-1304
	Rock Island National Cemetery, Rock Island Arsenal, Rock Island 61299, (309) 794-6715
Indiana	Marion National Cemetery, Veterans Administration Medical Center, Marion 46952, (317) 674-3321, Ext. 392
	New Albany National Cemetery, 1943 Elkin Avenue, New Albany 47150, (812) 288-3385
Iowa	Keokuk National Cemetery, 18th and Ridge Streets, Keokuk 52632, (319) 524-1304
Kansas	Fort Scott National Cemetery, P.O. Box 917, Fort Scott 66701, (316) 223-2840
	Leavenworth National Cemetery, Leavenworth, 66048, (913) 682-2000, Ext. 575
Kentucky	Camp Nelson National Cemetery, RR Nr. 3, Nicholasville 40356, (606) 885-5727
	Lebanon National Cemetery, Lebanon 40033, (502) 692-3390
	Mill Springs National Cemetery, Rural Route 1, Nancy 42544, (606) 636-6470
	Zachary Taylor National Cemetery, 4701 Brownsboro Road, Louisville 40207, (502) 893-3852
Louisiana	Alexandria National Cemetery, 209 Shamrock Avenue, Pineville 71360, (318) 442-5029
	Port Hudson National Cemetery, Route 1, Box 185, Zachary 70791, (504) 654-4757
Massachusetts	Massachusetts National Cemetery, Bourne 02532, (617) 563-7113

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<u>State</u>	<u>Name, Address & Telephone Number</u>
Michigan	Fort Custer National Cemetery, VA Medical Center, Bldg. 145, 5600 Dickman Road, Battle Creek 49016. (616) 966-5480
Minnesota	Fort Snelling National Cemetery, 7601 34th Avenue, South, Minneapolis 55450, (612) 726-1127 or 1128
Mississippi	Biloxi National Cemetery, Veterans Administration Medical Center, Biloxi 39531, (601) 388-5541
	Corinth National Cemetery, 1551 Horton Street, Corinth 38834, (601) 286-5782
	Natchez National Cemetery, 61 Cemetery Road, Natchez 39120, (601) 445-4981
Missouri	Jefferson Barracks National Cemetery, 101 Memorial Drive, St Louis 63125, (314) 263-8691 or 8692
	Springfield National Cemetery, 1702 E. Seminole Street, Springfield 65804, (417) 881-9499
Nebraska	Fort McPherson National Cemetery, Maxwell 69151, (308) 582-4433
New Mexico	Fort Bayard National Cemetery, Fort Bayard 88036, (505) 537-3686
	Santa Fe National Cemetery, P.O. Box 88, Santa Fe 87501, (505) 988-6400
New York	Bath National Cemetery, Veterans Administration Medical Center, Bath 14810, (607) 776-2111, Ext. 293
	Calverton National Cemetery, Route 25, P.O. Box 144, Calverton 11933, (516) 727-5410 or 5412
North Carolina	New Bern National Cemetery, 1711 National Avenue, New Bern 28560, (919) 637-2912
	Salisbury National Cemetery, 202 Government Road, Salisbury 28144, (704) 636-2661
	Raleigh National Cemetery, 501 Rock Quarry Road, Raleigh 27610, (919) 832-0144

