

CHAPTER 12

CASUALTIES

PART A: GENERAL

- 12000 PERSONNEL CASUALTIES
- 12001 RESPONSIBILITY FOR INITIAL AND SUPPLEMENTARY NOTIFICATIONS AND REPORTS (SEE SUBPAR. 12055.1)

PART B: DEFINITIONS AND TERMS

- 12050 CASUALTY TERMS AND ABBREVIATIONS
- 12051 CASUALTY
- 12052 BATTLE CASUALTY (BC)
- 12053 TERMS FOR DESCRIBING PHYSICAL STATUS OR CONDITION OF PERSONNEL
- 12054 NONBATTLE CASUALTY (NBC)
- 12055 OTHER CASUALTY TERMS DEFINED

PART C: CASUALTY REPORTING BY COMBAT COMMITTED ORGANIZATIONS

- 12100 CASUALTY REPORTING AND RELATED FUNCTIONS

PART D: CASUALTY REPORTING AND RELATED ACTIONS BY OTHER THAN COMBAT COMMITTED ORGANIZATIONS

- 12150 CASUALTIES REQUIRING REPORTS OR NOTIFICATIONS
- 12151 CHECKLIST FOR DEATH IN CONTINENTAL UNITED STATES
- 12152 PERSON TO DESIGNATE DISPOSITION OF THE REMAINS
- 12153 NOTIFICATION OF CASUALTY TO NEXT OF KIN AND OTHER INTERESTED PERSONS
- 12154 MESSAGE REPORT OF DEATH OR MISSING
- 12155 MESSAGE REPORT OF CRITICAL, SERIOUS OR INCAPACITATED PERSONNEL LOCATED OUTSIDE CONTINENTAL UNITED STATES AND THOSE PERSONNEL WITHIN THE UNITED STATES WHOSE NEXT OF KIN ARE OUTSIDE CONTINENTAL UNITED STATES
- 12156 CONDOLENCE CALLS AND CONDOLENCE LETTERS
- 12157 REPORTS OF DEATH OF INACTIVE MARINES, PERSONS DEEMED TO HAVE BEEN ON ACTIVE DUTY, FORMER MARINES, AND DECLARED DESERTERS
- 12158 MEMBER OF ANOTHER SERVICE AND/OR A FOREIGN NATIONAL IN A CASUALTY STATUS
- 12159 DEATH AND DISABILITY OF MARINE RESERVISTS
- 12160 ADMINISTRATIVE INSTRUCTIONS PERTAINING TO CASUALTIES IN OTHER THAN COMBAT COMMITTED ORGANIZATIONS

PART E: GRAVES REGISTRATION, DISPOSITION OF REMAINS OF CURRENT DEAD, AND PERSONAL EFFECTS

- 12200 CARE OF THE REMAINS OF DECEASED PERSONNEL
- 12201 DISPOSITION OF REMAINS OF DECEASED PERSONNEL
- 12202 RETURN OF PROPERLY PREPARED REMAINS
- 12203 UNIFORMS AND ACCOUTERMENTS FOR BURIAL PURPOSES
- 12204 FLOWERS FOR FUNERALS
- 12205 BURIAL IN NATIONAL CEMETERY
- 12206 REQUEST FOR PERSON (MILITARY OR CIVILIAN) TO ACT AS ESCORT

12207 INSTRUCTIONS FOR ESCORTS
12208 ORDERS FOR ESCORTS
12209 MILITARY HONORS AT FUNERALS AND/OR MEMORIAL SERVICES
12210 PERSONAL EFFECTS
12211 GROUP BURIALS

PART F: CASUALTY ASSISTANCE CALLS PROGRAM

Section 1: INTRODUCTION

12250 CASUALTY ASSISTANCE CALLS
12251 PURPOSE
12252 POLICY
12253 ASSIGNMENT AND RESPONSIBILITIES OF CASUALTY ASSISTANCE
CALLS OFFICERS
12254 ACTION BY COMMANDANT OF THE MARINE CORPS
12255 ACTION BY OFFICER MAKING A CASUALTY ASSISTANCE CALL
12256 ACTION BY OFFICER WHEN CALL IS NOT DESIRED

Section 2: BENEFITS UNDER JURISDICTION OF THE UNIFORMED SERVICES

12275 BURIAL ALLOWANCE
12276 HEADSTONE OR MARKER AND MEMORIAL PLOT
12277 MEMORIAL FLAG
12278 DEATH GRATUITY
12279 BASIC ALLOWANCE FOR QUARTERS
12280 PAY AND ALLOWANCES AND VOLUNTARY ALLOTMENTS OF
MISSING PERSONNEL
12281 ARREARS OF PAY
12282 PERSONAL EFFECTS
12283 TRANSPORTATION OF HOUSEHOLD GOODS
12284 TRANSPORTATION OF DEPENDENTS
12285 DECORATIONS AND AWARDS
12286 UNIFORMED SERVICES IDENTIFICATION AND PRIVILEGE CARD
12287 HOSPITAL AND MEDICAL CARE
12288 THEATER, COMMISSARY AND EXCHANGE PRIVILEGES

Section 3: BENEFITS UNDER JURISDICTION OF THE VETERANS' ADMINIS- TRATION AND SOCIAL SECURITY ADMINISTRATION

12300 GENERAL
12301 BENEFICIARY(IES)
12302 PROCEDURE TO BE USED IN FILING CLAIMS
12303 U. S. GOVERNMENT LIFE INSURANCE
12304 NATIONAL SERVICE LIFE INSURANCE
12305 DEPENDENCY AND INDEMNITY COMPENSATION
12306 SOCIAL SECURITY BENEFITS

Section 4: ADDITIONAL INFORMATION FOR USE IN COUNSELING

12325 LIAISON WITH COMMERCIAL INSURANCE COMPANIES
12326 FEDERAL INCOME TAX
12327 STATE INCOME TAX
12328 WILLS NONTECHNICAL ASSISTANCE ONLY
12329 EMPLOYMENT
12330 EDUCATIONAL OPPORTUNITIES AND SCHOLARSHIPS
12331 NAVY RELIEF SOCIETY
12332 SPECIAL REQUESTS MADE BY THE NEXT OF KIN
12333 LIAISON FOR DEPENDENTS WITH LOCAL AGENCIES
12334 CHANGE OF ADDRESS OF NEXT OF KIN

CASUALTIES

PART A: GENERAL

12000 PERSONNEL CASUALTIES

1. Application and Scope of Procedures

a. The established procedures for reporting, notification and related actions when required in the case of active and inactive Marines and certain categories of former Marines who become casualties are applicable to the various classes of personnel to the extent indicated in the pertinent paragraphs. These procedures are also applicable to persons who have been provisionally accepted for active duty in the naval service, or who, under the Universal Military Training and Service Act, have been selected for active service in the naval service and have been ordered or directed to proceed to a designated place, and who die while en route to or from, or at a place for final acceptance or entry upon duty with the Marine Corps.

b. These procedures are not applicable to members of the Navy or other military services or civilians unless so specified in the pertinent paragraphs. Procedures for casualty reporting and notification for Navy personnel are set forth in the Bureau of Naval Personnel Manual. Procedures relating to deaths in the case of certain categories of civilians and dependents of Marines in active service are contained in the Decedent Affairs Manual (BUMED INSTRUCTION 5360.1A). Procedures relating to missing and unaccounted-for dependents of Marines in active service are contained in paragraphs 12154 and 12160.

c. These procedures are supplemented by instructions in the Decedent Affairs Manual regarding the decedent affairs program and other matters relating to the care of Marine Corps dead. The Decedent Affairs Manual also sets forth instructions in regard to care and disposition of the remains of other categories of personnel for whom the Department of the Navy is responsible.

d. These instructions do not relieve commanders of their responsibilities for reports required by other regulations or directives.

12001 RESPONSIBILITY FOR INITIAL AND SUPPLEMENTARY NOTIFICATIONS AND REPORTS (SEE SUBPAR. 12055.1)

1. Areas of Control. Responsibility for making official notifications and reporting casualties to the Secretary of the Navy and/or to the Commandant of the Marine Corps when required by this chapter is as follows:

a. Casualty occurring within the continental United States

(1) The commander of the Marine Corps organization or activity where a casualty occurs, or the commander of the Marine Corps organization or activity nearest the place at which a casualty occurs in the case of an individual away from his parent command, will make notifications and submit reports as required (see subpars. (2), (3) and (4), below).

(2) The commanding officer of a naval hospital will make notifications and submit required reports when a Marine dies or is hospitalized in such hospital (See subpars. (3) and (4), below).

(3) The organization, activity, or hospital that is initially informed that a Marine who is away from his permanent duty station is in a casualty status, will advise his parent command if known by the fastest means available.

(4) The Commandant of the Marine Corps will notify the next of kin and other interested persons who reside outside the continental United States upon receipt of reports required by

paragraphs 12154 and 12155. Reports are not required by Headquarters Marine Corps in the case of hospitalized personnel when the persons to be notified are in the continental United States and have been notified.

b. Casualty occurring outside the continental United States

(1) Same as subparagraph a(1), (2) and (3), above, when the person or persons to be notified are within the reporting command or are outside the command but not within the continental United States and are more accessible to the reporting command than they are to Headquarters Marine Corps.

(2) Upon receipt of the required reports, the Commandant of the Marine Corps will notify those persons to be notified who reside within and outside the continental United States except as stated in subparagraph (1), above.

c. When a Marine is admitted to a hospital of the uniformed services (except a naval hospital) or to a civilian hospital, within or outside the continental United States, the cognizant commander is responsible for initial report and making arrangements for the timely submission of progress reports to the persons to be notified when appropriate and/or to the Commandant of the Marine Corps.

PART B: DEFINITIONS AND TERMS

12050 CASUALTY TERMS AND ABBREVIATIONS

1. Authorized Use

a. The terms defined below are authorized for use in official messages and correspondence and in dealing with other government agencies and with individuals.

b. Abbreviations shown herein are authorized only for use within the Marine Corps unless authorized in other publications.

12051 CASUALTY

1. Any person whose service is lost to his organization under conditions defined in either paragraph 12052 or 12054 is considered a casualty. There are two classes of casualties; battle and nonbattle.

12052 BATTLE CASUALTY (BC)

1. General. A battle casualty is any person lost to his organization (dead, wounded, missing, captured or interned), provided such loss is incurred in action. In action characterizes the casualty status as having been the direct result of hostile action; sustained in combat and related thereto; or, sustained going to or returning from a combat mission provided that the occurrence was directly related to hostile action. Included are persons killed or wounded mistakenly or accidentally by friendly fire in the presence of the enemy or while in action in the face of the enemy. However, injuries due to the elements or self-inflicted wounds are not to be considered as sustained in action and therefore are not to be considered as battle casualties. The terms defined below will be used to describe the six types of battle casualties.

a. Killed in action (KIA). This term will be used to describe battle casualties who are killed outright in the presence of the enemy or who die of wounds or other injuries before reaching any medical treatment facility. This provides an objective basis

for distinction between "killed in action" and "died of wounds" cases, as it is often impracticable to determine whether deaths in combat were or were not instantaneous.

(1) Personnel mistakenly or accidentally killed by friendly fire in the presence of the enemy and personnel found dead on the battlefield will be considered "killed in action." In the latter case, the date of death will be determined locally from the available evidence, or if such evidence is not available, the date of death will be the date the remains were found by military personnel.

(2) Personnel killed in an aircraft crash en route to or returning from a combat mission will be considered "killed in action" provided that the occurrence was directly related to hostile action or the presence of the enemy was a contributing factor.

(3) The term "killed in action" without the statement "body not recovered" indicates the body was recovered.

b. Died of wounds received in action (DOW). This term will be used to describe all battle casualties who die of wounds or other injuries received in action under conditions described in subparagraph 1, above, after having reached any medical treatment facility. It should be noted that reaching a medical treatment facility while still alive is the criterion. The fact that death occurs prior to submission of a battle casualty report does not constitute a basis for considering such a case as "killed in action." Doubt as to whether a person should be considered "killed in action" or "died of wounds" should be resolved in favor of "killed in action."

c. Missing in action (MIA). This term will be used to describe all battle casualties whose whereabouts or actual fate cannot be determined and who are not known to be in an

unauthorized absence status; i.e., desertion or absence without leave. Personnel will not be considered "missing in action" merely because their bodies have not been recovered. If circumstances definitely preclude the possibility of survival such personnel will be described as "killed in action - body not recovered" (see par. 12053).

d. Captured (CPTR). This term will be used to describe all battle casualties definitely known to have been taken into custody by a hostile force as a result of and for reasons arising out of any armed conflict in which Armed Forces of the United States are engaged.

e. Interned (ITD). This term will be used to describe all battle casualties known to have been taken into custody by a nonbelligerent foreign power as the result of and for reasons arising out of any armed conflict in which Armed Forces of the United States are engaged.

f. Wounded in action (WIA). This term will be used to describe all battle casualties other than "killed in action" who have incurred a serious traumatism or injury due to external agent or cause under conditions defined in subparagraph 1, above. Broadly used, it encompasses all kinds of wounds and other injuries incurred in action, whether there is a piercing of the body, as in a penetrating or perforating wound, or none, as in a contused wound; all fractures; burns; blast concussions; all effects of gases and like chemical warfare agents; and the effects of exposure to radioactive substances. "Wounded in action" is limited to all those casualties who require admission to a medical activity beyond the regimental level collecting and clearing agency.

g. Wounded in action - not evacuated (WIANE). This term will be used to describe all personnel who have incurred a minor traumatism or injury due to external agent or cause under conditions set forth in subparagraph 1, above, but who are not evacuated for medical treatment beyond the

regimental level collecting and clearing agency.

12053 TERMS FOR DESCRIBING PHYSICAL STATUS OR CONDITION OF PERSONNEL

1. Authorized Use of Terms. The terms defined in the following subparagraphs will be used to describe or further clarify the physical status or condition of personnel but do not necessarily effect casualty status.

a. Prisoner of war (POW). This term will be used to further describe all captured personnel officially reported through the International Committee of the Red Cross as having been taken into custody by a hostile force as a result of and for reasons arising out of any armed conflict.

b. Beleaguered (BLG). This term will be used to describe an organized element which has been surrounded by a hostile force to preclude escape of its members.

c. Besieged (BES). This term will be used to describe an organized element which is surrounded by a hostile force for the purpose of compelling it to surrender.

d. Returned to military control (RMC). This term will be applied to all persons who have been missing in a combat zone, missing in action or involuntarily detained by an enemy or nonbelligerent nation, upon their return to United States control or control of an allied belligerent nation.

e. Body not recovered (BNR). This term will be applied to all casualties who have been determined to be dead and whose remains have not been recovered or interred by United States personnel or personnel of an allied belligerent nation. The fact that the place of burial may later become inaccessible to friendly forces is not in itself a basis for use of this term.

f. Critical (CRI). This term will be applied to all personnel who are in

a critical condition as a result of physical or mental illness or injury.

g. Serious (SRS). This term will be applied to all personnel who are in a serious condition as a result of physical or mental illness or injury.

h. Incapacitated (INCAP). This term will be applied to all personnel who:

(1) Suffer loss of a major extremity.

(2) Suffer extensively diminished vision or hearing.

(3) Become physically or mentally incapacitated to the extent that they cannot or will not communicate with their next of kin.

i. Ill from incurable disease. This term will be applied to any person who has contracted a disease that is normally fatal but whose life is not imminently endangered.

j. Well and on duty (WOD). This term will be applied to all personnel who are not in a casualty status and are on duty.

12054 NONBATTLE CASUALTY (NBC)

1. General. A nonbattle casualty is any person who is lost to his organization (dead, missing, ill, injured, or incapacitated), provided such loss is not the result of enemy action as defined in paragraph 12052. Nonbattle casualties include all those which occur outside a combat zone, and those which occur within a combat zone that are not the result of enemy action.

2. The following terms will be applied to the various types of nonbattle casualties:

a. Deaths from accidental injuries (DAI); includes all nonbattle deaths from accidents such as explosions, fires, drownings, disasters, and misuse of medicines.

b. Deaths from other causes (DOC); includes all deaths from homicide, suicide, or any other causes not covered by other terms in part B.

c. Deaths from disease (DOD); includes all deaths from natural causes or disease.

d. Missing (MIS); includes all personnel involuntarily absent from their duties who are not believed to be dead.

e. Accidental injuries (ACCI); includes nonbattle injuries from such causes as are listed in subparagraph a, above.

f. Injuries or illness self-inflicted (intentionally) (ISI).

g. Injuries or illness from other causes (IOC); such as those apparently intentionally inflicted by another person.

h. Critical (CRI); critical condition (see subpar. 12053.1f).

i. Serious (SRS); serious condition (see subpar. 12053.1g).

j. Incapacitated (INCAP); (see subpar. 12053.1h).

12055 OTHER CASUALTY TERMS DEFINED

1. The following defined casualty terms are for use in casualty reporting and notification:

a. CONUS. Within the continental United States (excludes Hawaii, Alaska, and the Canal Zone).

b. Overseas. Outside the continental United States (includes Hawaii, Alaska, and the Canal Zone).

c. Primary next of kin (or next of kin). The legal next of kin of a member of the Marine Corps is the person of any age most closely related to the member according to the line of succession which follows:

(1) Surviving spouse, unless a final decree of divorce was issued

prior to the Marine's death or the surviving spouse has remarried. Legal or other separation does not defeat the rights of the surviving spouse unless there are special circumstances.

(2) Sons in order of seniority.

(3) Daughters in order of seniority.

(4) Father, unless legal custody of the decedent was granted to another by reason of court decree or statutory provision.

(5) Mother, unless legal custody of the decedent was granted to another by reason of a court decree or statutory provision.

(6) That blood or adoptive relative of the decedent who was granted legal custody of the decedent by reason of court decree or statutory provision.

(7) Brothers in order of seniority.

(8) Sisters in order of seniority.

(9) Grandfathers in the order of seniority.

(10) Grandmothers in the order of seniority.

(11) Any other relatives in the order of relationship to the deceased, computed in accordance with the civil law of descent. Seniority will control where persons are of equal degree of relationship except that males take precedence over females.

(12) Person in loco parentis to the deceased.

d. Adult next of kin. The adult next of kin is the adult highest in the line of succession appearing in subparagraph c, above, but if the deceased member left a widow or widower who is a minor, the widow or widower will nevertheless be considered the adult next of kin. Disposition of remains is made upon instructions of adult next of

kin only but with respect to matters not involving disposition of remains, reference to "next of kin" will mean the legal next of kin determined according to the line of succession shown in subparagraph c, above.

► e. Other interested persons. Persons other than the primary next of kin listed on the Record of Emergency Data.

► f. Record of Emergency Data. The term "Record of Emergency Data" when used in this chapter refers to DD Form 93-1 or NAVMC Form 10526-PD as appropriate.

► g. The Missing Persons Act

(1) Determinations under the provisions of the Missing Persons Act, as amended, are made by the Head, Personal Affairs Branch, Personnel Department, Headquarters, U.S. Marine Corps, under authority delegated by the Secretary of the Navy. This authority includes the responsibility to-

(a) Make all determinations of status, of death, of essential dates, and of facts of dependency necessary to the administration of the act.

(b) Review the cases of persons missing or missing in action; direct continuance of the missing status or to make "Findings of Death," and determine the date upon which death shall be presumed to have occurred, under the provisions of section 5 of the act.

(c) Make all determinations necessary under the provisions of section 9 of the act. For the purpose of the act, determinations so made will be conclusive, as to death or finding of death, or as to any other status dealt with by the act. The determination will be conclusive as to whether information received concerning any person is to be construed and acted upon as an official report.

h. Reports of Casualty (DD Form 1300) and death reports

(1) Headquarters Marine Corps issues and distributes reports of casualties (dead and/or missing) in the case of active and inactive Marines to authorized government agencies which require such information in connection with claims for survivor and other benefits. These reports are also sent to insurance companies in death cases when the individual's record of emergency data shows that he was insured by the company(ies).

(2) Headquarters Marine Corps furnishes the next of kin of Marines who die on active duty with three copies of the official death report (see fig. 12-64) for the purpose of furnishing proof of death when needed for cashing bonds, applying for death benefits, and in the settlement of other affairs.

i. Release of information concerning casualties. Except as authorized by this chapter; MCO P5720.44, Marine

Corps Informational Services Manual, the release of information as to the status or as to the circumstances attending personnel casualties is under the cognizance of the Commandant of the Marine Corps.

▶ j. Hostile action in time of peace when provisions of MCO 3040.1, SOP for Combat Casualty Reporting, are not in operation. Generally casualty status (or minor wounds) resulting from hostile action occurs:

(1) During authorized service with friendly forces engaged in an armed conflict against an opposing force in which the United States is not a belligerent; or

(2) Due to the act of any hostile foreign force against any individuals as members of the Armed Forces of the United States or representatives of the United States Government, and/or military aircraft, vehicles, buildings, etc., occupied by such members or representatives.

PART C: CASUALTY REPORTING BY COMBAT COMMITTED ORGANIZATIONS

12100 CASUALTY REPORTING AND RELATED FUNCTIONS

procedure for combat casualty reporting.

1. Applicable Instructions

a. Marine Corps Order 3040.1 is the interim standing operating

▶ b. Upon revision, the provisions of the above order will be included in this part. Figures 12-1 through 12-24 will be added at a later date.

PART D: CASUALTY REPORTING AND RELATED ACTIONS BY OTHER THAN
COMBAT COMMITTED ORGANIZATIONS

12150 CASUALTIES REQUIRING
REPORTS OR NOTIFICA-
TIONS

1. Action Required

a. When a Marine in a duty status listed in subparagraph (1), below, comes within a casualty status listed in subparagraph (2), below, the cognizant commander will take appropriate action as required by paragraphs 12001, 12153, 12154, or 12155 unless it is determined that such action is being taken by another military organization.

(1) Duty status

(a) Active duty.

(b) Active duty for training, or while performing authorized travel to or from such duty.

(c) Unauthorized absence (not dropped from rolls).

(d) Inactive duty training (such as authorized drill) pursuant to proper authority.

(e) Accepted applicant for enlistment in the Marine Corps.

◆ (2) Casualty status (see subpar. (3), below, and 12054.1)

(a) Dead.

(b) Missing.

(c) Critical or serious condition.

(d) Incapacitated.

(e) Ill with incurable disease that is normally fatal.

◆ (3) Hostile action. Dead, missing, wounded and/or injured by hostile fire, mine explosion, or other such act of hostile foreign force in time of peace (see subparas. 12055.1j, 12154.2d, and/or par. 12155).

b. When a person listed in one of the following categories becomes a casualty, the commander of the Marine activity that receives such report will take appropriate action as required by paragraphs 12157, 12158, and 12160.

(1) Status

(a) Declared deserter and dropped from the rolls.

(b) Inactive Marine (includes retired).

(c) Person "deemed" to have been on active duty.

(d) Person who dies during the 120-day period which begins on the day following the date of his discharge or release from active duty, active duty for training, or inactive duty training.

(e) Member of the Navy, Army, Air Force, or Coast Guard.

(f) Foreign national (military or civilian).

(g) Missing dependent of Marine on active duty (see pars. 12154 and 12160).

12151 CHECKLIST FOR DEATH IN
CONTINENTAL UNITED
STATES

1. Figure 12-44 is designed for use as an aid in determining that the specific actions required have been taken in the case of death in the continental United States of personnel on active duty.

2. The actions required in each case will be accomplished in the order of urgency and importance and not necessarily as listed in the chart.

12152 PERSON TO DESIGNATE
DISPOSITION OF THE
REMAINS

1. General. The guide in subparagraph 12055.1c is for use in determining in order of precedence the person listed on the Record of Emergency Data who has the primary right to control the disposition of the remains and to receive the notification that furnishes information regarding monetary allowances and requests instructions for disposition of the remains (see subpar. 12055.1d).

2. The Right to Direct Disposition of Remains. This right is deemed to

be a personal privilege and cannot be exercised by a committee, guardian, or agent of any of the persons listed in subparagraph 12055.1c solely by reason of their status as such.

3. Controversial Cases. When two or more persons make claim as the "next of kin" for the purpose of designating the disposition to be made of the remains of the deceased and receiving his personal effects, the following will apply:

a. Attempt to have the individuals reach an amicable agreement as to which person will be recognized. In this connection, if appropriate, tactfully advise them that the only Government benefit contingent upon such recognition is the payment of certain limited burial expenses.

b. If after extensive efforts amicable agreement cannot be obtained, advise them of their right to seek adjudication of their rights in an appropriate civil court.

c. If the matter cannot be resolved within reasonable time limitations, instructions will be requested from the Commandant of the Marine Corps by message describing fully the identity of the persons, their family and other relationships to the deceased, and any other pertinent information including points of contention. Based on this message and all available information the necessary instructions will be issued.

4. Legal Problems. Cases which require evaluation of legal documents or involve other legal problems may be referred when necessary to the Commandant of the Marine Corps (Code DNA).

12153

Revised by MCBul 3046 of 24 Aug 67
NOTIFICATION OF CASUALTY TO NEXT OF KIN AND OTHER INTERESTED PERSONS

1. Casualties that Occur Within the Continental United States

a. Notification to the primary next of kin and other interested persons

will be released or accomplished with urgency either by telegraphic means or by personal visit. This is especially important in the case of personnel who are missing or who have been critically injured or killed under spectacular circumstances. It is important that the families of casualties be spared added shock from learning initially through public information sources that a loved one is in a casualty status.

(1) Initial and/or confirming notifications may be made by personal visit, by telegraph, or by letter, subject to the following:

(a) Notification by personal visit of the commander or his designated representative, accompanied by a chaplain if one is readily available, is preferred when the next of kin lives near the post or station to which the individual was attached.

(b) Notification by personal telephone call is not authorized in the case of dead or missing.

(c) Notification by letter is authorized only in the case of an individual who has a psychotic condition and/or an incurable disease (see subpar. 1e, below).

(2) When personal notification is made in case of death, an appropriate official notification will be prepared on white bond paper in standard message format and delivered in person. The receipt of the written material by the person who is to control the disposition of the remains will preclude any misunderstanding of the substance of the oral notification, especially in regard to monetary allowances, burial rights, and related matters.

(3) Notifications and reports in the case of members of the Marine Corps will be in accordance with the provisions of this chapter.

(4) Notifications and reports in the case of members of the U.S. Navy will be in accordance with the provisions of the Bureau of Naval Personnel Manual.

b. Initial telegrams of notification will be filed with the appropriate Western Union access point nearest the point of origin. This instruction is intended to amplify but not alter the instructions contained in article 510, DNC 26. Progress reports concerning personnel who are in a missing status or in a critical or serious condition may be transmitted by a Government Navy Message and filed with the Western Union Company at the point closest to destination.

(1) Telegrams of notification will include no official information addressees. Information copies of notification telegrams are not required by the Commandant of the Marine Corps. However, in death or missing cases when the information included in the notifications is not in agreement with the cause and circumstances as included in the report required by paragraph 12154, take the following action. Send a naval message to the Secretary of the Navy with the following information addressees: the Commandant of the Marine Corps, the Chief, Bureau of Medicine and Surgery, the commandant of the naval district or river command in which the next of kin resides and in which the casualty occurred, and the Director of the Marine Corps District in which the next of kin resides. The message will include the figure number of the notification, the name, address, and relationship of the person(s) to whom sent, the name, grade, and service number of the casualty, the date and location at which casualty occurred, and a statement of the cause and circumstances of casualty as included in the notification.

c. Telegrams of notification to the next of kin and other persons will be from the senior Marine officer present in the chain of command including division/wing level commanders and will be sent to persons shown on current Record of Emergency Data except as noted below:

(1) Persons in ill health as indicated on Record of Emergency Data.

(2) Adults or children who reside with the next of kin or other persons to be notified.

(3) Insurance companies (Commandant of the Marine Corps will notify by mail).

d. Telegrams of notification will be worded substantially as indicated in figures 12-25 through 12-34. Modification of the text is authorized to ensure that the telegram is appropriate for a specific case. For example, figure 12-32 illustrates the text for notification when the change in status from missing to dead is based on recovery of remains. However, the text would require considerable modification to make it appropriate for notification when change of status is based on attendant circumstances and not on recovery of the remains of the deceased.

e. Letters of notification in case of personnel with psychotic condition and/or incurable disease:

(1) Notification of the next of kin (if Marine is married, notify both wife and parents) will be made at once by letter in the case of a Marine who is suffering from a psychotic condition but is not in a critical or serious condition. Should a change in diagnosis be made and the person no longer be considered psychotic, the persons initially notified will be so informed by letter.

(2) Notification of the next of kin (if Marine is married, notify both wife and parents) will be made by letter in the case of a Marine who has an incurable disease that is normally fatal, but there appears to be no immediate threat to life. The notification will include the nature of illness, present condition, and prognosis.

2. Casualties that Occur Outside the Continental United States

a. The Commandant of the Marine Corps will take the required action except as follows:

(1) When the person or persons to be notified are located in the general area of the command, the cognizant commander will be guided by

the instructions in subparagraph 1, above, to the extent applicable.

3. Progress Reports and Notifications

a. Progress reports when required by this chapter will be submitted as follows to all persons initially notified and/or to the Commandant of the Marine Corps as appropriate (see par. 12001):

▶ (1) Missing: By message or in person as additional facts are developed and at least daily until search operations have been terminated (see subpar. 12160.1). If reports must be withheld temporarily explain why and when the reports will be resumed.

(2) Critical or serious condition: By message or in person at reasonable intervals dependent upon condition and prognosis and at least once a week until the individual has been removed from the critical or serious list (see fig. 12-40).

(3) Incapacitated (condition not serious or critical): By letter each week in the case of personnel within the continental United States; by message at reasonable intervals and at least once a week in the case of personnel outside the continental United States. Reports will be continued until the individual is able to communicate with his next of kin (see subpar. b, below).

(4) Ill from an incurable disease that is normally fatal: not required if, in the opinion of the commanding officer of the hospital, the patient is able to correspond with his next of kin.

b. Modifications: Under the following conditions the requirements for progress reports may be modified when personnel are in naval hospitals:

(1) Within the continental United States

(a) In the case of illness of a chronic nature the reports may be

discontinued, if, in the opinion of the commanding officer of the hospital, the patient is capable of communicating with the persons initially notified and they have been so informed. The patient will be advised of the action taken and urged to communicate with them.

(b) In the case of prolonged hospitalization in which the patient is mentally or physically incapable of keeping the persons initially notified informed of his progress, a report will be sent each week by the commanding officer of the hospital until the patient is removed from the serious list. If, after a few weeks the condition shows neither improvement nor deterioration, the reports may be submitted according to circumstances. Such reports will include the patient's present condition and prognosis and any improvement or decline since the last report. When a patient is removed from the serious list, he will be requested if capable of doing so to communicate with the persons initially notified.

(2) Outside the continental United States

(a) The provisions of subparagraphs (1)(a) and (b), above, apply to the extent applicable except that the Commandant of the Marine Corps will be furnished by message (with information copies to Chief, Bureau of Medicine and Surgery) with the required reports and advised of modifications in the reporting requirements.

c. Upon transfer of a person who is ill, injured, or incapacitated to a medical facility of one of the uniformed services (other than naval) outside the continental United States, it will be the responsibility of the transferring activity to request the commander of the facility to keep the Commandant of the Marine Corps advised by message (with information copy to the Chief, Bureau of Medicine and Surgery) of the patient's progress and prognosis.

**12154 MESSAGE REPORT OF
DEATH OR MISSING (SEE
PARS. 12001 and 12160.7)**

1. Report will be submitted by priority message promptly to the Secretary of the Navy with information copies to:

a. The Commandant of the Marine Corps.

b. The Chief, Bureau of Medicine and Surgery.

c. Parent Unit.

d. The commandants of the naval districts or river commands in which the casualty occurred and the next of kin resides.

e. The Director of Marine Corps District in which the next of kin resides.

► f. Fleet Home Town News Center, Great Lakes, Illinois (FHTNCG LAKES).

► g. Other addressees as appropriate.

► Note: When report must be submitted by commercial telegram instead of message a final paragraph will be added to each telegram showing the activities to which the telegram was sent. Example: "NOTIFIED ADDEES PAR. 12154.1(A-F) AND SIXTH COMM/BN FORTROOPS FMF."

2. Death reports will contain the following data, as illustrated by figures 12-35 through 12-38. Missing reports will contain all items shown below but will be modified as appropriate (see subpar. 12160.1 for additional instructions regarding personnel in a missing status). When status is changed from missing to dead, amend or supplement the initial report as required. Reports in the case of a major disaster will be submitted in accordance with subparagraph 7, below.

a. Grade, full name (surname last), service number, military occupational specialty, branch of service, and parent command.

b. Status

(1) Active duty.

(2) Deemed to have been on active duty (see par. 12157).

(3) In case of members of the Marine Corps Reserve (see par. 12157) state whether such members were on extended active duty, active duty for training, inactive duty training, or performing travel to or from such duty. Also show inclusive time and dates of orders except in case of extended active duty. If, after the termination of such duty and return to inactive status, a reservist dies of disease or injury which may have been incurred or aggravated while on such duty, show type of duty and inclusive time and dates of orders.

(4) Include the following remarks when applicable:

(a) On temporary duty, liberty or leave, or in transient status since (date and hour).

(b) On unauthorized absence since (date and hour).

(c) Declared a deserter and dropped from the rolls on (date).

(d) Retired.

(e) Accepted for enlistment in the Marine Corps on (date).

c. Type of casualty, dead or missing (par. 12160 contains additional instructions for reporting persons "missing").

d. Date and hour (local time), place, cause and circumstances of death or missing status. Give concise but ample explanation of the facts. When status is the result of hostile action (subpar. 12055.1j), describe the circumstances and specific hostile action (see subpar. 12150.1a(3)). When death is the result of a cause other than disease, amplify terms such as "injuries, multiple extreme," "gunshot wound, head" or "drowning." Examples:

(1) Deaths from injuries; state whether injuries, multiple extreme, were received:

(a) When a privately-owned automobile in which the Marine was a passenger accidentally crashed into a moving train; or

(b) When a Government airplane which he was piloting for training accidentally collided in midair with a privately-owned plane.

(2) Deaths from gunshot wounds; state whether wound was:

(a) Accidentally self-inflicted during training maneuvers; or

(b) Apparently intentionally self-inflicted while Marine was on unauthorized absence; or

(c) Apparently accidentally inflicted by another person during target practice; or

(d) Apparently intentionally inflicted by another person during a fight.

(3) Deaths from drowning; state whether drowning was:

(a) Accidental and caused by unusual rip tides which occurred while he was swimming for recreation; or

(b) Appeared to be intentional and resulted from the Marine jumping overboard into the water.

e. Location and disposition of remains. Give name and address of morgue or funeral establishment where remains are presently located. If remains are to be transferred to another establishment give name and address of such establishment and state when transfer will be made; include primary next of kin's instructions for disposition if known. If remains have not been recovered, so state, and advise status of search.

f. Full name, relationship, and address of next of kin. If address is different from that listed on latest Record of Emergency Data show source of address and date. Example: "PEN CHANGE MADE (DATE) ON RECORD EMERGENCY DATA."

g. State whether the next of kin and other persons (e.g., wife, parents, etc.) listed on Record of Emergency Data have been officially notified (see par. 12153) and show figure number of each notification. If required and official notification has not been made, give reason and state when notification will be made.

h. Date latest Record of Emergency Data was signed by Marine.

i. State whether or not investigative report will be submitted in accordance with subparagraph 12160.2.

j. Pay data required:

(1) Pay grade.

(2) Monthly rate of basic pay and any incentive, special, and proficiency pays to which the service member was entitled on date of death. Report each item separately. If aviation personnel, state whether crew or noncrew.

(3) Total service for pay purposes (years, months, and days).

(4) Social Security number (when not available, report as "Unknown" or when appropriate, report as "Not received").

(5) Name and address of designated beneficiary(ies) for death gratuity if other than person shown in subparagraph f, above.

(6) Statement whether or not death gratuity has been or will be paid by the parent unit or other field organization.

(a) If Marine's death occurred while his unit is on detached duty away from its permanent duty station and his widow resides on or in the vicinity of that station, the reporting unit may include a request that the death gratuity be paid by the

appropriate disbursing officer located at the unit's permanent duty station.

(7) Name and address of designated beneficiary for unpaid pay and allowances if other than the person shown in subparagraph f, above.

◆(8) Amount of Servicemen's Group Life Insurance in force.

◆(9) Designated beneficiary and settlement option.

k. Indicate specific religious preference if known. If Roman Catholic, Eastern Orthodox, or Episcopalian, state whether last rites were administered, and give name of chaplain or priest.

1. State whether condolence call has been made or will be made (see subpar. 12156.1a regarding requirement that next of kin not personally notified of death/missing by local commander should be officially notified by Western Union telegram before call is made). If next of kin desires honors rendered in another area include details if readily available and/or supplement report by message (fig. 12-41). If call will not be made by reporting activity request cognizant Marine Corps District or appropriate command to comply with subparagraph 12156.1. Call is to be made by the Marine's duty station when the next of kin lives in the vicinity thereof, or by the Marine Corps District in which the next of kin resides in other cases. If call is not to be made because of Marine's duty status or circumstances of death/missing, so state and comply with subparagraph 12156.1b (1)(e).

m. If other persons were involved in the same incident, also include in the initial report submitted the following data:

(1) Dependents or other civilians. Full name, relationship, address, and casualty status. If injured, include condition and present whereabouts.

(2) Military personnel. Grade, full name, service number, branch of service, and casualty status.

3. When any information required by subparagraph 2, above, must be omitted by the reporting command pending investigation or determination, the initial report including available data will be sent promptly and will state that a supplementary message will follow. All supplementary messages will be submitted as soon as possible. Such messages will reference the date-time group of the initial message and will identify the casualty by name.

4. When any information required by subparagraph 2, above, is not available in the case of a Marine who dies or becomes missing while away from his parent unit, the initial report to the Secretary of the Navy will be supplemented by message from the

command or activity that holds his service record. The command or activity that submitted the initial report will be an information addressee on such messages.

5. When the record of a Marine who is in a transient status has been forwarded and is in transit, the command to which it was sent will be requested by message to furnish the Secretary of the Navy with any record data that is required to complete the initial report.

6. The commanding officer of the hospital will submit message report to the Secretary of the Navy when a Marine dies in a naval hospital. Such report will be in accordance with this paragraph.

7. Modified Report Required When Disaster Causes Many Casualties

a. When a disaster or major incident occurs any place which results in many Marine casualties, a report will be submitted at once by priority message to the Secretary of the Navy with information copies to:

(1) The Commandant of the Marine Corps.

(2) The Chief of Naval Operations.

(3) The Chief, Bureau of Medicine and Surgery.

(4) The Commandant of the naval district or river command in which the incident occurred.

