

Survivor Assistance Protocol

This protocol will establish guidance for all members of the department in the event of a member's death or serious injury on or off duty.

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POLICY

It will be the policy of the “Agency” to provide liaison assistance to the immediate survivors of any member who dies in the line of duty. This assistance will be provided when the death was unlawful or accidental (automobile accident, hit by a passing vehicle during a traffic stop, traffic accident, etc.) while the officer was performing a police-related function either on or off duty and while an active member of the Department. The Chief of Police may institute parts of this Order for cases of a member’s non-duty related death. The department will assist in the providing of clarification of survivors benefits as well as other tangible and intangible emotional support for the surviving family. Funeral arrangements of the deceased member will be decided by the family, with their wishes taking precedence over the Department’s.

I. Responsibilities/Definitions

- A. All personnel shall be given the opportunity to complete the Agency Employee Emergency Notification for Serious Injury/Death form. The completion of this form is optional for all sworn and non-sworn personnel. Completed forms will be sealed in individual envelopes and kept in a locked file cabinet in Administration. The Chief of Police or his designee will only open the envelope in the event of a death or serious injury. Employees may designate persons they wish to fill the positions of Family Liaison Officer, Notification Team and Hospital Liaison Officer listed below. Information provided in this form will be used as a guide, however final decisions will be made by the immediate family members with the assistance of the police department.
- B. The following are the various responsibilities and positions that will be implemented to provide the best possible services and support to the member’s family and to the department. Specific tasks are outlined in this policy for each position. The personnel for each position will be selected from the “Agency” Police Employee Emergency Notification for Serious Injury/Death form if there is one. If the injured/deceased employee has not completed the form, the personnel will be selected by the Chief of Police or his designee.
 - 1. Family Liaison Officer (FLO): A member to act as the liaison between the family and the Department. The primary purpose of the FLO is to ensure all needs of the family are met. All information from the other Liaison Officers will be related to the family through the FLO. A secondary FLO may be named by the Chief of Police or his designee to provide relief to the primary FLO if needed.
 - 2. Notification Team: A team of two officers/senior members of the Department designated by the Chief of Police or his designee to make the notification to the member’s family.
 - 3. Hospital Liaison Officer: A member to act as the liaison between the hospital and the Department.
 - 4. Benefits Liaison Officer: A member to be a liaison between the family and the Town’s Human Resources Manager.
 - 5. Department Liaison Officer: A command level officer designated by the Chief of Police or his designee who will coordinate the Department’s response to the family and the media. This officer will also be responsible for coordinating the funeral and related activities.

- C. Guidebooks will be kept in the Report Writing Room for each of the Liaison positions to assist the members with their duties.

II. Death Notifications

- A. In the event that a member dies in the line of duty, the following procedures should be followed.
 - 1. It will be the responsibility of the Shift Supervisor to immediately notify the Chief of Police and members of the Command Staff. Other members of the Department will be notified at the direction of the Chief of Police.
 - 2. The name of the deceased member will not be released to the news media until after the family/immediate survivors are notified.
 - 3. Notification of the family/next of kin will be made by the Notification Team.
 - 4. It will be the responsibility of the person assigned to make the notification, to immediately review the Personnel Data Sheet and the "Agency" Police Employee Emergency Notification for Serious Injury/Death form (if there is one) for the member. If the Department has knowledge of any medical problems with an immediate survivor, medical personnel should also be dispatched at the same time.
- B. Notification must always be made in person and never alone. Under no circumstances will notification be made on the doorstep. As soon as the family sees the Notification Officers, they will know that something is wrong. Attempt to gather the family around, sit them down and slowly and clearly inform them of what has occurred. Try to have as much information as possible. The family should hear about what has occurred from the Department first and not the news media.
- C. The Notification Team should be prepared for the reactions of the family members, which may include hysteria, anger, violence, fainting, etc. It should be remembered that these are natural reactions. It should also be remembered the Notification Officer(s) may also be affected by the death of a fellow member and that their showing of emotions is to be expected.
- D. If the family wishes to go to the hospital, they should be transported by police vehicle. It is highly recommended that the family not drive themselves to the hospital. If the family insists on driving, an officer will accompany them.
- E. If there are small children at the residence, the officers should assist the family with deciding if the children are going to the hospital. If it is decided the children will not be going to the hospital, the officers should assist the family in finding someone to care for the children.
- F. Prior to leaving for the hospital, the Notification Officer should make contact with the Hospital Liaison Officer and advise that officer that the family is en-route to the hospital. This should be done by telephone only.
- G. When possible, the parents of a severely injured or deceased member should be afforded the courtesy of a notification.
- H. If the immediate survivors live outside the immediate area and a personal death notification is not practicable, the Shift Supervisor, at the direction of the Chief of Police or his designee, will request a notification be made by the local police department. Arrangements should also be made for a telephone contact at the Police Department for the family.