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<u>State</u>	<u>Name, Address & Telephone Number</u>
Ohio	Dayton National Cemetery, Veterans Administration Medical Center, 4100 W. Third Street, Dayton 45428, (513) 268-6511, Ext. 106
Oklahoma	Fort Gibson National Cemetery, Fort Gibson 74434, (918) 478-2334
Oregon	White City National Cemetery, 2763 Riley Road, Eagle Point 97524, (503) 826-2111, Ext. 351 Willamette National Cemetery, 11800 S.E. Mt. Scott Boulevard, P.O. Box 66147, Portland 97266, (503) 761-4188
Pennsylvania	Indiantown Gap National Cemetery, P.O. Box 187, Annville 17003, (717) 865-5254, 5255, or 5256
Puerto Rico	Puerto Rico National Cemetery, P.O. Box 1298, Bayamon 00619, (809) 785-7281
South Carolina	Beaufort National Cemetery, 1601 Boundary Street, Beaufort 29902, (803) 524-3925
South Dakota	Black Hills National Cemetery, P.O. Box 640, Sturgis 57785, (605) 347-3830
Tennessee	<u>1</u> / Andrew Johnson National Historic Site, Depot Street, Greeneville 37743, (615) 638-3551 Chattanooga National Cemetery, 1200 Bailey Avenue, Chattanooga 37404, (615) 698-4981 <u>1</u> / Fort Donelson National Military Park, P.O. Box F, Dover 37058, (615) 232-5348 Knoxville National Cemetery, 939 Tyson Street, N.W., Knoxville 37917 (615) 522-8820 Memphis National Cemetery, 3568 Townes Avenue, Memphis 38122, (901) 386-8311 Mountain Home National Cemetery, P.O. Box 8, Mountain Home 37684, (615) 929-7891 Nashville National Cemetery, 1420 Gallatin Road South, Madison 37115, (615) 865-0741

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<u>State</u>	<u>Name, Address & Telephone Number</u>
Tennessee	<p><u>1/</u> Shiloh National Military Park, Shiloh 38376. (901) 689-3410</p> <p><u>1/</u> Stones River National Battlefield and Cemetery. Murfreesboro 37131. (615) 893-9501</p>
Texas	<p>Fort Bliss National Cemetery, P.O. Box 6342, Fort Bliss 79906, (915) 568-3705</p> <p>Fort Sam Houston National Cemetery, 1520 Harry Wurzbach Road, San Antonio 78209, (512) 221-2136 or 2137</p> <p>Houston National Cemetery, 10410 Stuebner Airline Road, Houston 77038, (713) 447-8686</p>
Virginia	<p><u>**2/</u>Arlington National Cemetery, Arlington 22211. (703) 695-3250 or 3253</p> <p>Culpeper National Cemetery, 305 U.S. Avenue, Cul- peper 22701, (703) 825-0027</p> <p>Quantico National Cemetery, P.O. Box 10, Triangle 22172, (703) 690-2217</p>
Wisconsin	<p>Wood National Cemetery, Veterans Administration Medical Center, 5000 W. National Avenue, Wood 53193, (414) 384-2000, Ext. 2776 or 2777</p>

b. Closed - Inactive. The following national cemeteries do not have unreserved grave spaces available:

<u>State</u>	<u>Name, Address & Telephone Number</u>
Alabama	<p>Mobile National Cemetery, 1202 Virginia Street, Mobile 36604, (205) 690-2858</p>
Alaska	<p>Sitka National Cemetery, P.O. Box 1065, Sitka 99835, (907) 747-3263</p>
Arizona	<p>Prescott National Cemetery, Veterans Administra- tion Medical Center, Prescott 86313, (602) 445- 4860, Ext. 280</p>

****Columbarium available for cremated remains.**

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<u>State</u>	<u>Name, Address, & Telephone Number</u>
California	*Fort Rosecrans National Cemetery, Point Loma, P.O. Box 6237, San Diego 92106, (714) 225-7447
	*Golden Gate National Cemetery, 1300 Sneath Lane, San Bruno 94066, (415) 589-7737
	*Los Angeles National Cemetery, 950 South Sepulveda Boulevard, Los Angeles 90049, (213) 824-4311, Ext 5264
	*San Francisco National Cemetery, P.O. Box 29012, Presidio of San Francisco 94129, (415) 561-2008 or 2986
District of Columbia	<u>1</u> / Battleground National Cemetery, 6625 Georgia Avenue, N.W., Washington DC 20012, (202) 381-7282
	<u>2</u> /Soldiers Home National Cemetery, 21 Harewood Rd., N.W., Washington, DC 20012, (202) 829-1829
Florida	St. Augustine National Cemetery, 104 Marine Street, St. Augustine 32084, (904) 829-2661
	*Bay Pines National Cemetery, Veterans Administration Medical Center, Bay Pines 33504, (813) 398-9426
Georgia	Marietta National Cemetery, 500 Washington Avenue, Marietta 30060, (404) 428-5631
Illinois	Alton National Cemetery, 600 Pearl Street, Alton 62003, (c/o Jefferson Barracks National Cemetery, St. Louis, Mo., (215) 922-5421)
Indiana	Crown Hill National Cemetery, 3402 Boulevard Place, Indianapolis 46208, (317) 925-8231
Kansas	Fort Leavenworth National Cemetery, Fort Leavenworth 66027, (913) 684-4914
Kentucky	Cave Hill National Cemetery, 701 Baxter Avenue, Louisville 40204, (c/o Zachary Taylor National Cemetery (502) 893-3852)