(5) Other interested commands.

b. The report will include the grade, full name, service number, and branch of service of each person involved.

c. All casualties will be arranged alphabetically by name when practicable and grouped by type of casualty: dead, missing, seriously and slightly injured.

d. The report will also include the date, hour, place, and general circumstances of the incident and state whether or not the next of kin have been notified.

e. If notification has not been made in any case because the personnel record of the individual has been destroyed or lost, request the Commandant of the Marine Corps to make the required notification and to furnish any record data required for administrative processing.

f. The additional data required by subparagraph 2, above, will be submitted as soon as possible.

8. Missing and/or Unaccounted-for Dependents of Marines in Active Service. (See subpar. 12160.1 for explanation.)

a. Report will be submitted by priority message to the Secretary of the Navy with information copies to:

(1) The Commandant of the Marine Corps.

(2) The Chief of Naval Operations.

(3) The Chief, Bureau of Medicine and Surgery.

(4) Other interested commands.

b. The report will include the full name of the missing person; date and place of birth; date, hour (local time), place, cause, circumstances attending disappearance and pertinent details; sponsor's full name, service number, parent command, branch of service, and relationship to the missing person.

**See message 1740Z 10 Dec 65*
12155 MESSAGE REPORT OF CRITICAL, SERIOUS OR INCAPACITATED PERSONNEL LOCATED OUTSIDE CONTINENTAL UNITED STATES AND THOSE PERSONNEL WITHIN THE UNITED STATES WHOSE NEXT OF KIN ARE OUTSIDE CONTINENTAL UNITED STATES (SEE PAR. 12001)

1. Report will be submitted by priority message to the Commandant of the Marine Corps, with information copies to the Bureau of Medicine and Surgery and others as appropriate, to contain the following information (see fig. 12-39):

a. Grade, full name (surname last), service number, and branch of service.

b. Status: Active duty.

c. Brief description of illness, injury, or incapacitation and part(s) of body affected (see subpar. 3, below).

d. Date, place of occurrence, circumstances, and cause of illness, injury, or incapacitation (when status is the result of hostile action (subpar. 12055.1j)), describe specific action. Also see subparagraphs 3 and 4, below.

e. Condition (serious, critical or incapacitated), prognosis (poor, guarded, fair, good, excellent), and present whereabouts with mailing address. State if presence of next of kin is medically warranted. The medical officer will determine if condition of patient is of such nature as to necessitate presence of next of kin.

f. Full name, relationship, and address of next of kin.

g. State whether the next of kin and other persons (e.g., wife, parents, etc.) listed on Record of Emergency Data have been officially notified (see par. 12153) and show figure number of notification. If required and official notification has not been made, give reason and state when notification will be made.

h. Activity to which patient transferred and if evacuation to continental United States or another area is contemplated, indicate estimated date and time with place of departure, and estimated date and time with place of arrival.

i. If other persons were involved in the same incident, also include in the initial report submitted the following data:

(1) Dependents or other civilians. Full name, relationship, address, and casualty status. If injured, include condition and present whereabouts.

(2) Military personnel. Grade, full name, service number, branch of service, and casualty status.

- 2. The initial report will be followed by progress reports (fig. 12-40) as required by subparagraph 12153.3.
- 3. When the names and addresses of all personnel injured or involved in a major incident are to be released to news media, a message report of minor injuries will be submitted in accordance with subparagraph 1, above (see subpar. 4, below).
- 4. Report any minor wounds/injuries that require medical attention but result in no loss to the Marine organization when such wounds/injuries are the result of hostile action (see subpar. 12055.1j). Submit reports by speed-letter in accordance with format in subparagraph 1, above, modified as required and make specific reference to this subparagraph. Minor wounds/injuries sustained as a result of hostile action may merit award of a Purple Heart Medal, but they do not establish casualty status as defined in subparagraphs 12052.1 and 12054.1, since the services of the individuals are not lost to their organization.
- 5. Administrative Guidance. See paragraph 12160.2, investigations required in case of injuries; paragraph 13450, line of duty determinations required for disability retirements; and chapter 4, administration of hospitalized personnel.

12156 CONDOLENCE CALLS AND CONDOLENCE LETTERS

1. Condolence Calls (Applicable to members of the Navy, other armed services and certain civilians only to the extent specifically stated in subparagraphs i and j, below).

- a. A condolence call will be made on the primary next of kin of each Marine who dies or becomes missing while on active or training duty except in cases indicated in subparagraph b(1)(e), below. When initial notification is by

Western Union telegram, the representative requested to make a condolence call will when feasible ask the local Western Union office whether or not the initial telegram of notification has been delivered to the next of kin. If notification has not been delivered, call should be delayed until delivery has been made but normally no longer than 12 hours after receipt of SECNAV Report of Death/Missing. In death cases where disposition of remains is involved and the next of kin is a minor but not the spouse of the deceased, the call will be made on the person who is the adult next of kin and has the legal right to designate disposition of the remains. A courtesy call will be made on the minor child if feasible. The purpose of the condolence call is to personally extend sympathy on behalf of the officers and men of the Marine Corps, to offer assistance where possible, and to ascertain whether or not military honors or representation as provided by the Marine Corps Manual, subparagraph 5060.4, and OPNAV P34-03, Landing Party Manual, chapter 3, are desired. The condolence call will in no sense be considered a casualty assistance call. The call should be made by an officer, but where this is not feasible, a senior noncommissioned officer may be selected to call on the next of kin. (See subpar. h, below, for instructions in regard to condolence calls in the case of inactive retired Marines.)

b. Action required by the commander or his designated representative

(1) When the primary next of kin resides on or in the vicinity of a post or station within or outside the continental United States, a personal call will be made promptly on the next of kin of missing and/or deceased personnel, unless most unusual circumstances exist to preclude such a visit. The commander or his designated representative will be accompanied by a chaplain if one is readily available.

(a) In the case of missing personnel, the representative making the call will extend condolences to the

(c) When the Director of a Marine Corps District is unable to comply with a request received for military honors, he will advise the Commandant of the Marine Corps by message promptly, with copy to the organization that requested that honors be rendered, giving a full report of the circumstances together with his recommendations.

d. Guidance in making condolence calls

(1) No firm instructions can be given to cover the varied and sometimes difficult situations that may be encountered in making a condolence call. The representative will introduce himself, extend sympathy on behalf of the Commandant and personnel of the Marine Corps and offer assistance. The representative will exercise extreme tact during such a visit and conduct himself in a manner to indicate to the next of kin that he sincerely desires to assist in any way possible without intruding on the family's privacy. The desires of the next of kin will receive every consideration.

e. Areas in which the representative may possibly assist the next of kin

(1) Military honors. The person conducting the condolence call may offer to provide or to assist in providing military honors at interment or memorial services if the next of kin desires. He should determine in advance of the call the type of honors or representation that can be arranged as provided by the Marine Corps Manual, subparagraph 5060.4, and the Landing Party Manual, chapter 3. If Marine Corps honors cannot be provided, he will explain why, such as, there is no Marine Corps activity in the vicinity, distance, etc., and advise the type of honors that can be furnished by another military service, or a local veterans' or patriotic organization.

(2) Request for additional details of death. The person conducting the condolence call may express regret and state that he received only the same information that was included

in the initial telegram of notification. He may advise that a letter should be received soon from the Marine's commanding officer giving additional information.

(a) If death resulted from other than natural causes, the representative will refrain from expressing an opinion as to duty or misconduct status or fixing responsibility for any act that was committed.

(b) The next of kin may be advised that an investigation is being conducted and upon completion, a report will be submitted to the Judge Advocate General of the Navy. If additional information is requested, the next of kin should be advised that the Judge Advocate General may be requested to furnish the pertinent information. The representative may, if requested by the next of kin, submit such request directly to the Judge Advocate General in behalf of the next of kin. The next of kin should be advised that the preparation and forwarding of an investigative report is necessarily time-consuming and that several weeks will no doubt elapse before the Judge Advocate General will be able to furnish the information. The next of kin should be advised that it would be well to delay requesting details from the Judge Advocate General pending receipt of the letter from the Marine's commanding officer.

(3) Survivors benefits. The representative should be capable of discussing with the next of kin the furnishing of military honors, burial and interment allowances, and survivor benefits. If possible he should tactfully avoid discussion of survivor benefits because of legal and other problems frequently involved in determining entitlement. However, the next of kin may be informed that a letter outlining the salient features of any benefits to which he or she may be entitled will be received from Headquarters Marine Corps in the near future. Should the next of kin press for the answer to a specific question regarding benefits, the representative may answer it

provided he knows the correct answer. When he does not know the answer he will so advise the next of kin and refer the matter to the Commandant of the Marine Corps (Code DN), by letter for appropriate action. No promises should be made obligating the Marine Corps or any other government agency in connection with entitlement to survivor benefits.

◆ f. Condolence calls monitored by the Commandant of the Marine Corps.

(1) Within CONUS. When a Marine dies or becomes missing while away from command in a travel status in the execution of change of station orders or on temporary duty, the command submitting the report to SECNAV will make the call and/or request the cognizant Marine Corps District or appropriate command to make the call (see fig. 12-35).

(2) Outside CONUS. When a Marine dies or becomes missing the command submitting the report to SECNAV will include in Item 1.L, except when the next of kin is located in the vicinity of command, a request that the cognizant Marine Corps District or appropriate command comply with subparagraph 12156.1 when informed by the Commandant of the Marine Corps that the next of kin has been notified (see fig. 12-36).

g. Exclusions under the condolence calls program. The District Marine Officer, Tenth Naval District and the Director, Fourteenth Marine Corps District are excluded from this program.

h. Condolence calls in the case of inactive retired Marines. There is no authority for expending government funds in the case of inactive retired Marines in connection with condolence and casualty assistance calls, military escorts, or other services which are provided at government expense for military personnel who die while on active duty. However, it is desired when practicable that commanders of

Marine Corps organizations and activities make every effort consistent with their commitments and capabilities to assist the families of deceased retired Marines during their bereavement (see MARCORMAN, subpar. 5060.4, and LPM, chap. 3). When appropriate a Marine officer acting as a representative of the Commandant of the Marine Corps will either make a condolence call at the home of the bereaved family or call the next of kin by telephone to offer assistance.

i. Calls in the case of members of the U.S. Navy and other armed services. When a member of another service dies on active or training duty while serving with the Marine Corps, and his next of kin resides in the vicinity of command, the commander or his designated representative may call on the next of kin for the specific purpose of extending sympathy only. The service of which the deceased was a member will make any arrangements necessary with the next of kin in connection with funeral services.

j. Calls in the case of certain classes of civilians

(1) When a civilian employee of the Marine Corps or other armed service or other civilian, such as American Red Cross personnel, United Service Organization entertainers, and visiting dignitaries, dies at a Marine Corps organization or activity, and his next of kin is located in the vicinity of the command, the commander or his designated representative may call on the next of kin for the specific purpose of extending sympathy.

(2) Regulations and reporting requirements in death cases for authorized classes of civilian employees of the Marine Corps and the Navy are included in the Decedent Affairs Manual.

2. Condolence letters (dead or missing)

a. The Marine's immediate commanding officer will, within 3 days from

the date of occurrence, write a letter to the primary next of kin, or if the Marine is married, to both wife and parents. When a Marine dies while away from command in a travel status in the execution of change of station orders, it is the responsibility of the commanding officer of the unit from which he has just been detached to write the letter of condolence (see subpar. 12160.3). Airmail will be used whenever it will speed delivery. The letter will be written in simple language, will show a warm personal interest in the person to whom it is addressed, will extend condolences, and will describe the circumstances attending the Marine's death or missing status. Circumstances will be related factually, in proper sequence, tactfully, and sympathetically (see subpar. (1), below). Letters to members of the same family, will agree as to the circumstances of death or missing status, but will be modified to show that each is a personal letter. In addition to supplying sufficient facts to answer questions that would normally occur to the members of a family, the letter should contain any facts that would comfort them, such as a statement that the Marine did not suffer, that he received the last rites of his faith, etc. When appropriate, complimentary remarks will be included about the Marine's character, personality, work, efficiency, and how he adapted himself to service life. Inappropriate compliments and ghastly descriptions will be avoided.

(1) In those instances where death or missing status occurred under circumstances which require an investigation, the terms "line of duty" and "misconduct" will not be used. Care will be taken to ensure that the details given in each case conform with the findings of the investigation which is required by the Manual of the Judge Advocate General, chapter 8. The fact that an investigation is to be held should not delay the forwarding of a condolence letter as it is intended that the family be given the known facts at the earliest practicable date. A copy of each letter written to the next of kin

and others will be furnished the officer appointed to conduct the investigation.

(2) In cases of homicide or suicide it is necessary to include information as to the actual cause of death; i.e., perforating wound of the head from rifle bullet; suffocation by drowning; poisoning due to inhaling carbon monoxide; etc. A brief statement of the circumstances of death should be included, but no attempt will be made to supply information that is not definitely known. Information which will reflect unfavorably on the individual will not be included unless necessary to explain the cause of death.

(3) No information will be included which in itself might be the specific basis for a claim against the Government or another agency or individual, or the disclosure of which is prohibited by security regulations.

(4) The condolence letter to the primary next of kin may contain a statement regarding the collection, safeguarding and disposition of the personal effects of the deceased.

(5) The sample shown in figure 12-43 indicates the type of letter to be written. This example will be used as a guide and not as a form letter.

(6) A copy of each letter sent to the family of a deceased or missing Marine will be mailed to the Commandant of the Marine Corps (Code DNA).

(7) Condolence letters will be reviewed at the highest level of command prior to release for mailing.

b. The division/wing commander may also write a personal letter of condolence to the next of kin of a member of his command. It is desirable that such letter not relate the circumstances of death or missing since the initial telegram of notification and the commanding officer's letter of condolence included pertinent details.

**12157 REPORTS OF DEATH OF
INACTIVE MARINES, PER-
SONS DEEMED TO HAVE
BEEN ON ACTIVE DUTY,
FORMER MARINES, AND
DECLARED DESERTERS**

**1. Inactive Marines Receiving Retainer
or Retired Pay**

◆ a. When any Marine Corps organization or activity receives information indicating the death in its locality of an inactive member of the Marine Corps, Fleet Marine Corps Reserve, or Marine Corps Reserve receiving retainer or retired pay, the report will be verified promptly. If it is found that death did not occur in a U.S. Armed Forces medical facility and that the Secretary of the Navy has not been notified, a message report of the death will be sent to the Secretary of the Navy with the Commandant of the Marine Corps; the Chief, Bureau of Medicine and Surgery; the Director of the Marine Corps District in which death occurred; the Commanding Officer, Marine Corps Reserve Data Services Center; and the commandant of the naval district in which death occurred as information addressees. When such death occurs in a foreign country the local State Department representative will be included as an information addressee also. The message will include such items of information required by paragraph 12154 as are applicable and will contain a statement that a certified copy of the civil death certificate is being sent to the custodian of the decedent's service and health records for the purpose of termination and disposition of these records. The death certificate will be forwarded promptly.

◆ (1) When the Commanding Officer, Marine Corps Reserve Data Services Center; obtains a copy of the civil death certificate, or is an information addressee on a message report of death to the Secretary of the Navy in the case of a member of the Fleet Marine Corps Reserve, inactive, the service record of the deceased will be closed and forwarded to the Commandant of the Marine Corps (Code DNA). The health record will be closed and forwarded to

the Bureau of Medicine and Surgery, Department of the Navy, Washington, D.C. 20390.

b. The authority for expenditure of funds for procurement of civil death certificates, when required, is contained in the Navy Comptroller Manual, paragraph 046377.

◆ **2. Inactive Marine Reservist Not Receiving Retainer or Retired Pay.** Any Marine Corps organization or activity receiving information indicating that the death of an inactive member of the Marine Corps Reserve not receiving retainer or retired pay has occurred in its locality will, upon verification of the information, submit a speedletter report of death to the Commandant of the Marine Corps (Code DNA). The speedletter will contain such items of information required by paragraph 12154 as are applicable and include the individual's date and place of birth. Two copies of the speedletter will be sent to the Director of the Marine Corps District or the Commanding Officer, Marine Corps Reserve Data Services Center, as applicable. The custodian will close and forward the service record of the deceased to the Commandant of the Marine Corps (Code DNA); and will cause his health record to be terminated and forwarded, accompanied by one copy of the speedletter, to the Bureau of Medicine and Surgery, Department of the Navy, Washington, D.C. 20390.

3. Persons Who May Be Deemed to Be in a Pay and/or Duty Status for the Purpose of Entitlement to Survivor Benefits

a. When any Marine Corps organization or activity learns of the death of any person in the categories outlined in subparagraphs (1), (2) and (3), below, the report will be verified promptly. Upon verification, a report of death will be sent by message to the Secretary of the Navy with the Commandant of the Marine Corps, the Chief, Bureau of Medicine and Surgery, and the commandant of the naval districts or river commands in which death occurred and in which the primary next of kin resides listed as information addressees. The message

will include such items of information required by paragraph 12154 as are applicable and known.

(1) Any person who dies while en route to or from, or at a place for final acceptance or for entry upon active duty in the naval service (a) who has been provisionally accepted for such duty, or (b) who under the Universal Military Training and Service Act has been selected for active naval service; and has been ordered or directed to proceed to such a place.

(2) Any member of a Reserve component of the naval service (a) who, when authorized or required by competent authority, assumes an obligation to perform active duty for training or inactive duty training, and (b) who dies from an injury incurred while proceeding directly to or returning directly from such active duty for training or inactive duty training. (Note: A member who dies while performing authorized travel to or from active duty for training may come under subpar. 12150.1a.)

(3) Any member or former member of the Marine Corps or Marine Corps Reserve who dies during the 120-day period which begins on the day following the date of his discharge or release from active duty, active duty for training, or inactive duty training, from disease or injury incurred or aggravated while on such active duty or active duty for training, or from injury incurred or aggravated while on such inactive duty training.

b. The determinations regarding entitlement to death gratuity for persons in the above categories are made by the Commandant of the Marine Corps and/or by the Veterans' Administration as appropriate. No commitment as to obligation of the Government will be made pending adjudication.

4. Persons Who Have Been Officially Declared Deserters. When any Marine Corps organization or activity receives information indicating that a person who deserted from the Marine Corps is deceased, the report will be verified promptly. If correct, a message report of death will be sent im-

mediately to the Secretary of the Navy with the Commandant of the Marine Corps, the Chief, Bureau of Medicine and Surgery, Director of the Marine Corps District in which the next of kin resides, and the commandants of the naval districts or river commands in which death occurred and in which the primary next of kin resides as information addressees. The report will include such items of information required by paragraph 12154 as are known and available (see fig. 12-37).

12158 MEMBER OF ANOTHER SERVICE AND/OR A FOREIGN NATIONAL IN CASUALTY STATUS

1. U.S. Navy. When a member of the Navy or Naval Reserve becomes a casualty while serving with the Marine Corps (or in the vicinity of a Marine Corps organization or activity while away from his parent unit), action will be in accordance with Bureau of Naval Personnel Manual, articles C-9801 and C-9802. Subparagraph 12156.1i will apply when appropriate.

2. U.S. Army, Air Force or Coast Guard. When a member of the Army, Air Force or Coast Guard becomes a casualty while serving with the Marine Corps or in the vicinity of a Marine Corps activity and it appears that the nearest activity of the service concerned has not been officially notified, a message similar to that required in the case of a Marine casualty (see pars. 12154 and 12155) will be sent to the nearest activity of the service concerned with information copies to the Secretary of the Navy, the parent unit if known, the Secretary of the department concerned, the Commandant of the Marine Corps, and the commandants of the naval districts or river commands in which the casualty occurred and in which the next of kin resides. Subparagraph 12156.1i will apply when appropriate.

3. Foreign Nationals in Continental United States

a. When a foreign national (military or civilian) becomes a casualty

while assigned to or undergoing training under written orders with a Marine Corps organization in the continental United States, a message similar to that required in the case of a Marine casualty (see pars. 12154 and 12155) will be sent to the Secretary of the Navy, with information copies to the Commandant of the Marine Corps, the Chief, Bureau of Medicine and Surgery, the Chief of Naval Operations, the Chief of Bureau of Supplies and Accounts, and the commandant of the naval district or river command in which the casualty occurred. The Chief of Naval Operations will notify the individual's military representative in the United States in accordance with OPNAV INSTRUCTION 4950.1B, paragraph 367. This notification will be considered notification to the next of kin except when the next of kin resides in the immediate vicinity of the reporting command. When the individual is attached to the reporting unit, the commander will notify the next of kin verbally and the report to the Secretary of the Navy will so state and give date of notification.

b. When such an individual, not assigned to or undergoing training with a Marine Corps organization, becomes a casualty while in the vicinity of a Marine Corps activity and it appears that the proper authorities have not been notified, the action required by subparagraph a, above, will be accomplished except that the Commandant of the Marine Corps will notify the individual's military representative in the United States.

c. If the individual is deceased and his remains are available for shipment, in the absence of instructions from the recognized next of kin, the individual's military or diplomatic representative will be requested by the Chief of Naval Operations and/or the Commandant of the Marine Corps, as appropriate, to furnish instructions for disposition of remains and personal effects when notification is made. Such services as are required to care for the remains will be furnished when authorized in the Decedent Affairs Manual.

Subparagraph 12156.1i will apply when appropriate.

12159 DEATH AND DISABILITY OF MARINE RESERVISTS

1. Death reports in the case of Marine reservists will be in accordance with paragraphs 12154 and 12157. Reporting requirements in the case of disability of Marine reservists are contained in chapter 11.

12160 ADMINISTRATIVE INSTRUCTIONS PERTAINING TO CASUALTIES IN OTHER THAN COMBAT COMMITTED ORGANIZATIONS

1. Personnel in a Missing Status (Not Unauthorized Absence)

a. Policy. A person reported as missing in accordance with subparagraph 12154.2 will be carried in that status until reported or officially determined to be in another status.

(1) If after submission of the initial report it is determined that conclusive evidence exists that such person is in fact dead, the cognizant commander will immediately change the person's status from missing to dead and take other appropriate action (see subpar. 5, below). The date on which the individual became missing will be considered the date of his death except when circumstances definitely indicate subsequent survival.

(a) Conclusive evidence of death will be considered to exist when available information indicates beyond a reasonable doubt that the missing person could not have survived; e.g., he was the pilot of an aircraft which crashed at sea, or he was accidentally washed overboard during a storm at sea, and his remains were not recovered. In other words, conclusive evidence of death will be considered to exist, even though the individual's remains are not recoverable, when circumstances attending his disappearance, statements of witnesses, results of search operations, or local conditions such as terrain, depth of water,

temperature and other climatic conditions indicate that the possibility of the individual's survival is too remote to be logically considered.

(2) Not later than 15 days after submission of the initial report of missing, if the individual has not returned to military control or conclusive evidence of death has not been received or established, a written report will be submitted by airmail to the Commandant of the Marine Corps (Code DNA), furnishing complete information for review and official determination of the individual's status by the Head, Personal Affairs Branch, under the Missing Persons Act, as amended.

(a) The report shall include full details of the circumstances surrounding the individual's disappearance, such as the place of disappearance (latitude and longitude, distance from nearest land, or nearby town and grid coordinates), date, time, and place where last seen or contacted, statements of witnesses, climatic conditions, local terrain, information concerning duration and extent of search operations and results thereof. The report will also include the opinion and recommendations of the cognizant commander as to whether a change in casualty status is warranted, and detailed reasons to substantiate his opinion regarding the possibility of continued survival of the missing person(s).

(b) The report to the Secretary of the Navy, the above report, the service record, and any correspondence relating the status of an individual in a nonbattle status who is missing from an area adjacent to unfriendly areas will be identified with the legend FOR OFFICIAL USE ONLY (this legend is not to be used in lieu of an appropriate security classification if the information requires protection in the interest of national defense).

(c) In any case in which the cognizant commander recommends that a person who is missing be retained in that status, the individual's records will

be held pending determination of his status and receipt of instructions by message from the Commandant of the Marine Corps.

b. Missing Dependents of Marines in Active Service

(1) The Missing Persons Act, as amended, provides in part that the Secretary of the Navy or his designee (Head, Personal Affairs Branch) may determine when appropriate the status of missing dependents of Marines in active service. The Act further provides that such determination shall be conclusive on all agencies of the Federal Government in connection with the payment of various benefits, but that no right to pay, allowances or other compensation shall be conferred upon the dependent to which such person was not otherwise entitled.

(2) In addition to the initial report required by subparagraph 12154.8 and progress reports, a report similar to that required by subparagraph a(2), above, will be submitted to the Commandant of the Marine Corps for review and determination of status when appropriate under the Missing Persons Act.

2. Investigation in Case of Death or Injury. When an individual dies of injuries or under peculiar or doubtful circumstances an investigation will be conducted and a report submitted in accordance with the provisions of Manual of the Judge Advocate General, chapter 8. In the case of injuries (except from enemy action) resulting in the individual's physical inability to perform his duties for a period in excess of 24 hours, or where payment of disability benefits may be claimed, the injury will be investigated and reported as appropriate in accordance with the Manual of the Judge Advocate General, chapter 7 and/or chapter 8.

3. Emergency Data to Be Recorded for Notification Purposes Upon Transfer. When an individual is transferred outside the immediate vicinity of the command, the transferring activity will

record the name, relationship, and address of persons to be notified in the event the person becomes a casualty. This information should agree with the data on his current Record of Emergency Data. The record will be retained for 60 days and then destroyed.

4. Record Data Required for Purposes of Notification When Records Are Not Readily Available. When a Marine becomes a casualty, the data needed for notification purposes may be requested from his last duty station or from the Commandant of the Marine Corps, depending upon which is located closer to the place at which the casualty occurred.

5. Service Records of Deceased Personnel. The service record of a deceased Marine will be closed and sent promptly to the Commandant of the Marine Corps (Code DNA) (see par. 15100). The health record will be sent directly to the Bureau of Medicine and Surgery, Department of the Navy, Washington, D.C. 20390

6. Public Release of Information Pertaining to Casualties

a. Release of information to news media regarding military personnel and/or foreign nationals who are in a casualty status will be in accordance

with footnote ** of figure 12-25, and MCO P5720.44, Marine Corps Informational Services Manual.

b. To permit the prompt release of information to news media in death and missing cases that occur outside the continental United States, the Commandant of the Marine Corps will notify reporting commands outside the continental United States promptly by message as soon as official notification is released for transmission to the next of kin.

7. Classification of Casualty Reports (Pars. 12154 and 12155)

a. Initial message reports will normally be unclassified to permit notification of the next of kin.

b. If necessary a supplementary report will be forwarded giving additional circumstances which require security classification in the interests of national defense or which are of a sensitive nature and require special handling.

c. When the initial report cannot be submitted without including classified or sensitive information, the message will be appropriately classified or handled.

*NOTIFICATION TELEGRAM TO PRIMARY NEXT OF KIN (see subpars. 12055.1c and d) WHEN DEATH OCCURS AWAY FROM HOME OR WHEN NEXT OF KIN IS NOT PRESENT AT PLACE OF DEATH AND IS NOT AWARE OF THE DEATH (REMAINS PRESENT FOR BURIAL)

I DEEPLY REGRET TO INFORM YOU THAT YOUR (relationship, grade, name, branch of service) DIED ON (date) AT (place of death) (**brief statement of cause and circumstances of death such as: OF FRACTURED SKULL RECEIVED WHEN A PRIVATELY-OWNED AUTOMOBILE IN WHICH HE WAS A PASSENGER CRASHED INTO A MOVING TRAIN or OF ENCEPHALITIS). A TELEGRAM REQUESTING YOUR WISHES CONCERNING DISPOSITION OF THE REMAINS AND OTHER DETAILS FOLLOWS. PLEASE ACCEPT ON BEHALF OF THE UNITED STATES MARINE CORPS AND MYSELF OUR HEARTFELT SYMPATHY IN YOUR GREAT LOSS.

(Name, grade, and title of senior officer present)

Note:

*A report of delivery of this telegram will be requested by the originating activity. In the event the report of delivery is not received within 8 hours, the second telegram (fig. 12-26) will be released. These provisions are not to be construed as governing the time of public release of names and addresses of casualties to news media.

**Initial telegraphic notifications will include a brief explanatory statement of cause and circumstances. In case of apparent suicide, qualify cause of death as follows: DIED ON (date) AT (place of death) OF (gunshot wound of the head under circumstances indicating self-inflicted), (carbon monoxide poisoning under circumstances indicating self-administered) or (strangulation under conditions indicating self-destruction). Because of sensitivity of the subject matter, cases of death which resulted from suicide, homicide, training accidents, or which occurred under other unnatural or peculiar circumstances will be coordinated closely with the officer responsible for the release of public information so that the families receive in the initial notifications substantially the same information that is initially released to news media. The information will be limited to established facts.

1. If the facts cannot be determined promptly, the initial telegrams of notification may be modified to state that the cause or circumstances of death have not yet been determined and that additional information will be sent as soon as possible. When the facts have been determined, and prior to or simultaneous with any news release, a supplementary telegram will be sent promptly to each person initially notified.

2. Notification telegrams will be sympathetically and carefully worded in view of the impact such notifications may have on the families. Statements that reflect unfavorably on the deceased and ghastly descriptions of the details will be avoided. When appropriate, such notification messages may state that an investigation is being made. Responsibility for any act or acts involved will not be fixed and no information will be included regarding line of duty and misconduct status or disciplinary action.

Figure 12-25

*TELEGRAM TO PRIMARY NEXT OF KIN (see subpars. 12055.1c and d) REQUESTING INSTRUCTIONS FOR DISPOSITION OF REMAINS

THIS INFORMATION IS INTENDED TO ASSIST YOU IN MAKING FUNERAL ARRANGEMENTS FOR YOUR (relationship, grade, name, branch of service). HIS REMAINS WILL BE PREPARED, ENCASED, AND SHIPPED AT NO EXPENSE TO YOU, ACCOMPANIED BY AN ESCORT, EITHER TO A FUNERAL HOME OR TO A NATIONAL CEMETERY SELECTED BY YOU. IN ADDITION YOU WILL BE REIMBURSED AN AMOUNT NOT TO EXCEED TWO HUNDRED DOLLARS TOWARD FUNERAL AND INTERMENT EXPENSES IF INTERMENT IS IN A PRIVATE CEMETERY, ONE HUNDRED TWENTY-FIVE DOLLARS IF REMAINS ARE CON-SIGNED TO A FUNERAL HOME PRIOR TO INTERMENT IN A NATIONAL CEMETERY, OR SEVENTY-FIVE DOLLARS IF REMAINS ARE CONSIGNED DIRECTLY TO A NATIONAL CEMETERY. PLEASE WIRE COLLECT (title, address of officer to receive burial instructions, or if not known, commandant of the naval district or river command in which death occurred) YOUR DESIRES IN THIS RESPECT, INDICATING THE NAME AND ADDRESS OF THE FUNERAL HOME OR NATIONAL CEMETERY TO WHICH YOU WISH THE REMAINS SENT AND WHETHER OR NOT YOU DESIRE AN ESCORT. **THE (name of national cemetery and location) IS NEAREST YOUR HOME. LETTER WILL FOLLOW CONCERNING CIRCUMSTANCES OF YOUR (relationship's) DEATH. I WISH TO ASSURE YOU OF EVERY POSSIBLE ASSISTANCE AND TO EXTEND THE HEARTFELT CONDOLENCES OF THE MARINE CORPS IN YOUR BEREAVEMENT.

(Name, grade, and title of senior officer present)

Note:

*A report of delivery of this telegram will be requested by the originating activity.

**See par. 12205 for information regarding national cemeteries.

Figure 12-26

*NOTIFICATION TELEGRAM TO PERSONS OTHER THAN THE PRIMARY NEXT OF KIN

I DEEPLY REGRET TO INFORM YOU YOUR (relationship, grade, name, branch of service) DIED ON (date) AT (place of death) (**brief statement of cause and circumstances of death). (***I AM SORRY TO ADVISE YOU THAT A THOROUGH SEARCH OF THE AREA WAS MADE BUT HIS REMAINS WERE NOT RECOVERED.) HIS (relationship of primary next of kin) HAS BEEN NOTIFIED. PLEASE ACCEPT ON BEHALF OF THE UNITED STATES MARINE CORPS OUR MOST HEARTFELT SYMPATHY IN YOUR BEREAVEMENT.

(Name, grade, and title of senior officer present)

Note:

*No report of delivery will be requested.

**In cases of death which resulted from suicide, homicide, training accidents, or occurred under other unnatural or peculiar circumstances, see footnote ** of figure 12-25.

***The text of this message may be modified as necessary to fit each specific case. For example, the statement regarding nonrecovery of remains will be included only when appropriate.

*CONFIRMATION OR NOTIFICATION TELEGRAM TO PRIMARY NEXT OF KIN (see subpars. 12055.1c and d) WHEN DEATH OCCURS AT OR NEAR THE HOME OF THE NEXT OF KIN OR THE NEXT OF KIN IS PRESENT AT THE PLACE OF DEATH AND/OR AWARE OF DEATH (REMAINS PRESENT FOR BURIAL)

I DEEPLY REGRET TO OFFICIALLY CONFIRM (OR INFORM YOU OF) THE DEATH OF YOUR (relationship, grade, name, branch of service) ON (date) AT (place) (**brief statement of cause and circumstances of death such as: OF INJURIES RECEIVED IN AN AUTOMOBILE ACCIDENT (OR OF BRONCHO-PNEUMONIA)). PLEASE ACCEPT ON BEHALF OF THE UNITED STATES MARINE CORPS AND MYSELF OUR HEARTFELT SYMPATHY IN YOUR BE-REAVEMENT. THE FOLLOWING INFORMATION IS FURNISHED TO ASSIST YOU IN MAKING FUNERAL ARRANGEMENTS. IF YOU SO DESIRE, ARRANGEMENTS WILL BE MADE FOR THE PREPARATION, ENCASEMENT AND TRANSPORTATION OF HIS REMAINS ACCOMPANIED BY AN ESCORT, TO ANY PLACE YOU DESIGNATE AT NO COST TO YOU. IF NOT, YOU WILL BE ALLOWED THE AMOUNT THE PREPARATION AND ENCASEMENT OF HIS REMAINS WOULD HAVE COST IF PROVIDED BY FUNERAL DIRECTOR UNDER ARMED FORCES CONTRACT OR IF SUCH CONTRACT SERVICES ARE NOT AVAILABLE YOU WILL BE REIMBURSED FOR NECESSARY EXPENSES NOT TO EXCEED FOUR HUNDRED DOLLARS. THE NAVY WILL PAY FOR TRANSPORTATION OF HIS REMAINS TO ANY PLACE YOU DESIGNATE. ALSO YOU WILL BE REIMBURSED AN AMOUNT NOT TO EXCEED TWO HUNDRED DOLLARS TOWARD FUNERAL AND INTERMENT EXPENSES IF INTERMENT IS IN A PRIVATE CEMETERY, ONE HUNDRED TWENTY-FIVE DOLLARS IF REMAINS ARE CONSIGNED TO A FUNERAL HOME PRIOR TO INTERMENT IN A NATIONAL CEMETERY, OR SEVENTY-FIVE DOLLARS IF REMAINS ARE CONSIGNED DIRECTLY TO A NATIONAL CEMETERY. PLEASE WIRE COLLECT (title and address of officer to receive burial instructions, or if not known, commandant of the naval district or river command in which death occurred) YOUR DESIRES IN THIS RESPECT, INDICATING WHETHER OR NOT YOU PREFER TO MAKE NECESSARY ARRANGEMENTS, THE NAME AND ADDRESS OF THE FUNERAL DIRECTOR OR NATIONAL CEMETERY TO WHICH YOU WISH THE REMAINS SENT, AND WHETHER OR NOT YOU DESIRE AN ESCORT. ***THE (name of national cemetery and location) IS NEAREST YOUR HOME.

(Name, grade and title of senior officer present)

Note:

*A report of delivery of this telegram will be requested by the originating activity.

**In cases of death which resulted from suicide, homicide, training accidents, or occurred under other unnatural or peculiar circumstances, see footnote ** of figure 12-25.

***See paragraph 12205 for information regarding national cemeteries.

Figure 12-28

*NOTIFICATION TELEGRAM TO PRIMARY NEXT OF KIN WHEN DEATH OCCURS UNDER CIRCUMSTANCES WHICH PRECLUDE RECOVERY OF REMAINS

I DEEPLY REGRET TO INFORM YOU THAT YOUR (relationship, grade, name, branch of service) DIED ON (date) AT (place of death) (**brief statement of cause and circumstances of death). I AM SORRY TO ADVISE YOU THAT ALTHOUGH AN EXTENSIVE SEARCH OF THE AREA WAS MADE HIS REMAINS WERE NOT RECOVERED. LETTER FOLLOWS CONCERNING CIRCUMSTANCES OF DEATH. PLEASE ACCEPT ON BEHALF OF THE UNITED STATES MARINE CORPS HEARTFELT SYMPATHY IN YOUR GREAT LOSS.

(Name, grade, and title of senior officer present)

Note:

*A report of delivery of this telegram will be requested by the originating activity.

In cases of death which resulted from suicide, homicide, training accidents or occurred under other unnatural or peculiar circumstances, see footnote of figure 12-25.

► Figure 12-29

*NOTIFICATION TELEGRAM TO PRIMARY NEXT OF KIN IN CASE OF DEATH OF **RETIRED OR RESERVE PERSONNEL NOT ON ACTIVE OR TRAINING DUTY OR INACTIVE TRAINING DUTY, PERSONS DEEMED TO BE ON ACTIVE DUTY AND DECLARED DESERTERS

I DEEPLY REGRET TO INFORM YOU YOUR (relationship, grade, name, branch of service) DIED ON (date) AT (place of death) (***brief statement of cause and circumstances of death). HIS REMAINS ARE AT (name and address of funeral director) AWAITING YOUR INSTRUCTIONS. UNDER THE LAW THE DEPARTMENT OF THE NAVY IS NOT AUTHORIZED TO PAY ANY EXPENSES IN CONNECTION WITH THE PREPARATION, ENCASEMENT AND DISPOSITION OF THE REMAINS OF YOUR (relationship) SINCE HE WAS NOT ON ACTIVE DUTY AT TIME OF DEATH. PLEASE ACCEPT MY MOST HEARTFELT SYMPATHY IN YOUR GREAT LOSS.

(Name, grade, and title of senior officer present)

Note:

*Notification will be made only when the initial report is received immediately after death and it appears that the primary next of kin is not aware of death. A report of delivery will be requested by the originating activity.

**To be used for captioned categories of personnel, but not applicable in the case of a retired member of the Marine Corps or Marine Corps Reserve who was hospitalized during a period of active duty or extended active duty and continued as a patient in a U. S. Government hospital to the date of death.

***In case of death which resulted from suicide, homicide, training accidents, or occurred under other unnatural or peculiar circumstances, see footnote ** of figure 12-25.