- I. A Command Staff Officer should respond to either the residence or the hospital to meet with the family as soon as possible.

III. Assistance for Affected Officers

- A. Members who were on the scene or who arrived moments after a member was critically injured or killed should be relieved as soon as possible.
- B. Members who were witnesses and other members may be emotionally affected by the serious injury or death of a fellow member. Consideration should be given to having these members debriefed by the Town Employee Assistance Program.

IV. Hospital Liaison Officer

- A. The first official, other than the Chief or his/her representative, to arrive at the hospital becomes the Hospital Liaison. The Hospital Liaison is responsible for coordinating the activities of hospital personnel, the member's family, police officers, the press and others.
- B. The HLO will be responsible for coordinating the activities of hospital personnel, fellow police officers, the member's family, the press and others that may be involved.
 1. Arrange with hospital personnel to provide appropriate waiting facility for the family, the Chief of Police and the Notification Officer and only those people that the surviving family wishes to be there.
 2. Arrange with hospital personnel for a second area for police officers and friends of the member to assemble.
 3. In conjunction with the hospital, arrange for a place to use as a press staging area.
 4. Ensure that medical personnel relay pertinent information regarding the member's condition to the family on a timely basis and before the information is related to others.
 5. Notify the appropriate hospital personnel that all medical bills relating to the injured or deceased member be directed to the Human Resources Manager for the Town of "Agency". The family should not receive these bills at their residence. This may require the HLO to contact the hospital during normal business hours to ensure the proper billing will take place.
 6. If possible, arrangements should be made with hospital personnel to allow the family to visit with the member before death. It is important that the family be prepared by an officer for what they might see in the Emergency Room. If the family requests, an officer should accompany the family. It should be remembered that there is a definite need to touch and hold the body while there is still life and to be present when death occurs for the family. A Police Chaplain or police official should "prepare" the family for what they might see in the emergency room and should accompany the family into the room for the visit if the family requests it.
 7. The same arrangements should be made if the member has died and the family wishes to see the member. The family should also be made aware of the need for an autopsy.
 8. Officers should not be overly protective of the family. This means that specific information should be shared with the family when appropriate. This should include how the member met his/her death.

9. The HLO and the Notification Team will remain at the hospital as long as the deceased member's family is present.
10. It will further be the responsibility of the HLO to take custody of the deceased member's service weapon, ammunition and other equipment that can be released prior to the member's remains being transported to the morgue.

V. Family Liaison Officer

- A. The selection of a Family Liaison Officer is a critical assignment. An attempt should be made to assign someone who enjoyed a close relationship with the member and his or her family. When possible, male/female "teams" should be utilized as Family Liaison Officers, thus preventing bonding between the survivor(s) and member during a vulnerable time in the survivor's life.
- B. The responsibilities of the Family Liaison Officer (FLO) will be as follows:
 1. Ensure the needs and the wishes of the family come before the wishes of the Department.
 2. Review the Employee Death Honors (Annex II) with the family. Determine what type of funeral the family desires. Meet with the family and advise them of what the Department can offer if they decide to have a line of duty death funeral. If they should choose this, explain the funeral procedure (i.e. presentation of the flag, playing of "TAPS", etc.). If the family chooses any of these options, it will be the responsibility of the FLO to notify the Department Liaison.
 3. Maintain a detailed record of assignments and duties associated with the wake and the funeral.
 4. Apprise the family of information concerning the investigation into the death of the member.
 5. Provide as much assistance as possible to the family. This may include assisting them in making travel and lodging arrangements for out of town family members.
 6. Notify Concerns of Police Survivors (C.O.P.S) Members of this group are survivors of members that have died in the line of duty and are available to provide emotional support to the families.
 7. Work closely with the Department Liaison Officer