* These cemeteries accept cremains for interment.

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<u>State</u>	<u>Name, Address & Telephone Number</u>
Kentucky	Danville National Cemetery, 377 North First Street, Danville 40422, (c/o Camp Nelson National Cemetery, (606) 885-5727)
	Lexington National Cemetery, 833 West Main Street, Lexington 40468, (606) 885-5727
Louisiana	Baton Rouge National Cemetery, 220 North 19th Street, Baton Rouge 70806, (504) 389-0323
	<u>1/</u> Chalmette National Historical Park, St. Bernard Hwy., Chalmette 70043, (504) 271-2412
Maine	Togus National Cemetery, Veterans Administration Medical and Regional Office Center, Togus 04330, (207) 623-8411
Maryland	Annapolis National Cemetery, 800 West Street, Annapolis 21401, (301) 269-1224
	<u>1/</u> Antietam National Battlefield Site, Box 158, Sharpsburg 21782, (301) 432-5124
	Baltimore National Cemetery, 5501 Frederick Avenue, Baltimore 21228, (301) 644-9696 or 9697
Maryland	Loudon Park National Cemetery 3445 Frederick Avenue, Baltimore 21228, (301) 644-9696 or 9697
Mississippi	<u>1/</u> Vicksburg National Military Park & Cemetery, Box 349, Vicksburg 39180, (601) 636-0583
Missouri	Jefferson City National Cemetery, 1024 East McCarty Street, Jefferson City 65101, (263) 8691 or 8692
Montana	<u>1/</u> Custer Battlefield National Monument, P.O. Box 39, Crow Agency 59022, (406) 638-2622
New Jersey	Beverly National Cemetery, Beverly 08010, (609) 877-5460
	Finn's Point National Cemetery, R.F.D. #3, Fort Mott Road, Salem 08079, (609) 935-3628
New York	Cypress Hills National Cemetery, 625 Jamaica Avenue, Brooklyn 11208, (212) 277-7145

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<u>State</u>	<u>Name, Address, & Telephone Number</u>
New York	Long Island National Cemetery, Farmingdale, Long Island 11735, (516) 249-7500, 7301, or 7302
	Woodlawn National Cemetery, 1825 Davis Street, Elmira 14901, (607) 732-5411
North Carolina	Wilmington National Cemetery, 2011 Market Street, Wilmington 28403, (919) 762-7213
Oregon	Roseburg National Cemetery, Veterans Administration Center, Roseburg 97470, (503) 672-4411.
Pennsylvania	Philadelphia National Cemetery, Haines Street & Limekiln Pike, Philadelphia 19138, (215) 922-5421
	1/ Gettysburg National Military Park, P.O. Box 70, Gettysburg 17325, (717) 334-1124
South Carolina	Florence National Cemetery, 803 East National Cemetery Road, Florence 29501, (803) 669-8783
South Dakota	Fort Meade National Cemetery, Veterans Administration Medical Center, Fort Meade 57741, (605) 347-3830
	Hot Springs National Cemetery, Veterans Administration Medical Center, Hot Springs 57747, (605) 745-4101
Tennessee	1/ Stones River National Battlefield, Route 10, Box 401, Old Nashville Hwy., Murfreesboro 37130 (615) 893-9501
Texas	Kerrville National Cemetery, Veterans Administration Medical Center, Spur Rt. 100, Kerrville 78028, (512) 896-2020
	San Antonio National Cemetery, 517 Paso Hondo Street, San Antonio 78202 (512) 221-2136 or 2137
Virginia	Alexandria National Cemetery, 1450 Wilkes Street, Alexandria 22314, (703) 662-8535
	Balls Bluff National Cemetery, Leesburg 22075, (703) 662-8535
	City Point National Cemetery, 10th Avenue and Davis Street, Hopewell 23860 (804) 222-1490 or 1494