Figure 12-30

*NOTIFICATION TELEGRAM TO PRIMARY NEXT OF KIN AND OTHER PERSONS IN CASE OF PERSONNEL WHO BECOME MISSING (NOT IN UNAUTHORIZED ABSENTEE STATUS)

I DEEPLY REGRET TO INFORM YOU THAT YOUR (relationship, grade, name, branch of service) IS MISSING. (**Brief statement of circumstances, date, and place at which he became missing such as: HE WAS A PASSENGER ON A GOVERNMENT AIRPLANE WHICH LEFT NEW ORLEANS LOUISIANA AT 10:00 PM 6 MAY 1958 FOR BREMERTON WASHINGTON BUT FAILED TO ARRIVE AT DESTINATION. PLANE WAS IN MOUNT RAINIER AREA AT TIME OF LAST REPORT 6:00 AM 7 MAY 1958. EXTENSIVE SEARCH OPERATIONS ARE IN PROGRESS AND EVERY EFFORT IS BEING MADE TO LOCATE THE PLANE.) YOU WILL BE KEPT INFORMED OF DEVELOPMENTS. (**HIS ALLOTMENTS IF ANY AND PAY WILL CONTINUE IN FORCE PENDING DETERMINATION OF HIS STATUS.) I EXTEND TO YOU ON BEHALF OF THE UNITED STATES MARINE CORPS AND MYSELF OUR DEEPEST SYMPATHY DURING THIS PERIOD OF GREAT ANXIETY.

(Name, grade, and title of senior officer present)

Note:

*A report of delivery of the telegram to the primary next of kin will be requested by the originating activity.

**In those cases in which persons are "missing" under peculiar circumstances, see footnote ** of figure 12-25.

***Statement regarding allotments and pay to be included when appropriate in the telegram to primary next of kin only.

*NOTIFICATION TELEGRAM TO PRIMARY NEXT OF KIN (see subpars. 12055.1c and d) WHEN STATUS IS CHANGED FROM MISSING TO DEAD (REMAINS RECOVERED); NEXT OF KIN IS NOT PRESENT AT PLACE OF DEATH

I DEEPLY REGRET TO INFORM YOU THAT THE STATUS OF YOUR (relationship, grade, name, branch of service) HAS BEEN CHANGED. (**Brief statement of cause, circumstances, date and place of death such as: HE DIED ON 7 MAY 1958 OF INJURIES RECEIVED WHEN A GOVERNMENT PLANE ON WHICH HE WAS A PASSENGER CRASHED NEAR MOUNT RAINIER WASHINGTON. THE PLANE HAS BEEN LOCATED AND HIS REMAINS HAVE BEEN RECOVERED.) THE FOLLOWING INFORMATION IS FURNISHED TO ASSIST YOU IN MAKING FUNERAL ARRANGEMENTS. HIS REMAINS WILL BE PREPARED, ENCASED, AND SHIPPED AT NO EXPENSE TO YOU, ACCOMPANIED BY AN ESCORT, EITHER TO A FUNERAL HOME OR TO A NATIONAL CEMETERY SELECTED BY YOU. IN ADDITION YOU WILL BE REIMBURSED AN AMOUNT NOT TO EXCEED TWO HUNDRED DOLLARS TOWARD FUNERAL AND INTERMENT EXPENSES IF INTERMENT IS IN A PRIVATE CEMETERY, ONE HUNDRED TWENTY-FIVE DOLLARS IF REMAINS ARE CONSIGNED TO A FUNERAL HOME PRIOR TO INTERMENT IN A NATIONAL CEMETERY, OR SEVENTY-FIVE DOLLARS IF REMAINS ARE CONSIGNED DIRECTLY TO A NATIONAL CEMETERY. PLEASE WIRE COLLECT (title, address of officer to receive burial instructions, or if not known, commandant of the naval district or river command in which death occurred) YOUR DESIRES IN THIS RESPECT, INDICATING THE NAME AND ADDRESS OF THE FUNERAL HOME OR NATIONAL CEMETERY TO WHICH YOU WISH THE REMAINS SENT AND WHETHER OR NOT YOU DESIRE AN ESCORT. ***THE (name of national cemetery and location) IS NEAREST YOUR HOME. LETTER WILL FOLLOW CONCERNING CIRCUMSTANCES OF YOUR (relationship's) DEATH. I WISH TO ASSURE YOU OF EVERY POSSIBLE ASSISTANCE AND TO EXTEND THE HEARTFELT CONDOLENCES OF THE MARINE CORPS IN YOUR BEREAVEMENT.

(Name, grade, and title of senior officer present)

Note:

*A report of delivery of this telegram will be requested by the originating activity.

**In cases of death which resulted from suicide, homicide, training accidents, or occurred under other unnatural or peculiar circumstances, see footnote ** of figure 12-25.

***See par. 12205 for information regarding national cemeteries.

Figure 12-32

NOTIFICATION TELEGRAM TO PRIMARY NEXT OF KIN AND OTHER PERSONS
IN THE CASE OF PERSONNEL IN CRITICAL OR SERIOUS CONDITION FROM
ILLNESS OR INJURY

I REGRET TO INFORM YOU YOUR (relationship, grade, name, branch of service)
IS (critically/seriously) (ill/injured). HIS (illness/injury) HAS BEEN DIAGNOSED
AS (type of illness/injury) (if injured state parts of body affected; include date and
place of occurrence and statement of circumstances). HIS PROGNOSIS IS (good,
fair, poor, guarded). HE IS IN (name and location of hospital). YOU ARE
ASSURED THAT HE IS RECEIVING THE BEST OF CARE. (Mail should be ad-
dressed to him in care of (mailing address).) (You may visit him at any time you
wish.) (It is suggested that you visit him as soon as possible.) YOUR GREAT
ANXIETY IS REALIZED AND YOU WILL BE KEPT INFORMED OF SIGNIFICANT
CHANGES IN HIS CONDITION.

(Name, grade, and title of senior officer present)

NOTIFICATION TELEGRAM TO PRIMARY NEXT OF KIN AND OTHER PERSONS
IN THE CASE OF PERSONNEL WHO ARE *INCAPACITATED AS THE RESULT
OF INJURY OR ILLNESS AND WHOSE CONDITION IS NEITHER SERIOUS NOR
CRITICAL

**I REGRET TO INFORM YOU YOUR (relationship, grade, name, branch of
service) RECEIVED (describe type of injury, parts of body affected, date, and
place of occurrence and statement regarding circumstances which caused injury).
(Example: CONCUSSION OF HEAD WHICH RESULTED IN PARTIAL LOSS
VISION RIGHT EYE AND COMPOUND COMMINUTED FRACTURE OF RIGHT LEG
WHICH NECESSITATED AMPUTATION FOOT AND LOWER LEG, FOUR INCHES
ABOVE ANKLE. HE WAS ACCIDENTALLY INJURED 15 FEBRUARY AT NEW
RIVER, NORTH CAROLINA, WHEN A GRENADE EXPLODED PREMATURELY
DURING A TRAINING PROBLEM.) HE IS RECEIVING BEST POSSIBLE CARE AT
(activity, ship or civilian hospital) (location). HIS GENERAL CONDITION IS (good,
fair). HIS PROGNOSIS IS (good, fair). (Your presence is not required; however,
you may visit him at any time you desire.) (Mail should be addressed to him in
care of (mailing address).) YOUR CONCERN IS REALIZED AND YOU WILL BE
KEPT INFORMED PERIODICALLY BY MAIL OF HIS PROGRESS UNTIL HE IS
ABLE TO COMMUNICATE WITH YOU.

(Name, grade, and title of senior officer present)

Note:

*When INCAPACITATION results in serious or critical condition use figure 12-33.

**Modify first sentence when INCAPACITATION is the result of illness.

Figure 12-34

MESSAGE REPORT OF DEATH - RECORDS NOT AVAILABLE

PRIORITY

FROM: CG SECOND MAW

TO: SECNAV

INFO: CMC
BUMED
MARBKS NAS PNCLA
COMDTS OF NAVDIST OR RIVER COMMANDS IN WHICH DEATH
OCCURRED AND IN WHICH NEXT OF KIN RESIDES
DIR MARCORDIST IN WHICH NEXT OF KIN RESIDES
OTHER ADDRESSEES AS APPROPRIATE

UNCLAS

REPORT OF DEATH - NONBATTLE

A. MARCOPERSMAN, PAR 12154

1. IAW REF A FOLLOWING ITEMS ARE REPORTED:

- A. MAJOR JOHN HENRY DOE 03579/7333 USMC MARBKS NAS PNCLA.
- B. ACDU. TRANSIENT STATUS.
- C. DEAD.

D. 15 OCT 1960 AT 2000R NEAR JACKSONVILLE NC OF MULTIPLE IN-
JURIES. EN ROUTE JOIN THIS COMD. PASSENGER ONGOVT AIRPLANE WHICH
CRASHED. CAUSE ACDT UNKNOWN.

E. BROWN FUNERAL HOME JACKSONVILLE. TO BE TR JONES FUNERAL
HOME NEW BERN NC FOR CONT SERV 16 OCT 60. REMAINS TO BE SHIPPED
JONES MORTUARY 25 GRAND ST LOSA CALIF.

F. MRS MARY AGNES DOE WIFE 123 GRAND COURT LOSA.

G. OFFICIALLY NOTIFIED:

- 1. YES, PERSONALLY. COPY OF FIGURE 12-28.
- 2. NO UNKNOWN. MARBKS NAS PNCLA NOTIFY IF APPROP.

H. UNKNOWN.

I. SECOND MAW WILL SUBMIT INVESTIGATIVE RPT.

J. UNKNOWN.

K. UNKNOWN.

L. DIRTWELFTH MARCORDIST COMPLY SUBPAR 12156.1. ON RETURN
WIFE. PLANS INCOMPLETE. MSG FOL REGARDING HER WISHES.

M. COL A. B. SEE 03060 USMC NAS PNCLA PILOT. MINOR INJURIES.

Figure 12-35

MESSAGE REPORT OF DEATH - UNIT ON DETACHED DUTY AWAY FROM
PERMANENT DUTY STATION

PRIORITY

FROM: MARALWEAFITRON ONE ONE FOUR
TO: SECNAV
INFO: CMC
BUMED
MAG TWO FOUR
CG SECOND MAW
COMDT OF NAVDIST OR RIVER COMD IN WHICH NEXT OF KIN RESIDES
DIR MARCORDIST IN WHICH NEXT OF KIN RESIDES
OTHER ADDRESSEES AS APPROPRIATE

UNCLAS

REPORT OF DEATH - NONBATTLE

A. MARCORPERSMAN, PAR 12154

1. IAW REF A FOLLOWING ITEMS ARE REPORTED:

A. 1STLT WALTER GEORGE DOE 069273/7333 USMCR MARALWEAFITRON
114 MAG 24.

B. EXTENDED ACDU.

C. DEAD.

D. 24 JUL 1960 AT 1600A MEDITERRANEAN SEA OF DROWNING. WAS
PILOT OF AIRCRAFT WHICH WAS LOST IMMEDIATELY FOLLOWING LAUNCH-
ING FROM USS FRANKLIN D. ROOSEVELT. CAUSE OF ACDT UNKNOWN.

E. BODY NOT RECOVERABLE. SEARCH DISCONTINUED.

F. MRS LOLA DOE WIFE 10 PIKE LANE HAVELOCK NC.

G. NO.

H. 2 MAY 60.

I. INVESTIGATIVE RPT WILL BE SUBMITTED.

J. PAY DATA:

1. 0-2.

2. \$380, \$160, NONE, NONE, CREW.

3. 6 YRS 4 MOS 8 DAYS.

4. 478-34-8473.

5. SAME AS ITEM FOXTROT.

6. DISBURSING OFFICER SECOND MAW IS REQUESTED PAY DEATH
GRATUITY TO WIDOW.

7. SAME AS ITEM FOXTROT.

K. ROMAN CATHOLIC. NO.

L. CG SECOND MAW COMPLY SUBPAR 12156.1 WHEN ADVISED BY CMC
NEXT OF KIN HAS BEEN NOTIFIED.

► Figure 12-36

MESSAGE REPORT OF DEATH - DECLARED DESERTER

PRIORITY

FROM: CG MARCRUITDEP PARRIS ISC

TO: SECNAV

INFO: CMC

BUMED

COMDTs OF NAVDIST OR RIVER COMMANDS IN WHICH DEATH OC-
CURRED AND IN WHICH NEXT OF KIN RESIDES
DIR MARCORDIST IN WHICH NEXT OF KIN RESIDES
OTHER ADDRESSEES AS APPROPRIATE

UNCLAS

REPORT OF DEATH - NONBATTLE

A. MARCOPERSMAN, PAR 12154

1. IAW REF A FOLLOWING ITEMS ARE REPORTED:

A. PFC WILLIAM JOHN DOE 1234567/0100 USMCR.

B. EXTENDED ACDU. UNABS THIS COMD SINCE 12 OCT 60 AT 0800.
DECLARED DESERTER AND DROPPED FROM ROLLS 10 NOV 60.

C. DEAD.

D. 16 NOV 1960 AT 1340R AT JACKSON HOTEL BEAUFORT SC. GSW LEFT
CHEST. APPARENTLY INTENTIONALLY SELF-INFLECTED. CIRCUMSTANCES
NOT YET DETERMINED.

E. JOHNSON FUNERAL HOME BEAUFORT SC. NEXT OF KIN, CIVIL AUTH
AND FUNERAL DIRECTOR ADVISED NO GOVT LIABILITY FOR EXP OF
PREPARATION OR DISPOSITION REMAINS.

F. MRS MARY DOE WIFE 3618 GRANT ROAD YUMA ARIZ.

G. WIFE OFFICIALLY NOTIFIED FIGURE 12-30.

H. 8 MAR 60.

I. INVESTIGATIVE RPT WILL BE SUBMITTED.

J. PAY DATA:

1. E-2.
2. NONE.
3. 1 YR 7 MOS 28 DAYS.
4. 123-45-6780.
5. SAME AS ITEM FOXTROT.
6. NO.
7. SAME AS ITEM FOXTROT.

K. NONE.

L. NO, SUBPAR 12156.1b(1)(e) APPLIES.

Figure 12-37

12160

MARCORPERSMAN

MESSAGE REPORT OF DEATH RESERVIST ON ACTIVE DUTY FOR TRAINING
(OR INACTIVE DUTY TRAINING) - PLANE CRASH AT SEA

PRIORITY

FROM: CG MCAS CHERPT

TO: SECNAV

INFO: CMC

BUMED

COMDTs OF NAVDIST OR RIVER COMMANDS IN WHICH DEATH OC-
CURRED AND IN WHICH NEXT OF KIN RESIDES

DIR MARCORDIST IN WHICH NEXT OF KIN RESIDES

OTHER ADDRESSEES AS APPROPRIATE

UNCLAS

REPORT OF DEATH - NONBATTLE

A. MARCORPERSMAN, PAR 12154

1. IAW REF A FOLLOWING ITEMS ARE REPORTED:

A. SGT PHILIP SAMUEL COE 473956/6400 USMCR HQRON MCAS CHERPT.

B. ACDUTRA (OR INACDUTRA) PERIOD 0800 JAN 14 TO 2400 JAN 28.

C. DEAD.

D. 27 JAN 1960 AT 1432R VICINITY NEW RIVER NC OF DROWNING. GOVT
AIRPLANE ON WHICH HE WAS A PASSENGER CRASHED INTO ONSLOW BAY.
TRAINING FLIGHT.

E. BODY NOT RECOVERED. SEARCH CONTINUING. PROGRESS RPT
FOLLOWS.

F. MRS MARY COE MOTHER 123 EYE ST PERU IND.

G. OFFICIALLY NOTIFIED:

1. NO. EN ROUTE TO CALIF. TRYING TO LOCATE.

2. YES. FIGURE 12-27 MODIFIED.

H. 10 JAN 60.

I. INVESTIGATIVE RPT WILL BE SUBMITTED.

J. PAY DATA:

1. E-4.

2. \$160, NONE, NONE, NONE, NONCREW.

3. 3 YRS 10 MOS 25 DAYS.

4. 234-56-7890.

5. SAME AS ITEM FOXTROT 50 PERCENT. FRANK JOHN COE
BROTHER TELL CITY IND 50 PERCENT.

6. NO.

7. SAME AS ITEM FOXTROT.

K. EPISCOPALIAN, NO.

L. WILL ADVISE DIRTWELFTH MARCORDIST ADDRESS OF MOTHER
ASAP TO PERMIT COMPLIANCE SUBPAR 12156.1.

M. CAPT ROY E DOE 048528 USMC MCAS CHERPT PILOT. MINOR WOUNDS.

Figure 12-38

12-40

Ch. 8

MESSAGE REPORT OF CRITICAL, SERIOUS OR INCAPACITATED CONDITION
ON PERSONNEL STATIONED OUTSIDE CONTINENTAL UNITED STATES AND
THOSE STATIONED WITHIN WHOSE NEXT OF KIN ARE LOCATED OUTSIDE
CONTINENTAL UNITED STATES

PRIORITY

FROM: CG THIRD MARDIV

TO: CMC

INFO: BUMED
OTHER ADDRESSEES AS APPROPRIATE

UNCLAS

REPORT OF INJURY

A. PAR 12155 MARCORPERSMAN

1. IAW REF A FOLLOWING ITEMS ARE REPORTED:

A CPL JOHN ALFRED WELLINGTON 1234567 USMC.

B. ACDU.

C. CONCUSSION HEAD AND COMPOUND FRACTURE LEFT ARM WITH
NERVE AND ARTERY INVOLVEMENT ARM. AMPUTATION NOT CONTEM-
PLATED.D. INJURED 11 JUN 1960 ON BASE OKINAWA WHILE CHANGING TIRE
ON GOVT VEHICLE. INNERTUBE EXPLODED RIM STRUCK HEAD AND ARM.E. CONDITION SERIOUS. PROGNOSIS GOOD. U S ARMY HOSPITAL OKINA-
WA RYUKYU ISLANDS. APO SAN FRANCISCO 96670.

F. MRS MARY J WELLINGTON WIFE 1234 DENT AVENUE NEW YORK NY.

G. NO.

12160

MARCORPERSMAN

MESSAGE REPORT OF PROGRESS ON PERSONNEL LOCATED OUTSIDE
CONTINENTAL UNITED STATES WHO ARE IN CRITICAL, SERIOUS, OR
INCAPACITATED CONDITION AND THOSE WITHIN WHOSE NEXT OF KIN
ARE LOCATED OUTSIDE CONTINENTAL UNITED STATES

FROM: CG THIRD MARDIV

TO: CMC

INFO: BUMED
OTHER ADDRESSEES AS APPROPRIATE

UNCLAS

REPORT OF PROGRESS CASE CPL JOHN A WELLINGTON USMC. CONDITION
REMAINS SERIOUS. PROGNOSIS GOOD. FORCED AMPUTATE LEFT HAND AND
LOWER ARM FOUR INCHES ABOVE WRIST. HAD RESTFUL NIGHT. WILL
EVACUATE AIR TO CONUS. ETD 26 JUN 60.

Figure 12-40

12-42
Ch. 8

MESSAGE FURNISHING SUPPLEMENTARY DATA REQUIRED FOR CONDOLENCE CALL

FROM: CG SECOND MAW

TO: DIR TWELFTH MARCORDIST

INFO: CMC
MARBKS NAS PNCLA
COMDTS OF NAVDIST OR RIVER COMMANDS IN WHICH BURIAL IS
TO BE MADE AND IN WHICH NEXT OF KIN RESIDES
UNIT DESIGNATED TO MAKE CONDOLENCE CALL IF KNOWN

UNCLAS

MY 092115Z, MRS MARY A DOE WILL ARR 10 JULY. PHONE NO. SUNSET
70951. DESIRES BURIAL FORTROSECRANS NATIONAL CEM SANDIEGO WITH
FULL MIL HONORS. ETA WILL BE FURN EARLIEST. LN WITH JONES MOR-
TUARY. PROVIDE HONORS IAW PAR 5060 MARCORMAN AND CHAP 3 LANDING
PARTY MANUAL. NO EXP OTHER THAN GOVT VEHTRANS AUTH

Note:

Call was made on next of kin who was at place of death. Desires of next of kin in connection with burial arrangements were not complete when referenced message to SECNAV was released. Message should contain all information required and/or that would be of assistance to person making condolence call and other arrangements.

12160

MARCORPERSMAN

MESSAGE REPORTING DEATH TO DIRECTOR, MARINE CORPS DISTRICT FOR
PURPOSE OF ASSIGNING CONDOLENCE CALL

FROM: COMDT MCS QUANT

TO: DIRFIRST DIRFIRST MARCORDIST

INFO: MARBKS NAVB BKLYN
CMC

COMDT NAVDIST OR RIVER COMMANDS IN WHICH BURIAL IS TO
BE MADE AND IN WHICH NEXT OF KIN RESIDES

UNCLAS

CONDOLENCE CALL

A. PAR 12156 MARCORPERSMAN

1. IAW REF A FOLLOWING DATA IS FURNISHED:

A. SGT CARL J MACK 1234567 USMC CAU CATHOLIC ACDU MEMBER THIS
COMD *DIED 25 APR 1960 AT NORTH HUDSON HOSP WEEHAWKEN NJ OF
INJURIES RECD 24 APR 60 WHEN A CAR WHICH HE WAS DRIVING WAS STRUCK
BY MOTORCYCLE ON NEW JERSEY TURNPIKE.

**B. PFC JOHN A MACK 1357689 USMC BROTHER OF DECEASED AND
MEMBER THIS COMD IS HOSPITALIZED FOR INJURIES RECD IN THE ACCI-
DENT. WILL BE RELEASED 25 APR 60 AND GO TO BRAINTREE BY AIR.

***C. REMAINS WILL BE CONSIGNED BROCK FUNERAL HOME BRAINTREE.
ETA REMAINS WILL BE FURNISHED EARLIEST.

D. MR AND MRS H C MACK PARENTS 25 HALLY AVENUE BRAINTREE
MASS.

E. DESIGNATE UNIT TO MAKE CONDOLENCE CALL AND FURNISH
HONORS IF DESIRED IAW 5060.4 MARCORMAN AND CHAPTER 3 LANDING
PARTY MANUAL. NO EXPENSE OTHER THAN GOVT VEHTRANS AUTH.

Note:

*Details of death should agree with circumstances furnished next of kin, so that
the representative designated to call on the next of kin will be familiar with the
circumstances of death. If death occurred under discreditable circumstances,
before taking further action see subparagraph 12156.1b(1)(e).

**If any special circumstances prevail, such as dependents or relatives were in
same accident, brief statement of details should be included.

***To be included when known.

Figure 12-42

12-44

Ch. 7

CONDOLENCE LETTER

My Dear (Mrs. Doe):

*The untimely death of your (husband), (Sergeant John J. DOE, U. S. Marine Corps) on (2 February 1958) at (Rhodes, Greece) is a source of sorrow to me and to his friends in this (company, battalion, post or other organization). Please accept our deepest sympathy in your bereavement.

*John was assigned to patrol the area immediately adjacent to the Rhodes River. Late in the evening a heavy rain storm developed. About 8:30 p.m., during a heavy downpour, he appeared to lose control of the car in which he was cruising the area. The car crashed through a concrete block guard railing and rolled down the embankment. John was thrown from the car and critically injured. He was immediately removed to the Rhodes Hospital. Everything possible was done to care for him, but he failed to rally and died of multiple injuries at 11:30 p.m., shortly after receiving the last rites of his faith.

*It may comfort you to know that a Mass was said for John (or memorial service was held for John) at the Chapel on 3 February and that his many friends attended.

*John's cheerful disposition, uprightness, and devotion to duty won for him the respect of all who knew him. Although I realize that words can do little to console you, I do hope the knowledge that your husband is keenly missed and that we share your sorrow will in some measure alleviate the suffering caused you by your great loss.

*If you feel that I can be of any help to you, please do not hesitate to write me.

Sincerely yours,

*This sample letter is intended only as a guide. Under no circumstances will it be used as a FORM LETTER. Each letter will be written to describe the specific individual concerned and to relate the circumstances accurately (see subpar. 12156.2).

CHECKLIST IN CASE OF DEATH OF ACTIVE DUTY PERSONNEL IN CONTINENTAL UNITED STATES

ACTION TAKEN BY COMMANDER (CIRCUMSTANCES.)

ACTION TAKEN BY COMMANDER OF NEAREST MARINE CORPS ORGANIZATION OR ACTIVITY (CIRCUMSTANCES.)

<p>1. Member of command dies at or near duty station (remains present for burial).</p> <p>a. Verify report of death at once. Establish by appropriate means Marine's identity and duty status.</p> <p>b. If eligible arrange for protection of remains and/or for preparation and encasement (par. 12200.1).</p> <p>c. Prepare appropriate* telegram to primary next of kin and other persons designated on NAVMC 10526-PD (pars. 12153 and 12160). If notification was made by figure 12-25, prepare telegram to primary next of kin requesting instructions for remains (fig. 12-26).</p> <p>d. Submit death report (par. 12154 and subpar. e, below).</p> <p>e. Make condolence call if primary next of kin lives in vicinity and/or request Director, Marine Corps District in</p>	<p>1. Member of command dies at or near duty station (remains not recovered).</p> <p>a. Verify report of death at once. Establish by appropriate means Marine's identity and duty status. Initiate search for remains if appropriate (BUMEDINST 5360.1A, part B, chap. 5).</p> <p>b. Prepare appropriate* notification telegram to primary next of kin and other persons designated on NAVMC 10526-PD (pars. 12153 and 12160).</p> <p>c. Keep next of kin and other persons advised of progress of search for remains and when terminated.</p> <p>d. Submit death report (par. 12154 and subpar. e, below).</p> <p>e. Make condolence call if primary next of kin lives in vicinity and/or request Director, Marine Corps District in which next of kin lives to make</p>	<p>1. Member of command dies away from duty station.</p> <p>a. When notified of death, request the commandant of the naval district or river command in which death occurred to assume cognizance unless it is apparent that he has done so. Advise any administrative action taken. (BUMEDINST 5360.1A, part B, chaps. 1 and 2.)</p> <p>b. Notify* the primary next of kin and others, if available information indicates they have not been officially notified (pars. 12153 and 12160).</p> <p>c. Supplement incomplete death report as required (par. 12154 and subpar. d, below).</p> <p>d. Make condolence call if primary next of kin lives in vicinity. If call not requested by reporting command, request Director, Marine Corps District in which next of kin resides to make call. Indicate action taken or required when appropriate (pars. 12154.2 and 12156.1).</p>	<p>1. Marine temporarily in or passing through area dies while away from parent activity (remains present for burial).</p> <p>a. Verify report of death at once. Establish by appropriate means the identity, parent activity, and duty status of deceased.</p> <p>b. Notify naval district or river command in which death occurred and parent activity of the deceased of the details of death, whether or not next of kin is present or aware of death, of any administrative action taken. Request instructions if required.</p> <p>c. If eligible arrange for protection of remains and/or for preparation and encasement (par. 12200 and BUMEDINST 5360.1A, part B, chap. 2).</p> <p>d. If record data is available, prepare appropriate* telegram to primary next of kin and other persons designated on</p>	<p>1. Marine temporarily in or passing through area dies while away from parent activity (remains not recovered).</p> <p>a. Verify report of death at once. Establish by appropriate means the identity, parent activity, and duty status of the deceased.</p> <p>b. Notify naval district or river command in which death occurred and parent activity of the deceased of the details of death, whether or not next of kin is present or aware of death, of any administrative action taken. Request instructions if necessary regarding search operations for remains, etc. (BUMEDINST 5360.1A, part B, chap. 5).</p> <p>c. If record data is available, prepare appropriate* notification telegram to primary next of kin and other persons designated on NAVMC 10526-PD (pars. 12153 and 12160).</p>
--	---	--	---	--

Figure 12-44

which next of kin lives to make call. Indicate action taken or required (pars. 12154,2/ and 12156,1).

f. Collect, inventory and dispose of personal effects (par. 12210).

g. Effect disposition of remains in accordance with instructions of primary next of kin (pars. 12152 and part E).

h. Provide burial flag (BUMEDINST 5360,1A).

i. Provide escort if requested (part E and BUMEDINST 5360,1A, part B, chap. 8).

j. Conduct **investigation if death resulted from injuries or occurred under peculiar circumstances (par. 12160).

k. Prepare and forward commanding officer's condolence letter(s) (par. 12156).

l. Forward records (par. 12160).

call. Indicate action taken or required (pars. 12154,2/ and 12156,1).

f. Collect, inventory and dispose of personal effects (par. 12210 and BUMEDINST 5360,1A, part B, chap. 5).

g. Conduct **investigation if death resulted from injuries or occurred under peculiar circumstances (par. 12160).

h. Prepare and forward commanding officer's condolence letter(s) (par. 12156).

i. Forward records (par. 12160).

e. Prepare and forward commanding officer's condolence letter(s) (par. 12156).

f. Collect, inventory and dispose of personal effects (par. 12210).

g. Forward records (par. 12160).

NAVMC 10526-PD (pars. 12153 and 12160). If notification was made by figure 12-25 also prepare telegram to primary next of kin requesting instructions for the remains (fig. 12-26).

e. Submit death report (par. 12154 and subpar. f, below). Parent activity of deceased will supplement as required.

f. Make condolence call if primary next of kin lives in vicinity and/or request Director, Marine Corps District in which next of kin lives to make call. Indicate action taken or required (pars. 12154,2 and 12156,1).

g. Collect, inventory and dispose of personal effects (par. 12210 and BUMEDINST 5360,1A, part B, chap. 5).

h. Effect disposition of remains in accordance with instructions of primary next of kin (pars. 12152 and part E).

i. Provide burial flag (BUMEDINST 5360,1A).

j. Provide escort if requested (part E and BUMEDINST 5360,1A, part B, chap. 8).

k. Upon request, conduct **investigation when death resulted from injuries or occurred under peculiar circumstances (par. 12160).

d. Keep next of kin and other persons advised of progress of search for remains and when terminated.

e. Submit death report (par. 12154 and subpar. f, below). Parent activity of deceased will supplement as required.

f. Make condolence call if primary next of kin lives in vicinity and/or request Director, Marine Corps District in which next of kin lives to make call. Indicate action taken or required (pars. 12154,2/ and 12156,1).

g. Collect, inventory and dispose of personal effects (par. 12210 and BUMEDINST 5360,1A, part B, chap. 5).

h. Upon request, conduct **investigation when death resulted from injuries or occurred under peculiar circumstances (par. 12160).

*CMC will notify persons who reside outside of CONUS.

**Investigations will be in accordance with the Manual of the Judge Advocate General.

Figure 12-44.--Continued.

PART E: GRAVES REGISTRATION, DISPOSITION OF REMAINS OF CURRENT DEAD, AND PERSONAL EFFECTS

12200 CARE OF THE REMAINS OF DECEASED PERSONNEL

1. Responsibilities of commanders of Marine Corps organizations and activities for the accomplishment of decedent affairs functions during time of peace or war or in support of major military operations are set forth in BUMED-INST 5360.1A, Decedent Affairs Manual.

2. At the outbreak of hostilities or upon a formal declaration of war, it can be anticipated that the Secretary of Defense or the Secretary of the Navy will direct termination of peacetime procedures for the disposition of the dead and place into effect appropriate wartime procedures. The circumstances attendant upon the outbreak of such hostilities may, prior to the promulgation of such a directive, preclude the continuation of peacetime procedures. In such circumstances, local commanders are authorized, at their own discretion, to place such wartime procedures into effect as may be contained in permanent directives. Notification of this action will be made by local commands by message to the Secretary of the Navy, with information copies to cognizant Marine, naval and unified commands.

3. Except as noted below, the principles and procedures set forth in the current Department of the Army, Navy, Air Force, and Marine Corps Manual "Handling of Deceased Personnel in Theaters of Operations" (FM 10-63, NAVMED P-5016, AFM 143-3, NAVMC 2509-A) are applicable for the Marine Corps in time of war, and will be placed into effect as set forth in the preceding subparagraphs.

4. The instructions contained in NAVMC 2509-A will be interpreted as necessary to conform to the organization, equipment and administrative procedures otherwise established for the Marine Corps.

5. A DD Form 551, Report of Interment, will be prepared in the case of each death, including personnel of other branches of the Armed Forces when

serving with the Marine Corps. The original will be forwarded to the head of the service to which the individual belonged, with a copy to the Bureau of Medicine and Surgery. Distribution of other copies will be made as directed by the theater or unified commander.

12201 DISPOSITION OF REMAINS OF DECEASED PERSONNEL

1. When the remains of the deceased have been released by the investigating officer, if any, arrangements will be made for prompt shipment and/or disposition in accordance with the wishes of the next of kin (see par. 12205).

12202 RETURN OF PROPERLY PREPARED REMAINS

1. The return of properly prepared remains is essential to the Marine Corps and to the family of the deceased.

2. When distance and time involved are not prohibitive, a Marine officer shall inspect the remains of every deceased Marine, except combat dead, prior to shipment within the United States. Inspection will be made to determine that the remains present a natural and neat appearance, that the uniform is appropriate, and that the casket is suitable if other than military casket. Encasement should never be in other than a metal casket. The inspecting officer will be guided by the provisions of the Decedent Affairs Manual, article B606.

12203 UNIFORMS AND ACCOUTERMENTS FOR BURIAL PURPOSES

1. Authority. The authority for providing articles of uniform for dressing the remains of uniformed members of the Navy and Marine Corps, with regulations pertaining thereto, are contained in BUMEDINST 5360.1A, part B, chapter 2 and MCO P4400.20, paragraph 203103.

2. Uniforms for Officers, and Accouterments for Officers and Enlisted Personnel

a. Upon receipt of a request signed by the commander of any Navy or Marine Corps activity, exchanges shall

furnish authorized items in stock of uniforms and accessories (including medals, awards, insignia, etc.) for the burial of deceased Navy or Marine Corps personnel, officer or enlisted.

► b. In order that collection may be effected, exchanges will prepare and submit to the local disbursing officer a SF 1034, Public Voucher for Purchases and Services Other Than Personal; together with an itemized invoice indicating individual unit cost prices plus 5 percent handling charges for items furnished, with appropriate totals, name, grade, service number, and component of the deceased, for settlement. A copy of the voucher and invoice will be furnished the commanding officer of the activity ordering the items of uniform.

3. Uniforms for Enlisted Personnel. Instructions for requisitioning and accounting for authorized clothing are contained in the Individual Clothing Regulations.

12204 FLOWERS FOR FUNERALS

1. When a funeral ceremony for an officer or enlisted person is held at a post, the commander is authorized to furnish a floral tribute, the cost not to exceed \$20, directing that the invoice be forwarded by the vendor to the Commandant of the Marine Corps (Code CHX), for settlement.

2. When the interment of an officer or enlisted person is to be made in the Arlington National Cemetery or the immediate vicinity of Washington, D. C., the floral tribute shall be furnished by the Officer in Charge, Marine Corps Exchange Service, upon request by the Casualty Section, Personal Affairs Branch, Headquarters Marine Corps.

3. When the interment of an officer or enlisted person is not made in the immediate vicinity of a post, or is not made in the Arlington National Cemetery or immediate vicinity of Washington, D. C., the commander is authorized, in addition to the floral tribute for the post

ceremony, to furnish the escort with an order to purchase a floral tribute at the place of interment, the cost not to exceed \$20, directing that the invoice be forwarded by the vendor to the Commandant of the Marine Corps (Code CHX), Headquarters, U. S. Marine Corps, Washington D.C. 20380, for settlement and that the card attached to the floral tribute be worded "United States Marine Corps."

4. The floral tributes authorized herein shall not be paid from personal funds nor from funds advanced by disbursing officers.

5. Under no circumstances shall local Marine Corps Exchange funds be used to purchase floral tributes for deceased persons.

12205 BURIAL IN NATIONAL CEMETERY

1. Persons Eligible for Interment. The remains of persons in the following classes may be buried in national cemeteries:

a. Any member or former member of the Marine Corps or Marine Corps Reserve who served on active duty other than for training (see subpar. b(5), below) and whose last such service terminated honorably.

b. Any member of the Marine Corps Reserve whose death occurs under honorable conditions while he is:

(1) On active duty for training;

(2) Performing authorized travel to or from that duty;

(3) On authorized inactive duty training; or

(4) Hospitalized or undergoing treatment, at the expense of the United States, for injury or disease contracted or incurred under honorable conditions while he is:

(a) On that duty or service;

(b) Performing that travel or inactive duty training; or

(c) Undergoing that hospitalization or treatment at the expense of the United States.

(5) Note: A member of the Marine Corps Reserve -

(a) traveling to or from authorized inactive duty training at the time of death is not eligible for burial in a national cemetery by reason of that circumstance.

(b) does not acquire permanent eligibility for interment in a national cemetery by reason of completed period(s) of active duty for training, even though such training may have extended over a period of months.

c. The spouse, widow, widower, minor child, and, in the discretion of the Secretary of the Army, the unmarried adult child of an eligible member of the Marine Corps or Reserve (see subpars. a, and b, above).

(1) Under the current assignment policy of the Department of the Army not more than one gravesite may be used for the interment or future interment of the persons involved in the spouse-parent-child relationship; namely the service-connected person, his/her spouse (widow, widower) and eligible children of such service-connected person.

(2) If the death of a person indicated in subparagraph c, above, occurs before that of the eligible Marine, the person may be buried in a national cemetery provided that prior to burial the eligible Marine executes an agreement that upon his/her death, he/she elects to be buried in the same grave in the national cemetery concerned to the exclusion of any other national cemetery. The superintendent of the cemetery will provide the forms for such agreement.

(3) The remains of any person indicated in subparagraph c, above, may in the discretion of the Secretary of the Army, be removed from a national cemetery proper and interred in the post section of a national cemetery or in a post cemetery if, upon death, the eligible Marine is not buried in the same or an adjoining gravesite. However, the remains of a person indicated in subparagraph c, above, may not be removed from a national cemetery proper if the related person is:

(a) Lost or buried at sea, or his or her remains have not been recovered;

(b) Officially determined to be permanently absent in a status of missing or missing in action; or

(c) Officially determined to be dead for the purpose of terminating his or her missing or missing in action status.

2. Memorial Plots and Memorial Markers (Remains Not Available for Interment)

a. Memorial Plots in National Cemeteries. When available space permits a suitable plot will be set aside to honor the memory of any member of the Marine Corps dying in service whose remains have not been recovered or identified or were buried at sea.

b. Memorial Markers to Be Placed in National Cemeteries. The Government will furnish and erect on a memorial plot, free of cost, an appropriate marker to commemorate the memory of any member of the Marine Corps dying in service whose remains have not been recovered or identified or were buried at sea.

c. Application. Request for a memorial plot in a national cemetery should be made by the next of kin in writing. The request should be accompanied by a completed DD Form 1330, Application for Headstone or Marker, when a memorial marker is desired.

The request should be submitted to the Chief of Support Services, Department of the Army, ATTN: Memorial Division, Washington, D.C. 20315.

d. Memorial Markers to Be Placed in Private Cemeteries. For information see paragraph 12276.

