



DEPARTMENT OF THE ARMY
HEADQUARTERS, 705TH MILITARY POLICE BATTALION (I/R)
CAMP BUCCA, IRAQ, APO AE 09375

REPLY TO
ATTENTION OF

AZTL-DBB-CDR

19 FEB 2007

MEMORANDUM FOR RECORD

SUBJECT: TIF SOP 701, Detainee Death and Reporting Procedures

1. **PURPOSE:** Establish procedures for a detainee death and reporting the detainee death at the Camp Bucca Theater Internment Facility.
2. **APPLICABILITY:** This standard operating procedure (SOP) applies to all assigned, attached, or operationally controlled personnel working at the TIF.
3. **DUTIES AND RESPONSIBILITIES:** Detainee deaths are reported immediately using the Serious Incident Report (SIR) format IAW AR 190-40 and established SOPs through operational channels or chain of command to the TIF Commander.
4. **SPECIFIC PROCEDURES:** In the event of a detainee death:
 - a. In the event medical staff is unable to revive a detainee, the medical shift leader will contact the TIF Control Center to inform them of the detainee death. Personnel in medical will ensure that the body is not moved and the scene is secured until the arrival of CID. The remains will not be washed and all items on or in the body will be left undisturbed except for weapons or other items that pose a continuing threat.
 - b. TIF Control Center will immediately notify:
 - (1) Battle Officer (Shift Commander) and Battle NCO for Spot Report and SIR
 - (2) Battalion S3 and/or Operations Sergeant Major
 - (3) TIF Commander
 - (4) USACIDC- United States Army Criminal Investigation Division, Command
 - (5) TIF Processing/ Administration Section and S1
 - (6) Battalion XO and S4
 - c. The attending medical officer will complete DD Form 2064 Certificate of Death (Overseas). The deceased's full 13-digit ISN and ICRC identification number (if available) will be included in the block labeled "Name of Deceased". Based upon the conclusion of the official investigation by a competent investigative authority, the attending medical officer is responsible to include a statement that "death was, or was not, the result of the deceased's own misconduct" in the

block labeled "Circumstances Surrounding Death Due to External Causes." Officer will sign the completed certificate of death. This form is to be used for all detainees that die while in U.S. custody and is the only authorized form. The required distribution of a completed DD Form 2064 is as follows:

- (1) Original- NDRC. Distribute within 72-hours of signing the death certificate.
- (2) Copy- The Surgeon General. Distribute within 72-hours of signing the death certificate.
- (3) Copy- TDRC. Distribute within 48-hours of signing the death certificate.
- (4) Copy- Detainee Personnel File.

d. USACIDC or other competent investigative authority is solely responsible for investigating all cases of death or serious injury caused or suspected to have been caused by guards, sentries, another detainee, or any other person.

(1) The Criminal Investigation Division (CID) agent will conduct the investigation and inform medical staff when investigation is complete and remains may be transported.

(2) The body will not be released from U.S. Custody without written authorization from the investigative authority. The investigative authority (CID) will contact the Office of the Armed Forces Medical Examiner (OAFME), which will determine whether an autopsy will be performed. Determination of the cause of death in such cases will be the sole responsibility of the OAFME or other competent medical authority designated by the OAFME.

e. Within 30 minutes of death, the remains will be scanned in Bio-metric Automated Toolset Systems (BATS) to verify the detainee's identity, by TIF processing section. The first 30 minutes are key to positive ID due to the body decomposing process.

(1) With Guard Force personnel present, the compound Imam, compound mayor and interned family members may be allowed to view the remains at the hospital. However, the remains will not be cleaned or altered in any way; this must be explained through an interpreter to those detainees viewing the deceased.

f. The Patient Administration Division (PAD) section will make copies of medical records, and death certificate (DD 2064), Hospital Report of Death (DA 3894), and statement of medical examination (DA 2173). These documents will be made out in sufficient copies to provide for the following distribution:

(1) Originals to the Processing section for mailing to the National Detainee Reporting Center (NDRC), Pentagon.

(2) Copy to BN S3 for submittal with the Serious Incident Report.

(3) Copy to the TIF Processing/ Administration section for filing in detainee's record.

g. The Hospital PAD will print out a copy of the Detainee Reporting System (DRS) file on the detainee.

h. Medical staff will double bag remains in a clean body bag after CID investigation is complete

i. TOC responsibilities include:

(1) Notify TIF Commander and complete initial SPOT Report to Brigade.