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State
Virginia

Name, Address & Telephone Number

Cold Harbor National Cemetery, Route 156 North,
Mechanicsville 23111 (804) 222-1490 or 1491

Danville National Cemetery, 721 Lee Street, Dan-
ville 24541 (804) 792-9284

Fort Harrison National Cemetery, RFD No. 5, Box
174, Varina Road, Richmond 23231, (804) 222-1490
or 1494

1/Fredericksburg & Spotsylvania County Battlefields
Memorial National Military Park, 1013 Lafayette
Boulevard, P.O. Box 679, Fredericksburg 22401,
(703) 373-4461

Glendale National Cemetery, R.F.D. 5, Box 272,
Richmond 23231 (804) 222-1490 or 1494

Hampton National Cemetery, Cemetery Road at Mar-
shall Avenue, Hampton 23669 (804) 723-7104

Hampton National Cemetery, Veterans Administration
Medical Center, Hampton 23669 (804) 723-7104

1/ Poplar Grove National Cemetery, Petersburg
National Battlefield, Box 549, Petersburg 23803
(804) 732-3531

Richmond National Cemetery, 1701 Williamsburg Road,
Richmond 23231 (804) 222-1490 or 1494

Seven Pines National Cemetery, 400 East Williams-
burg Road, Sandston 23150 (804) 222-1490 or 1494

Staunton National Cemetery, 901 Richmond Avenue,
Staunton 24401 (703) 886-2641

Winchester National Cemetery, 401 National Avenue,
Winchester 22601 (703) 662-8535

1/Yorktown Battlefield Colonial National Historical
Park, Box 210, Yorktown 23690 (804) 898-3400

West Virginia

Grafton National Cemetery, 431 Walnut Street, Graf-
ton 26354 (304) 265-2044

1/Under jurisdiction of the Department of Interior. Applications for interment at open cemeteries should be submitted in the same manner as for those under the Veterans Administration.

2/Under jurisdiction of the Department of the Army. Applications for interment at open cemeteries should be submitted in the same manner as for those under the Veterans Administration.

c. Proposed New Cemeteries. The following national cemetery will be opening in the near future:

<u>State</u>	<u>Name and Location</u>
Alabama	Fort Mitchell
Florida	Sumter County

Chapter 13 - Naval Plots and Cemeteries

13-1. General. The Commander, Naval Medical Command, Washington, DC 20372-5120 exercises technical direction of naval plots and cemeteries throughout the world, except for the Naval Academy Cemetery, Annapolis, MD, the Old Post Cemetery Fort Adams, Newport, RI, and plots and cemeteries on Guam.

13-2. Eligibility for Interment. Unless written commitment was made prior to 20 April 1953 or COMNAVMEDCOM otherwise directs, burial in a naval plot or cemetery will not be authorized for individuals eligible for interment in a national cemetery. Using guidelines set forth in paragraphs 2-3b(4), (5), and (6), the official responsible for cemetery operation and maintenance will approve or disapprove requests for burial in naval plots and cemeteries of individuals enumerated within those paragraphs. If the circumstances are unusual, refer to COMNAVMEDCOM (MEDCOM-332) for decision.