3. Request for Burial in National Cemetery

a. When the primary next of kin advises that burial in a specific national cemetery is desired, the commander will communicate by message with the superintendent of the cemetery, furnishing the following information concerning the military record of the deceased and requesting authority for interment of the remains in the cemetery:

- (1) Full name of decedent.
- (2) Service number.
- (3) Component.
- ◆ (4) Grade held at time of death and highest grade held during service.
- ◆ (5) Date of entry on active duty and present duty status.
- ◆ (6) Place and date of birth.
- ◆ (7) Place and date of death.
- ◆ (8) Personal decorations.
- ◆ (9) Name, address, and relationship of next of kin requesting authority for burial.
- ◆ (10) Date and time interment service requested.
- ◆ (11) Type of funeral service requested, graveside or chapel, and religious preference.
- ◆ (12) Type of honors desired, simple or full military honors.

◆ (13) State to be inscribed on government headstone.

4. Funeral Arrangements. The remains should not be shipped nor should final time of funeral service be set until the interment has been authorized by the superintendent of the national cemetery and all arrangements with the superintendent have been completed.

◆ 5. Transportation of Remains to National Cemeteries and Related Information. See BUMEDINST 5360.1A, part B, chapter 7.

◆ 6. List of National Cemeteries. The following cemeteries have grave space available, but those indicated by asterisks have only limited space. See subparagraph a, below, for information regarding suggested modification of text of telegrams when the cemetery has only limited space.

ALASKA

Sitka National Cemetery
Sitka, Alaska

ARKANSAS

Fayetteville National Cemetery
Fayetteville, Arkansas

Fort Smith National Cemetery
Garland Avenue & South 6th Street
Fort Smith, Arkansas

Little Rock National Cemetery
26th & College Streets
Little Rock, Arkansas

CALIFORNIA

Fort Rosecrans National Cemetery
Point Loma Post Office, Box 6237
San Diego, California

Golden Gate National Cemetery
San Bruno, California

COLORADO

Fort Logan National Cemetery
3698 So. Sheridan Boulevard
Denver 14, Colorado

DISTRICT OF COLUMBIA

Soldiers' Home National Cemetery
21 Harewood Road, N. E.
Washington, D. C.

Arlington National Cemetery
SEE -- "VIRGINIA"

FLORIDA

Barrancas National Cemetery
Pensacola, Florida

GEORGIA

Andersonville National Cemetery
Andersonville, Georgia

*Marietta National Cemetery
Marietta, Georgia

HAWAII

National Memorial Cemetery of the
Pacific
2177 Puowaina Drive
Honolulu, Hawaii

ILLINOIS

Camp Butler National Cemetery
R. F. D. 1
Springfield, Illinois

Mound City National Cemetery
Mound City, Illinois

Quincy National Cemetery
Quincy, Illinois

Rock Island National Cemetery
Rock Island, Illinois

IOWA

Keokuk National Cemetery
18th & Ridge Streets
Keokuk, Iowa

KANSAS

Fort Leavenworth National Cemetery
Fort Leavenworth, Kansas

Fort Scott National Cemetery
Fort Scott, Kansas

KENTUCKY

Camp Nelson National Cemetery
Star Route
Nicholasville, Kentucky

Lebanon National Cemetery
Lebanon, Kentucky

Mill Springs National Cemetery
West Somerset, Kentucky

LOUISIANA

Alexandria National Cemetery
Pineville, Louisiana

Port Hudson National Cemetery
R. F. D. 1
Zachary, Louisiana

MARYLAND

Baltimore National Cemetery
5501 Frederick Avenue
Baltimore 28, Maryland

Loudon Park National Cemetery
3445 Frederick Avenue
Baltimore 29, Maryland

MINNESOTA

Fort Snelling National Cemetery
Saint Paul 11, Minnesota

MISSISSIPPI

Corinth National Cemetery
Corinth, Mississippi

Natchez National Cemetery
61 Cemetery Road
Natchez, Mississippi

MISSOURI

Jefferson Barracks National Cemetery
101 Memorial Drive
St. Louis 23, Missouri

Jefferson City National Cemetery
1042 East McCarty Street
Jefferson City, Missouri

Springfield National Cemetery
1702 East Seminole Street
Springfield, Missouri

MONTANA

Custer Battlefield National Monument
Crow Agency, Montana

NEBRASKA

Fort McPherson National Cemetery
Maxwell, Nebraska

NEW JERSEY

Beverly National Cemetery
Beverly, New Jersey

NEW MEXICO

Santa Fe National Cemetery
Box 946
Santa Fe, New Mexico

NEW YORK

Long Island National Cemetery
Farmingdale, New York

Woodlawn National Cemetery
1825 Davis Street
Elmira, New York

NORTH CAROLINA

New Bern National Cemetery
1711 National Avenue
New Bern, North Carolina

Raleigh National Cemetery
East Davie & So. Pettigrew Sts.
Raleigh, North Carolina

Salisbury National Cemetery
Salisbury, North Carolina

Wilmington National Cemetery
2011 Market Street
Wilmington, North Carolina

OKLAHOMA

Fort Gibson National Cemetery
Fort Gibson, Oklahoma

OREGON

Willamette National Cemetery
11800 - S. E. Mt. Scott Blvd.
P. O. Box 6747
Portland 66, Oregon

PENNSYLVANIA

Gettysburg National Military Park and
Cemetery
Gettysburg, Pennsylvania

PUERTO RICO

Puerto Rico National Cemetery,
Box 1298
Bayamon, Puerto Rico

SOUTH CAROLINA

Beaufort National Cemetery
1601 Boundary Street
Beaufort, South Carolina

Florence National Cemetery
Florence, South Carolina

SOUTH DAKOTA

Black Hills National Cemetery
Sturgis, South Dakota

TENNESSEE

Andrew Johnson National Monument
Greenville, Tennessee

Chattanooga National Cemetery
Chattanooga, Tennessee

Fort Donelson National Military Park
and Cemetery
Dover, Tennessee

Knoxville National Cemetery
Tyson Street
Knoxville, Tennessee

Memphis National Cemetery
3601 Jackson Avenue
Memphis, Tennessee

Nashville National Cemetery
Madison, Tennessee

Culpeper National Cemetery
Culpeper, Virginia

Shiloh National Military Park and
Cemetery
Pittsburg Landing, Tennessee

Danville National Cemetery
721 Lee Street
Danville, Virginia

Stones River National Military Park
and Cemetery
Murfreesboro, Tennessee

Fort Harrison National Cemetery
Varianna Road
Richmond, Virginia

TEXAS

Fort Bliss National Cemetery
Fort Bliss, Texas

Glendale National Cemetery
R. F. D. 5
Richmond, Virginia

Fort Sam Houston National Cemetery
1520 Harry Wurzbach Road
San Antonio 9, Texas

Hampton National Cemetery
P. O. Box 38
Hampton, Virginia

VIRGINIA

Alexandria National Cemetery
Alexandria, Virginia

Staunton National Cemetery
Staunton, Virginia

Arlington National Cemetery
Arlington 11, Virginia

City Point National Cemetery
500 N. 10th Avenue
Hopewell, Virginia

Winchester National Cemetery
401 National Avenue
Winchester, Virginia

a. Suggested Modification of Text of Telegrams When the Cemetery Has Only
Limited Space:

***DIRECT TO A NATIONAL CEMETERY. THE CEMETERIES NEAREST TO
YOUR HOME ARE (names of national cemeteries and locations). (Name of ceme-
tery) IS NEARER, BUT AT LAST REPORT HAD ONLY A FEW GRAVESITES
AVAILABLE. PLEASE WIRE COLLECT (title, address of officer to receive burial
instructions, or if not known, commandant of the naval district or river command
in which death occurred) YOUR DESIRES IN THIS RESPECT, INDICATING THE
NAME AND ADDRESS OF THE FUNERAL HOME OR NATIONAL CEMETERY
(NAME FIRST AND SECOND CHOICE) TO WHICH YOU WISH THE REMAINS SENT
AND WHETHER OR NOT YOU DESIRE AN ESCORT. LETTER WILL FOLLOW
CONCERNING CIRCUMSTANCES OF YOUR (relationship's) DEATH. I WISH TO
ASSURE YOU OF EVERY POSSIBLE ASSISTANCE AND TO EXTEND THE HEART-
FELT CONDOLENCES OF THE MARINE CORPS IN YOUR BEREAVEMENT.

12206 REQUEST FOR PERSON (MILITARY OF CIVILIAN) TO ACT AS ESCORT

1. Escort in the Continental United States

a. When the next of kin requests an escort by name who is a member of the same command as the deceased, the request for such special escort will be complied with if the Marine is available and desires the duty.

b. When the next of kin requests an escort by name who is a member of a command other than that with which the deceased was serving, the command responsible for escort arrangements is authorized to communicate directly with the Marine's command, and such commanders will be responsible for coordinating all arrangements including reporting dates. Problems that cannot be resolved by the responsible commands will be referred to the Commandant of the Marine Corps.

c. When the next of kin requests a special escort who is a member of another branch of the service and/or a civilian, if all arrangements cannot be completed locally the request will be referred to the Commandant of the Marine Corps (Code DNA), for the required action.

2. Escort Outside the Continental United States. When the next of kin requests a Marine and/or a member of another branch of the Armed Forces by name, who is stationed outside the continental United States to act as escort, the request will be referred immediately by message to the Commandant of the Marine Corps. The request normally will be approved provided the requested escort is a member of the immediate family of the deceased (such as a husband, wife, parent, son, daughter, brother or sister) or will be eligible for rotation to the continental United States within 3 months after the date the escort duty commences.

3. Person to Escort Dependent While Traveling

a. Marine Corps is authorized to furnish transportation and travel allowances to a travel escort, who may be a member of the military service, a civilian employee, or other person, for travel performed under competent orders as an escort for a Marine dependent, provided:

(1) That such travel is performed not later than 1 year after the Marine dies, is missing, or is otherwise unable to accompany his dependents.

(2) That the cognizant commander has determined that travel by the dependent(s) is necessary; and that such dependent is incapable of traveling without an escort because of age, mental or physical incapacity, or otherwise extraordinary circumstances which would result in undue hardship to the dependent(s) or public criticism of the Marine Corps or Navy.

b. When there is a critical shortage of travel funds, if practicable, consideration should be given to the assignment of a casualty assistance calls officer to accompany the dependent to a transportation point, or to meet the dependent at destination, and provide any feasible assistance.

c. When it is determined that a travel escort is necessary and feasible, for instructions see Marine Corps Manual, paragraph 1320 and Joint Travel Regulations, chapter 6, part I.

d. The travel escort should be a relative, friend or acquaintance of the dependent(s); of the same race and religious faith, when practicable; and should be an officer if dependent(s) is that of an officer.

(1) The escort should be a person who will accept responsibility, who is tactful, and who will assist the dependent(s) intelligently and sympathetically. The escort will arrange details

of travel with transportation personnel, ensure that reservations are made, and perform other services as required. Marine escorts for dependents will wear appropriate service uniform.

12207 INSTRUCTIONS FOR ESCORTS

1. NAVPERS 15955, the Manual for Escorts of Deceased Naval Personnel (Instructions for Naval Escorts), will be issued to personnel assigned to escort duty for guidance in escorting the remains of deceased Marines.

12208 ORDERS FOR ESCORTS

1. All commanders authorized to issue competent orders (see par. 12204, above and MARCORMAN, par. 1320) are also authorized to issue temporary additional duty orders for personnel performing escort duty.

12209 MILITARY HONORS AT FUNERALS AND/OR MEMORIAL SERVICES

1. For information relative to furnishing military honors at funerals, see the Marine Corps Manual subparagraph 5060.4, and Landing Party Manual, chapter 3.

12210 PERSONAL EFFECTS

1. The personal effects of a Marine who is in a casualty status (see par. 12150) will be handled in accordance with part G, chapter 11.

- a. The personal effects of a deceased Marine will be delivered personally or shipped to his next of kin, heir(s), or other proper recipient as set forth in subparagraph 11301.2d. When an escort accompanies remains that are to be interred in a private or national cemetery which is near to the home of the next of kin, he will carry the personal effects of the deceased with him for delivery to the next of kin prior to the funeral. When no escort accompanies the remains or burial is to be in a cemetery that is not near the home of the next of kin, the effects

should be shipped direct to the next of kin.

- b. If for any reason it is not practicable to deliver or ship the effects, instructions for disposition will be requested by letter from the Commandant of the Marine Corps (Code DNB).

2. The personal effects of Navy personnel in a casualty status will be handled in accordance with the Bureau of Naval Personnel Manual, article C-9810.

12211 GROUP BURIALS

1. In cases where the condition of a group of remains precludes individual identification, the Commandant of the Marine Corps will be notified immediately by message of the name, grade, and service number of each individual involved, and of the number of caskets in which the remains are contained. The commander (or commanders) if known, of the Marines concerned, the commandant of the naval district or river command in which deaths occurred, and the Bureau of Medicine and Surgery will be made information addressees. The message will also contain a brief summary of all pertinent details. The Commandant of the Marine Corps will make arrangements for interment in a national cemetery as centrally located to the homes of the next of kin as available grave space and cemetery facilities will permit, and will notify the next of kin of the circumstances necessitating a group burial and of the cemetery selected for interment of the remains.

2. If remains of personnel of the Marine Corps and of other services are involved, the message report to the Commandant of the Marine Corps will include each individual's name, grade, service number, and branch of service, and each service department concerned shall be an information addressee on the message. The Commandant of the Marine Corps will coordinate necessary

action, including selection of the cemetery, with the service or services concerned. Each service will notify the next of kin of its own personnel of the circumstances necessitating a group burial and of the cemetery selected for interment of the remains, and will conduct all other necessary correspondence with them. In cases where a Marine Corps or a Navy activity has custody of the remains of personnel of other armed services, the remains will be held awaiting in-

structions from the service or services concerned.

3. The policies and responsibilities for care and disposition of remains when multiple deaths of members of two or more services occur within or outside the continental United States as a result of a disaster or major accident in time of peace, are set forth in Bureau of Medicine and Surgery Instruction 5360.19 (NAVMC 1129), and the Decedent Affairs Manual.

PART F: CASUALTY ASSISTANCE CALLS PROGRAM

SECTION 1: INTRODUCTION

12250 CASUALTY ASSISTANCE CALLS

1. This part contains procedures for use in making casualty assistance calls on the next of kin of Marines who die on active duty. (These procedures are not applicable to members of the U. S. Navy.) Experience indicates that the next of kin are seldom able to properly cope with the numerous problems created by the sudden death of the service member. The casualty assistance calls program has been established to alleviate these difficulties as much as possible and represents the fulfillment of a tacit obligation on the part of the Marine Corps.

12251 PURPOSE

1. The purpose of the casualty assistance calls program is to provide information and counsel to the next of kin of deceased Marines (see subpars. 12055.1c and d) regarding the rights and benefits for which they may be eligible by reason of the military service of the deceased, and to render all assistance feasible in procuring these benefits.

12252 POLICY

1. The casualty assistance calls program is assigned to the Director of Personnel, Headquarters, U. S. Marine Corps (Personal Affairs Branch (Code DN)).

2. Casualty assistance calls will be made only when the next of kin expresses a desire to receive such a call.

3. Normally calls are not assigned in the following instances:

a. When death occurs while the member is in an inactive status (see subpar. 12156.1h for information regarding retired personnel).

b. When death occurs while the member is a "declared deserter."

c. When the deceased's records indicate the parents are living apart because of marital discord. Such cases

usually involve legal determination by the government agency concerned in the apportionment of benefits for which the next of kin might be eligible. In all such cases a letter from the Commandant of the Marine Corps is addressed to each parent furnishing information relative to the benefits for which they appear to be eligible (see fig. 12-50).

d. When the deceased is survived by other than a widow, minor child, or parent(s); for example, brother, sister, grandparent(s).

12253 ASSIGNMENT AND RESPONSIBILITIES OF CASUALTY ASSISTANCE CALLS OFFICERS

1. The Commandant's letter directing that the call be made will be addressed to the commander of the Marine Corps organization or activity located in the proximity of the residence of the next of kin. Selection of the officer to make the call is left to the discretion of the commander; selection to be made from officers under his administrative control. Although all officers on active duty are considered eligible to make casualty assistance calls, it is desirable that officers selected have the experience, maturity, and tact required to deal with the unusual and difficult circumstances occasionally encountered. It is imperative that officers making casualty assistance calls have a thorough and current knowledge of all benefits, monetary and otherwise, to which beneficiaries or dependents may be entitled. This part contains brief information on these matters.

2. The need for sympathy, courtesy, precise information, and service are the four cornerstones on which the casualty assistance calls program is built.

3. Under no circumstances will officers specify or make definite promises or in any way obligate the Marine Corps or any other government agency as to benefits or amounts which may be due dependents or beneficiaries, or when such amounts as may be due will be

paid. Extreme care should be taken to avoid fostering false hopes in the minds of dependents.

4. All commands are authorized to issue temporary additional duty travel orders incident to the program, citing the Marine Corps Manual, paragraph 1320, as authority for issuing the orders and charging the costs thereto to the command operation and maintenance allotment provided by the Marine Corps.

12254 ACTION BY COMMANDANT OF THE MARINE CORPS

1. The Personal Affairs Branch through liaison at Headquarters Marine Corps and with welfare agencies will make every effort, especially in hardship cases, to expedite the payment of such benefits as may be due the deceased's dependents. Casualty Assistance Calls Reports (NAVMC HQ 362-PD), indicating that a definite hardship is being experienced by the dependents will be referred promptly to Headquarters Navy Relief Society.

2. Upon receipt of report of death of a Marine on active duty, the Personal Affairs Branch, Headquarters, U. S. Marine Corps will:

a. Prepare and distribute a Report of Casualty (DD Form 1300) (see fig. 12-51) to various government agencies having jurisdiction over payment of benefits accruing to survivors of deceased military personnel.

b. Prepare a letter (see fig. 12-52) to the next of kin as shown on the Record of Emergency Data, advising that an officer of the Marine Corps representing the Commandant of the Marine Corps will call if they desire to receive his visit. A card (see fig. 12-53) with preaddressed envelope (attached by Headquarters Marine Corps and/or the Director of the cognizant Marine Corps District) is enclosed for their convenience in replying. In addition, the following informational literature is enclosed with the letter:

12-58
Ch. 7

(1) Information sheet (fig. 12-54 or fig. 12-55).

(2) Application for Dependency and Indemnity Compensation (fig. 12-56 or fig. 12-57).

(3) Application for Uniformed Services Identification and Privilege Card (widows and minor children only) (fig. 12-58).

(4) Request for Payment of Interment Allowances (fig. 12-59).

(5) Application for Headstone or Marker (fig. 12-60). (Not enclosed when the deceased was buried in a national cemetery.)

c. Prepare a letter to the commander of the Marine Corps organization or activity to which the call is assigned, directing that the call be made if the next of kin so desires. This letter contains pertinent information concerning the casualty. With the letter is enclosed a copy of the casualty report, with the deceased Marine's allotment record noted thereon, a copy and/or the original and one copy of the letter to the next of kin, and four (4) Casualty Assistance Calls Report forms (fig. 12-61).

12255 ACTION BY OFFICER MAKING A CASUALTY ASSISTANCE CALL

1. When the Appointment Card (NAVMC 10091-PD), is received from the next of kin, confirm at once or make the appointment for a specified time and place. Make any necessary or feasible preliminary inquiries to anticipate the circumstances that may be encountered.

2. Study the casualty report and know the facts that it contains. Discussion of details pertaining to a death which may have occurred under discreditable circumstances should be avoided if possible (see subpar. 12156.1e(2)).

3. The officer making the call should familiarize himself with the State

benefits for dependents of deceased servicemen provided by the State of which the decedent was a legal resident, and advise the next of kin of these benefits.

4. Make the call and give sympathetic advice and counsel on as many of the following as are applicable:

- a. Interment allowance; reimbursement for burial expenses; government headstone; memorial flag;
- b. Death gratuity;
- c. Arrears of pay; discontinuance of allotments;
- d. Personal effects;
- e. Transportation of household effects;
- f. Transportation of dependents;
- g. U. S. Government or National Service Life Insurance;
- h. Dependency and Indemnity Compensation;
- i. Commercial Life Insurance (act in liaison capacity between insurance company and dependent);
- j. Social Security;
- k. Income tax;
- l. Will, nontechnical assistance only;
- m. Special requests made by beneficiary;
- n. Hospital and medical care;
- o. Exchange and commissary privileges;
- p. Employment;
- q. Navy Relief Society, information as applicable;
- r. Scholarships;
- s. Change of address of next of kin; and
- t. Liaison for dependents with local agencies; Red Cross, Veterans' Administration, American Legion, etc.

5. Before concluding the call, request the assistance of some local agency (Red Cross, American Legion or other similar agencies) which would be helpful in assisting the next of kin. Prior to leaving the locality, establish liaison with the local agency selected to assist the next of kin and inform them of the steps taken and ensure their sympathetic cooperation.

6. Complete Casualty Assistance Report Form, NAVMC HQ 362-PD, in quadruplicate (fig. 12-61), and forward the original and one copy to the Commandant of the Marine Corps (Code DNA), Washington 25, D. C. The triplicate and quadruplicate copies will be retained for record purposes by the commander of the organization to which the call was assigned and the officer who was designated to make the call. This report should show whether additional assistance will be required from the Personal Affairs Branch through liaison with other offices at Headquarters, U. S. Marine Corps or with Navy Relief Society, American Red Cross, and similar agencies. Additional comments, observations and recommendations are also desired and should accompany the report as an enclosure thereto. Statements in answer to the various items in the report form will be clear and concise, but not to the exclusion of detailed descriptions when warranted.

12256 ACTION BY OFFICER WHEN CALL IS NOT DESIRED

1. Casualty assistance calls will not be made unless the next of kin indicates a desire for such a call.

2. If the Appointment Card, NAVMC 10091-PD, is not received within 10 working days after receipt of the letter assigning the call, a follow-up letter (fig. 12-62) will be sent. If the follow-up letter is not acknowledged within 10 days, the case is considered closed and all correspondence and material shall be returned promptly to the Commandant of the Marine Corps (Code DNA), Washington 25, D. C., with a report of the action taken.

SECTION 2: BENEFITS UNDER JURISDICTION OF THE UNIFORMED SERVICES

12275 BURIAL ALLOWANCE

1. Entitlement. Officers and enlisted men of the Marine Corps, including reservists and certain others, who die during the performance of duty (see part B, chapter 2, Decedent Affairs Manual, BUMEDINST 5360.1A) are entitled to burial benefits. These benefits, as they relate to the next of kin (see subpars. 12055.1c and d), are as follows:

a. Where the Government arranged for preparation and encasement of the remains, burial expenses incurred by the next of kin after delivery of the remains will be paid as follows:

(1) When remains are consigned directly to a national cemetery for interment, the maximum allowance toward funeral and interment expenses is \$75.

(2) When remains are consigned to a funeral home prior to interment in a national cemetery, the maximum allowance toward funeral and interment expenses is \$125.

(3) When remains are consigned to a funeral home prior to interment in a private cemetery, the maximum allowance toward funeral and interment expenses is \$200.

b. Where the next of kin arranged for care and disposition of the remains prior to receipt of notification of death by the Marine Corps or Navy, or declined to use the services provided by the Department of Defense, the amounts allowable for primary expenses for authorized services and supplies are:

(1) Where Armed Forces contract or mortuary was available and not utilized, an amount not to exceed what "procurement" would have cost the Navy. In computing the amount payable, "procurement" should not be limited to items of the contract alone. All costs over and above the contract expenses which would have been incurred by the Navy are allowable.

(2) Where Armed Forces contract or mortuary was not available, an amount not to exceed \$400.

(3) The above allowances will be supplemented by the appropriate allowance payable toward funeral and interment expenses as described in subparagraph a, above.

c. When burial is in the United States, application for reimbursement for burial expenses should be made on Form NAVMED-1347 and submitted in triplicate to the commandant of the naval district in which burial is made.

d. When burial is made outside the continental United States, an application on Form NAVMED-1347 should be submitted in triplicate to the Chief, Bureau of Medicine and Surgery (Code 454), Department of the Navy, Washington 25, D. C.

12276 HEADSTONE OR MARKER AND MEMORIAL PLOT

1. Marker to Be Placed on Unmarked Grave. A government headstone or marker will be furnished upon request to be placed on the unmarked grave of a member of the Marine Corps who died in service or whose last discharge was honorable.

2. Marker to Be Placed on Memorial Plot. A government headstone (general type only) or flat marker will be furnished on request of a close relative of the deceased (widow, child, parent, grandparent, brother or sister) to be placed on a memorial plot to commemorate a member of the Marine Corps dying in service, whose remains have not been recovered or identified or were buried at sea.

3. Memorial Plot in National Cemetery. The Government will furnish a memorial plot in a national cemetery with space available and erect thereon without cost to the applicant an appropriate marker to commemorate a member of the Marine Corps who died in service and whose remains have not been recovered or identified or were buried at sea.

4. Memorial Marker to Be Placed in Private Cemetery. A marker as described in subparagraph 2, above, will be furnished by the Government. Shipping charges for delivery of the marker to the consignee will be prepaid by the Government. Costs for transporting the marker to the cemetery, and erection must be paid by the applicant.

5. Application. Requests for markers and memorial plots will be made by completing DD Form 1330, Application for Headstone or Marker and submitting to the Chief of Support Services, Headquarters, Department of the Army, Memorial Division, Washington 25, D. C. Exception: A headstone is provided without application when remains are buried in a national cemetery.

12277 MEMORIAL FLAG

1. Eligibility. An interment or memorial flag will be issued:

a. To drape the casket of a Marine who died on active duty and becomes the property of his next of kin.

b. To the next of kin upon request, when the remains of a Marine who died on active duty are buried at sea or are nonrecoverable.

2. Procurement. Flags for interment and/or memorial purposes may be obtained through normal Marine Corps or Navy supply channels. Veterans' Administration regional offices, first, second, and third class post offices, and fourth class post offices located at county seats stock flags furnished by the Veterans' Administration which may be used if the naval stock flag is not readily available.

3. Presentation. When a memorial flag is requested by the next of kin and a naval stock flag is not readily available, the casualty assistance calls officer will obtain a flag from the closest source of supply. He will present the flag to the next of kin with appropriate comment, and include in his report the information that the presentation has been made.

12278 DEATH GRATUITY

1. Upon receipt of an official report of a Marine's death, a gratuity shall be paid to the proper beneficiary(ies). The amount shall equal 6 months basic pay, plus special and incentive pays, at the rate to which the Marine was entitled on the date of his death, but shall not be less than \$800 or more than \$3,000. Payment is exempt from taxation.

2. The death gratuity will be paid to or for the living survivor or survivors of the deceased Marine first listed below:

a. The spouse.

b. The children, without regard to their age or marital status, in equal shares.

c. The parents or his brothers or sisters, including those of half blood and those through adoption, when designated by him.

d. The parents in equal shares.

e. The brothers and sisters, including those of half blood and those through adoption, in equal shares.

f. If a survivor dies before receiving the amount to which he is entitled, such amount shall be paid to the then living survivor or survivors first listed above.

3. When the beneficiary is a minor(s), payment of the death gratuity will not normally be made to other than the legally appointed guardian.

4. Definition of Child. The term "child" (children) includes a legitimate child; a child legally adopted; a stepchild, if a member of the Marine's household; and an illegitimate child only if acknowledged in writing, signed by the Marine, or if the Marine has been judicially ordered or decreed to contribute to the child's support or has been prior to his death judicially decreed to be the father of such child, or

if the Marine is otherwise shown by satisfactory evidence to be the father of such child.

5. Definition of Parent. The term "parent" means a father, mother, father and mother through adoption and persons who have stood in loco parentis to the Marine for a period of not less than 1 year at any time prior to his entry into active service; provided, that not more than one father and one mother as defined, shall be recognized in any case, and preference shall be given to such father and mother who actually exercised parental relation-

ship at the time of or most nearly prior to the date of entry into active service by the Marine.

6. Gratuity Paid by Local Commander. In those cases wherein field payment is authorized, the cognizant commander will effect payment of the death gratuity to the legal beneficiary, within 24 hours, if at all possible.

7. Gratuity Paid by Headquarters Marine Corps. The Commandant of the Marine Corps (Code DN), shall automatically forward to the proper beneficiary(ies) the necessary application

blanks with instructions for completion in all cases not paid by the local commander.

8. Payment May Not Be Transferred, Waived or Assigned. The payment is a pure gratuity, and the right of the beneficiary to receive payment, being personal, may not be transferred, assigned, or waived in favor of another. An overpayment made to an officer or enlisted man during his lifetime, or any other debts due the United States by the deceased, cannot be charged against the gratuity.

12279 BASIC ALLOWANCE FOR QUARTERS

1. Termination Upon Death

a. Dependents who are receiving an allotment based on the military service of a Marine are entitled to receive the allotment to include the month prior to the month in which the Marine dies.

b. That portion of the basic allowance for quarters due for part of a month, to and including the date of death of the Marine, will be included in the arrears of pay and paid to the beneficiary designated to receive the arrears of pay.

12280 PAY AND ALLOWANCES AND VOLUNTARY ALLOTMENTS OF MISSING PERSONNEL

1. Any person who is missing, or missing in action, shall be entitled to have credited to his account the same pay and allowances to which he was entitled at the beginning of such period of absence or to which he may become entitled thereafter.

2. Entitlement to pay and allowances of missing personnel shall terminate upon the date of receipt by the Commandant of the Marine Corps of evidence that the person is dead or upon the date of death as established by the Secretary of the Navy, or his designated subordinate.

3. Pay accounts of personnel who have been carried in a missing status for

more than 30 days are under the cognizance of the Commandant of the Marine Corps (Code CDB).

4. For the period that any person is entitled to be credited with pay and allowances, as set forth above, such allotments as may have been executed prior to commencement of the missing status of the individual concerned shall be continued during such absence.

5. Allotments include those made for support of dependents, payment of insurance premiums, purchases of U. S. Savings Bonds, and for other purposes deemed proper by the Secretary of the Navy, or his designated subordinate.

6. Direct all inquiries concerning allotments to the Commandant of the Marine Corps (Code CDC), Washington 25, D. C.

12281 ARREARS OF PAY

1. Any unpaid balance of pay and allowances due a Marine on the date of his death will be paid to the beneficiary(ies) previously designated by him on the Record of Emergency Data. An application form, Claim of Designated Beneficiary for Unpaid Pay and Allowances of Deceased Member of the Uniformed Service, will be furnished promptly to the designated beneficiary(ies) by Headquarters, U. S. Marine Corps. Upon completion of a post audit of the deceased's pay record, any amount due will be paid to the claimant(s).

2. If there is no designated beneficiary(ies), the amount due will be paid to the survivors in the following order of priority:

a. Widow or widower.

b. Child or children and descendants of deceased child or children by representation.

c. Parents or the survivor of them.

d. Duly appointed legal representative of the estate of the Marine.

e. Person(s) determined to be entitled thereto under the laws of the domicile of the Marine.

3. Where the Marine failed to designate a beneficiary, the Commandant of the Marine Corps will send an application form, Claim for Unpaid Pay and Allowances of Deceased Member of the Uniformed Service, without request to the closest survivor(s) shown in the records. Claims of this nature are forwarded, upon completion of the audit, to the General Accounting Office, Claims Division, for settlement of the claims of undesignated claimants.

12282 PERSONAL EFFECTS

1. The law permits the forwarding, at government expense, of the personal effects of deceased personnel to the next of kin of record, except motor vehicles located within the continental United States. The law recognizes the widow as next of kin until remarriage, after which any descendants of the deceased are recognized as next of kin. In the event there is no issue, the parents of the deceased are recognized as next of kin.

2. Upon the death of any person in the Marine Corps, the personal effects of the deceased are collected and inventoried as soon as possible. All valuables such as watches, jewelry, marriage certificates, insurance policies, money, etc., and other personal property are forwarded to the next of kin and should accompany the remains whenever practicable. When an escort accompanies the remains, he shall assure safe delivery of the effects to the next of kin.

3. Personal effects of a deceased Marine which may be shipped to the next of kin at government expense may include not to exceed one motor vehicle if it is located outside the continental United States. Application should be made to the deceased Marine's commander.

4. The Marine Corps will not assume any responsibility for the disposition

of motor vehicles of deceased Marines located within the continental limits of the United States. However, the next of kin should be informed by the decedent's commander that if some member of the command or other person known to the next of kin desires to assume their responsibility, a power of attorney to act in their behalf in disposing of the vehicle should be given. This will be a private transaction between the next of kin and the person appointed and the Marine Corps has no jurisdiction over it.

12283 TRANSPORTATION OF HOUSEHOLD GOODS

1. Shipment at Government Expense

a. Upon death, the personal effects and household goods of all members, regardless of rank or grade, including Academy cadets and persons inducted for training, who die while on active duty, may be shipped at government expense from their last duty station, or place to which such goods were last shipped at government expense, or both, to the home of the person legally entitled thereto.

b. The phrase "die while on active duty" as used in this paragraph includes also death within 1 year after effective date of discharge or resignation, relief from active duty, or any other type of separation under honorable conditions.

c. If a member dies in the vicinity of his last permanent duty station, upon certification by the commander of such permanent duty station as to the member's next of kin, shipment of household goods or personal effects may be made to the home of the next of kin, if in the continental United States, without referral to Headquarters Marine Corps for authority. In all other instances, the Commandant of the Marine Corps (Code DN), will be requested to approve shipment otherwise authorized by Joint Travel Regulations.

d. Time limitation for shipment is 1 year from the date of official report of death, unless an extension is approved

blanks with instructions for completion in all cases not paid by the local commander.

8. Payment May Not Be Transferred, Waived or Assigned. The payment is a pure gratuity, and the right of the beneficiary to receive payment, being personal, may not be transferred, assigned, or waived in favor of another. An overpayment made to an officer or enlisted man during his lifetime, or any other debts due the United States by the deceased, cannot be charged against the gratuity.

12279 BASIC ALLOWANCE FOR QUARTERS

1. Termination Upon Death

a. Dependents who are receiving an allotment based on the military service of a Marine are entitled to receive the allotment to include the month prior to the month in which the Marine dies.

b. That portion of the basic allowance for quarters due for part of a month, to and including the date of death of the Marine, will be included in the arrears of pay and paid to the beneficiary designated to receive the arrears of pay.

12280 PAY AND ALLOWANCES AND VOLUNTARY ALLOTMENTS OF MISSING PERSONNEL

1. Any person who is missing, or missing in action, shall be entitled to have credited to his account the same pay and allowances to which he was entitled at the beginning of such period of absence or to which he may become entitled thereafter.

2. Entitlement to pay allowances of missing personnel shall terminate upon the date of receipt by the Commandant of the Marine Corps of evidence that the person is dead or upon the date of death as established by the Secretary of the Navy.

3. Pay accounts of personnel who have been carried in a missing status for

more than 30 days are under the cognizance of the Commandant of the Marine Corps (Code CDB).

4. For the period that any person is entitled to be credited with pay and allowances, as set forth above, such allotments as may have been executed prior to commencement of the missing status of the individual concerned shall be continued during such absence.

5. Allotments include those made for support of dependents, payment of insurance premiums, purchases of U. S. Savings Bonds, and for other purposes deemed proper by the Secretary of the Navy, or his designated subordinate.

6. Direct all inquiries concerning allotments to the Commandant of the Marine Corps (Code CDC), Washington 25, D. C.

12281 ARREARS OF PAY

1. Any unpaid balance of pay and allowances due a Marine on the date of his death will be paid to the beneficiary(ies) previously designated by him on the Record of Emergency Data, NAVMC 10526-PD. An application form, Claim of Designated Beneficiary for Unpaid Pay and Allowances of Deceased Member of the Uniformed Service, will be furnished promptly to the designated beneficiary(ies) by Headquarters, U. S. Marine Corps. Upon completion of a post audit of the deceased's pay record, any amount due will be paid to the claimant(s).

2. If there is no designated beneficiary(ies), the amount due will be paid to the survivors in the following order of priority:

a. Widow or widower.

b. Child or children and descendants of deceased child or children by representation.

c. Parents or the survivor of them.

d. Duly appointed legal representative of the estate of the Marine.

e. Person(s) determined to be entitled thereto under the laws of the domicile of the Marine.

3. Where the Marine failed to designate a beneficiary, the Commandant of the Marine Corps will send an application form, Claim for Unpaid Pay and Allowances of Deceased Member of the Uniformed Service, without request to the closest survivor(s) shown in the records. Claims of this nature are forwarded, upon completion of the audit, to the General Accounting Office, Claims Division, for settlement of the claims of undesignated claimants.

12282 PERSONAL EFFECTS

1. The law permits the forwarding, at government expense, of the personal effects of deceased personnel to the next of kin of record, except motor vehicles located within the continental United States. The law recognizes the widow as next of kin until remarriage, after which any descendants of the deceased are recognized as next of kin. In the event there is no issue, the parents of the deceased are recognized as next of kin.

2. Upon the death of any person in the Marine Corps, the personal effects of the deceased are collected and inventoried as soon as possible. All valuables such as watches, jewelry, marriage certificates, insurance policies, money, etc., and other personal property are forwarded to the next of kin and should accompany the remains whenever practicable. When an escort accompanies the remains, he shall assure safe delivery of the effects to the next of kin.

3. Personal effects of a deceased Marine which may be shipped to the next of kin at government expense may include not to exceed one motor vehicle if it is located outside the continental United States. Application should be made to the deceased Marine's commander.

4. The Marine Corps will not assume any responsibility for the disposition

of motor vehicles of deceased Marines located within the continental limits of the United States. However, the next of kin should be informed by the decedent's commander that if some member of the command or other person known to the next of kin desires to assume their responsibility, a power of attorney to act in their behalf in disposing of the vehicle should be given. This will be a private transaction between the next of kin and the person appointed and the Marine Corps has no jurisdiction over it.

12283 TRANSPORTATION OF HOUSEHOLD GOODS

1. Shipment at Government Expense

a. Upon death, the personal effects and household goods of all members, regardless of rank or grade, including Academy cadets and persons inducted for training, who die while on active duty, may be shipped at government expense from their last duty station, or place to which such goods were last shipped at government expense, or both, to the home of the person legally entitled thereto.

b. The phrase "die while on active duty" as used in this paragraph includes also death within 1 year after effective date of discharge or resignation, relief from active duty, or any other type of separation under honorable conditions.

c. If a member dies in the vicinity of his last permanent duty station, upon certification by the commander of such permanent duty station as to the member's next of kin, shipment of household goods or personal effects may be made to the home of the next of kin, if in the continental United States, without referral to Headquarters Marine Corps for authority. In all other instances, the Commandant of the Marine Corps (Code DN), will be requested to approve shipment otherwise authorized by Joint Travel Regulations.

d. Time limitation for shipment is 1 year from the date of official report of death, unless an extension is approved

by the Commandant of the Marine Corps (Code DN). Approval of requests for extension will be granted only when substantiated by bona fide proof of unavoidable hardship.

2. Storage. Storage is authorized, when necessary, not to exceed 1 year and must be in a facility of the Marine Corps upon approval of that command. If the goods are in commercial storage under appropriate orders when death occurs, the authorized period of such commercial storage may be utilized.