VI. Department Liaison Officer

- A. If possible, a copy of the "Agency" Police Employee Emergency Notification for Serious Injury/Death form should also be made.
- B. The responsibilities of the DLO include:
 1. Work closely with the Family Liaison Officer to ensure the needs of the family are fulfilled.
 2. Be available to handle any and all inquires from the news media throughout the ordeal, should the family want this service. If the family decides to accept an interview, the DLO or his/her designee will be present to screen questions presented to the family.
 3. Meet with the following persons in order to coordinate funeral activities and establish an itinerary:
 - a. The Chief of Police and Senior Staff
 - b. Honor Guard Coordinator
 - c. Funeral Director/Funeral Home

- d. Clergy
 - e. Cemetery Director
4. Coordinate the activities of the Department and visiting police departments according to the wishes of the family.
 5. Issue a DCI message to include the following information:
 - a. Name of deceased member
 - b. Date and time of death
 - c. Circumstances surrounding the death
 - d. Funeral Arrangements (state if service will be private or a police funeral).
 - e. Uniform to be worn
 - f. Expressions of sympathy in lieu of flowers.
 - g. Name and telephone number of the contact person for visiting departments to indicate their desire to attend and to obtain further information.
 6. Obtain an American Flag (sworn) or the "Agency" Flag (civilian) depending on the status of the deceased. If the family wishes presentation of the flag by the Chief of Police, notify the Chief.
 7. If the family desires a burial in uniform, select an officer to obtain a uniform and leather and deliver the items to the funeral home.
 8. Assign members of the Department for usher duty at the church.
 9. Arrange for delivery of the member's personal belongings to the family.
 10. Ensure the Chief of Police is briefed on the arrangements and that Department members are aware of duties as outlined in Annexes I and II.
 11. Ensure the surviving parents are afforded recognition and that proper placement is arranged for them during the wake and the funeral.
 12. Coordinate traffic management with other jurisdictions, if necessary, to accommodate the procession and funeral.
 13. Maintain a roster of all visiting departments sending personnel to the funeral, including:
 - a. Name and address of the responding agency
 - b. Name of the Chief of Police
 - c. Number of Officers attending
 - d. Number of vehicles
 14. Acknowledge visiting departments.
 15. Make arrangements for routine checks of the survivor's home for a period of six-eight weeks following the funeral. If the survivors live out of town, make arrangements with the agency for the town of residence. This is done due to the amount of money that passes through the residence and the fact that the survivors will be out of the residence attending to legal matters.

VII. Benefits Liaison Officer

- A. If possible, a copy of the "Agency" Police Employee Emergency Notification for Serious Injury/Death form should also be made.

B. The BLO will be responsible for the following:

1. Assist the family in the filing of Worker's Compensation claims and other related paperwork.
2. Contact the State 401-K/Pension Board to ensure the correct paperwork is filed for survivor benefits and work with the Human Resources Manager to ensure all monies due to the deceased member are paid.
3. Prepare a printout of benefits available to the surviving family, listing benefits available to the named survivors, along with contacts for the various benefits.
4. Meet with the surviving family a few days following the funeral to discuss the benefits they will be receiving and provide them with a copy of the printout. If there are surviving children from a previous marriage who did not reside with the deceased member, they also should be provided with a copy of any benefits due them.
5. Unless arrangements have been made previously with the Town All medical benefits will cease within the month.
6. If the death or injury is not the result of the officer's response to fresh pursuit, ensure the family is aware that medical benefits will cease within thirty days and, with the assistance of the Human Resources Manager, make them aware of the provisions of COBRA.
7. Meet with the family approximately monthly following the funeral to ensure they have received all the benefits that are due to them.