13-3. Report. In each instance of burial in a naval plot or cemetery, MED 5360-1, Report of Burial in Navy Cemeteries or Plots, will be submitted in duplicate to COMNAVMEDCOM (MEDCOM-332). The report, in letter format, will include the name, status, and religion of the deceased; date of birth; date of death; date of burial; grave, row, and plot number; names of the individuals interred in graves to the right and left; and type of marker desired. The report is no longer considered as an official order for headstone or marker. A separate order on VA 40-1330 is required (chapter 14 and appendix M refer) and should be forwarded to the Director of Monument Services, Veterans Administration, Washington, DC 20420. If information regarding religious emblem, grade or rate, and war service is provided in the report, this information may be included on the headstone or marker. If not included, headstone or marker will be engraved with name, branch of service, date of birth, and date of death.

13-4. Expansion Limitations

a. Plots. Expansion of existing naval plots is not authorized. When all presently owned grave spaces in naval plots have been filled, individual grave sites in civilian cemeteries may be purchased (on an as needed basis) and the purchase document prepared to include perpetual care if available and reasonable.

b. Cemeteries. Refer requests for expansion of existing naval cemeteries to the Commander, Naval Medical Command, Washington, DC 20372-5120. Include in each request complete justification, cost factors, availability of adjacent space, and other related details.

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13-5. Naval Plots and Cemeteries - List of. The following naval plots and cemeteries have spaces available:

<u>Location</u>	<u>Name of Plot or Cemetery</u>
California	Naval Plot, Greenwood Memorial Park, San Diego
Connecticut	Naval Plot, Cedar Grove Cemetery, New London
Cuba	Naval Cemetery, Guantanamo Bay
Florida	Naval Plot, City Cemetery, Key West
Guam	Naval Cemetery, #2, Piti, Guam*
Hawaii	Naval Plot, Oahu Cemetery
Illinois	Naval Cemetery, Great Lakes
Massachusetts	Naval Plot, Woodlawn Cemetery, Everett
New Hampshire	Naval Cemetery, Portsmouth
New York	Naval Plot, "The Evergreens" Cemetery, Brooklyn
Rhode Island	Naval Plot, Island Cemetery, Newport
Texas	Naval Plot, Rose Hill Park Cemetery, Corpus Christi
Virginia	Naval Plot, Evergreen Memorial Cemetery, Portsmouth
Washington	Naval Plot, Ivy Green Cemetery, Bremerton Naval Plot, Washelli Cemetery, Seattle

* Transferred to the Government of Guam in 1986.

Chapter 14 - Headstones and Markers

14-1. General. The Veterans Administration has responsibility for the procurement and provision of headstones or markers for any person buried in a national or post cemetery, eligible military members who died while on active duty and are buried in a non-Government cemetery, and any veteran who served in the military service and was honorably discharged. Requests for headstones or markers for placement in private cemeteries or memorial markers for placement in private or national cemeteries should be submitted on VA 40-1330, Application for Standard Government Headstone or Marker, to the Monument Service (42), Veterans Administration, 810 Vermont Avenue, N.W., Washington, DC 20420 (appendix M). When remains are interred in a national cemetery, paragraph 14-3a is applicable.

14-2. Entitlement. Members or former members of the Armed Forces, eligible for burial in a national cemetery, are entitled to a headstone or marker to be placed upon their grave in any Government or non-Government cemetery. Headstones or markers are provided for graves of spouses and dependent children interred in Government cemeteries or State-owned veterans' cemeteries, but are not authorized for those interred in private or local cemeteries.