3. Application for Shipment and/or Authorized Temporary Storage of Household Goods. Application should be submitted to the commander at the post or station where the goods are located. If the goods are located at a point where there is no representative of the Armed Forces, the owner will submit application by writing to the Commandant of the Marine Corps (Code DN).

12284 TRANSPORTATION OF DEPENDENTS

1. When Authorized at Government Expense. Transportation is authorized for the dependents of Marine Corps personnel at government expense without regard to pay grade when such personnel have been officially reported as dead. The Secretary of the Navy has approved authorization of such transportation regardless of place or cause of death. The transportation authorized is from the place at which official notification of death of the Marine is first received by the dependents concerned to such other place, as designated by the dependents. Application for transportation may be made by the senior dependent to the nearest Marine Corps activity, or to the Commandant of the Marine Corps (Code DN), Washington 25, D. C.; or travel may be performed at personal expense and claim for reimbursement submitted to the Commandant of the Marine Corps (Code CDB), after completion of travel.

12285 DECORATIONS AND AWARDS

1. Recommendations. No information should be volunteered regarding recommendations for or entitlement to any decorations and/or awards even though the records of the deceased show that he was recommended. The recommendation could be disapproved and knowledge of such disapproval might result in disappointment to the family of the deceased.

2. Delayed Presentations. Decorations and awards to which the deceased may be entitled may not be ready for presentation for some time after the actual deed for which it is to be presented. If any questions arise, the next of kin should be advised that there may be a lapse of time before anything is heard concerning the award.

3. Correspondence Concerning Awards. Correspondence in regard to awards should be addressed to the Commandant of the Marine Corps (Code DL).

12286 UNIFORMED SERVICES IDENTIFICATION AND PRIVILEGE CARD

1. Reissue of Cards. Upon the death of a Marine, the Uniformed Services Identification and Privilege Cards, DD Form 1172, held by his survivors become void and should be forwarded to the Commandant of the Marine Corps (Code DN), for cancellation. New cards will be authorized for all eligible dependents.

2. Application for Cards

a. A certified application form, DD Form 1172, is automatically sent to widows and children, by the Commandant of the Marine Corps, along with the letter offering assistance.

b. Parents or parents-in-law who actually reside in the household of the deceased, or a household provided or maintained by him, at the time of death and were in fact, dependent upon the deceased for over one-half of their

support are eligible for this card. DD Form 1173 will be authorized for them upon receipt of application on DD Form 1172 and establishment of entitlement by the Commandant of the Marine Corps (Code DN).

12287 HOSPITAL AND MEDICAL CARE

1. Eligibility. Unremarried widows, dependent children, parents and parents-in-law if dependent on the deceased member at time of death for over one-half of their support and actually residing in his household or a household provided or maintained by him at time of death, are eligible for medical care in the facilities of the uniformed services, subject to the availability of space and facilities and the capabilities of the professional staff. Determinations made by the medical officer in charge of the medical facility, as to the availability of space and facilities and the capabilities of the professional staff are conclusive.

2. Medical Services Authorized. Medical services are limited to the following:

a. Diagnosis, including physical examinations and the utilization of medically accepted diagnostic procedures such as laboratory tests, pathology and x-ray examinations.

b. Treatment of acute medical conditions or acute complications of chronic diseases.

c. Treatment of surgical conditions.

d. Treatment of contagious diseases.

e. Immunization.

f. Obstetrical and infant care, including prenatal and post-natal care of the infant and mother.

g. Treatment for acute emergencies of any nature.

3. Medical Services Not Authorized. Medical services are not authorized for the following:

a. Chronic diseases.

b. Nervous and mental disorders.

c. Elective medical or surgical treatment.

d. Hospitalization for domiciliary care (such as given in a nursing home).

e. Furnishing of artificial limbs, artificial eyes, hearing aids, orthopedic footwear, spectacles, and ambulance service or home calls except in emergency or special cases.

4. Daily Charge for Hospitalization. For each day in the hospital, a charge of \$1.75 is made, which includes cost of subsistence.

5. Care in Civilian Facilities. Care of dependents in civilian facilities is not authorized after death of Marine sponsor except under the following conditions:

a. The spouse and children of a member of the uniformed services receiving treatment in a civilian medical facility at government expense at the time of death of the member, or such spouse and children requiring care in a civilian facility as a result of being in the same accident or the same episode (e.g., disaster type situation) which proved fatal to the member, if continued hospitalization is required, shall be transferred to a uniformed services medical facility as soon as the physical condition of the patient permits. If such a transfer is made, it will be accomplished at government expense and transportation is authorized. The cost of medical and hospital care authorized from civilian sources which was furnished to the dependent during the period of hospitalization in the civilian facility shall be borne by the Government subject to limited charges which must be borne by the patient.

b. A dependent wife who is eligible for civilian medical care, whose husband dies while on active duty, who is pregnant at the time of his death and is delivered on or after 28 July 1959, may be provided from civilian sources, at government expense, authorized obstetrical and maternity care. This includes authorized prenatal care obtained before, on, or after 28 July 1959 and authorized neonatal care for the child. The widow will pay certain limited charges in connection with hospitalization as prescribed by regulations.

c. Detailed information concerning dependents' medical care is contained

in SECNAV INSTRUCTION SERIES 6320.

12288 THEATER, COMMISSARY AND EXCHANGE PRIVILEGES

1. Theater, exchange, commissary and post privileges are extended to unremarried widows and certain other dependents of deceased Marine Corps personnel when specifically authorized by the Commandant of the Marine Corps. The Uniformed Services Identification and Privilege Card, DD Form 1173, is used for the purpose of identification at these facilities. Detailed information regarding issuance of this card is contained in paragraph 11051.

**SECTION 3: BENEFITS UNDER JURISDICTION OF THE VETERANS'
ADMINISTRATION AND SOCIAL SECURITY ADMINISTRATION**

12300 GENERAL

1. Legal Assistance. It is not necessary to hire a lawyer or claim agent to assist in obtaining benefits provided by laws administered by the Veterans' Administration or the Social Security Administration. These agencies will ensure that claimants receive the benefits to which they are entitled.

2. Photostats. The Veterans' Administration will accept photostats of documents to establish marriage, age, or relationship provided the original document was acceptable and certified. For example, normally a photostat of the certificate presented to the couple by the person who performed the marriage would not be acceptable unless it was accompanied by the original of the record of marriage furnished the couple by the Office of Vital Statistics at the place of marriage. However, if the claimant preferred to keep this original record in her possession, then the Veterans' Administration would accept a photostat of the original provided it was certified as a true copy. If the claimant no longer had in her possession the original record furnished her by the Office of Vital Statistics, then the Veterans' Administration would accept a photostat of the original as recorded and certified by the Office of Vital Statistics at the place of marriage.

12301 BENEFICIARY(IES)

1. Marines may change the beneficiary(ies) for an effective policy of National Service Life Insurance (NSLI) or U. S. Government Life Insurance (USGLI) by direct communication with the Veterans' Administration without the knowledge of the next of kin and without a copy of the communication being made a part of his records. Generally, the VA does not release specific information concerning the beneficiary(ies) designated; however, following the death of the serviceman, the VA will, upon request, furnish information regarding beneficiary designations for insurance.

2. The payment of death benefits to minors who are widows of servicemen, without the appointment of a guardian, is authorized by law.

**12302 PROCEDURE TO BE USED IN
FILING CLAIMS**

1. Proof of Death. The Commandant of the Marine Corps (Code DNA) forwards an official notice of death (fig. 12-51) to the VA which is acceptable to that agency as proof of death. In all cases when the deceased was insured by either NSLI or USGLI, or both, the VA mails claim forms to the principal beneficiary as indicated by the records of the VA, without awaiting inquiry from the next of kin or beneficiary(ies).

2. Claims. The claim for NSLI is made by the principal beneficiary on VB Form 8-4125. Proof of relationship is not required. Proof of age is required only where insurance is payable under option 3 or 4.

**12303 U. S. GOVERNMENT LIFE
INSURANCE**

1. The VA has complete jurisdiction over USGLI and will send notice in writing to the beneficiary. It should be kept in mind that the insured may designate any person, firm, corporation, or legal entity as the beneficiary, either individually or as trustee, and may also change the beneficiary at any time by a signed request to the VA without notice to the former beneficiary.

2. Options of Payment. The insured may have selected one of the four options of payment which are as follows:

a. Option 1 -- Insurance payable in one sum.

b. Option 2 -- Insurance payable in limited monthly installments -- not less than 36 or more than 240 in multiples of 12.

c. Option 3 -- Insurance payable in continuous monthly installments

throughout the lifetime of the beneficiary with 240 months certain. Proof of the beneficiary's age is required.

d. Option 4 -- Insurance payable in continuous monthly installments throughout the lifetime of the beneficiary with 120 months certain. Proof of the beneficiary's age is required.

3. Other Electives. The beneficiary, with certain exceptions, may also elect to receive payment under option settlement 2, 3, or 4, or to receive the proceeds of insurance in installments over a greater period than that selected by the insured.

4. Taxation and Claims. The proceeds of a policy are subject to Federal Estate tax, and are also subject to levy by the United States for recovery of Federal Income tax; however, they are not subject to claims of private creditors of the insured or of the beneficiary.

5. Assignability. The designated beneficiary may assign all or any part of his or her interest to a widow, widower, child, father, mother, grandfather, grandmother, brother, or sister of the insured, provided the designated contingent beneficiary, if any, joins in the assignment. However, the assignment must be delivered to the Veterans' Administration before payments begin to the designated beneficiary.

6. Correspondence Concerning U. S. Government Life Insurance. Correspondence should be addressed to Veterans' Benefits Office, Munitions Building, Washington 25, D. C. Inquiries should contain the full name, service number and branch of service of the policyholder and the policy number or numbers, if known.

12304 NATIONAL SERVICE LIFE INSURANCE

1. This insurance is under the jurisdiction of the Veterans' Administration and all notices and payments emanate from that organization. After the Veterans' Administration receives the original notification of death from

Headquarters Marine Corps, the beneficiary is notified that he or she has been designated.

2. Designated Beneficiaries. The insured may designate as beneficiary any person or persons, firm, corporation, or other legal entity (including his estate), either individually or as trustee. The Veterans' Administration will not administer any trust. The insured may change the beneficiary or beneficiaries, without their knowledge or consent, by a signed request to the Veterans' Administration. An original designation, but not a change in beneficiary, may be made by last will and testament duly probated. It is necessary for the insured to name beneficiary(ies) or the insurance will go to his estate and will be subject to administration under the local laws of his residence.

3. Assignability. The designated beneficiary may assign all or any part of his or her interest to a widow, widower, child, father, mother, grandfather, grandmother, brother, or sister of the insured, provided the designated contingent beneficiary, if any, joins in the assignment. The assignment must be delivered to the Veterans' Administration before payments begin to designated beneficiary.

4. Insurance Payable Under Optional Modes of Settlement

a. Insurance shall be payable in accordance with one of four optional modes of settlement. Any of the four optional modes of settlement listed below, or a combination thereof, may be designated by the insured. Option 1 may be elected only by the insured. However, even though the insured made a selection of any of the four options for payment of the proceeds of his policy, upon his death, the designated first beneficiary may elect, under certain conditions to receive payment under any installment option (2, 3, or 4) provided the number of installments so selected are payable over a longer period than the selection made by the insured. If the insured has made no selection of a mode of settlement, the insurance is payable

in 36 equal monthly installments under option 2, but the designated first beneficiary has the right to elect to receive settlement under any installment option (2, 3, or 4). Options 3 and 4 shall not be available if the beneficiary is a firm, corporation, legal entity (including the insured's estate), or trustee, or where an endowment contract matures by reason of the endowment period. Tables showing amounts payable under the various options may be found in VA Pamphlet 90-3.

b. Upon the death of the insured, complete information is presented by the VA to the designated beneficiary as to his or her right to make selection of options before any payment is made on the policy.

(1) Option 1 -- Under this option, the insurance proceeds will be payable in one sum at the maturity of the policy by death. Selection of this option can be made only by the insured.

(2) Option 2 -- Under this option, the insurance proceeds will be payable to the designated first beneficiary in a specified number of equal monthly installments of from 36 to 240 in number, in multiples of 12 (3 to 20 years). However, should the first beneficiary die before the specified number of installments have been paid, the remaining unpaid installments will be payable in accordance with the provisions of subparagraph (5), below.

(3) Option 3 -- Under this option, the monthly installments will be payable throughout the remaining lifetime of the designated first beneficiary, no matter how long he or she may live. However, should the first beneficiary die before 120 such installments have been paid, the remaining unpaid installments (120 less the number paid) will be payable in accordance with the provisions of subparagraph (5), below.

(4) Option 4 -- Under this option, the monthly installments will be payable throughout the remaining lifetime of the designated first beneficiary, no matter how long she or he may live. However,

should the first beneficiary die before receiving the number of monthly installments guaranteed, the sum of which shall equal the face amount of the policy less any indebtedness, the remaining installments will be payable in accordance with the provisions of subparagraph (5), below.

(5) Should the beneficiary who is receiving insurance proceeds under an installment option die before all the installments guaranteed have been paid, the remaining unpaid installments will be paid as follows:

(a) If the insured had selected Option 1, but the beneficiary elected to receive payment under any other installment option, the present value of the remaining unpaid installments guaranteed will be paid in one sum to the beneficiary's estate.

(b) If the insured had selected Option 2, 3, or 4, or had made no selection, the remaining unpaid installments guaranteed will continue to be paid to any living contingent beneficiary, or if no contingent beneficiary is living, the present value of such unpaid installments will be paid in one sum to the insured's estate.

(c) Election for minors. On insurance heretofore or hereafter maturing, if the beneficiary is a minor or incompetent, the election of the mode of payment may be made by:

1. A fiduciary.

2. A person recognized by the administrator as having custody of the person or estate of such beneficiary.

5. Correspondence should be addressed to the Veterans' Benefits Office, Munitions Building, Washington 25, D.C. Inquiries should contain the full name, service number, branch of service of the policy holder and the policy number, if known.

12305 DEPENDENCY AND INDEMNITY COMPENSATION

1. Servicemen's and Veterans' Survivor Benefits Act

a. Effective 1 January 1957, this Act established an improved uniform system of benefits in the form of monthly dependency and indemnity compensation (DIC) payments for survivors of military personnel who die on active duty or after separation, if death results from service-connected causes.

► b. Effective 1 October 1963, Public Law 134, 88th Congress, increased the monthly rate of DIC payments for eligible widows. The DIC payment for children and eligible parents was also increased, effective 1 July 1963, by Public Law 21, 88th Congress.

► c. One category of personnel not eligible for DIC is the survivors of a member who had his government insurance under waiver of payment of premiums at the time of his death. These survivors may be entitled to VA payments of death compensation or pension.

2. Additional Payments. When either USGLI or NSLI is in effect at the time of death, the proceeds of such insurance are payable in addition to the payment of dependency and indemnity compensation.

► 3. Dependency and Indemnity Compensation (DIC) for Widows. Payment for widows is related to the pay of the serviceman, and is computed at the rate of \$120 plus 12 percent of the basic pay of the grade held by the member at the time of his death. The following chart shows the basic monthly rate of dependency and indemnity compensation payable. This amount is payable regardless of whether the widow is employed or has income from any other source. The compensation payments continue for the remainder of her life or until she remarries. If claim is filed within 1 year from date of death, dependency and indemnity compensation is payable from date of death, but if filed later, payment is effective as of the date of the claim.

12-72

Ch. 7

4. Definition of a Widow

a. A widow is a woman who was married to a service member before the expiration of 15 years after the end of the period of active duty, active duty for training, or inactive duty training, in which the injury or disease causing the death of such a person was incurred or aggravated; or

(1) For 5 or more years; or

(2) For any period of time if a child was born of the marriage.

b. The term "widow" includes a "widower" of a service woman if he is incapable of self-maintenance and was permanently incapable of self-support due to physical or mental disability at the time of his wife's death.

5. Widows With Child or Children. In general, there is no additional allowance of dependency and indemnity compensation for child or children under 18 years of age.

a. In a few cases, where there are two or more children and the deceased serviceman or veteran had no Social Security or Railroad Retirement coverage, or the coverage was on a wage record of less than \$160 monthly, a supplemental VA payment may be made to the widow for each child in excess of one.

► b. This supplemental payment consists of \$28 monthly for each child in excess of one, but the total of such payment may not exceed the difference between the amount of Social Security and Railroad Retirement payments allowable for the family group and \$128.

6. Compensation for Children

a. Definition of a child. A child includes a legitimate child, child legally adopted, stepchild, or illegitimate child if acknowledged in writing by the deceased, or if he has been judicially ordered to support the child or decreed to be the putative father of the child, or paternity is otherwise adequately proved.

WIDOW'S BASIC MONTHLY RATE OF DEPENDENCY AND INDEMNITY COMPENSATION, PUBLIC LAW 134 - 88th CONGRESS
TO BE ENTITLED TO THESE PAYMENTS THE SERVICEMAN MUST DIE OF SERVICE-CONNECTED DISABILITY. RATES EFFECTIVE 1 JULY 1963.

Pay Grade	Under 2	Over 2	Over 3	Over 4	Over 6	Over 8	Over 10	Over 12	Over 14	Over 16	Over 18	Over 20	Over 22	Over 26	Over 30
COMMISSIONED OFFICERS															
O-10	\$264.00	\$278.00	\$278.00	\$278.00	\$278.00	\$284.00	\$284.00	\$297.00	\$297.00	\$309.00	\$309.00	\$322.00	\$322.00	\$335.00	\$335.00
O-9	248.00	259.00	262.00	262.00	262.00	266.00	266.00	272.00	272.00	284.00	284.00	297.00	297.00	309.00	309.00
O-8	236.00	246.00	249.00	249.00	249.00	259.00	259.00	266.00	266.00	272.00	278.00	284.00	291.00	291.00	291.00
O-7	217.00	229.00	229.00	229.00	234.00	234.00	240.00	240.00	246.00	259.00	269.00	269.00	269.00	269.00	269.00
O-6	192.00	203.00	209.00	209.00	209.00	209.00	209.00	209.00	212.00	226.00	231.00	234.00	240.00	251.00	251.00
O-5	177.00	191.00	196.00	196.00	196.00	196.00	198.00	203.00	208.00	215.00	220.00	223.00	227.00	227.00	227.00
O-4	169.00	182.00	186.00	186.00	188.00	191.00	195.00	200.00	203.00	207.00	209.00	209.00	209.00	209.00	209.00
O-3	160.00	173.00	177.00	183.00	186.00	188.00	192.00	195.00	197.00	197.00	197.00	197.00	197.00	197.00	197.00
O-2	152.00	165.00	174.00	176.00	177.00	177.00	177.00	177.00	177.00	177.00	177.00	177.00	177.00	177.00	177.00
O-1	147.00	156.00	165.00	165.00	165.00	165.00	165.00	165.00	165.00	165.00	165.00	165.00	165.00	165.00	165.00
*O-3				183.00	186.00	188.00	192.00	195.00	198.00	198.00	198.00	198.00	198.00	198.00	198.00
*O-2				176.00	177.00	179.00	182.00	185.00	186.00	186.00	186.00	186.00	186.00	186.00	186.00
*O-1				165.00	168.00	170.00	172.00	174.00	176.00	176.00	176.00	176.00	176.00	176.00	176.00
WARRANT OFFICERS															
W-4	\$160.00	\$172.00	\$172.00	\$173.00	\$176.00	\$178.00	\$180.00	\$185.00	\$188.00	\$190.00	\$192.00	\$194.00	\$197.00	\$203.00	\$203.00
W-3	157.00	168.00	168.00	168.00	169.00	173.00	176.00	177.00	179.00	181.00	183.00	185.00	188.00	190.00	190.00
W-2	152.00	162.00	162.00	163.00	165.00	168.00	170.00	171.00	173.00	175.00	177.00	179.00	181.00	181.00	181.00
W-1	147.00	157.00	157.00	160.00	162.00	164.00	165.00	167.00	169.00	171.00	173.00	174.00	174.00	174.00	174.00
ENLISTED MEN															
E-9						\$173.00	\$174.00	\$175.00	\$176.00	\$177.00	\$179.00	\$182.00	\$188.00	\$188.00	\$188.00
E-8						164.00	165.00	167.00	168.00	169.00	170.00	171.00	174.00	180.00	180.00
E-7	145.00	153.00	155.00	156.00	157.00	158.00	159.00	161.00	162.00	164.00	165.00	165.00	168.00	174.00	174.00
E-6	142.00	149.00	150.00	152.00	153.00	154.00	155.00	157.00	158.00	159.00	160.00	160.00	160.00	160.00	160.00
E-5	138.00	146.00	147.00	148.00	150.00	151.00	152.00	153.00	154.00	154.00	154.00	154.00	154.00	154.00	154.00
E-4	135.00	142.00	143.00	145.00	146.00	146.00	146.00	146.00	146.00	146.00	146.00	146.00	146.00	146.00	146.00
E-3	132.00	138.00	139.00	140.00	140.00	140.00	140.00	140.00	140.00	140.00	140.00	140.00	140.00	140.00	140.00
E-2	131.00	135.00	135.00	135.00	135.00	135.00	135.00	135.00	135.00	135.00	135.00	135.00	135.00	135.00	135.00
E-1	130.00	134.00	134.00	134.00	134.00	134.00	134.00	134.00	134.00	134.00	134.00	134.00	134.00	134.00	134.00
Under 4 months															

*Rates applicable to Commissioned Officers who have been credited with over 4 years active service as enlisted members.

Note 1. Dependency and indemnity (VA) compensation rates vary as shown on this table according to the grade held by the serviceman and the number of years of active military service. The rate shown would be payable to the widow for her remaining lifetime or as long as she remains unmarried. The table sets out the amount of dependency and indemnity compensation to which widows are entitled in the vast majority of cases in which a Marine dies on or after 1 October 1963. In a very few instances, i.e., those in which a Marine

was entitled to a greater amount of basic pay at the time of his death or separation from active service than the rates of basic pay established by Public Law 88-132, effective 1 October 1963, due to "saved pay" provisions of that and or prior pay legislation, his widow may be entitled to slightly higher amounts of DIC than those shown on the above table.

Note 2. The dependency and indemnity compensation rates provided by law are based upon a flat \$120 plus 12 percent of the basic pay authorized under Public Law 132, 88th Congress.

► **b. Children under 18--no widow entitled.** Where there is no widow eligible to receive dependency and indemnity compensation, children under 18 may be eligible to receive this benefit. The request for dependency and indemnity compensation must be signed by the legal guardian or custodian of the child. Rates are as follows:

- (1) One child, \$77;
- (2) Two children, \$110;
- (3) Three children, \$143;
- (4) Each additional child, \$28;
- (5) Total is equally divided.

► **c. Children over 18 years of age.** Payment of dependency and indemnity compensation will be made to or for the child in its own right as follows:

- (1) Helpless child, and there is a widow--\$77 monthly;
- (2) Helpless child, no widow, \$28 monthly; added to the rate payable for a child under 18;
- (3) Child attending school, and there is a widow--\$39 monthly; but not after age 21;
- (4) Child attending school, no widow, rate payable for a child under 18; but will not be paid after age 21.
- (5) If a child over 18 years of age chooses to receive benefits under the War Orphans Educational Assistance Act of 1956 (Public Law 634, 84th Congress) payments of indemnity compensation or any other form of compensation or pension paid by VA to or for that child by reason of pursuing a course in an educational institution are precluded by law.

d. Application. Application must be signed by the legal guardian or custodian of the child, if he or she has not attained majority.

7. Compensation for Parents. Eligibility and amounts of dependency and indemnity compensation payable to parents depends on several factors.

a. Definition of a parent. A parent includes a father or mother; father or mother by adoption; and persons who stood in loco parentis to the decedent for a period of at least 1 year at any time prior to his entry into active service. Foster relationship must have commenced before deceased's 21st birthday.

b. Status. The amount payable depends on whether there is only one parent; whether two parents are or are not living together; or whether a parent has remarried and is living with his (her) spouse.

c. Income. The eligibility of parents to receive dependency and indemnity compensation is measured by an annual income test rather than by their dependency on the deceased service member or veteran. All income of the parents is counted, including the following:

(1) VA payments for disability pension, death pension, subsistence allowance, lump sum or installments of USGLI or NSLI, income received under the Uniformed Services Contingency Option Act, and Old Age Survivors Insurance income (OASI).

(2) Items of income not included to determine amount of parents' annual income are death gratuity, donations from public or private relief or welfare organizations, payments of death or disability compensation under any other law administered by the VA, lump sum death payments under Title II of the Social Security Act, and payments for dependency and indemnity compensation. In certain cases, the VA may exclude from income the amounts paid by a parent for unusual medical expenses.

► **d. One parent only.** If there is only one parent, monthly payments of dependency and indemnity compensation will be paid at the monthly rate equal to the amount under Column II of the following table opposite the amount of annual income shown in Column I.

COLUMN I	COLUMN II
<u>Total Annual Income</u>	
More than - but - Equal to or less than	
----- \$750	\$83
\$750----- 1,000	66
1,000----- 1,250	50
1,250----- 1,500	33
1,500----- 1,750	17
1,750-----	No amount payable

For example, if only one parent survived the deceased veteran and such parent has an annual income of \$1,300, the monthly payment will be \$33.

► e. Two parents not living together. If there are two parents not living together, monthly payments of dependency and indemnity compensation will be paid to each parent at the monthly rate equal to the amount under Column II of the following table opposite the total annual income of each parent as shown in Column I.

COLUMN I	COLUMN II
<u>Total Annual Income</u>	
More than - but - Equal to or less than	
----- \$750	\$55
\$750----- 1,000	44
1,000----- 1,250	33
1,250----- 1,500	22
1,500----- 1,750	11
1,750-----	No amount payable

For example, if two parents are not living together and one parent has an annual income of \$700, monthly payments will be \$55 for that parent. If the other parent has an annual income of \$1,100, monthly payments, if granted, will be \$33 for the other parent.

► f. Two parents living together or remarried parent living with spouse. If there are two parents who are living together, or if a parent has remarried and is living with his or her spouse, monthly payments of dependency and

indemnity compensation are paid to each parent at the rate equal to the amount under Column II of the following table opposite the total combined annual income of both parents, or of the parent and his or her spouse, as the case may be, as shown in Column I.

COLUMN I	COLUMN II
<u>Total Combined Annual Income</u>	
More than - but - Equal to or less than	
----- \$1,000	\$55
\$1,000----- 1,350	44
1,350----- 1,700	33
1,700----- 2,050	22
2,050----- 2,400	11
2,400-----	No amount payable

For example, if two parents are living together and their total combined annual income amounts to \$1,750, monthly payments would be \$22 for each parent. If a parent has remarried and the total combined income of the parent and his spouse amounts to \$1,750, monthly payments would be \$22 for the remarried parent.

g. Special allowances. Under a special provision of the law, survivors of servicemen and veterans who die on or after January 1, 1957 and who are not fully or currently insured for social security purposes at the time of death, may be entitled to a special allowance paid by the VA. This special allowance will be paid to the survivors under conditions applicable if the serviceman or veteran had been fully and currently insured at the time of his death. An application for dependency and indemnity compensation also constitutes a claim for this special allowance.

8. Correspondence should be addressed to the Veterans' Benefits Office, Munitions Building, Washington, D.C. 20421.

12306 SOCIAL SECURITY BENEFITS

1. General. Social Security benefits are payable to the survivors of deceased

members of the Armed Forces if at the time of death the member had the required insured status under the law. Benefits may be paid to some types of survivors only where the veteran was fully insured. Other types of survivors may receive benefits if the veteran was either fully or currently insured.

a. Fully insured. An individual who has worked in covered employment for 10 years is always fully insured. Generally, a person is fully insured if he has one quarter of coverage for each four quarters elapsing after 1950, or after the quarter in which he attains age 21, whichever is later, and prior to the quarter in which retirement age is reached (65 for men, 62 for women), or dies. In no case can the number of quarters be less than 6, and there is never a need for more than 40.

b. Currently insured. A person is currently insured if he has at least 6 quarters of coverage during the 13 quarter period ending with the quarter of death.

c. Quarters of coverage. A quarter of coverage is credited for any calendar quarter in which a person is paid at least \$50 for work covered by Social Security, including military service performed after 1956. A quarter of coverage may also be earned for each calendar quarter during which he had active military service prior to 1957, provided gratuitous wage credits can be granted under the conditions mentioned below.

2. Credit for Military Service. A veteran receives credit under Social Security for the actual amount of basic pay received for active duty or active duty for training performed after 1956. In addition, the veteran may under certain circumstances receive gratuitous wage credits of \$160 for each month of active service from September 1940 to December 1956. Generally, these gratuitous wage credits are not granted if

another Federal benefit is based in part on that service. However, if the veteran had active duty after 1956, he may receive the wage credits for any active service during the years 1951 to 1956 even though his military retired pay is based on service in those years. Usually, veterans who die in service or who have never received military retired pay will receive the wage credits for all active service performed after September 15, 1940. Any credits received for military service are added to any other wages or self-employment income received from covered civilian work in determining eligibility for, and the amount of Social Security benefits.

3. Survivor Benefits. If the veteran was either fully or currently insured at death, benefits may be paid to his unmarried children under age 18 (or disabled child over age 18) and to his widow as long as she has a child in her care who is entitled to benefits. Benefits may also be paid to a widow at age 62 or later even though she does not have a child entitled to benefits, but she cannot receive benefits under these circumstances unless the veteran was fully insured. If the veteran was fully insured, benefits may be paid to the veteran's mother and/or father at age 62 provided they were receiving at least one-half of their support from the veteran when he died. Proof of such support must be filed at the Social Security office not later than the second anniversary of the veteran's death. A lump-sum payment ranging from \$120 to \$255 may be paid to the widow of a fully or currently insured veteran if she was residing with him at the time of his death (she may be temporarily separated from him due to military service) or to the person who paid the burial expenses. The lump-sum payment is in addition to any monthly benefits that may be payable. The approximate amounts of benefits payable are shown in the chart below:

SURVIVORS INSURANCE PAYMENTS

Average monthly earnings after 1950	Widow, widower, child, or parent (monthly)	Widow and one child (monthly)	Widow and two children (monthly)	Lump-sum death payment
\$50.00	\$40.00	\$60.00	\$60.00	\$120.00
100.00	44.30	88.50	88.50	177.00
150.00	54.80	109.60	120.00	219.00
200.00	63.00	126.00	161.60	252.00
250.00	71.30	142.60	202.40	255.00
300.00	78.80	157.60	236.40	255.00
350.00	87.00	174.00	254.00	255.00
400.00	95.30	190.60	254.00	255.00

4. Proofs Required

a. Proof of the widow's marriage is required in connection with her claim for monthly benefits. Generally, proof of marriage is not required for a lump-sum payment. If the widow applies for monthly benefits as a 62-year old widow, proof of her age is also required. Proof of age is always needed for children under age 18. See subparagraph 3, above, for circumstances under which a dependent parent should submit proof of support.

b. When the survivor requests the return of proof of marriage or age which was submitted to the Social Security office, a transcript is made and the proof promptly returned to the survivor for use in connection with a claim for veterans' benefits or for other purposes.

c. If proof of military service is needed and the survivor does not have it, the Social Security office will request the necessary information from the Marine Corps.

5. Application for Benefits. The application for Social Security benefits

should be filed promptly with the nearest Social Security office to avoid loss of benefits. Monthly benefits may be paid retroactively for no more than 12 months from the date of the application. A claim for a lump-sum payment must be filed within 2 years after the veteran's death. While an application filed by survivors with either the VA or the Social Security Administration will protect the benefit rights with both agencies, the survivors must still file an application on the prescribed form with each agency before benefits can be paid by both agencies. Upon receipt of notice from the VA that a claim was filed with that agency, or upon receipt of an official notice of death from the Marine Corps (fig. 12-51) the Social Security Administration will contact the veteran's survivors. However, the survivors should be encouraged to call at the Social Security office promptly and not wait until requested to do so. Social Security offices are located in all principal cities. Information may be obtained from the post office in the smaller towns as to the location of the nearest Social Security office.

SECTION 4: ADDITIONAL INFORMATION FOR USE IN COUNSELING

12325 LIAISON WITH COMMERCIAL INSURANCE COMPANIES

1. The officer making a casualty assistance call should act only in a liaison capacity between the beneficiary and any commercial insurance companies with which the deceased held policies, and to this extent only if requested by the beneficiary. As a general rule, the company will automatically apply to the Marine Corps for a copy of the official report of death. Copies may be obtained from the Commandant of the Marine Corps (Code DN).

2. If the next of kin indicates that it would be helpful, the officer making the call might draft a letter to the company or companies concerned (see fig. 12-63). Such notification to the insurance company should give the full name of the insured, name of the beneficiary, number of the policy, and the date and place of death. Do not advise the next of kin to send in the policy. The policy should be held until the insurance is paid in full.

3. The company will send a claim form either by mail or by local agent. Beneficiaries should be advised not to forward commercial insurance claim blanks to Marine Corps Headquarters for completion.

12326 FEDERAL INCOME TAX

1. Compensation for military and naval service is subject to withholding for Federal Income Taxes in the same manner that wages paid to civilian employees are treated.

2. Upon completion of the audit and closing of the deceased's accounts, Headquarters Marine Corps will furnish Treasury Form W-2 to the beneficiary designated to receive the balance of pay and allowances, showing the amount of tax withheld and paid to the Director of Internal Revenue. This report of taxable income will include all payments made to the deceased during the calendar year, irrespective of the year in which such pay was

earned. The W-2 form together with the death certificate should be presented to the local office of the Director of Internal Revenue upon filing of income tax.

3. Certain payments and allowances are exempt for tax purposes. These include death gratuity, State bonus, insurance and benefits in general paid by the Government to veterans and their dependents.

12327 STATE INCOME TAX

1. Due to the different procedures in the several States, it is recommended that the next of kin write to the State Tax Commission, usually located at the State capitol, stating the facts and requesting information (see subpar. 12326.3).

12328 WILLS, NONTECHNICAL ASSISTANCE ONLY

1. As each State has its own laws governing wills, the most practical aid which could be offered to the next of kin would be to direct them to a local attorney. If the next of kin indicate that legal services are not within their means or are otherwise not available, they should be referred to the State Bar Association for assistance from a Legal Aid Society.

12329 EMPLOYMENT

1. Preference Benefits

a. Certain Civil Service employment preference benefits have been granted to widows of service personnel, who have not remarried, in connection with examinations, ratings, appointments, reinstatements and reductions in force in the classified service.

b. Unremarried widows of personnel who have served in time of war, are given ten points in addition to their earned passing grade in Civil Service examinations. From this list, the Civil Service Commission certifies to Federal appointing officers the names of

persons who are eligible for appointment; the names highest on the list are certified first.

c. Federal Civil Service secretaries, from whom information about federal jobs may be obtained, are located in all first- and second-class post offices.

d. Many cities and states have followed the federal pattern in providing preference benefits. In such cases, it is recommended that the State Employment Service be consulted for details.

12330 EDUCATIONAL OPPORTUNITIES AND SCHOLARSHIPS

1. Many educational opportunities have been provided for sons and daughters of deceased service personnel. Headquarters, U. S. Marine Corps maintains a listing of schools, colleges and universities which grant educational assistance and scholarships. Further information regarding the schools offering these scholarships and grants may be secured by writing to the Commandant of the Marine Corps (Code DN), Washington 25, D. C.

2. Scholarships and educational aid are also available in many states for war orphans. For particulars, write to the State Board of Education, located in the capital city of the State.

3. The American Legion awards several scholarships annually to sons of deceased veterans, and the American Legion Auxiliary provides tens scholarships for the daughters of deceased veterans who are in need of financial assistance to continue their education after completion of a high school course. Information may be obtained from the Post Commander of the American Legion in the community in which the applicant resides.

4. The War Orphans Educational Assistance Act of 1956

a. This Act establishes a program of financial aid for the education of:

(1) Children of veterans who died of injuries or disease incurred during the performance of active military service in the Spanish American War, World War I, World War II, or the Korean Conflict;

(2) Children of veterans whose deaths resulted directly from the performance of military duties or armed conflict or extra hazardous service during certain periods when the Armed Forces of the United States were not engaged in actual declared hostilities, but when civilians were subject to being drafted into active service, i.e., 16Sep40-6Dec41, 1Jan47-26Jun50, and 1Feb55 through the date after which individuals, generally, are no longer liable for induction for training and service into the Armed Forces under the Universal Military Training and Service Act. The word "veterans" as used in this subparagraph includes persons who die in the active service or in a retired or FMCR retainer status as well as other veterans such as former members of the military services.

b. The educational training authorized by the Act must be necessary to achieve a specified goal, such as:

(1) An educational goal -- college degree

(2) A professional goal -- law or medicine

(3) A vocational goal -- book-keeper, machinist, etc.

c. In addition to classroom work leading to a college degree, the Act provides opportunity for training in a wide variety of schools below the college level -- technical institutes, business schools, some vocational or trade schools, normal schools, and institutions offering training in medical and related fields.

d. The law does not permit on-the-job, on-the-farm, high school, or correspondence school training. It does, however, provide for courses

given on open circuit television for college credit, so long as the student is working towards a regular college degree and so long as the major portion of his studies require classroom attendance. Training outside the United States, its possessions, Puerto Rico, the Panama Canal Zone, and the Philippine Republic is not authorized.

e. Assistance is available to an eligible person during the period which begins on his 18th birthday or his successful completion of high school, whichever occurs first, and generally ends not later than his 23d birthday. All persons who may possibly be eligible should be advised of their right to submit an application for this benefit. Application forms may be obtained at any Veterans' Administration Office.

12331 NAVY RELIEF SOCIETY

1. The primary responsibility of the Navy Relief Society is to provide relief and aid in time of emergency need for dependent widows, minor orphan children, and dependent mothers of missing and deceased naval personnel, which includes personnel of the Marine Corps.

2. Although assistance is given by the society in a multitude of situations, which may or may not involve an expenditure of funds, financial assistance is given on the basis of emergency, or nonrecurring need which cannot be met from family resources. Recurring or long term needs will be referred to other agencies by the Navy Relief Society.

3. Aid may be rendered in the form of money as a gratuity, or a loan without interest, and by assistance in securing pensions, survivors' indemnity compensation, insurance, and other benefits. No discrimination is made as to rank, rate, or length of service of Navy personnel involved.

4. Auxiliaries of the society have been established at all the larger Navy and Marine Corps stations, and branches of these auxiliaries at some of the smaller stations. Dependents should make application to the local Auxiliary or Branch, or direct to the Navy Relief

Society, Navy Department, Washington 25, D. C., when residing in localities not served.

12332 SPECIAL REQUESTS MADE BY THE NEXT OF KIN

1. Such requests will vary greatly in their nature and scope and will depend upon the condition in which the deceased placed his family affairs. Regulations regarding bank accounts, safe deposit boxes, powers of attorney, ownership of real estate and other items pertaining to family financial affairs, are fixed by State law and the best procedure is to advise the next of kin to contact a local social service agency (Red Cross, American Legion, etc.).