(2) As necessary, dispatch Quick Reaction Force (QRF) to secure the scene.

(3) Ensure that the detainee is entered into the Detainee Management System (DMS) as DECEASED. Complete Serious Incident Report (SIR), per AR 190-40 and IAW TIF SOP 518 for submission to Brigade and HQDA. The SIR will include the following data:

A. Full name of deceased.

B. ISN of deceased. Mandatory

C. ICRC number, if available.

D. Date, place, and cause of death.

E. Statement that death was, or was not, the result of the deceased's own misconduct.

F. When the cause of death is undetermined, the attending medical officer will make a statement to that effect. When the cause of death is finally determined, a supplemental report will be made as soon as possible. All supplemental reports will clearly reference the original message (SPOT Report) with the original DTG.

(4) Coordinate with S4 to prepare tasking for the transportation mission and ensure remains are safeguarded during transportation.

j. TIF Commander responsibilities include notification to the Brigade Commander and/or Task Force 134 Commander.

k. Compound CSL/SOG responsibilities include:

(1) Provide sworn statements (DA 2823) detailing information of detainees actions, and/or complaints prior to medical transport.

(2) Provide necessary medical intervention until arrival of Medical personnel, ensure detainee is safe guarded prior to transport and secure the area as necessary for CID investigation.

(3) Notify the deceased detainee's compound chief and assist with contacting any other family members that are in the TIF.

l. BN S4 section will:

(1) Contact the Tallil Mortuary Affairs Office and coordinate for the transportation of the remains. Tallil Mortuary Affairs can be reached at DSN 318-445-2128. The Tallil Mortuary Affairs Office will take over the responsibility of transporting the body to the Mortuary Affairs Office at BIAP who will coordinate for the required autopsy. BIAP Mortuary Affairs can be reached at DSN 302-453-0301.

(2) If needed inform R&U to create and deliver a wooden box for transporting the body.

(3) Provide enough ice to keep body cool during transport.

(4) Notify the Detainee Property section to deliver any property stored for the deceased detainee to the personnel escorting the remains. Ensure a proper DA Form 4137 is included.

(5) Ensure proper documentation, DA Form 4137, of delivery is received and returned to the S3 section by the transportation mission's NCOIC.

m. TIF Processing/ Administration Section will:

(1) Pull the deceased detainee's dossier; provide S4 with copy of Detainee Information Sheet.

(2) Ensure that next of kin information in the DRS is provided to the BN S3, BN S1 and Staff Judge Advocate (SJA) Officer.

(3) Receive a copy of the medical paperwork and ensure it is placed in the detainee's permanent file.

(4) Positively identify the remains using BATS within 30 minutes of death.

(5) Ensure the detainee is entered into DRS/BATS as DECEASED and proper fields are completed. This will include the death information screen in DRS. Be specific in the remarks columns, including where the remains were transported.

(6) Once all actions are complete, notify the TIF Control Center to remove the deceased detainee from the count.

n. BN S1 will:

(1) Will ensure the processing section scans and e-mails a copy of medical paperwork to the Detainee Operations Branch, Theater Detainee Reporting Center (TDRC), and NDRC.

(2) Ensure that the original death certificate is mailed to the NDRC, Pentagon within 72 hours of the death.

(3) Ensure BN Staff Judge Advocate (SJA) has the next of kin information to be provided to the TF-134 SJA and MNF-I SJA.

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o. BN SJA will notify the MNF-I SJA. The MNF-I SJA will be responsible for coordinating with the International Committee of the Red Cross (ICRC) and Iraqi Ministry of Human Rights (MOHR) to notify the family of the deceased detainee, and to claim the remains and any possessions.

p. Transportation Mission OIC/NCOIC will:

(1) Provide security of the remains until turned over to Tallil Mortuary Affairs.

(2) Personnel will ensure that a proper chain of custody is maintained, and a signed copy is returned to the BN S3 and the BN S4 upon returning to Camp Bucca.

(3) Ensure personnel receive and sign for any property transported with the remains. Return a signed copy of the DA Form 4137 to the Detainee Property section upon returning to Camp Bucca.

5. Point of contact is the S-3 at DSN 318.853.1165.


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Commanding