14-3. Procurement

a. National Cemetery. When remains of a member of the Armed Forces or a member's eligible dependent(s) are interred in a national cemetery, the director or superintendent of that cemetery will arrange for the headstone or marker without formal request by the PNOK. Upright headstones are authorized for use in the majority of national cemeteries, with flat granite and bronze becoming more characteristic of the new memorial-park type cemetery. If the deceased is buried in a section of a national cemetery where private headstones are authorized, consult with the director or superintendent regarding procedures to be followed and limitations on the style and size of headstones or markers which may be erected.

b. Naval Plot or Cemetery. The Navy will arrange for an appropriate headstone for the grave of those individuals interred in a naval plot or cemetery (paragraphs 13-3 and 14-1 refer).

c. Other Cemeteries. Make application to the Veterans Administration, per paragraph 14-1, for headstones or markers for eligible deceased individuals. Upright marble headstones and flat markers of marble or granite are shipped via commercial carriers at Government expense to the consignee designated by the applicant. Bronze markers are mailed parcel post to the address shown on the consignee's application. For each application, a consignee must

14-3d

14-4

be designated before the application can be processed. Expenses incurred for further transporting to the cemetery and expenses incurred in installation at the gravesite must be paid from private funds.

d. Reimbursement. When the PNOK elects to buy a headstone or marker from a commercial source for placement in a non-Federal cemetery, limited reimbursement (\$70.00 for fiscal year 1987) may be obtained by submitting VA 21-8834, Application for Reimbursement of Headstone or Marker Expenses (appendix L), to the Veterans Administration Regional Office.

14-4. Memorial Headstones or Markers. A memorial headstone or marker may be provided, for placement in a national or private cemetery, upon request of the PNOK, to commemorate the death of any veteran, or any member who dies on active duty and whose remains are not recovered, not identified, donated to science, or have been buried at sea. Application must be made per paragraph 14-1. When the request indicates that a memorial marker is desired for placement in a national cemetery, the marker will be shipped to the director or superintendent of the designated cemetery; otherwise, the requested marker will be sent to the person or firm designated to receive the marker for further transportation to the private cemetery, as outlined in paragraph 14-3c.

Chapter 15 - Disposition of Remains of Members of Other Services

15-1. General

a. Other Services. The other services referenced herein are the Army, the Air Force, the National Oceanic and Atmospheric Administration (NOAA), U.S. Public Health Service (USPHS), and the Coast Guard.

b. Service Headquarters. The following offices and designated activities are assigned responsibilities as outlined in this chapter.

(1) Army. Commander, U.S. Army Military Personnel Center, Casualty and Memorial Affairs Operations Center, ATTN: DAPC-PDC-CD, Alexandria, VA 22331-0400. Telephone - Autovon 221-7960 - Commercial - (202) 325-7960.

(2) Air Force. Headquarters, Air Force Engineering and Services Center-DEHM, Tyndall Air Force Base, FL 32403-6001. Telephone - Autovon 523-6757 - Commercial - (904) 283-6757.

(3) National Oceanic and Atmospheric Administration (NOAA). The Administrator, National Oceanic and Atmospheric Administration, Rockville, MD 20852. Telephone - (301) 443-8781.

(4) Coast Guard. Commandant, U.S. Coast Guard (G-PS-1/TP 56), Washington, DC 20593. Telephone - (202) 426-1845.

(5) U.S. Public Health Service (USPHS). Director, Commissioned Personnel Operations, Rockville, MD 20857. Telephone - (301) 443-3087.

15-2. Deaths In the 48 Contiguous United States and Alaska

a. Navy Responsibilities. When a member of any of the other services enumerated in paragraph 15-1a dies at, or in the vicinity of a naval activity in the 48 contiguous United States or Alaska, report such deaths to the nearest appropriate service installation at the earliest possible time. If there is any doubt as to the nearest appropriate facility, notify the appropriate office listed in paragraph 15-1b. When requested to arrange preparation of remains, the naval activity, if it has an annual contract, will arrange for necessary services. If the activity does not have an annual contract, refer the request to the OMA/NH serving the area where death occurred. That office will determine what Navy action should be taken and, to the extent possible, concur in the requesting service's desires.