2. Requests concerning other matters, if appropriate, should be directed to the Commandant of the Marine Corps (Code DN), for assistance or referral.

12333 LIAISON FOR DEPENDENTS WITH LOCAL AGENCIES

1. When the casualty assistance call is made, very few, if any, of the benefit forms will have been received by the next of kin. It is therefore advisable after making the call and before leaving the community to advise the next of kin to consult with some local agency, Red Cross, American Legion, etc., for future assistance. If an agency is selected, it should be notified to expect a call for assistance, giving the name of the individual who will request assistance.

12334 CHANGE OF ADDRESS OF NEXT OF KIN

1. The importance of the next of kin keeping cognizant agencies such as, Headquarters Marine Corps, Veterans' Administration, parent command of the casualty assistance calls officer, etc., as well as personal addressors, informed of any change in address cannot be over-emphasized.

2. Upon change of address, next of kin should always fill out a regular change of address card which can be secured at any post office and left on file at the post office at the old address.

MARCORPERSMAN



DEPARTMENT OF THE NAVY
HEADQUARTERS UNITED STATES MARINE CORPS
WASHINGTON 25, D. C.

IN REPLY REFER TO
DNA-mn
17 Aug 1960

Mr. Ralph E. Doe, Sr.
Route 10, Box 15
Smith, Alabama

My dear Mr. Doe:

It is with regret that I have learned of the death of your son, Corporal Ralph E. Doe, Jr., U. S. Marine Corps.

I am enclosing an Information Sheet which explains certain rights and benefits to which you may be entitled because of your son's service. Also enclosed is a list of offices to which you may write about specific problems. Your son's service number is 2345678 and should be used in correspondence with this Headquarters and other Government agencies.

Should you require assistance in completing any forms you may receive, it is suggested that you consult the nearest office of the Veterans Administration, your county Veterans' Service Officer or the local chapter of the American Red Cross. These agencies normally will have skilled persons available to assist you. However, should you have any questions or problems not covered by the enclosures, please do not hesitate to write me for assistance.

With assurances of sympathy, I am

Sincerely yours,

E. H. Smith

E. H. SMITH
Lieutenant Colonel, U. S. Marine Corps
Head, Personal Affairs Branch
By direction of the Commandant of the Marine Corps

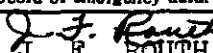
Encl:

- (1) Information Sheet and "Where to Write"
- (2) VB 8-535
- (3) Form 1347 (3)
- (4) DD Form 1330
- (5) Death Reports (3)

SAMPLE COPY OF BENEFITS LETTER TO THE NEXT OF KIN USED WHEN NO
CASUALTY ASSISTANCE CALL IS ASSIGNED

Figure 12-50

DEPARTMENT OF THE NAVY
HEADQUARTERS UNITED STATES MARINE CORPS
WASHINGTON 25, D. C.

REPORT OF CASUALTY	REPORT NUMBER AND TYPE 132618 FINAL	DATE PREPARED 24Aug60
1. SERVICE IDENTIFICATION (Name, Service Number, Grade or Rate, Component, Branch and Organization)		
DOE Robert A 1234577/1356 SGT USMC HQCO 3DMARDIV FMF FPO		
2. CASUALTY STATUS <input type="checkbox"/> BATTLE <input checked="" type="checkbox"/> NON-BATTLE		
DAI		
Died 22Aug1960 in Dingalon Bay area Luzon, Philippines of drowning as result of typhoon. Previously reported missing. Remains recovered and identified 23Aug60.		
3. DATE AND PLACE OF BIRTH, RACE, RELIGIOUS PREFERENCE		
13Nov34 Dallas Tex Cau P NAVMC 10526-PD 8Jan60		
4. DATE AND PLACE OF LAST ENTRY ON ACTIVE DUTY IN CURRENT STATUS AND HOME OF RECORD AT TIME		
8Jan60 Dallas Tex Norfolk Norfolk Va		
5. SOCIAL SECURITY NUMBER, PAY GRADE, LENGTH OF SERVICE FOR PAY, BASIC PAY, INCENTIVE PAY		
767-63-7395 E-5 Over 10 \$10.00		
CHECK IF APPLICABLE <input type="checkbox"/> CREW <input type="checkbox"/> NON-CREW		
6. DUTY STATUS		
Active. On duty.		
7. INTERESTED PERSONS (Name, Address, Relationship)		
<div style="display: flex; justify-content: space-between;"> <div> Mrs Jane E Doe 1234 S. Pies St Norfolk Va Wife 1-3 Mr and Mrs John E Doe Route 89 DeBerry Tex Prnts </div> <div style="text-align: right;">Footnotes</div> </div>		
S A M L E		
8. REPORT FOR VA TO FOLLOW <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO		
9. REPORTING COMMAND AND DATE REPORT RECEIVED IN DEPARTMENT		
THIRD MARDIV RCD 23AUG60		
10. SELECTIVE SERVICE NUMBER, LOCAL BOARD, AND LOCATION (If unknown, enter date and place of first entry in Armed Services)		
21Oct55 Dallas Tex		
11. PRIOR SERVICE DATA		
<input checked="" type="checkbox"/> YES <input type="checkbox"/> NO		
12. REMARKS		
<p>"S" - \$25.00 FP/156 LP 8/60 MCAS Federal Credit Union</p> <p>"Q" - \$137.00 FP 12/55 LP 8/60 to Jane E. Doe</p> <p>Code:</p> <p>S - Savings, any bona fide form</p> <p>Q - Dependents assistance</p>		
FOOTNOTES:		
¹ Adult next of kin. ² Beneficiary for gratuity pay in event there is no surviving wife or child - as designated on record of emergency data. ³ Beneficiary for unpaid pay and allowances - as designated on record of emergency data.		
13. DISTRIBUTION		
14. <div style="text-align: center;">  J. F. ROUTH, CAPT., USMC HEAD, CASUALTY SECTION PERSONAL AFFAIRS BRANCH BY DIRECTION OF THE COMMANDANT OF THE MARINE CORPS </div>		

DD FORM 1300

1 MAR 60

Figure 12-51

12-83

Ch. 3



DEPARTMENT OF THE NAVY
HEADQUARTERS UNITED STATES MARINE CORPS
WASHINGTON 25, D. C.

IN REPLY REFER TO
DNA-mn
26 Aug 1960

Mrs. Robert A. Doe
1234 Saint Charles Street
Norfolk, Virginia

My dear Mrs. Doe:

It is with regret that I have learned of the death of your husband, Sergeant Robert A. Doe, U. S. Marine Corps.

I am enclosing an Information Sheet which explains certain rights and benefits to which you may be entitled because of your husband's service. Also enclosed is a list of offices to which you may write about specific problems. Your husband's service number is 1234577 and should be used in correspondence with this Headquarters and other Government agencies.

In the near future an officer of the Marine Corps, representing the Commandant, will call on you, if you so desire, to furnish such additional information and advice as may be feasible. A card and an addressed envelope which requires no postage are enclosed for your convenience in notifying the officer of your wishes in this matter.

With assurances of sympathy, I am

Sincerely yours,

E. H. Smith

E. H. SMITH
Lieutenant Colonel, U. S. Marine Corps
Head, Personal Affairs Branch
By direction of the Commandant of the Marine Corps

Encl:

- (1) Request card for officer call, with addressed envelope
- (2) Information Sheet and "Where to Write"
- (3) VA Form 21-534
- (4) DD Form 1172 (Certified)
- (5) Form 1347 (3)
- (6) Death Reports (3)
- (7) DD Form 1330

SAMPLE COPY OF BENEFITS LETTER TO THE NEXT OF KIN USED WHEN A CASUALTY ASSISTANCE CALL IS OFFERED AND ASSIGNED

Figure 12-52

I will be glad to have an Officer of the Marine Corps call on me.
The dates most convenient for me to receive the visit would be:

DATE: 25Sep60 TIME: 2:30 P.M.

NAME: Mrs. Jane Doe

STREET NO. OR RFD: 1234 S Charles Street

CITY AND STATE: No. 6 Virginia

PHONE NO: Browning 4-2489

CAC APPOINTMENT CARD NAVMC 10091-50

D 3 5 5 3 0

Figure 12-53

INFORMATION FOR SURVIVORS OF MARINE CORPS PERSONNEL
WHO DIE WHILE ON ACTIVE DUTY (Rev. Mar 1961)

GENERAL INFORMATION

Headquarters Marine Corps furnishes casualty reports to the governmental offices having cognizance over payment of benefits to survivors of deceased Marine Corps personnel. On this report is listed data regarding death, service and next of kin.

NEXT OF KIN

Next of kin is the nearest living relative of the deceased in the following order: widow, child, father, mother, brother, and sister.

BENEFICIARIES

Beneficiaries are those persons who are entitled by law to certain benefits, such as insurance, dependency and indemnity compensation, arrears of pay, gratuities, etc. The person designated as beneficiary in Marine Corps records to receive the death gratuity may be a different person from the one designated in the records of Veterans' Administration as the beneficiary of Government Insurance.

Certain requirements of the law providing for death benefits must be met before claims can be certified for payment. Therefore, prompt compliance with any request for clarifying information or documents will enable the offices adjudicating the claims to expedite settlement. The services of an attorney or claims agent to secure authorized benefits are not ordinarily necessary.

If assistance is needed in securing any of the benefits mentioned herein, completing forms or initiating inquiries, the next of kin or beneficiary should call on the local chapter of the American Red Cross, Navy Relief, or the County Veterans Service Offices.

REPORT OF DEATH

Upon request of the next of kin or other member of the immediate family of a deceased Marine, a Report of Death will be furnished by the Commandant of the Marine Corps (Code DNA), Washington 25, D. C. This report is usually accepted as satisfactory evidence of death by insurance companies, lodges, banking institutions, etc., to be used in the settlement of claims.

FUNERAL EXPENSES

When the Naval Service makes necessary arrangements, the remains are prepared, encased, and shipped to the place designated at no expense to the next of kin.

When the next of kin makes arrangements for preparation and encasement of the remains, the sum allowed the next of kin is the amount these services would have cost the Navy if provided by a funeral director under an armed services contract. If such contract services are not available in the area where death occurred, the next of kin will be allowed for necessary expenses an amount not to exceed \$400.

Whether the Navy or the next of kin makes arrangements for preparation and encasement of the remains, in the case of deaths occurring on or after 1 July 1959, the Navy will pay an allowance toward funeral and interment expenses as follows:

1. Where remains are consigned directly to a national cemetery, an allowance may be made in an amount not to exceed \$75.
2. Where remains are consigned to a funeral director prior to interment in a national cemetery, an allowance may be made in an amount not to exceed \$125.
3. Where interment is made in a private cemetery, an allowance may be made in an amount not to exceed \$200.

Claim for reimbursement will be made by completing Form NAVMED 1347, Request for Reimbursement or Payment of Interment Expenses, and submitting in triplicate to the Commandant of the Naval District in which burial is made. When burial is made outside of the continental United States, application on Form NAVMED 1347 should be submitted in triplicate to the Chief, Bureau of Medicine and Surgery (Code 454), Department of the Navy, Washington 25, D. C.

Any transportation charges that are necessary to deliver the remains to the place designated by the next of kin will be paid by the Navy. In any case in which transportation charges were incurred by the next of kin or other persons to deliver the remains to the place designated by the next of kin, the Navy will make reimbursement therefor in an amount not to exceed what the transportation would have cost the Government.

Application may be made for reimbursement of transportation charges paid to a common carrier by submitting to the Commandant of the Naval District in which death occurred, a receipted bill, in triplicate, from an appropriate official of the carrier which furnished the transportation. Any claim for reimbursement or payment of transportation expenses incurred in an area outside the United States should be forwarded to the Chief, Bureau of Medicine and Surgery (Code 454), Washington 25, D. C.

MEMORIAL FLAG

The flag which drapes the casket of a deceased Marine becomes the property of the next of kin. When remains are buried at sea or are not recoverable, a flag will be furnished to the next of kin on application to the Casualty Assistance Calls Officer and/or to the Commandant of the Marine Corps (Code DNA), Washington 25, D. C.

HEADSTONE

A Government headstone or marker will be furnished for placement on an unmarked grave or on a memorial plot upon request of the next of kin of a Marine who died in service. Application will be made on DA Form 1815 or DD Form 1330 to the Department of the Army, Office of the Quartermaster General, Memorial Division, Washington 25, D. C., when the remains of a deceased Marine have been buried in a private cemetery, at sea, or have been determined to be nonrecoverable. When burial is made in a national cemetery, the headstone is provided without application.

NATIONAL CEMETERY

Any member of the Marine Corps who dies while on active duty is eligible for burial without cost in a National Cemetery. Interment and/or erection of a memorial marker in a national cemetery is dependent upon availability of space in the cemetery selected. National cemeteries are maintained by the United States Government and are located at various points throughout the country.

ALLOTMENTS

All allotments are discontinued upon report of death. If any obligations have been met regularly by the allotment method, different arrangements must be made. Where a basic allowance for quarters allotment is in effect at time of death, and the date of death occurs prior to the 30th day of the month, the apportionment of the regular monthly allotment will be included in the final settlement of arrears of pay, and paid to the beneficiary designated to receive arrears of pay.

ARREARS OF PAY

Any unpaid balance of pay and allowances due the deceased will be paid to the beneficiary or beneficiaries previously designated by the Marine for this purpose. Because of the time lag between the date of death and the receipt of the pay accounts of the deceased for audit by the Office of the Quartermaster General of the Marine Corps (Disbursing Division), an application form is sent promptly to the designated beneficiary(ies) by Marine Corps Headquarters. On completion of the audit, any amount found due is paid to the claimant(s).

TRANSPORTATION OF PERSONAL AND HOUSEHOLD EFFECTS

Personal effects of deceased members of the military service will be forwarded to the next of kin as soon as practicable. A delay may be expected if the effects are returned from an overseas duty station.

Household and personal effects of deceased members of the military service who died while on active duty, regardless of rank or grade, may be shipped at Government expense, from the last permanent duty station, from the place of storage, or from the place to which previously shipped at Government expense, to the home of the eligible dependent; or upon approval of the Commandant of the Marine Corps (Code COS), Washington 25, D. C., to such other place as may be designated by the dependent. Except as stated below, shipment must be made prior to expiration of one year from date of death or official report of death. Application for shipment should be submitted to the military service activity where the goods are located, or to the Commandant of the Marine Corps (Code COS). In the event it is impracticable to effect shipment within the one year time limitation, a written request, stating reasons why shipment may not be effected, supported by one or more documents, should be submitted prior to the expiration of the time limitation in order to prevent the entailing of extra expense that would be incurred in the event of disapproval of the request.

STORAGE

Storage of household goods of service members who die while on active duty, regardless of rank or grade, is authorized in a Marine Corps facility upon approval of that command, and if space is available, for one year from date of or official report of death. If the goods are in commercial storage under appropriate orders when death occurs, the authorized period of such commercial storage may be completed.

TRAVEL OF DEPENDENTS

Eligible dependents of any member who dies while on active duty may be moved at Government expense from the place at which they received official notification of death to any place designated by the dependent.

Application for transportation may be made by the senior dependent to the nearest Marine Corps Activity, or the Commandant of the Marine Corps (Code COS), Washington 25, D. C.; or, travel may be performed at personal expense and claim for reimbursement submitted to the Commandant of the Marine Corps (Code CDB) after completion of travel.

BONDS

Inquiries regarding savings bonds should be directed to the Commandant of the Marine Corps (Code CDC), Headquarters, U. S. Marine Corps, Washington 25, D. C.

DEATH GRATUITY PAYMENT

Death gratuity is a lump sum equal to six months' basic pay (plus special and incentive pays), but is not less than \$800 nor more than \$3000. It is payable to the widow of the deceased, and, if she is residing with the service member on or near the station at the time of the member's death, the Commanding Officer will make every effort to pay the gratuity to her within 24 hours. If there is no widow or child, it may be paid to an eligible beneficiary previously designated by the Marine. If payment is not made by the Commanding Officer, an application form is sent promptly to the eligible survivor by Headquarters Marine Corps.

DEPENDENCY AND INDEMNITY COMPENSATION

This benefit is payable by the Veterans' Administration to eligible survivors of members dying of service-connected deaths. However, dependency and indemnity compensation will not be payable in the event the service member dies on and after 1 May 1957 with a waiver of premium in effect on government insurance. Compensation may be payable in such cases under the law in effect prior to 1 January 1957. Upon receipt of completed forms the Veterans' Administration will communicate with claimants regarding entitlement.

Dependency and indemnity compensation is payable to a widow, with or without children, at the rate of \$120 per month plus 12 per cent of the basic pay the decedent was receiving upon date of death. Whenever there is no widow of a deceased person entitled to this benefit, it is payable to the children of the deceased person at the following rates:

- (1) One child, \$77 per month,
- (2) Two children, \$110 per month,
- (3) Three children, \$143 per month, and
- (4) More than three children, \$143 per month, plus
\$28 per month for each child in excess of three.

Payment of compensation for support of a child normally stops when the child becomes 18, but may be continued to age 21, if the child is in school, or for so long as a child is incapable of self-support by reason of physical or mental disabilities. Children over 18 are entitled to Indemnity Compensation under conditions as follows:

Helpless child, where there is a widow, \$77 monthly
Helpless child, where there is no widow, \$28 monthly
added to the rate payable for a child under 18.
Child attending school, where there is a widow, \$39 monthly,
Child attending school, where there is no widow, rate
payable for a child under 18, until age 21.

The rates of dependency indemnity compensation for a parent or parents are contingent upon the income from other sources. Receipt of compensation by a widow or children does not preclude payment to eligible parents. It is payable to parents as follows:

One parent with income of less than \$750 yearly - \$83 per month. (No compensation payable if income exceeds \$1,750.)

Two dependent parents whose annual income is less than \$1,000 - \$110 per month. (No compensation payable if income exceeds \$2,400.)

GOVERNMENT INSURANCE

The designated beneficiary or beneficiaries of Government or National Service Life Insurance, will be notified of the amount of such insurance by the Veterans' Administration. Upon official notification of death from the Marine Corps, the Veterans' Administration sends to the beneficiary the necessary application forms for insurance.

LIFE INSURANCE-COMMERCIAL

Commercial insurance companies should be notified of the death of the insured by letter or by direct contact with a local agent. Headquarters Marine Corps forwards directly to any insurance company listed on the official records of the decedent, or upon receipt of a request from an insurance company, or the next of kin, a copy of Report of Death.

SOCIAL SECURITY BENEFITS

If the deceased was employed in commerce or industry after 1 January 1937 or had 90 days or more active service in the Marine Corps after 15 September 1940 you should communicate directly with the nearest Social Security Office, regarding any benefits which may have accrued under the Social Security Act. The Social Security Board should be advised of his social security number, if available. Application must be made for this benefit as payment is not automatic.

Social Security benefits are payable to survivors of a deceased member if at the time of death the deceased member was either "fully insured" or "currently insured", or both. A currently insured individual is one who had not less than 6 quarters of coverage during the 13-quarter period ending with the quarter in which he died. However, if the service member was serving on active duty for the first time and died prior to obtaining this basic minimum coverage, his survivors may be entitled to payments from the Veterans' Administration computed by Social Security. This is in addition to any other survivor payments. A fully insured individual is one who had 40 quarters of coverage.

Where entitlement is established, Social Security benefits are payable in addition to the Veterans' Administration compensation. Social Security will provide a monthly income for a widow with children less than 18 years of age; for children less than 18 years of age and alone; for a widow of age 62; or for dependent parents in the event no widow or child survives.

The amounts shown in the table below are approximate as the factors would vary for individuals.

SURVIVORS INSURANCE PAYMENTS

average monthly wage*	widow (age 62) child or parent	widow and one child	widow and two children	widow and three children	lump-sum death payment
\$ 50	\$40.00	\$60.00	\$60.00	\$60.00	\$120.00
100	48.70	88.50	88.60	88.80	177.00
150	60.30	109.60	120.00	120.00	219.00
200	69.30	126.00	161.60	161.60	252.00
250	78.40	142.60	202.40	202.40	255.00
300	86.70	157.60	236.40	240.00	255.00
350	95.70	174.00	254.00	254.10	255.00
400	104.80	190.60	254.00	254.10	255.00

*Average monthly earnings after 1950 after dropping out as many as 5 years of lowest earnings or of no earnings.

Application for benefits filed by survivors with either the Veterans' Administration or with the Social Security Administration will constitute an application for benefits from both agencies. In addition, proofs of relationship filed with either agency will be made available to the other agency.

UNIFORMED SERVICES IDENTIFICATION AND PRIVILEGE CARD

Upon death of a Marine, the Uniformed Services Identification and Privilege Cards (DD Form 1173) held by his survivors become void and should be forwarded to the Commandant of the Marine Corps (Code DN) for cancellation. New cards will be authorized for all eligible survivors.

Application forms, DD 1172, will be automatically mailed to widows and children.

Upon request to the Commandant of the Marine Corps (Code DN), application forms will be furnished to parents and parents-in-law, if they actually resided in the household of the deceased at the time of death, and were, in fact, dependent upon him for over one-half of their support.

When entitlement has been established, the application forms will be certified. The application with the certification will then be returned to the applicant, for presentation to any Army, Navy, Marine Corps or Air Force facility for issuance of the card.

The Uniformed Services Identification and Privilege Card is not normally issued to minor children under ten years of age. Certification of such

minor children for medical care will be the responsibility of an adult dependent, accompanying parent or acting guardian.

The Uniformed Services Identification and Privilege Card will identify the holder as an authorized patron for the benefits and privileges indicated on the card, which include medical care, commissary, exchange and theater privileges.

MEDICAL CARE

Unremarried widows of deceased members of the Marine Corps, unmarried dependent children under 21 years of age, parents and parents-in-law, if residing in the home of the deceased at the time of his death and dependent on him for over half of their support, are eligible for medical care in any of the Uniformed Services Hospitals where facilities for dependents' care are available. Eligible dependents are entitled to treatment and hospitalization for diagnosis, immunization, contagious diseases, acute medical and surgical conditions, and maternity and infant care. In cases where hospitalization is required, a charge of \$1.75 per day will be made. Dental treatment is administered only as an adjunct to in-patient hospital care and does not include routine filling of teeth, straightening of teeth, or artificial dentures.

THEATER, COMMISSARY AND EXCHANGE PRIVILEGES

Theater, exchange and commissary privileges are extended to widows of deceased Marine Corps personnel. The Uniformed Services Identification and Privilege Card (DD Form 1173) is used for the purpose of identification at these facilities.

PREFERENCE IN FEDERAL EMPLOYMENT

Widows, as long as they do not remarry, and certain mothers of deceased servicemen who served during a war period, are entitled to an addition of 10 points to their earned ratings in civil service examinations. Other benefits with respect to appointment and retention are also available.

Information concerning preference eligibility may be obtained from any United States Civil Service Office, or from the local post office.

LOANS, GUARANTEED, INSURED, OR MADE BY VETERANS' ADMINISTRATION

An unremarried widow of a deceased serviceman with active service between 16 October 1940 and 25 July 1947, or active service between 27 June 1950 and 31 January 1955 may be entitled to a Veterans' Administration loan guaranty on the purchase, construction, or improvement of a home, farm, or business property. In very isolated areas where private capital is not available, a direct loan may be made by the Veterans' Administration. The widow is eligible (1) provided she has no eligibility based on her own service, and (2) in spite of any G. I. Loan benefit her deceased

husband may have obtained. Additional information may be obtained from the local office of the Veterans' Administration.

HOMESTEAD PREFERENCE

Preference in the acquisition and establishment of homestead rights to public lands may be available to surviving widows of eligible veterans. Information in this connection may be obtained from the Bureau of Land Management, Department of the Interior, Washington 25, D. C.

SCHOLARSHIP ASSISTANCE

Scholarship assistance for sons and daughters and in some cases, widows, of deceased service persons, is provided by many schools, colleges, special scholarship funds, and by State laws. While such assistance is usually provided only for selected persons needing financial assistance, in some instances the aid is furnished regardless of need. This is particularly true of the State benefit. Additional information on this subject may be obtained by letter from the Commandant of the Marine Corps (Code DN), Washington 25, D. C., setting forth the particular geographical area or schools desired. Information on the special State Scholarships may be obtained from the various State Veterans Commissions.

STATE BENEFITS

Many states provide benefits for survivors of veterans such as educational assistance, land settlement preference, Civil Service preference, tax and license fee exemptions, loans, relief and rehabilitation, employment assistance and bonuses. Most of the States maintain veterans' agencies usually entitled State Veterans Commissions, which supervise the Veterans' program.

NAVY RELIEF SOCIETY

The Navy Relief Society will provide assistance in time of emergency need for dependent widows, minor children and dependent mothers of missing and deceased Naval and Marine Corps personnel. Aid may be rendered in the form of money as a gratuity or as a loan without interest. Assistance is also furnished in applying for pensions, insurance, death gratuity and other benefits accruing to the dependent by reason of the man's military service. The address of the nearest auxiliary is furnished on the "Where to Write Sheet".

HOME ADDRESS

The next of kin or beneficiary should keep Headquarters, U. S. Marine Corps, (Code DN), Washington 25, D. C., informed of any change in home address and should feel free to consult this Headquarters at any time.

WHERE TO WRITE
CASE OF PERSONNEL WHO DIED WHILE ON ACTIVE DUTY

For your convenience in directing letters and inquiries
in the event additional information is required

- | | |
|--|--|
| 1. Insurance | Veterans Benefits Office |
| (1) National Service Life | Munitions Building |
| (2) U. S. Government Life | Washington 25, D. C. |
| 2. Transportation of Dependents
and Household Goods | Nearest Marine Corps Supply
Officer or Quartermaster
General, U. S. Marine Corps
Washington 25, D. C. |
| 3. Personal Effects | Commandant |
| Decorations and Awards | U. S. Marine Corps |
| Burial Allowance (U. S. cases only) | Washington 25, D. C. |
| Six Months Gratuity | |
| Arrears of Pay | |
| 4. Hospital and Medical Care | Commandant |
| | U. S. Marine Corps (Code DN) |
| | Washington 25, D. C. |
| 5. Employment | U. S. Employment Service or
Nearest Civil Service
Commission Office |
| 6. Social Security | Nearest Social Security
Board Office |
| 7. Dependency and Indemnity
Compensation | Claims Service
Veterans Benefits Office
Munitions Building
Washington 25, D. C. |
| 8. Income Tax (a) Federal | Bureau of Internal Revenue
Service, Washington 25, D. C. |
| (b) State | State Income Tax Commission
Usually at State Capital |
| 9. Dependents' Pensions | Claims Service
Veterans Benefits Office
Munitions Building
Washington 25, D. C. |
| 10. Other Requests | Commandant
U. S. Marine Corps (Code DN)
Washington 25, D. C. |
| 11. Navy Relief Society | Navy Relief Society
Hampton Roads Auxiliary
U. S. Naval Base
Norfolk 11, Virginia
(or nearest Branch) |

INFORMATION FOR SURVIVORS OF MARINE CORPS PERSONNEL WHO DIE WHILE ON ACTIVE
DUTY FOR TRAINING OR INACTIVE DUTY TRAINING (Rev. Mar 1961)

GENERAL INFORMATION

Headquarters Marine Corps furnishes casualty reports to the governmental offices having cognizance over payment of benefits to survivors of deceased Marine Corps personnel. On this report is listed data regarding death, service and next of kin.

NEXT OF KIN

Next of kin is the nearest living relative of the deceased in the following order: widow, child, father, mother, brother, and sister.

BENEFICIARIES

Beneficiaries are those persons who are entitled by law to certain benefits, such as insurance, dependency and indemnity compensation, arrears of pay, gratuities, etc. The person designated as beneficiary in Marine Corps records to receive the death gratuity may be a different person from the one designated in the records of the Veterans' Administration as the beneficiary of Government Insurance.

Certain requirements of the law providing for death benefits must be met before claims can be certified for payment. Therefore, prompt compliance with any request for clarifying information or documents will enable the offices adjudicating the claims to expedite settlement. The services of an attorney or claims agent to secure authorized benefits are not ordinarily necessary.

If assistance is needed in securing any of the benefits mentioned herein, completing forms or initiating inquiries, the next of kin or beneficiary should call on the local chapter of the American Red Cross, Navy Relief, or the County Veterans Service Offices.

REPORT OF DEATH

Upon request of the next of kin or other member of the immediate family of a deceased Marine, a Report of Death will be furnished by the Commandant of the Marine Corps (Code DNA), Washington 25, D. C. This report is usually accepted as satisfactory evidence of death by insurance companies, lodges, banking institutions, etc., to be used in the settlement of claims.

FUNERAL EXPENSES

When the Naval Service makes necessary arrangements, the remains are prepared, encased, and shipped to the place designated at no expense to the next of kin.

When the next of kin makes arrangements for preparation and encasement of the remains, the sum allowed the next of kin is the amount these services would have cost the Navy if provided by a funeral director under an armed services contract. If such contract services are not available in the area where death

occurred, the next of kin will be allowed for necessary expenses an amount not to exceed \$400.

Whether the Navy or the next of kin makes arrangements for preparation and encasement of the remains, in the case of deaths occurring on or after 1 July 1959, the Navy will pay an allowance toward funeral and interment expenses as follows:

1. Where remains are consigned directly to a national cemetery, an allowance may be made in an amount not to exceed \$75.
2. Where remains are consigned to a funeral director prior to interment in a national cemetery, an allowance may be made in an amount not to exceed \$125.00.
3. Where interment is made in a private cemetery, an allowance may be made in an amount not to exceed \$200.

Claim for reimbursement will be made by completing Form NAVMED 1347, Request for Reimbursement or Payment of Interment Expenses, and submitting in triplicate to the Commandant of the Naval District in which burial is made. When burial is made outside of the continental United States, application on Form NAVMED 1347 should be submitted in triplicate to the Chief, Bureau of Medicine and Surgery (Code 454), Department of the Navy, Washington 25, D. C.

Any transportation charges that are necessary to deliver the remains to the place designated by the next of kin will be paid by the Navy. In any case in which transportation charges were incurred by the next of kin or other persons to deliver the remains to the place designated by the next of kin, the Navy will make reimbursement therefor in an amount not to exceed what the transportation would have cost the Government.

Application may be made for reimbursement of transportation charges paid to a common carrier by submitting to the Commandant of the Naval District in which death occurred, a receipted bill, in triplicate, from an appropriate official of the carrier which furnished the transportation. Any claim for reimbursement or payment of transportation expenses incurred in an area outside the United States should be forwarded to the Chief, Bureau of Medicine and Surgery (Code 454), Washington 25, D. C.

MEMORIAL FLAG

The flag which drapes the casket of a Marine reservist who died in the service becomes the property of the next of kin. When remains are buried at sea or are not recoverable, a flag will be furnished to the next of kin on application to the Casualty Assistance Calls Officer and/or to the Commandant of the Marine Corps (Code DNA), Washington 25, D. C.

HEADSTONE

A Government headstone or marker will be furnished for placement on an unmarked grave or on a memorial plot upon request of the next of kin of a Marine reservist who died in service. Application will be made on DA Form 1815 or

DD Form 1330 to the Department of the Army, Office of the Quartermaster General, Memorial Division, Washington 25, D. C., when the remains have been buried in a private cemetery, at sea, or have been determined to be nonrecoverable. When burial is made in a national cemetery, the headstone is provided without application.

NATIONAL CEMETERY

Any member of the Marine Corps Reserve who dies in service is eligible for burial without cost in a National Cemetery. Interment and/or erection of a memorial marker in a national cemetery is dependent upon availability of space in the cemetery selected. National cemeteries are maintained by the United States Government and are located at various points throughout the country.

ARREARS OF PAY

Any unpaid balance of pay and allowances due the deceased will be paid to the beneficiary or beneficiaries previously designated by the Marine for this purpose. Because of the time lag between the date of death and the receipt of the pay accounts of the deceased for audit by the Office of the Quartermaster General of the Marine Corps (Disbursing Division), an application form is sent promptly to the designated beneficiary(ies) by Headquarters Marine Corps. On completion of the audit, any amount found due is paid to the claimant(s).

DEATH GRATUITY PAYMENT

Death Gratuity is a lump sum equal to six months' basic pay (plus special and incentive pays), but is not less than \$800 nor more than \$3000. It is payable to the widow of the deceased, and, if she is residing with the service member on or near the station at the time of the member's death, the Commanding Officer will make every effort to pay the gratuity to her within 24 hours. If there is no widow or child, it may be paid to an eligible beneficiary previously designated by the Marine. If payment is not made by the Commanding Officer, an application form is sent promptly to the eligible survivor by Headquarters Marine Corps.

DEPENDENCY AND INDEMNITY COMPENSATION

Widows, children, and dependent parents of those who die in service, and of veterans who die later of service-connected causes, may be eligible for Indemnity Compensation payments. Application forms will be sent automatically to the survivors of servicemen and veterans if it appears that they are entitled to the benefits.

Eligibility of parents to receive Indemnity Compensation is measured by an annual income test rather than by dependency.

GOVERNMENT INSURANCE

The designated beneficiary or beneficiaries of Government or National Service Life Insurance, will be notified of the amount of such insurance by the Veterans' Administration. Upon official notification of death from the Marine Corps, the Veterans' Administration sends to the beneficiary the necessary application forms for insurance and other benefits. All inquiries relative

to insurance and compensation should be addressed to the Dependents and Beneficiaries Claims Service, Veterans' Administration, Washington 25, D. C.

LIFE INSURANCE COMMERCIAL

Commercial insurance companies should be notified of the death of the insured by letter or by direct contact with a local agent. Headquarters Marine Corps forwards directly to any insurance company listed on the official records of the decedent, or upon receipt of a request from an insurance company, or the next of kin, a copy of report of death.

SOCIAL SECURITY BENEFITS

If the deceased was employed in commerce or industry after 1 January 1937 or had 90 days or more active service in the Marine Corps after 15 September 1940 you should communicate directly with the nearest Social Security Office, regarding any benefits which may have accrued under the Social Security Act. The Social Security Board should be advised of his social security number, if available. Application must be made for this benefit as payment is not automatic.

COMMISSARY AND EXCHANGE PRIVILEGES

Unremarried widows of deceased members of the Armed Forces may make purchases and use the services of commissary stores and exchanges. Information may be obtained from the commissary store or exchange office from which you wish to make purchases, relative to obtaining appropriate identification for such facilities.

SCHOLARSHIP ASSISTANCE

Scholarship assistance for sons and daughters and in some cases, widows, of deceased service persons, is provided by many schools, colleges, special scholarship funds, and by State laws. While such assistance is usually provided only for selected persons needing financial assistance, in some instances the aid is furnished regardless of need. This is particularly true of the state benefit. Additional information on this subject may be obtained by letter from the Commandant of the Marine Corps, (Code DN), Washington 25, D. C., setting forth the particular geographical area of schools desired. Information on the special State Scholarships may be obtained from the various State Veterans Commissions.

STATE BENEFITS

Many States provide benefits for survivors of veterans such as educational assistance, land settlement preferences, Civil Service preference, tax and license fee exemptions, loans, relief and rehabilitation, employment assistance and bonuses. Most of the States maintain veterans' agencies usually entitled State Veterans Commissions, which supervise the Veterans' program.

HOME ADDRESS

The next of kin or beneficiary should keep Headquarters, U. S. Marine Corps, (Code DN), Washington 25, D. C., informed of any change in home address and should feel free to consult this Headquarters at any time.

INSTRUCTIONS FOR FILING CLAIM FOR DEPENDENCY AND INDEMNITY COMPENSATION
OR DEATH PENSION BY WIDOW OR CHILD

READ VERY CAREFULLY, DETACH, AND RETAIN THIS SHEET FOR YOUR FUTURE REFERENCE. ANSWER ALL QUESTIONS FULLY OR ACTION ON YOUR CLAIM MAY BE DELAYED.

A. PAYMENT OF BENEFITS--GENERAL

(1) Dependency and Indemnity Compensation may be payable where the veteran dies:

(a) From disease or injury incurred or aggravated in line of duty while on active duty or active duty for training;

(b) From injury incurred or aggravated in line of duty while on inactive duty training; or

(c) From a disability compensable under laws administered by the Veterans Administration.

(2) Pension may be payable where veteran's death is not due to service provided income is within certain limits. Rates of Pension and income limits are shown in tables below.

WIDOW--WITHOUT CHILD	
ANNUAL INCOME NOT OVER	MONTHLY PAYMENT
\$ 600	\$60
1200	45
1800	25
OVER 1800	NONE
WIDOW--WITH CHILD	
ANNUAL INCOME NOT OVER (A)	MONTHLY PAYMENT (B)
\$1000	\$75
2000	60
3000	40
OVER 3000	NONE
Add \$15 monthly for each child in excess of one: for example, widow and three children, annual income not over \$1000, monthly rate is \$105. The income of child or children is not to be included in Column A, above.	
CHILDREN--NO WIDOW	
NUMBER OF CHILDREN	MONTHLY PAYMENT
1 CHILD	\$35
EACH ADDITIONAL CHILD	15
Where there is more than one child, the amount payable will be equally divided among them. Pension shall not be paid to a child whose annual income, excluding earned income, that is, income from salary, wages and self-employment, exceeds \$1800.	

(a) Pension may be payable on behalf of a child or children even though the widow's annual income is in excess of \$3000.

(b) The income limitations given above do not apply where the veteran's death was due to service.

B. ORGANIZATIONS AND ATTORNEYS

You may be represented, without charge, by an accredited representative of any organization recognized by the Administrator of Veterans Affairs. You may also be represented by an attorney or agent who has been admitted to practice before the Veterans Administration. The employment of such attorney or agent is unnecessary, as the Veterans Administration is pleased to give all information and assistance that may be reasonably required to establish rights of claimants. An agent or attorney who has been admitted to practice be-

fore the Veterans Administration and has filed a power of attorney in a claim may receive for his services from the proceeds of an award a fee not exceeding \$10 in an original claim and a fee not exceeding \$2 in a claim for increase. No fee is allowable for services in a claim for accrued benefits. The solicitation or receipt of a fee, except as provided by law, constitutes a penal offense.

C. HOW TO FILL IN THE APPLICATION FORM

ALL THE INFORMATION REQUIRED IN THIS APPLICATION MUST BE FURNISHED AND THE QUESTIONS MUST BE ANSWERED FULLY AND CLEARLY. If you do not know the answer to any question say "UNKNOWN." THESE INSTRUCTIONS AND THE APPLICATION FORM ARE CROSS-REFERENCED TO EACH OTHER. YOU WILL FIND IT EASIER TO ANSWER THE APPLICATION FORM IF YOU FIRST READ ANY INSTRUCTIONS TO WHICH IT REFERS.

D. MINORS AND INCOMPETENTS

If the person for whom claim is being made is a minor or is incompetent, the application form should be filled in and filed by the legal guardian or, if no legal guardian has been appointed, it may be filled in and filed by some person acting on behalf of the minor or incompetent.

E. EVIDENCE--GENERAL

If you are unable to furnish with this application form any of the required evidence listed below, state why you are unable on a separate sheet. Evidence filed previously in the Veterans Administration need not be filed in connection with this claim.

If public or church record evidence does not exist, do not establish such record for the purpose of this claim. Instead, the next lower class of evidence listed in paragraphs F, G, and H, as required, should be furnished.

F. PROOF OF DEATH

(See application form, item 11A)

Death of a veteran in active service of the Army, Navy, Air Force, Marine Corps, or Coast Guard, or in a United States Government institution does not need to be proved by a claimant. Otherwise, the claimant should forward a copy of the public record of death, certified by the custodian of such records, or a duly certified copy of a coroner's report of death, or a verdict of a coroner's jury.

G. INFORMATION RELATING TO MARRIAGE

(See application form, Part II)

(1) *Proof of Widowhood.* The marriage of a widow claimant to the veteran should be established by one of the following types of evidence in the order of preference indicated:

(a) A copy of the public or church record of marriage, certified over the signature and seal of the custodian of such records.

(b) Affidavit of the clergyman or magistrate who officiated.

(c) Original certificate of marriage.

(d) Affidavits of two or more eyewitnesses to the ceremony.

(2) *How Marriage Ended.* IMPORTANT--The termination of all marriages entered into by either the widow or the veteran should be shown by furnishing certified copies of the final decrees of divorce or annulment, or by proof of death as provided in paragraph F above.

H. INFORMATION CONCERNING CHILDREN*(See application form, Part III)*

(1) *Proof of Age and Relationship of Child.* Evidence to establish the fact of birth of a child should consist of a copy of the public record of birth or a copy of the church record of birth or baptism showing date of birth of each child and the names of the parents, certified over the signature of the custodian of such records. If neither of these records is obtainable, there should be forwarded the affidavit of the physician or midwife in attendance at birth, showing the date of birth and the names of the parents. If a child is a legally adopted child, a copy of the court order of adoption, certified to by the custodian of the court record, should also be furnished.

(2) *Helpless Child.* If any child for whom dependency and indemnity compensation or death pension is claimed is insane, idiotic, or otherwise permanently incapable of self-support by reason of mental or physical defect and has never married, it must be shown that such incapacity existed prior to the date the child attained the age of 18 or in some cases the age of 16 years. The nature and extent of the physical or mental impairment should be shown by a statement from the attending physician or other medical evidence, forwarded with the application.

I. ANNUAL INCOME OF WIDOW OR CHILD*(By Calendar Year)**(See application form, Part IV)*

NOTE—IF THE VETERAN DIED WHILE IN ACTIVE MILITARY OR NAVAL SERVICE, OR IF HE HAD NO SERVICE AFTER APRIL 5, 1917, DO NOT FURNISH THE INFORMATION REGARDING ANNUAL INCOME DESCRIBED BELOW.

(1) *Minors and Incompetents.* If application is filed "As Guardian" or "As Custodian" of the widow or child, do not report your own income but only the income of the widow, or child named on the application form.

(2) *Widows With Children.* When a widow files application in her own right, she must also show the separate income of each child in her custody.

(3) *Types of Income to be Reported.* Report all income received for services, interest and profit from investment. Also report the "source" of income; for example: "Wages," "Old-Age and Survivors' Insurance," etc. Income includes payments and benefits received from all sources including:

(a) Wages, salaries, commissions, bonuses, tips, gratuities, dividends, earnings, investments, or rents from whatever source derived, or income from a business or profession.

NOTE—In reporting wages, or salary, report GROSS income and not "take home" pay. DO NOT deduct amounts withheld under a retirement act or plan, or amounts withheld for income tax.

If room, board, or goods are received as part of your employment, you should report this fact and give the approximate value thereof.

In computing income from a business or profession, report net income, reducing the gross income by the necessary expenses of carrying on the same, such as cost of goods sold or expenditures for rent, repairs, taxes, upkeep, and other operating expenses. **DEPRECIATION IS NOT A DEDUCT-**

IBLE EXPENSE BUT THE AMOUNT PAID TO REPLACE WORN OUT OR OBSOLETE EQUIPMENT IS DEDUCTIBLE ONLY FOR THE YEAR IT WAS REPLACED.

In computing income from rents, report the net income, reducing the gross income by necessary expenses; such as: Taxes, fuel, insurance, interest on mortgage (not payments on principal), normal repairs, water and other operating expenses. **DEPRECIATION IS NOT A DEDUCTIBLE EXPENSE BUT THE AMOUNT PAID TO REPLACE WORN OUT OR OBSOLETE EQUIPMENT IS DEDUCTIBLE ONLY FOR THE YEAR IT WAS REPLACED.**

(b) Family allowances received by dependents of persons in military or naval service.

(c) Subsistence allowance received from the Veterans Administration.

(d) Commercial insurance consisting of lump sum or installments of life, disability, accident, health, or similar insurance.

(e) Compensation for unemployment, disability, or death, such as that paid by the Bureau of Employees' Compensation, Department of Labor of the United States, or a State compensation or industrial board or commission.

(f) Retirement benefits such as Civil Service retirement benefits, Federal Old-Age and Survivors' Insurance, Railroad Retirement benefits, or benefits paid under retirement plans of private employers.

(g) Proceeds of bequests and inheritances received in the settlement of estates. Property other than money which is received by inheritance or otherwise will be reported in Part VI.

(4) *Types of Payments and Benefits Not to be Reported as Income.* It is not necessary to report compensation, pension, insurance, or other payments received from the Veterans Administration (exclusive of subsistence allowance) as such information is contained in records of that office.

J. DEDUCTIBLE EXPENSES*(See application form, Part V)*

Any expenses of last illness, burial or just debts of veteran paid by you and reimbursement received after the filing of your claim should be promptly reported to the office in which your claim is located.

K. NET WORTH

Item 43A—Include market value of corporate stocks, checking accounts, bank deposits, savings and loan accounts, cash and currency.

Item 43B—Do not include the value of the single dwelling unit or that portion of real property used solely as your principal residence. On all other real estate reduce the market value by amount of the indebtedness thereon.

Item 43C—Report the total market value of your rights and interest in all other property not included in 42A and B. Do not include value of ordinary personal effects necessary for your daily living such as clothing and furniture.

Item 43D—Report all debts except mortgage(s) on real estate.

Item 43E—Report the total of items 43A through 43C less 43D. This should be your net worth.

**INSTRUCTIONS FOR COMPLETING ATTACHED FORM OA-C24, APPLICATION FOR SURVIVORS BENEFITS
(PAYABLE UNDER TITLE II OF THE SOCIAL SECURITY ACT)**

Fill in each item on the attached application, Form OA-C24, for survivors benefits under Title II of the Social Security Act (except the items 23 through 25). When signed and dated the form **SHOULD BE LEFT ATTACHED** to your application for dependency and indemnity compensation or death pension.

U.S. GOVERNMENT PRINTING OFFICE : 1960 OF-536054

Figure 12-56.--Continued.

VETERANS ADMINISTRATION APPLICATION FOR DEPENDENCY AND INDEMNITY COMPENSATION OR DEATH PENSION BY WIDOW OR CHILD (INCLUDING ACCRUED BENEFITS AND DEATH COMPENSATION, WHERE APPLICABLE) IMPORTANT—Read instructions before filling in form. Answer all items fully. Detach and retain ONLY the instruction sheet. If more space is required, attach additional sheets and identify each answer by item number.						(DO NOT WRITE IN THIS SPACE VA DATE STAMP)	
1. LAST NAME—FIRST NAME—MIDDLE NAME OF DECEASED VETERAN (Type or print) DOE, Robert Albert							
2A. FIRST NAME—MIDDLE NAME—LAST NAME OF CLAIMANT (Type or print) Jane Elaine Doe							
2B. MAILING ADDRESS OF CLAIMANT (Number and street or rural route, city or P.O., zone number and State) 1234 St. Charles St., Norfolk, Va.				2C. RELATIONSHIP TO VETERAN (Check one) <input checked="" type="checkbox"/> WIDOW <input type="checkbox"/> CHILD			
3. IF VETERAN PREVIOUSLY APPLIED TO THE VETERANS ADMINISTRATION FOR ANY BENEFIT, INSERT CLAIM NUMBER IF KNOWN C-		4. SOCIAL SECURITY ACCOUNT NO. OF VETERAN 767-63-7395		5. RAILROAD RETIREMENT NO.		6. VETERANS ADMINISTRATION CLAIM NO. xc-19 220 336	
PART I—IDENTIFICATION AND SERVICE INFORMATION OF VETERAN							
7. DATE OF BIRTH 13Nov1934		8. PLACE OF BIRTH DeBerry, Texas		9. DATE OF DEATH Aug1960		10. PLACE OF DEATH Luzon, Philippine Islands	
11A. CAUSE OF DEATH (See Instructions, paragraph F) Drowning				11B. CLAIMING THAT THE CAUSE OF DEATH WAS DUE TO SERVICE? <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO			
NOTE—The following information should be furnished for each period of the veteran's active service in the Army, Navy, Air Force, Marine Corps, or Coast Guard of the United States, or service as a commissioned officer in the Coast and Geodetic Survey or Public Health Service.							
12A. ENTERED ACTIVE SERVICE		12B. SEPARATED FROM ACTIVE SERVICE		12C. SEPARATED FROM ACTIVE SERVICE		12D. GRADE, RANK OR RATING, ORGANIZATION AND BRANCH OF SERVICE	
DATE	PLACE	DATE	PLACE	DATE	PLACE		
21Oct1955	Dallas, Tex	1. 7	22Aug1960	Luzon, Philippine I	Set (E-5) HQCO 3DEADIV FMF USMC		
13. IF VETERAN SERVED UNDER A NAME OTHER THAN THAT SHOWN IN ITEM 1, GIVE FULL NAME AND SERVICE RENDERED UNDER THAT NAME							
PART II—INFORMATION RELATING TO MARRIAGE (See Instructions, paragraph G)							
INFORMATION RELATING TO VETERAN							
14. HOW MANY TIMES HAS VETERAN BEEN MARRIED? Once to my knowledge							
15A. MARRIAGE		15B. TO WHOM MARRIED		15C. HOW MARRIAGE ENDED (Death, divorce, etc.)		15D. MARRIAGE ENDED	
DATE	PLACE			DATE	PLACE		
10Dec1955	Norfolk, Va.	Jane Elaine Smith		Death	22Aug1960	Philippine I	
INFORMATION RELATING TO WIDOW OR MOTHER OF THE CHILDREN FOR WHOM THIS CLAIM IS BEING MADE							
16. HOW MANY TIMES HAS WIDOW BEEN MARRIED? Once							
17A. MARRIAGE		17B. TO WHOM MARRIED		17C. HOW MARRIAGE ENDED (Death, divorce, etc.)		17D. MARRIAGE ENDED	
DATE	PLACE			DATE	PLACE		
10Dec1955	Norfolk, Va.	Robert A. Doe		Death	22Aug1960	Philippine I	

VA FORM 21-534
DEC 1959EXISTING STOCKS OF VA FORM 21-534,
JUN 1958, WILL BE USED.

Figure 12-56.--Continued.

PART II—INFORMATION RELATING TO MARRIAGE (Continued)			
NOTE.—If claimant is not the veteran's widow, omit items 18 to 26, inclusive.			
18. MAIDEN NAME OF VETERAN'S WIDOW (First—middle—last) Jane Elaine Smith			19. DATE OF BIRTH 10Dec1934
20. PLACE OF BIRTH Norfolk, Va.		21. WAS A CHILD BORN OF WIDOW'S MARRIAGE TO VETERAN? <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO	22. DID WIDOW LIVE CONTINUOUSLY WITH THE VETERAN FROM DATE OF MARRIAGE TO DATE OF DEATH? <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO (If "No," fill in 23)
23. CAUSE OF SEPARATION (Explain fully, giving reason, date of separation, a nation, etc. If separation was by court order, attach a certified copy of such order.)			
24. HAS WIDOW REMARRIED SINCE DEATH OF VETERAN? <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO (If "Yes," fill in items 25 and 26)		25. DATE REMARRIED _____ PLACE REMARRIED _____	
PART III—INFORMATION CONCERNING IDENTIFICATION OF CHILDREN AND INFORMATION RELATIVE TO CUSTODY			
NOTE.—List below, the name of each unmarried child of the veteran (including adopted child or stepchild, under 18 years of age (or under 21 years of age if attending school); or of any age if permanent child of self-support by reason of mental or physical defect. If the birth of a child of the veteran is expected, that fact should be stated.			
27A. NAME OF CHILD	27B. DATE OF BIRTH	27C. PLACE OF BIRTH	27D. NAME AND ADDRESS OF PERSON HAVING CUSTODY OF EACH CHILD
Mary Jane Doe	12Jan1958	Norfolk, Va.	Jane E. Doe 1234 St. Charles St. Norfolk, Va.
NOTE.—Item 28 to be answered by widow only if any child listed above is not in her custody.		28. DO YOU ALSO DESIRE THIS APPLICATION TO BE CONSIDERED AS A CLAIM FOR THE VETERAN'S CHILDREN LISTED IN ITEM 27A, WHO ARE NOT IN YOUR CUSTODY? <input type="checkbox"/> YES <input type="checkbox"/> NO	
ADDITIONAL INFORMATION RELATING TO CHILDREN LISTED IN ITEM 27A			
29. NAME OF LEGALLY ADOPTED CHILD (If none, write "NONE") NONE		30. NAME OF HELPLESS CHILD (If none, write "NONE") NONE	
31. HAS SUCH CHILD EVER MARRIED? <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO		32. NAMES OF CHILDREN OF AGE 18, 19, OR 20, WHO ATTEND SCHOOL REGULARLY (If none, write "NONE")	
33. NAME OF ILLEGITIMATE CHILD (If none, write "NONE") NONE		34. NAME OF STEPCHILD (If none, write "NONE") NONE	
NOTE.—If no children are listed in items 33 and 34, do not fill in item 35.			
35. NAMES OF CHILDREN LISTED IN ITEMS 33 AND 34 WHO WERE MEMBERS OF THE VETERAN'S HOUSEHOLD AT TIME OF VETERAN'S DEATH (If none, write "NONE") NONE			

Figure 12-56.--Continued.

NOTE—If the veteran died while in active service or if he had no service after April 5, 1917, do not fill in Part IV.

PART IV—ANNUAL INCOME OF WIDOW AND/OR CHILD *(By calendar year)*

IMPORTANT—Read carefully Instructions, paragraph I, before answering questions. All items required to be filled in must be answered FULLY and COMPLETELY.

NOTE—If part of your income is from Social Security Annuity based on your own employment as distinguished from the employment of your husband complete the following:

36A. BEGINNING DATE	36B. MONTHLY AMOUNT \$	36C. SOCIAL SECURITY NUMBER
---------------------	---------------------------	-----------------------------

NOTE—If part of your income is from any other retirement plan or annuity based upon your employment or purchase complete the following:

37A. BEGINNING DATE	37B. MONTHLY AMOUNT	37C. BY WHOM PAID	37D. AMOUNT YOU PAID INTO PLAN
	\$		\$

INCOME DURING CALENDAR YEAR IN WHICH VETERAN DIED

NOTE—Fill in only if application is filed within one year from date of veteran's death.

38A. WIDOW AND/OR CHILD OR CHILDREN		38B. AMOUNT OF INCOME FROM JANUARY 1ST TO DATE OF DEATH	38C. SOURCE OF INCOME
NAME OF WIDOW		\$	
NAME OF CHILD		\$	
NAME OF CHILD		\$	
NAME OF CHILD		\$	
NAME OF CHILD		\$	
NAME OF CHILD		\$	
NAME OF CHILD		\$	
NAME OF CHILD		\$	
39A. WIDOW AND/OR CHILD OR CHILDREN		39B. AMT. OF EXPENSES RECEIVED AND PAID TO THE ESTATE OF DEATH OF SAME YEAR	39C. SOURCE OF INCOME
NAME OF WIDOW		SAMPLE	
NAME OF CHILD			
NAME OF CHILD			
NAME OF CHILD			
NAME OF CHILD		\$	
NAME OF CHILD		\$	
NAME OF CHILD		\$	
NAME OF CHILD		\$	

INCOME RECEIVED AND EXPECTED THIS CALENDAR YEAR (Year in which this form is signed by you)

NOTE—Do not fill in if claim is filed in calendar year in which veteran died.

40A. WIDOW AND/OR CHILD OR CHILDREN	40B. AMOUNT OF INCOME	40C. SOURCE OF INCOME
NAME OF WIDOW	\$	
NAME OF CHILD	\$	
NAME OF CHILD	\$	
NAME OF CHILD	\$	

EXPECTED ANNUAL INCOME FOR NEXT CALENDAR YEAR

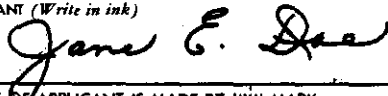
NOTE—If unable to state exact amounts, give approximate amounts expected.

41A. WIDOW AND/OR CHILD OR CHILDREN	41B. AMOUNT OF INCOME	41C. SOURCE OF INCOME
NAME OF WIDOW	\$	
NAME OF CHILD	\$	
NAME OF CHILD	\$	

Figure 12-56.--Continued.

PART V—DEDUCTIBLE EXPENSES				
<p>NOTE—Your income may be reduced by the amount of the just debts, expenses of last illness and burial of the veteran paid by you. Be sure to include as income in items 38B through 41B any reimbursement received on these expenses or debts. See Sec. "J" of instructions for reporting payments and reimbursements made after filing of your claim.</p>				
42A. NAME AND ADDRESS OF PERSON TO WHOM PAID	42B. TOTAL AMT. OF EXPENSE OR DEBT	42C. NATURE OF EXPENSE OR DEBT	42D. DATE PAID	42E. AMOUNT PAID BY YOU
<p style="text-align: center;">PART VI—LIST YOUR NET WORTH (Read Instructions—item 43 through 43E before answering the following):</p>				
43A. STOCKS, BONDS, BANK DEPOSITS, ETC. \$ NONE	43B. REAL ESTATE \$ NONE	43C. OTHER PROPERTY \$ NONE	43D. TOTAL DEBTS \$ 100.00	43E. NET WORTH \$ NOTHING
<p>PART VII—MISCELLANEOUS INFORMATION</p>				
<p>44A. FULL NAME OF VETERAN'S MOTHER Mary Ellen Doe</p>				
<p>44B. ADDRESS OF VETERAN'S MOTHER, IF LIVING Route 2, Box 89, DeBerry, Tex.</p>				
<p>45A. FULL NAME OF VETERAN'S FATHER John Edward Doe</p>				
<p>45B. ADDRESS OF VETERAN'S FATHER, IF LIVING Route 2, Box 89, DeBerry, Tex.</p>				
<p>46A. HAS THE WIDOW OR CHILD PREVIOUSLY FILED CLAIM FOR BENEFITS WITH THE VETERANS ADMINISTRATION? <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO (If "Yes," fill in 46B through 48, inclusive)</p>		<p>46B. NAME OF PERSON ON WHOSE SERVICE CLAIM WAS MADE</p>		
<p>46C. RELATIONSHIP TO CLAIMANT</p>		<p>47. CLAIM NO. C-</p>		
<p>48. OFFICE WHERE CLAIM WAS FILED (City and State)</p>		<p>49. HAS ANY FEE BEEN PAID OR WILL ANY FEE BE PAID TO ANY PERSON FOR ASSISTANCE IN THE PREPARATION OF THIS APPLICATION FORM? <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO (If "Yes," fill in 50 and 51)</p>		
<p>50. NAME AND ADDRESS OF PERSON ASSISTING</p>				<p>51. AMOUNT OF FEE \$</p>
<p>CERTIFICATE AND SIGNATURE OF CLAIMANT</p>				
<p>I CERTIFY THAT the foregoing statements are true and correct to the best of my knowledge and belief.</p>				
<p>52. DATE SIGNED 2Sep1960</p>		<p>53. SIGNATURE OF CLAIMANT <i>Jane E. Doe</i></p>		
<p>WITNESSES TO SIGNATURE OF CLAIMANT IF MADE BY "X" MARK</p>				
<p>NOTE—Signature made by mark must be witnessed by two persons to whom the person making the statement is personally known, and the signatures and addresses of such witnesses must be shown below.</p>				
<p>54A. SIGNATURE OF WITNESS</p>		<p>54B. ADDRESS OF WITNESS</p>		
<p>55A. SIGNATURE OF WITNESS</p>		<p>55B. ADDRESS OF WITNESS</p>		
<p>PENALTY—The law provides severe penalties, including fines and imprisonment for the submission of false statements or evidence or fraudulently accepting any payment to which you are not entitled.</p>				

Figure 12-56.--Continued.

DEPARTMENT OF HEALTH, EDUCATION, AND WELFARE BUREAU OF OLD-AGE AND SURVIVORS INSURANCE		SOCIAL SECURITY ADMINISTRATION APPLICATION FOR SURVIVORS BENEFITS (PAYABLE UNDER TITLE II OF THE SOCIAL SECURITY ACT) IMPORTANT—Read instructions before filling in form. Detach and retain ONLY the instruction sheet.		(DO NOT WRITE IN THIS SPACE VA DATE STAMP)	
1. FIRST NAME—MIDDLE NAME—LAST NAME OF DECEASED VETERAN (Type or print) Robert Albert Doe			2. DATE OF DEATH 22Aug1960		
3. BRANCH OF SERVICE (Army, Navy, etc.) USMC		4. ORGANIZATION (Regiment, Ship, Station, etc.) HQCO 3DMARDIVFMT		5. DATE OF SEPARATION FROM LAST PERIOD OF ACTIVE SERVICE 22Aug1960	
NOTE—If the veteran's Social Security Account No. is unknown, fill in items 7, 8, 9 and 10 concerning veteran.					
6. SOCIAL SECURITY ACCOUNT NO. OF VETERAN 767-63-7395		7. DATE OF BIRTH 13Nov1934		8. PLACE OF BIRTH DeBerry, Texas	
9. NAME OF FATHER John Edward Doe			10. MAIDEN NAME OF MOTHER Mary Ellen King		
11. FIRST NAME—MIDDLE NAME—LAST NAME OF APPLICANT (Type or print) Jane Elaine Doe					
12. MAILING ADDRESS OF APPLICANT (Number and street or rural route, city or P.O., zone number and State) 1234 Saint Charles St. Norfolk, Va.				13. TELEPHONE NO. BR 5-6789	
14. RELATIONSHIP TO VETERAN <input checked="" type="checkbox"/> WIDOW <input type="checkbox"/> CHILD <input type="checkbox"/> PARENT (Fill in item 15)		15. DATE OF BIRTH OF APPLICANT 10Dec1934		16. VETERANS ADMINISTRATION CLAIM NO. XC 19 220 336	
NAMES OF CHILDREN—NOTE: List below the names of all surviving children of the veteran who were under 18 (or if age 18 or over, if disabled children (including stepchildren, adopted, and illegitimate children) when the veteran died.					
17A Mary Jane Doe					
17B.					
I hereby apply for all benefits payable to me under Title II of the Social Security Act, as amended and/or to the veteran's children (including stepchildren, adopted, and illegitimate children), knowing that anyone who makes a false statement or misrepresents in connection with an application for Federal benefits is committing a crime punishable under Federal law, I certify that the above statements are true.					
18. DATE (Month, day, year) 2Sep1960		19. SIGNATURE OF APPLICANT (Write in ink) SIGN HERE 			
WITNESSES TO SIGNATURE OF APPLICANT IF MADE BY "X" MARK					
20A. SIGNATURE OF WITNESS		20B. ADDRESS OF WITNESS (No. and street, city, zone and State)			
21A. SIGNATURE OF WITNESS		21B. ADDRESS OF WITNESS (No. and street, city, zone, and State)			
(ITEMS BELOW TO BE COMPLETED BY THE VETERANS ADMINISTRATION. Use reverse for "Remarks.")					
22. PROOFS RECEIVED (Check) <input type="checkbox"/> DEATH <input type="checkbox"/> MARRIAGE <input type="checkbox"/> AGE _____ (NAME) _____ (NAME) _____ (NAME) <input type="checkbox"/> OTHER (Specify)		23. PROOFS REQUESTED FROM CLAIMANT OR OTHERS (Specify) <input type="checkbox"/> DEATH <input type="checkbox"/> MARRIAGE <input type="checkbox"/> AGE _____ (NAME) _____ (NAME) _____ (NAME) <input type="checkbox"/> OTHER (Specify)			
24. DATE		25. NAME AND ADDRESS OF TRANSMITTING VA OFFICE			

FORM DEC 1959 **OA-C24**

EXISTING STOCKS OF FORM OA-C24,
JUN 1958, WILL BE USED.

Figure 12-56.--Continued.

INSTRUCTIONS FOR FILING CLAIM FOR DEPENDENCY AND INDEMNITY COMPENSATION BY PARENT(S)

READ VERY CAREFULLY, DETACH, AND RETAIN THIS SHEET FOR YOUR FUTURE REFERENCE. ANSWER ALL QUESTIONS FULLY OR ACTION ON YOUR CLAIM MAY BE DELAYED.

The terms "father" and "mother" include a father, mother, father through adoption, mother through adoption, foster father or foster mother (including stepparents who stood in the relationship of parent to the veteran).

A. PAYMENT OF BENEFITS -- GENERAL

(1) DEPENDENCY AND INDEMNITY COMPENSATION. Dependency and indemnity compensation may be payable on or after January 1, 1957 where the veteran dies:

(a) From disease or injury incurred or aggravated in line of duty while on active duty or active duty for training;

(b) From injury incurred or aggravated in line of duty while on inactive duty training; or

(c) From a disability compensable under laws administered by the Veterans Administration.

(2) AMOUNTS PAYABLE. Dependency and indemnity compensation is payable on a sliding scale, depending upon annual income, as follows:

One parent only		
Total annual income		Monthly Rate Of Indemnity Compensation
More than—	Equal to or but less than—	
	\$750	\$75
\$750	\$1,000	\$60
\$1,000	\$1,250	\$45
\$1,250	\$1,500	\$30
\$1,500	\$1,750	\$15
\$1,750	-----	No amount payable
Two parents not living together		
Total annual income of each parent		Monthly Rate of Indemnity Compensation to Each Parent
More than—	Equal to or but less than—	
	\$750	\$50
\$750	\$1,000	\$40
\$1,000	\$1,250	\$30
\$1,250	\$1,500	\$20
\$1,500	\$1,750	\$10
\$1,750	-----	No amount payable
Two parents living together or remarried parent living with spouse		
Total combined annual income of parents or of remarried parent and spouse		Monthly Rate of Indemnity Compensation to Each Parent
More than—	Equal to or but less than—	
	\$1,000	\$50
\$1,000	\$1,350	\$40
\$1,350	\$1,700	\$30
\$1,700	\$2,050	\$20
\$2,050	\$2,400	\$10
\$2,400	-----	No amount payable

Philippine Service Cases

The rates of dependency and indemnity compensation outlined as well as amounts of annual income of parents will be computed on the basis of one Philippine peso for each dollar specified, in cases involving service in the Commonwealth Army of the Philippines or as a guerrilla or in the Philippine Scouts where the veteran was enlisted under section 14, Public Law 190, 79th Congress.

B. INCOME TO BE REPORTED

Report all income received for services, interest

and profit from investment. Also report the "source" of income; for example: "Wages," "Old Age and Survivors Insurance", etc. Income includes payment and benefits from all sources including:

(1) Wages, salaries, commissions, bonuses, tips, gratuities, dividends, earnings, investments, or rents from whatever source derived, or income from a business or profession.

NOTE.- In reporting wages or salary, report GROSS income and not "take home" pay. DO NOT deduct amounts withheld under a retirement act or plan, or amounts withheld for income tax.

If room, board, or goods are received as part of your employment, you should report this fact and give the approximate value thereof.

In computing income from a business or profession, report net income, reducing the gross income by the necessary expenses of carrying on the same, such as cost of goods sold or expenditures for rent, repairs, taxes, upkeep, and other operating expenses.

In computing income from rents, report the net income, reducing the gross income by necessary expenses; such as: Taxes, fuel, insurance, interest on mortgage (not payments on principal), normal repairs, water and other operating expenses. Depreciation is not a deductible expense.

(2) Family allowances received by dependents of persons in military or naval service.

(3) Subsistence allowance received from the Veterans Administration.

(4) Commercial insurance consisting of lump sum or installments of life, disability, accident, health, or similar insurance.

(5) Servicemen's Indemnity, National Service Life Insurance, or U. S. Government Life Insurance paid by the Veterans Administration.

(6) Disability or death pension paid by the Veterans Administration.

(7) Compensation for unemployment, disability, or death, such as that paid by the Bureau of Employees' Compensation, Department of Labor of the United States, or a State compensation or industrial board or commission.

(8) Retirement benefits such as Civil Service retirement benefits, Federal Old-Age and Survivors' Insurance, Railroad Retirement benefits, or benefits paid under retirement plans of private employers.

(9) Annuities consisting of amounts paid to you regularly (yearly, quarterly, or monthly) under the terms of an annuity agreement purchased by you or for you, including payments under the Uniformed Services Contingency Option Act.

(10) Contributions received from members of the family. Report actual contributions. If the contributor is a member of your household and part of the contribution is intended for board and room, the amount thereof may be deducted from the total amount received.

(11) Proceeds of bequests and inheritances received in the settlement of estates. Property other than money which is received by inheritance or otherwise need not be reported until such property is converted into cash. The amount received for any property acquired after the veteran's death should be reported when such property is sold.

(12) Income from any other sources, EXCEPT payments listed in Paragraph C below.

C. INCOME NOT TO BE REPORTED

Do not report income from the following sources:

(1) Payments of the six-months death gratuity.

(2) Donations from public or private relief or

welfare organizations.

(3) Disability compensation, death compensation, and dependency and indemnity compensation from the Veterans Administration.

(4) Lump sum death payments under Title II of the Social Security Act.

D. UNUSUAL MEDICAL EXPENSES

You may enter under Item 26, Remarks, or on a separate sheet, any unusual medical expenses, such as those involved in chronic invalidism, amounts paid for maintenance in a rest home, or nursing or convalescent home, expenses incurred for surgery or prolonged illness, etc. The items of expense should be listed, together with the date or dates on which incurred or expected and the date or dates of payment or anticipated payment of such expenses. You should also state the name and relationship to you of the person who suffered the illness and explain the circumstances, the duration of the illness, and any other pertinent facts.

E. ORGANIZATIONS AND ATTORNEYS

You may be represented, without charge, by an accredited representative of any organization recognized by the Administrator of Veterans Affairs. You may also be represented by an attorney or agent who has been admitted to practice before the Veterans Administration. The employment of such attorney or agent is unnecessary, as the Veterans Administration is pleased to give all information and assistance that may be reasonably required to establish rights of claimants. An agent or attorney who has been admitted to practice before the Veterans Administration and has filed a power of attorney in a claim may receive for his services from the proceeds of an award a fee not exceeding \$10 in an original claim and a fee not exceeding \$2 in a claim for increase. No fee is allowable for services in a claim for accrued benefits. The solicitation or receipt of a fee, except as provided by law, constitutes a penal offense.

F. HOW TO FILL IN THE APPLICATION FORM

ALL THE INFORMATION REQUIRED IN THIS APPLICATION MUST BE FURNISHED AND THE QUESTIONS MUST BE ANSWERED FULLY AND CLEARLY. If you do not know the answer to any question say "UNKNOWN." For additional space use Item 47, Remarks, or attach a separate sheet, indicating the item numbers to which the answers apply.

G. INCOMPETENTS

If the person for whom claim is being made is incompetent, the application form should be filled in and filed by the legal guardian or, if no legal guardian has been appointed, it may be filled in and filed by some person acting on behalf of the incompetent.

H. EVIDENCE -- GENERAL

If you are unable to furnish with this application form any of the required evidence listed below, state why you are unable on a separate sheet. Evidence filed previously in the Veterans Administration need not be filed in connection with this claim.

I. PROOF OF RELATIONSHIP OF NATURAL OR ADOPTIVE MOTHER OR FATHER.

A copy of the public record of birth or church record of baptism showing the date of birth of the veteran and names of the parents and certified by the custodian of such records should be furnished. If neither of the records mentioned is obtainable, it is not necessary to establish one for the purpose of this claim. Instead, you should submit the affidavit of the attending physician or midwife or the affidavits of two persons who have personal knowledge of the facts to which he testifies. If the veteran was an adopted child, a copy of the court order of adoption, certified by the custodian of the court record, should be furnished.

J. FOSTER MOTHER OR FATHER -- (Persons, including stepparents, who stood in the relationship of parent to the veteran)

If the claimant is not the natural or adoptive parent of the veteran but was the last person who stood in the relationship of parent to the veteran during his minority for a period of not less than 1 year prior to his entrance into the active military or naval service, the claimant will be required to complete VA Form VB 8-524 which will be furnished upon receipt of this application.

K. PROOF OF DEATH

Death of a veteran in active service of the Army, Navy, Air Force, Marine Corps, or Coast Guard, or in a United States Government institution does not need to be proved by a claimant. Otherwise, the claimant should forward a copy of the public record of death, certified by the custodian of such records, or a duly certified copy of a coroner's report of death, or a verdict of a coroner's jury.

INSTRUCTIONS FOR COMPLETING ATTACHED FORM OA-C24, APPLICATION FOR SURVIVORS BENEFITS (PAYABLE UNDER TITLE II OF THE SOCIAL SECURITY ACT)

Fill in each item on the attached application Form OA-C24 for survivors benefits under Title II of the Social Security Act (except the items 10 through 14). When signed and dated the form **SHOULD BE LEFT ATTACHED** to your completed application for dependency and indemnity compensation.

Figure 12-57.--Continued.

VETERANS ADMINISTRATION APPLICATION FOR DEPENDENCY AND INDEMNITY COMPENSATION BY PARENT(S) (INCLUDING ACCRUED BENEFITS AND DEATH COMPENSATION, WHERE APPLICABLE) IMPORTANT - Read instructions before filling in form. Answer all items fully. De- tach and retain ONLY the Instruction sheet.						(DO NOT WRITE IN THIS SPACE) (VA DATE STAMP)	
1. LAST NAME-FIRST NAME-MIDDLE NAME OF DECEASED VETERAN (Type or print)							
DOE, Jr., Ralph Earl							
2A. FULL NAME OF CLAIMANT (Mother or foster mother)				2B. DATE OF BIRTH			
8A. FULL NAME OF CLAIMANT (Father or foster father)				3B. DATE OF BIRTH			
Ralph Earl Doe, Sr.				10Jan1914		5. CLAIM NO. XC-	
4. RELATIONSHIP TO VETERAN							
<input type="checkbox"/> MOTHER <input checked="" type="checkbox"/> FATHER <input type="checkbox"/> FOSTER MOTHER <input type="checkbox"/> FOSTER FATHER						8. VETERAN'S SOCIAL SECURITY ACCOUNT NO. 676-53-6285	
6. MAILING ADDRESS OF CLAIMANT(S) (Number and street or rural route, city or post office, zone number and State)							
Route 10, Box 15, Smith, Alabama						7. RAILROAD RETIREMENT NO. OF VETERAN	
						9. IF VETERAN PREVIOUSLY APPLIED TO VETERANS ADMINISTRATION FOR ANY BENEFIT, INSERT CLAIM NO., IF KNOWN	
PART I - INFORMATION TO VETERAN							
10. DATE OF BIRTH		11. PLACE OF BIRTH		12. DATE OF DEATH		13. PLACE OF DEATH	
12Dec1939		Smith, Ala.		11Aug1960		Guam, Mariana Is.	
14. CAUSE OF DEATH (See Instructions, paragraph K)							
Multiple Injuries							
NOTE--The following information should be furnished for each period of the veteran's active service in the Army, Navy, Air Force, Marine Corps, or Coast and Geodetic Survey or Foreign Military Service.							
15A. ENTERED ACTIVE SERVICE		15B. SERVICE NO.		15C. SEPARATED FROM ACTIVE SERVICE		15D. GRADE, RANK OR RATING, ORGANIZATION AND BRANCH OF SERVICE	
DATE	PLACE			DATE	PLACE		
20Aug1957	Jones, Ala.	2345678		11Aug1960	Guam, Mariana Is.	Cpl (E-4) H&SBn 1stMarDivFMF USMC	
16. IF VETERAN SERVED UNDER A NAME OTHER THAN THAT SHOWN IN ITEM 1. GIVE FULL NAME AND SERVICE RENDERED UNDER THAT NAME							
17. WAS THE VETERAN A MEMBER OF YOUR HOUSEHOLD OR UNDER YOUR PARENTAL CONTROL AT ALL TIMES BEFORE HE REACHED 21 YEARS OF AGE?						18. DATE PARENTAL CONTROL ENDED	
<input checked="" type="checkbox"/> YES <input type="checkbox"/> NO (If "No," complete 18, 19 and 20)							
19. REASON VETERAN WAS NOT A MEMBER OF YOUR HOUSEHOLD OR UNDER YOUR PARENTAL CONTROL AT ALL TIMES BEFORE HE REACHED 21 YEARS OF AGE (Explain fully)							
He entered the Marine Corps by voluntary enlistment on 20Aug1957 and remained on active duty until death							
20. NAME AND ADDRESS OF EACH PERSON WHO ASSUMED PARENTAL CONTROL OVER VETERAN AFTER DATE SHOWN IN ITEM 18							
21. WAS VETERAN SURVIVED BY							
<input type="checkbox"/> WIDOW <input type="checkbox"/> CHILD UNDER 18 YEARS OF AGE <input checked="" type="checkbox"/> NEITHER (Complete 22 and 23, if applicable)							
22. NAME AND ADDRESS OF WIDOW OR CHILD						23. HAS WIDOW REMARRIED?	
						<input type="checkbox"/> YES <input type="checkbox"/> NO	

VA FORM DEC 1956 **VB 8-535** SUPERSEDES VA FORM 8-535, JUN 1952, WHICH WILL NOT BE USED.

Figure 12-57.--Continued.