15-2b

15-3b(2)

b. Other Service Responsibilities. When the deceased was a member of or was the responsibility of one of the other services listed in paragraph 15-1a, the appropriate authorities of that service will determine whether the decedent is eligible for disposition at Government expense; advise the naval activity what services, transportation, and supplies are desired; correspond and otherwise contact relatives; obtain disposition instructions and furnish same to the naval activity; provide escort; and, unless considered impractical, provide necessary clothing, insignia, and flag. If impractical, the naval activity should furnish these on request. The one exception is that the Navy will always provide the flag for eligible members of NOAA.

c. Primary Next of Kin Responsibilities. If a naval activity, in the process of making arrangements for remains of another service's deceased, is contacted by the PNOK desiring to assume custody of remains and personally make arrangements, the service activity originally requesting the Navy's intervention should be informed immediately. The other service should be requested to contact the PNOK and provide information relative to entitlements. The naval activity should not make any statements to the PNOK on this matter unless specifically requested to do so by the appropriate service authorities.

15-3. Deaths Outside the 48 Contiguous United States and Alaska

a. General. Close coordination will be maintained between the naval activity and the appropriate service activity of the deceased to expeditiously resolve problem areas.

b. Navy Responsibilities

(1) Notification. When a member of another service dies at or in the immediate vicinity of a naval activity outside the contiguous 48 United States and Alaska, the nearest parent service installation, unit, or activity, and the commander of the area in which death occurred will be advised of the death as soon as possible. If there is any doubt as to eligibility of an individual, the notification will be amended to request the appropriate service to determine the status and eligibility of the individual.

(2) Search, Recovery, Identification, and Preparation. When requested by appropriate other service activities, naval activities will provide aid or services incident to search, recovery, and identification of remains. Remains of other service members may be prepared in any Navy mortuary upon request of the appropriate service activity.

15-3b(3)

15-5a(2)

(3) Transportation. The mode of transportation for returning the remains of Army and Air Force members from outside the contiguous 48 United States or Alaska will be as directed by the appropriate service. Unless otherwise directed, remains of Coast Guard, National Oceanic and Atmospheric Administration, and United States Public Health Service members will be returned as outlined in chapter 9.

(4) Disposition at Port of Entry. Responsible Navy activities at POEs will, if required, direct disposition of other service members' remains per the appropriate service's disposition instructions. Instructions will be issued by, or at the direction of, the appropriate office of the activities listed in paragraph 15-1b. Direct communication between the responsible activity and the member's service headquarters is authorized.

15-4. Multiple Deaths Involving Members of Two or More Services. See appendix B and paragraph 4-4 for guidance in caring for remains when multiple deaths of members of two or more services occur as a result of a disaster.

15-5. Records and Reporting

a. Army and Air Force Members. Charges are not authorized for services of Navy morticians or for supplies drawn from naval sources for care of deceased Army or Air Force members. When services or supplies are obtained from commercial sources for their care, a Report of Dispositions and Expenditures - Remains of Dead, MED 5360-3, will be submitted to:

(1) Army. The address listed in paragraph 15-1b(1) showing the costs for which Army funds have been cited. Additionally, forward the following documents when a naval activity has assumed responsibility for actions related thereto, or has such documents in its possession (paragraph 1-5 refers):

(a) When remains are not readily identifiable, a statement signed by competent military authority reflecting the means used to establish identification. Substantiating documents, such as dental or fingerprint charts, should accompany the statement.

(b) Original of the disposition instructions from the person having the right to direct disposition of remains.

(2) Air Force. The Air Force Accounting and Finance Center/ACFR, Lowry Air Force Base, CO 80230, showing the costs for which Air Force funds have been cited. Forward copy to headquarters activity listed in paragraph 15-1b(2).

15-5b

15-6a(1)(c)

b. Coast Guard and NOAA. Charges are not authorized for services of Navy morticians or for supplies drawn from naval sources for care of Coast Guard and NOAA members. Submit a Report of Dispositions and Expenditures - Remains of Dead, MED 5360-3, to one of the following when transportation for remains or escort is arranged by a naval activity or when services and supplies are obtained from civilian sources for their care.

(1) Coast Guard. Commandant, U.S. Coast Guard Headquarters, (G-PS-1/TP-56) Washington, DC 20593, showing the costs for which Coast Guard funds have been cited.