PART II - INFORMATION RELATING TO PARENTS OF VETERAN			
24. NAME OF MOTHER Mary Ellen Doe		25. NAME OF FATHER Ralph Earl Doe, Sr.	
26. NAME OF FOSTER MOTHER (If none, write "NONE") NONE		27. NAME OF FOSTER FATHER (If none, write "NONE") NONE	
28A. NAME OF ANY DECEASED PERSON NAMED IN ITEMS 24, 25, 26, AND 27 (Fill in item 28B)			28B. DATE OF DEATH
PART III - INFORMATION RELATING TO CLAIMANT			
29. DATE OF MARRIAGE TO YOUR LAST SPOUSE 10Aug1937	30. ARE YOU LIVING WITH YOUR SPOUSE? <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO (If "No," fill in 31 or 32)	31. DATE OF DEATH OF SPOUSE, IF DECEASED	32. DATE OF SEPARATION FROM SPOUSE 15Aug1956
ANNUAL INCOME (BY CALENDAR YEAR) IMPORTANT - Read carefully paragraphs B and C of Instructions before answering questions. All items required to be filled in must be answered fully and completely.			
NOTE -- If income and medical expenses are not shown in dollars, enter name of money unit.		33. NAME OF MONEY UNIT (Pesos, francs, pounds, liras, etc.)	
INCOME DURING YEAR IN WHICH VETERAN DIED NOTE -- Fill in only if application is filed within one year from date of veteran's death.			
INCOME OF:	34A. INCOME FROM JANUARY 1ST TO DATE OF DEATH	34B. SOURCE OF INCOME	
PARENT NOT LIVING WITH SPOUSE (Enter parent's income)	\$ 4000.00	Wages - Carpenter Work	
PARENTS LIVING TOGETHER (Enter parents' COMBINED income)			
PARENT REMARRIED AND LIVING WITH PRESENT SPOUSE (Enter COMBINED income of parent and spouse)			
INCOME OF:	35A. INCOME FROM JANUARY 1ST TO DATE OF DEATH, 31 OF SAME YEAR	35B. SOURCE OF INCOME	
PARENT NOT LIVING WITH SPOUSE (Enter parent's income)	\$ 1000.00	Wages - Carpenter Work	
PARENTS LIVING TOGETHER (Enter parents' COMBINED income)			
PARENT REMARRIED AND LIVING WITH PRESENT SPOUSE (Enter COMBINED income of parent and spouse)			
INCOME RECEIVED AND EXPECTED THIS CALENDAR YEAR (Year in which this form is signed by you) NOTE -- Do not fill in if claim is filed in calendar year in which veteran died.			
INCOME OF:	36A. AMOUNT OF INCOME	36B. SOURCE OF INCOME	
PARENT NOT LIVING WITH SPOUSE (Enter parent's income)	\$		
PARENTS LIVING TOGETHER (Enter parents' COMBINED income)			
PARENT REMARRIED AND LIVING WITH SPOUSE (Enter COMBINED income of parent and spouse)			

Figure 12-57.--Continued.

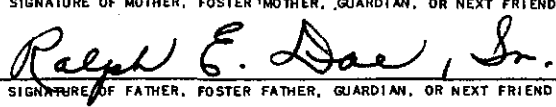
PART III - INFORMATION RELATING TO CLAIMANT (Continued)		
EXPECTED ANNUAL INCOME FOR NEXT CALENDAR YEAR		
<i>NOTE--If unable to state exact amounts, enter approximate amounts expected.</i>		
INCOME OF:	37A. AMOUNT OF INCOME	37B. SOURCE OF INCOME
PARENT NOT LIVING WITH SPOUSE (Enter parent's income)	\$ 5,000.00	Wages - Carpenter Work
PARENTS LIVING TOGETHER (Enter parents' COMBINED income)		
PARENT REMARRIED AND LIVING WITH SPOUSE (Enter COMBINED income of parent and spouse)		
PART IV - MISCELLANEOUS INFORMATION		
38. INDICATE WHETHER CLAIMANT(S) HAS FILED CLAIM FOR COMPENSATION FROM UNITED STATES BUREAU OF EMPLOYEES COMPENSATION BECAUSE OF DEATH OF VETERAN ON WHOSE SERVICE THIS CLAIM IS FILED?		
<div style="display: flex; justify-content: space-between;"> <div style="width: 45%;"> FATHER (Claimant) <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO </div> <div style="width: 45%;"> MOTHER (Claimant) <input type="checkbox"/> YES <input type="checkbox"/> NO </div> </div>		
39. HAVE YOU PREVIOUSLY FILED A CLAIM WITH THE VETERANS ADMINISTRATION BASED ON YOUR OWN SERVICE OR THE SERVICE OF ANY OTHER VETERAN?		40. NAME OF PERSON WHO SERVED
<input type="checkbox"/> YES <input checked="" type="checkbox"/> NO (If "Yes," complete 40, 41, and 42)		
41. RELATIONSHIP TO CLAIMANT		42. NO.
43. HAS ANY FEE BEEN PAID OR WILL ANY FEE BE PAID TO ANY FOR ASSISTANCE IN THE PREPARATION OF THIS APPLICATION?		44. NAME AND ADDRESS OF PERSON ASSISTING
<input type="checkbox"/> YES <input checked="" type="checkbox"/> NO (If "Yes," complete 44 and 45)		
45. AMOUNT OF FEE		
\$		
46. IS THE ADDRESS SHOWN IN ITEM 6 THE ACTUAL HOME ADDRESS OF THE CLAIMANT?		
<input checked="" type="checkbox"/> YES <input type="checkbox"/> NO (If "No," explain why another address is used)		
47. REMARKS (Unusual medical expenses, if any, may be shown here or on reverse of this page of form. See Instructions, paragraph D)		
CERTIFICATE AND SIGNATURE OF CLAIMANT		
I CERTIFY that the foregoing statements are true and correct to the best of my knowledge and belief.		
48. DATE	49. SIGNATURE OF MOTHER, FOSTER MOTHER, GUARDIAN, OR NEXT FRIEND	
21 Aug 1960		
50. DATE	51. SIGNATURE OF FATHER, FOSTER FATHER, GUARDIAN, OR NEXT FRIEND	
WITNESSES TO SIGNATURE OF CLAIMANT IF MADE BY "X" MARK		
NOTE-Signature made by mark must be witnessed by two persons to whom the person making the statement is personally known, and the signatures and addresses of such witnesses must be shown below.		
52A. SIGNATURE OF WITNESS	52B. ADDRESS OF WITNESS	
53A. SIGNATURE OF WITNESS	53B. ADDRESS OF WITNESS	
PENALTY - The law provides that whoever makes any statement of a material fact, knowing it to be false, shall be punished by a fine of not more than \$1,000 or by imprisonment for not more than 1 year, or both.		

Figure 12-57.--Continued.

Department of Health, Education, and Welfare Bureau of Old-Age and Survivors Insurance		SOCIAL SECURITY ADMINISTRATION APPLICATION FOR SURVIVORS BENEFITS (PAYABLE UNDER TITLE II OF THE SOCIAL SECURITY ACT) <i>IMPORTANT - Read instructions before filling in form. Detach and retain ONLY the instruction sheet.</i>		(DO NOT WRITE IN THIS SPACE) (VA DATE STAMP)	
1. FIRST NAME - MIDDLE NAME - LAST NAME OF DECEASED VETERAN (Type or print)					
Ralph Earl Doe, Jr.					
2A. FIRST NAME - MIDDLE NAME - LAST NAME OF APPLICANT (Type or print)					
Ralph Earl Doe, Sr.					
2B. MAILING ADDRESS OF APPLICANT (Number and street or rural route, city or P.O., zone number and State)					
Route 10, Box 15, Smith, Alabama					
2C. TELEPHONE NO. (If none, write "NONE")		2D. RELATIONSHIP TO VETERAN (Check one)		3. SOCIAL SECURITY ACCOUNT NO. OF VETERAN	
NONE		<input type="checkbox"/> WIDOW <input type="checkbox"/> CHILD <input checked="" type="checkbox"/> PARENT		676-53-6285	
4. VETERANS ADMINISTRATION CLAIM NO.					
XC-					
5. NAMES OF CHILDREN - <i>NOTE: List below the names of all surviving unmarried children (including stepchildren, adopted, and illegitimate children) of the veteran who were under 18 (or if age 18 or over, were under a disability) when the veteran died.</i>					
I hereby apply for all benefits payable to me under Title II of the Social Security Act, as amended and or to the veteran's children (including stepchildren, adopted, and illegitimate children) knowing that anyone who makes a false statement or misrepresents in connection with an application for Federal benefit, committing a crime punishable under Federal law, I certify that the above statements are true.					
6. DATE (Month, day, year)		7. SIGNATURE OF APPLICANT (Write in ink)			
21 Aug 1960		SIGNATURE: <i>Ralph E. Doe, Sr.</i> WITNESS: _____			
8A. SIGNATURE OF WITNESS		TO SIGNATURE OF APPLICANT IF MADE BY "X" MARK			
8B. ADDRESS OF WITNESS (No. and street, city, zone and State)					
9A. SIGNATURE OF WITNESS		9D. ADDRESS OF WITNESS (No. and street, city, zone and State)			
(ITEMS BELOW TO BE COMPLETED BY THE VETERANS ADMINISTRATION)					
10. PROOFS RECEIVED (Check)			11. PROOFS REQUESTED FROM CLAIMANT OR OTHERS (Specify)		
<input type="checkbox"/> DEATH <input type="checkbox"/> MARRIAGE <input type="checkbox"/> AGE _____ (NAME) _____ (NAME) _____ (NAME)			<input type="checkbox"/> DEATH <input type="checkbox"/> MARRIAGE <input type="checkbox"/> AGE _____ (NAME) _____ (NAME) _____ (NAME)		
<input type="checkbox"/> OTHER (Specify) _____			<input type="checkbox"/> OTHER (Specify) _____		
12. REMARKS					
13. DATE		14. NAME AND ADDRESS OF TRANSMITTING VA OFFICE			

FORM OA-C24
DEC 1954

Figure 12-57.--Continued.

DD FORM 1172
1 MAR 61

PREVIOUS EDITIONS OF THIS FORM ARE OBSOLETE

The attached application for a Uniformed Services Identification and Privilege Card (DD Form 1173) has been completed as far as practicable from the information available at this Headquarters, and certified. Please complete the items indicated by red check marks and then present it to the Commanding Officer of the nearest Armed Forces installation for the issuance of a card that will identify you as being eligible for certain privileges within the facilities of the Uniformed Services including medical care.

NOTE: Medical care for the dependents of deceased members of the Uniformed Services at government expense is authorized ONLY within the facilities of the Uniformed Services which includes the Army, Navy, Air Force and Public Health Service.

Figure 12-58.--Continued.

CHAPTER 12--CASUALTIES

12334

REQUEST FOR PAYMENT OF INTERMENT ALLOWANCE
NAVJED-1347 (1-59)

Section A to be typed in triplicate by the originating activity.

A. INFORMATION PROVIDED BY MILITARY

1. NAME (Decedent) DOE, Robert A.	2. RANK OR RATE SGT (E-5)	3. FILE OR SERVICE NO. 1234577	4. BRANCH OF SERVICE USMC
5. PLACE OF DEATH Luzon, Philippine Islands		6. DATE OF DEATH 22Aug1960	
7. INITIATING ACTIVITY (Name and address) Headquarters, U. S. Marine Corps, Washington 25, D. C.			
8. MAIL TO (Name and address of activity to which form is to be sent) Commandant, 5th Naval District, Naval Base, Norfolk, Va.			

1. This form is to be used in making claim for an allowance to assist in defraying expenses normally incurred in connection with funeral and interment services. Examples of such expenses are funeral director's services, clergyman's services, grave site, opening and closing grave, vault, obituaries and flowers.
2. The allowance payable may not exceed:
 - a. \$200 if interment is made in a private cemetery.
 - b. \$125 if remains are consigned to a funeral director prior to interment in a national cemetery.
 - c. \$75 if remains are consigned directly to a national cemetery.
3. If you have paid the expenses, complete Sec. B and C. Do not complete Sec. D.
4. If you have not paid the expenses, complete Sec. B and D-2 and have the claimant complete Sec. D-1. Do not complete Sec. C.
5. Complete all copies and mail to the activity designated in box 8 above.

B. DISPOSITION OF REMAINS

1. NAME AND ADDRESS OF CEMETERY Maplelawn Cemetery, Norfolk, Virginia	2. DATE OF INTERMENT 31Aug1960
3. IF NOT INTERRED DESCRIBE DISPOSITION OF REMAINS	

C. EXPENSES FOR FUNERAL HAVE BEEN PAID

I certify that the amount of \$ 198.00 was paid by me with the funeral and/or interment services for the above-named decedent and that reimbursement has not been received.

NAME (Please print or type) Jane E. Doe	SIGNATURE (In ink) <i>Jane E. Doe</i>
ADDRESS 1234 Saint Charles Street, Norfolk, Va.	DATE 2Sep1960

D. EXPENSES FOR BURIAL HAVE NOT BEEN PAID

1. I certify that services were rendered by me in connection with the funeral and/or interment services for the above named decedent and that payment in the amount of \$ _____ has not been received.

NAME (Please print or type)	SIGNATURE (In ink)
ADDRESS	DATE

2. I certify that the above named decedent ☐ was ☒ was not interred in a national cemetery and that the services reported above were performed. I request that payment be made directly to the above claimant.

NAME (Please print or type) Brown Funeral Home	SIGNATURE (In ink) <i>Frank M. Brown</i>
ADDRESS 10 Main Street, Norfolk, Virginia	DATE 2 Sep 1960

Figure 12-59

12-123

CHAPTER 12--CASUALTIES

12334

ORIGINAL

WW I		WW II		KOREA		ORIGINAL	
1. NAME OF DECEASED - LAST - FIRST - MIDDLE (Print or Type)				14. NAME AND LOCATION OF CEMETERY (City and State)			
DOE, JR., Ralph Earl				Peaceful Cemetery, Smith, Alabama			
2. SERVICE NUMBER		3. PENSION OR VA CLAIM NUMBER		IMPORTANT - Item 18 on reverse side must be completed. See attached instructions and complete and submit both copies.			
2345678				15. This application is submitted for a stone or marker for the unmarked grave of a deceased member or former member of the Armed Forces of the U. S., soldier of the Union or Confederate Armies of the Civil War or for an unmarked memorial plot for a non-recoverable deceased member.			
4. ENLISTMENT DATE (Month, day, year)		5. DISCHARGE DATE (Month, day, year)		I hereby agree to accept responsibility for proper placement at the grave or memorial plot at no expense to the Government.			
August 20, 1957		August 11, 1960		NAME OF APPLICANT (Print or Type)		RELATIONSHIP	
6. STATE		7. MEDALS		Ralph E. Doe, Sr.		Father	
Alabama				ADDRESS OF APPLICANT (Street address, City and State)			
8. GRADE OR RANK		9. BRANCH OF SERVICE, COMPANY, REGIMENT, DIVISION		Route 2, Box 290, Smith, Alabama			
CPL		USMC H&SEN, 1ST MARDIV FMF		SIGNATURE OF APPLICANT		DATE	
10. DATE OF BIRTH (Month, day, year)		11. DATE OF DEATH (Month, day, year)		Ralph E. Doe, Sr.		Aug 20, 1960	
December 12, 1939		August 11, 1960		16. FREIGHT STATION			
12. RELIGIOUS EMBLEM (Check one)		13. CHECK TYPE		Smith, Alabama			
<input checked="" type="checkbox"/> LATIN CROSS (Christian)		<input checked="" type="checkbox"/> MARBLE HEADSTONE		17. NAME OF CONSIGNEE WHO WILL TRANSPORT STONE OR MARKER			
<input type="checkbox"/> STAR OF DAVID (Hebrew)		<input type="checkbox"/> MARBLE MARKER		Jones Transfer Co.			
<input type="checkbox"/> NO EMBLEM		<input type="checkbox"/> FLAT GRANITE MARKER		ADDRESS OF CONSIGNEE (Street address, City and State)			
		<input type="checkbox"/> FLAT BRONZE MARKER		Smith, Alabama			
DO NOT WRITE HERE				I HAVE AGREED TO TAKE THE STONE OR MARKER TO THE CEMETERY.			
FOR VERIFICATION		ORDERED		SIGNATURE OF CONSIGNEE			
B/L		CONTRACTOR		John H. Jones			

DD FORM 1330, 1 AUG 60

REPLACES DA FORM 1815,

APPLICATION FOR HEADSTONE OR MARKER

Form Approved
Budget Bureau No. 22-R205

WW I		WW II		KOREA		DUPLICATE	
1. NAME OF DECEASED - LAST - FIRST - MIDDLE (Print or Type)				14. NAME AND LOCATION OF CEMETERY (City and State)			
DOE, JR., Ralph Earl				Peaceful Cemetery, Smith, Alabama			
2. SERVICE NUMBER		3. PENSION OR VA CLAIM NUMBER		IMPORTANT - Item 18 on reverse side must be completed. See attached instructions and complete and submit both copies.			
2345678				15. This application is submitted for a stone or marker for the unmarked grave of a deceased member or former member of the Armed Forces of the U. S., soldier of the Union or Confederate Armies of the Civil War or for an unmarked memorial plot for a non-recoverable deceased member.			
4. ENLISTMENT DATE (Month, day, year)		5. DISCHARGE DATE (Month, day, year)		I hereby agree to accept responsibility for proper placement at the memorial plot at no expense to the Government.			
August 20, 1957		August 11, 1960		NAME OF APPLICANT (Print or Type)		RELATIONSHIP	
6. STATE		7. MEDALS		Ralph E. Doe, Sr.		Father	
Alabama				ADDRESS OF APPLICANT (Street address, City and State)			
8. GRADE OR RANK		9. BRANCH OF SERVICE, COMPANY, REGIMENT, DIVISION		Route 2, Box 290, Smith, Alabama			
CPL		USMC H&SEN, 1ST MARDIV FMF		SIGNATURE OF APPLICANT		DATE	
10. DATE OF BIRTH (Month, day, year)		11. DATE OF DEATH (Month, day, year)		Ralph E. Doe, Sr.		Aug 20, 1960	
December 12, 1939		August 11, 1960		16. FREIGHT STATION			
12. RELIGIOUS EMBLEM (Check one)		13. CHECK TYPE		Smith, Alabama			
<input checked="" type="checkbox"/> LATIN CROSS (Christian)		<input checked="" type="checkbox"/> UPRIGHT MARBLE HEADSTONE		17. NAME OF CONSIGNEE WHO WILL TRANSPORT STONE OR MARKER			
<input type="checkbox"/> STAR OF DAVID (Hebrew)		<input type="checkbox"/> FLAT MARBLE MARKER		Jones Transfer Co.			
<input type="checkbox"/> NO EMBLEM		<input type="checkbox"/> FLAT GRANITE MARKER		ADDRESS OF CONSIGNEE (Street address, City and State)			
		<input type="checkbox"/> FLAT BRONZE MARKER		Smith, Alabama			
DO NOT WRITE HERE				I HAVE AGREED TO TAKE THE STONE OR MARKER TO THE CEMETERY.			
FOR VERIFICATION		ORDERED		SIGNATURE OF CONSIGNEE			
B/L		CONTRACTOR		John H. Jones			

DD FORM 1330, 1 AUG 60

REPLACES DA FORM 1815,

APPLICATION FOR HEADSTONE OR MARKER

Figure 12-60

FOR ADDITIONAL SERVICE	
18.	
The grave or memorial plot is unmarked and if a <u>flat marble marker</u> <small>(Insert type of stone or marker shown in Item 13)</small> is furnished by the Government, it will be permitted to place the grave or memorial plot and all necessary arrangements for its placement have been made.	
DATE	SIGNATURE AND TITLE <small>(Supt., or other cemetery official)</small>
26Aug1960	<i>John F. P. ...</i> John F. P. ...
MAIL COMPLETED FORMS TO:	DO NOT WRITE HERE
DEPARTMENT OF THE ARMY OFFICE OF THE QUARTERMASTER GENERAL MEMORIAL DIVISION WASHINGTON 25, D C	TO PROCESSING UNIT
	CANCELLATION
	TO ORDER UNIT
	RENEWAL
	TO RESOLUTION UNIT
REPLACE	
TO TRANSPORTATION UNIT	
REACTIVATE	
TO FUNDS AND CONTRACT UNIT	
FILE	

FOR ADDITIONAL SERVICE	
18.	
The grave or memorial plot is unmarked and if a <u>flat marble marker</u> <small>(Insert type of stone or marker shown in Item 13)</small> is furnished by the Government, it will be permitted to place the grave or memorial plot and all necessary arrangements for its placement have been made.	
DATE	SIGNATURE AND TITLE <small>(Supt., or other cemetery official)</small>
26Aug1960	<i>John F. P. ...</i> John F. P. ...
MAIL COMPLETED FORMS TO:	DO NOT WRITE HERE
DEPARTMENT OF THE ARMY OFFICE OF THE QUARTERMASTER GENERAL MEMORIAL DIVISION WASHINGTON 25, D C	TO PROCESSING UNIT
	CANCELLATION
	TO ORDER UNIT
	RENEWAL
	TO RESOLUTION UNIT
REPLACE	
TO TRANSPORTATION UNIT	
REACTIVATE	
TO FUNDS AND CONTRACT UNIT	
FILE	

Figure 12-60.--Continued.

APPLICATION FOR HEADSTONE OR MARKER

GENERAL INFORMATION

The Government will furnish, free of cost a headstone or marker to be placed at the UNMARKED grave of a member of the Armed Forces of the United States or the Confederate States of America who died in service or whose last discharge was honorable. The Government will also furnish a memorial headstone (*general type only*) or flat marker to be placed in a memorial plot to commemorate any member of the Armed Forces of the United States dying in the service, whose remains have not been recovered or identified or were buried at sea. (62 Stat. as amended 24 USC 279 a-d.)

The applicant may choose an upright headstone of marble, or a flat marker of marble, granite, or bronze (*see pictures on other side of this sheet*). However, someone in charge of the cemetery in which the deceased is buried must state that the headstone or marker chosen will be permitted at the grave. Some sections of a cemetery are restricted as to the type and design of headstone or marker permitted within a section.

An applicant for a memorial headstone or marker must be a close relative of the deceased (*widow, child, parent, grandparent, brother or sister*).

Any person who will accept responsibility for receiving and

erecting a headstone or marker may apply for one. Before a person who is not a member of the deceased's family submits an application, he or she should be assured, when possible, that the family of the deceased prefers a Government headstone or marker.

The upright or flat stone will be shipped on a Government bill of lading at Government expense to the freight station designated by the applicant. Bronze markers will be mailed by parcel post to the post office address of the person or firm designated as the consignee. If no one is designated, the marker will be mailed to the applicant. The person submitting this application must arrange for transporting the headstone or marker to the cemetery and erecting it. **ALL EXPENSES OF TRANSPORTING TO THE CEMETERY AND ERECTING THE HEADSTONE OR MARKER MUST BE AT PRIVATE EXPENSE.**

The law does not provide for a monetary allowance instead of furnishing Government headstones or markers, nor does it provide funds for fences or any other purposes connected with improving the grave site. Headstone or marker furnished in connection with this application remains the property of the United States Government and cannot be used for any purpose other than that stated on the application. This form has been approved by the Bureau of the Budget and assigned No. 22-R205.

INSTRUCTIONS FOR COMPLETING APPLICATION

PLEASE PRINT OR TYPE. Numbers refer to boxes on application form.

(1) The last, first and middle names in full of the deceased whose grave site will be marked. (*If a different name was used in the service, show that name also.*) Be sure name is correctly printed or typed. If the application is for a memorial stone or marker for a service member whose remains were non-recoverable, please print the word NON-RECOVERABLE below the name in this block.

(2) The full service serial number of the deceased, when available.

(3) The pension number or Veterans' Administration Claim number, if known.

(4) (5) The month, day, and year the deceased entered service and the date of discharge. (*If more than one enlistment and discharge, give dates for each.*)

(6) The state or foreign country of residence, birth, enlistment, or death. The state or country you designate will appear on the headstone or marker.

(7) Any medals awarded the deceased for Federal Service; such as Purple Heart, Distinguished Service Medal, Medal of Honor, et cetera.

(8) (9) The highest grade or rank held by the deceased, the Branch of service (*Army, Navy, Air Force, Coast Guard, Marines*) and the organization (*company, regiment, division, wing or squadron*) in which the deceased held the grade/rank.

(10) (11) Complete dates (*month, day, year*) of birth and death.

(12) The religious emblem you wish on the headstone or marker.

(13) The type of headstone or marker you wish. Be sure that this type will be allowed in the cemetery.

(14) Print or type the name, city and state of the cemetery in which the deceased is buried or is to be memorialized.

(15) The name and address of the applicant (*and relationship to the deceased if the stone or marker is a memorial*). Your signature in this space indicates your understanding that you or the consignee named in Item 17 agrees to remove the stone or marker from the freight station within 48 hours after the date of mailing of arrival notice. At expiration of the 48 hours permitted for free storage, railroad storage charges begin to accrue daily, for which the Government assumes no responsibility.

(16) The railroad freight station (*designated by consignee named in Item 17*). The freight station must have an agent and accept less than carload shipments. (*If this application is for a bronze marker, do not complete this item.*)

(17) Since the Government does not pay for moving the stone from the freight station, you or someone you choose must do this. This person will be the consignee for the shipment and he agrees by signing his name. He should be someone living in the vicinity of the cemetery.

(18) The type of headstone or marker being applied for (*same as checked in Item 13*). The signature of the superintendent, caretaker, sexton, or other person in charge of the cemetery is required and indicates that the type of headstone or marker you have selected will be permitted at the grave or memorial plot.

Please check the application again. Is it complete and accurate? Mistakes cannot be corrected after the headstone or marker is manufactured. Be sure you have (1) selected the type of headstone or marker permitted at the grave; (2) given the correct religious emblem, State, and dates of birth and death as they are to appear on the headstone or marker; (3) signed both copies of the application and that the consignee and the cemetery official have also signed both copies.

MAIL BOTH COPIES (ORIGINAL AND DUPLICATE) TO:

DEPARTMENT OF THE ARMY
OFFICE OF THE QUARTERMASTER GENERAL
MEMORIAL DIVISION
WASHINGTON 25, D. C.

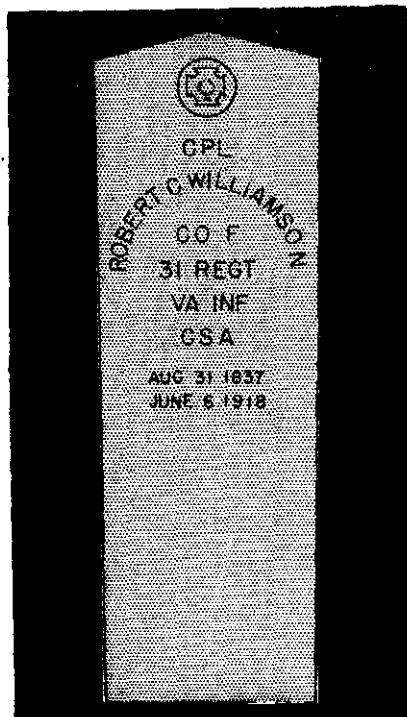
The Quartermaster General should be notified immediately if you decide you do not want the headstone or marker, if you change your address, or if there is any change in your shipping instructions.

NO FEE SHOULD BE PAID IN CONNECTION WITH THIS APPLICATION

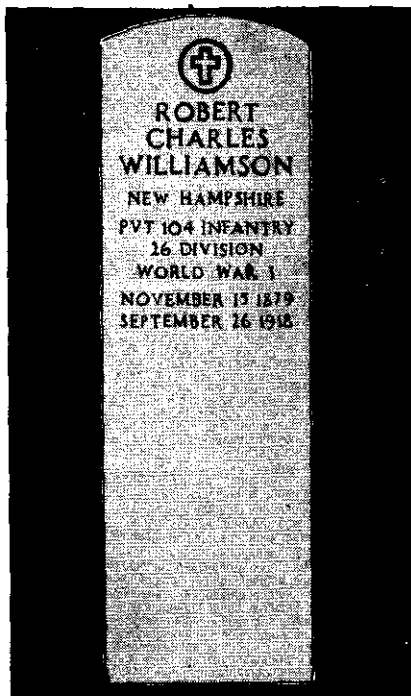
Figure 12-60.--Continued.

UPRIGHT HEADSTONES OF MARBLE

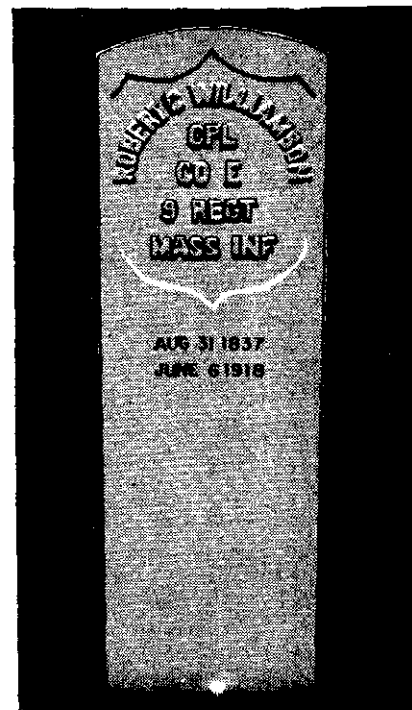
(American White Marble)

For eligible deceased who served with
Confederate States Army

39 inches long, 12 inches wide, 4 inches thick. Inscribed with name of decedent, grade, rank (if above private), and authorized organization, followed by the letters "C. S. A."

For eligible deceased except those of the
Civil and Spanish-American Wars

42 inches long, 13 inches wide, 4 inches thick. Within small circle above inscription will be cut either a Latin Cross for Christians, Star of David for Hebrews, or no emblem, as elected. Inscribed with full name of decedent, State, grade, rank, authorized organization, war period of service (as shown in official records such as World War I and/or II, Mexican War, War 1812, etc.) and the month, day, and year of birth and death.

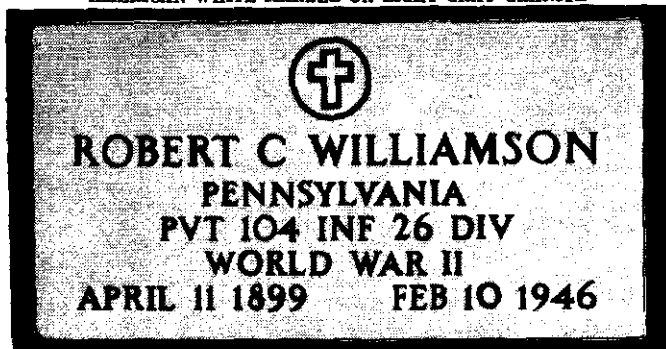
For eligible deceased who served with
Union forces, Civil War (April 15, 1861—
August 20, 1866) and Spanish-American
War (April 21, 1898—April 11, 1899)

39 inches long, 12 inches wide, 4 inches thick. Inscription will consist of name of decedent, grade, rank (if above private), and authorized organization. When headstone is used for Spanish-American War service, the words "Sp. Am. War" are added below the organization, in order to distinguish this service from Civil War service.

FLAT MARKERS

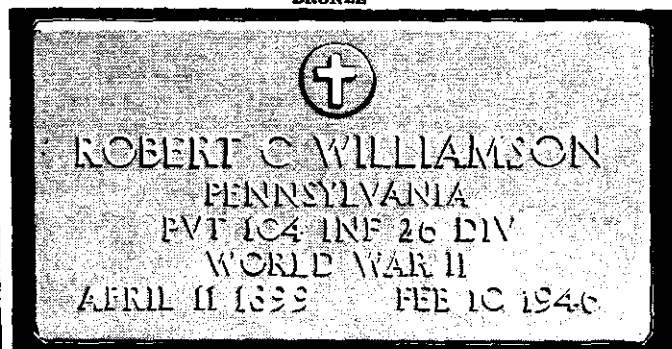
(Choice of Type for Eligible Deceased Regardless of Service Period)

AMERICAN WHITE MARBLE OR LIGHT GRAY GRANITE



Marker is 24 inches long, 12 inches wide and 4 inches thick. Within a small circle above the inscription will be cut either a Latin Cross for Christians, Star of David for Hebrews, or no emblem, as elected. Inscribed with the name of the decedent, the State, grade, rank, authorized organization, war period of service (as shown in official records as World War I and/or II, Mexican War, War 1812, etc.), and the month, day, and year of birth and death.

BRONZE



Marker is 24 inches long, 12 inches wide and 3/4 of an inch rise above foundation. Each marker is furnished with anchor bolts for fastening to a foundation. Within a small circle above the inscription will be either a Latin Cross for Christians, Star of David for Hebrews, or no emblem, as elected. Inscription will consist of the name of the decedent, the State, grade, rank, authorized organization, war period of service (as shown in official records as World War I and/or II, Mexican War, War 1812, etc.), and the month, day, and year of birth and death.

Figure 12-60.--Continued.

CHAPTER 12--CASUALTIES

12334

CASUALTY ASSISTANCE CALL REPORT

NAVMC HQ 362-PD

SUPERSEDES NAVMC 10149-PD WHICH IS OBSOLETE AND WILL NOT BE USED.

DATE: 6 Sep 1960

FROM: (Name and station of officer making call)

Captain James E. Taylor 070689/1303 USMC
Commanding Officer, Marine Barracks,
U. S. Naval Base, Norfolk, Va.

TO: Commandant of the Marine Corps (Code DNB), Headquarters U. S. Marine Corps, Washington 25, D. C.

REFERENCES: (a) CMC letter dated 26Aug1960 to Officer in Charge,

re Casualty Assistance Call, case of Sergeant Robert A. Doe, 1234577,
U. S. Marine Corps deceased.

(b) Revised CASUALTY ASSISTANCE CALLS Standard Operating Procedure.

1. In compliance with references (a) and (b), the following report in duplicate is submitted herewith:

ASSISTANCE RENDERED

A. DEATH CERTIFICATES

Widow requests 2 death reports

B. BURIAL ALLOWANCES, REIMBURSEMENT FOR EXPENSES, GOVERNMENT HEADSTONES, MEMORIALS

Explained rights and allowances. S understands that reimbursement for expenses will be made at a later date

C. ARREARS OF PAY

Explained reasons for delay S understands the procedure

D. DEATH GRATUITY

Paid by the Disbursing Office Marine Barracks, Norfolk, Va.

E. PERSONAL EFFECTS

Widow has all personal effects

F. DEPENDENTS ASSISTANCE AND ALLOTMENTS (Explanation for discontinuance of)

Understands the discontinuance of allotments

G. TRANSPORTATION OF DEPENDENTS

Explained her rights and time limits. Does not plan to move at present

H. TRANSPORTATION OF HOUSEHOLD GOODS

None. Explained her rights and time limits

I. DECORATIONS AND AWARDS

Not discussed

J. U.S. GOVERNMENT LIFE INSURANCE

Not applicable

Figure 12-61

12-129

K. NATIONAL SERVICE LIFE INSURANCE

Apparently none in effect

L. DEPENDENCY & INDEMNITY COMPENSATION

Explained provisions of dependency and indemnity compensation. Forms have been completed

M. SOCIAL SECURITY

Explained benefits of monthly income and survivors payment. Widow has completed application for these benefits

N. COMMERCIAL LIFE INSURANCE (LIAISON)

Applied for

O. INCOME TAX - FEDERAL & STATE

Widow understands both state and federal income tax

P. UNIFORMED SERVICES IDENTIFICATION & PRIVILEGE CARD

Explained rights and she has mailed identification card to CMC for cancellation

Q. HOSPITAL & MEDICAL CARE

Explained rights and widow understands

R. EXCHANGE & COMMISSARY PRIVILEGES

Explained

S. EMPLOYMENT

Explained. Advised her the name and address of the office to be consulted for Government employment should she desire to go to work

T. WILL (Non-technical assistance only)

Apparently none executed

U. EDUCATION

Has year old daughter. Understands how to get scholarship assistance if and when she needs it

V. NAVY RELIEF SOCIETY

Explained benefits of Navy Relief and how to get in touch with them if she desires assistance

W. LIAISON FOR DEPENDENTS WITH LOCAL AGENCIES

Arrangements had been made but assured her of the Marine Corps desire to establish liaison for her and to help in any way possible

X. SPECIAL REQUESTS MADE BY BENEFICIARY

None

Figure 12-61.--Continued.

V. CHANGE OF ADDRESS OF NEXT OF KIN

No change

2. Do you recommend that the dependent's case be referred to the Navy Relief Society for assistance pending payment of such claims as may be due? ☐ YES ☒ NO

3. FURTHER COMMENTS, OBSERVATIONS AND RECOMMENDATIONS (Use back of this sheet if additional space is required)

Mrs. Doe informed this officer that she was pleased with the military aspects of the burial services. Expressed deep appreciation for the assistance and cooperation of the personnel at her late husband's last duty station.

It is the opinion of this officer that the widow is well provided for in financial matters through commercial insurance and servicemen's benefits.

J. E. Taylor
J. E. TAYLOR CAPT USMC
(Signature of Officer)

DATE ORDERS RECEIVED: 29Aug1960
DATE CARD RECEIVED: 29 Aug1960
DATE CALL COMPLETED: 2Sep1960
MILEAGE ONE WAY: _____

Figure 12-61.--Continued.

MARINE BARRACKS
U.S. NAVAL BASE
NORFOLK 11, VIRGINIA

21 Sep 1960

Mrs. Alonzo Craig
34 Maple Avenue
Lynchburg, Virginia

My dear Mrs. Craig:

Recently a letter was mailed to you from Headquarters, U. S. Marine Corps offering the services of an officer to assist and advise you concerning matters relating to the death of your husband, the late Private First Class Alonzo Craig, U. S. Marine Corps. A card was enclosed for your convenience in notifying the officer of your desires in this matter.

No indication has been received that you desire the assistance of an officer. However, to ensure that this is the case I again offer my services. Should you need assistance at this time, be assured that I will be glad to call on you at your convenience to assist in any way possible. If you wish me to call, indicate on the bottom of this letter the time and date that would meet your convenience and return the letter in the enclosed envelope.

Sincerely yours,



J. E. TAYLOR
Captain, USMC

SAMPLE LETTER TO NEXT OF KIN BY CAC OFFICER WHEN APPOINTMENT CARD IS NOT RECEIVED

Figure 12-62

12-133

15 September 1960

The Southern Insurance Company of Virginia
2021 North Kenmore Plaza
Norfolk 21, Virginia

Re: MW1 222 000

Gentlemen:

Please send me the necessary instructions and forms to complete a claim under policy number MW1 222 000 on the life of Sergeant Robert A. Doe, 12345677, U. S. Marine Corps, who died 22 August 1960.

I wish to exercise my right as beneficiary to elect settlement options.

Sincerely yours,

Jane E. Doe
(*Mrs. Robert A. Doe*)
1234 Saint Charles Street
Norfolk, Virginia

SAMPLE LETTER TO COMMERCIAL INSURANCE COMPANY

Figure 12-63



DEPARTMENT OF THE NAVY
HEADQUARTERS UNITED STATES MARINE CORPS
WASHINGTON 25, D. C.

IN REPLY REFER TO
DNA-elw

DEATH REPORT

THIS IS TO CERTIFY that the records of Headquarters, Marine Corps show that Sergeant Robert A. Doe, 1234577, U. S. Marine Corps, died 22 August 1960 as the result of accidental drowning in the Dingalon Area, Luzon, Philippine Islands.

Given under my hand at Washington, D. C., this 25th day of August, 1960.

A handwritten signature in cursive script that reads "J. F. Routh, Jr.".

J. F. ROUTH, JR.
Captain, U. S. Marine Corps
Head, Casualty Section
Personal Affairs Branch

Furnished to: Mrs. Robert A. Doe
1234 Saint Charles Street
Norfolk, Virginia

SAMPLE COPY OF DEATH REPORT

Figure 12-64

12-135