(2) NOAA. Administrator, National Oceanic and Atmospheric Administration, Rockville, MD 20852, showing the costs associated with the services rendered.

c. U.S. Public Health Service. Contact the headquarters command listed in paragraph 15-1b and abide by their disposition, records, and reporting requirements.

15-6. Payment Procedures

a. Army and Air Force Members

(1) General

(a) When initial services are obtained under formal contract by negotiation in an individual situation, the naval activity obtaining such services will arrange for the payment or pay these expenses, including costs of transportation and travel of escort, if appropriate, by citation of applicable Army or Air Force funds on delivery orders, purchase orders, transportation requests, vouchers, etc. (appendix K refers).

(b) Naval activities at POEs are authorized to cite Army and Air Force funds in payment for reprocessing services and caskets furnished by a commercial source and for transportation costs including travel of escort, if authorized.

(c) Air Force or Army commanders requesting assistance are responsible for furnishing the naval activity appropriate accounting classification data for the proper citation of funds. If difficulty is encountered in obtaining such data, the appropriate activity in paragraph 15-1b can be contacted directly (appendix K refers).

15-6a(2)

15-6b(1)(a)1

(2) Specific Responsibilities

(a) Army Members. The interment allowance is not payable by the Navy for Army members. If requests are received for payment, they should be forwarded to the address listed in paragraph 15-1b(1).

(b) Air Force

1. Members. When remains of a deceased Air Force member are prepared and encased or an interment allowance is paid by the Navy, DD 1375, Request for Payment of Funeral and/or Interment Expenses, will be forwarded to the PNOK and block 2, part I will be completed to show that the claim is being sent to the OMA/NH (appendix F) servicing the area in which the member is buried. Forward a copy of documents to the headquarters activity listed in paragraph 15-1b(2). The OMA/NH will adjudicate and charge Air Force funds (appendix K refers).

2. Dependents. When an Air Force dependent dies at or near a naval activity, the naval activity will arrange transportation by Government Travel Request (GTR). However, if transportation costs for remains are incurred by the sponsor, DD 1375, Request for Payment of Funeral and/or Interment Expenses, will be forwarded by the naval activity to the sponsor with instructions for completion of the claim and submission to the mortuary officer of the base to which the member is assigned. The sponsor should be informed that proof of death and copies of transportation bills must also accompany claim. Also forward a copy of all documents to the headquarters activity listed in paragraph 15-1b(2).

b. Coast Guard and NOAA Members(1) General

(a) When initial services are obtained under formal contract or by negotiation on an individual basis, or when reprocessing services or casket are obtained from a commercial source, the naval activity obtaining such services will certify the bill and forward it for payment to:

1. Coast Guard. The Coast Guard activity which requested such services and supplies. If there is any doubt or difficulty encountered in filing claim or receiving payment, the Coast Guard Headquarters (paragraph 15-1b(4)) should be contacted directly.

2. NOAA. The Administrator, National Oceanic and Atmospheric Administration, Rockville, MD 20852.

(2) Specific Responsibilities

(a) Transportation Costs. If a Coast Guard or NOAA representative has requested services, transportation costs for remains and escorts will be paid by citation of appropriate service's funds. The representative requesting the services is responsible for providing the naval activity the appropriate fund citation.

(b) Interment Allowance

1. Coast Guard. Interment allowances are not payable by the Navy for deceased Coast Guard members. Requests received for payment should be forwarded to the Coast Guard representative who requested Navy's help or to the Coast Guard headquarters (paragraph 15-1b(4)).

2. NOAA. Interment allowances are not payable by the Navy for deceased NOAA members. If requests are received for payment, they should be forwarded to NOAA headquarters (paragraph 15-1b(3)).

c. U.S. Public Health Service. When any services are provided to USPHS personnel, contact the headquarters command listed in paragraph 15-1b and abide by their instructions concerning submission of documents for payment of all costs incurred by the Navy.