VIII. Other Responsibilities

1. The funeral procession, it's route, and traffic control concerns will be the responsibility of a designated Sergeant.
2. The Department Liaison Officer, Family Liaison Officer, and the Police Chaplain will work together to coordinate all activities and to keep all levels of command informed.
3. The Honor Guard Commander will coordinate with the Chaplain's Office and the Family Liaison Officer with respect to the family's wishes for the funeral arrangements.

IX. Continued Support for the Family

- A. Members of the Department must remain sensitive to the needs of the survivors long after the member's death. The grief process has no timetable and survivors may develop a complicated grief process. More than half of the surviving spouses can be expected to develop a post-traumatic stress reaction to the tragedy.
- B. Survivors should continue to feel a part of the "police family". They should be invited to "Agency" Police activities for continued support.
- C. Members of the Department are encouraged to keep in touch with the family. Close friends, coworkers and staff should arrange with the family to visit the home from time to time, as long as the family expresses a desire to have these contacts continue.
- D. A member that was close to the fallen member should be assigned to assemble a scrapbook to give to the family, along with any plaques or memorabilia that will be given to the family. The remembrance book could include newspaper articles, remembrances from fellow employees, etc.

- E. The Department should maintain close contact with the family as long as the family feels need for the support. The family will let it be known when they are ready to move on and live their lives without the assistance of the Department.

X. Support for the Family Awaiting Trial for Those Responsible

- A. This is a very important part of the grieving process and there are a number of things that should be done to so the family does not feel left out or feel the Department is hiding something from them. There are a number of ways to prevent this.
- B. If not done at this point, the family should be met with and the circumstances surrounding the Member's death should be explained to them. If there are investigative reasons why certain details cannot be released prior to the trial, this should be explained to them.
- C. The family should never hear of court or parole hearings from the media first. It is the responsibility of the Department to keep the family advised of all legal proceedings. The Chief should appoint an officer this responsibility.
- D. Family members should be encouraged to attend the trial so they feel they are representing the slain member's interests.
- E. A Department representative should be assigned to accompany the family throughout the trial. This officer can explain the proceedings to the family and advise them of testimony that may be upsetting to them. The officer should remember not to be overly protective of the family. It is the decision of the family whether or not to attend the trial. This officer will dress in civilian attire.
- F. Members of the Department should be encouraged to attend the trial. This is not only comforting to the family, but also may be beneficial to the members of the Department that were close to the fallen member.

XI. Post Incident Stress of Department Personnel

It is a given that family members, friends and close associates of the fallen member will experience various levels of grief. However, the need for the Police Department to provide psychological assistance or post incident debriefing cannot be stressed strongly enough. Although officers deal every day with man's inhumanity to man, the loss of a co-worker is often the most traumatic experience that a member may experience in his or her career. Counseling for all employees can be provided through the Town Employee Assistance Program.

XII. Deaths of Employees' Family Members

- A. There will be no official police department representation at the wake or funeral of an employee's family member. This will include leading funeral processions. Regular funeral escort procedures within the Town limits may be followed per Operations Order.
- B. Support for the member is encouraged and attendance at the wake or funeral is voluntary.

Appendix I

Employee Death Honors

Sworn officer killed or dies in the line of duty

- Casket watch
- Draping and folding of U.S. flag or the NC Flag , families choice by Honor Guard and pallbearers o Rifle squad (three-round volley)
- Taps
- Emerald Society
- Motor escort
- The NC Highway Patrol Offers the use of their Caisson Unit, Bagpipes, And Rifle team for 21 gun salute
- Radio that the officer is 10-42 EOW

Sworn officer off duty or non-duty related

- Casket watch
- Draping and folding of U.S. flag by Honor Guard o Rifle squad three-round volley
- Motor escort

Regular retired sworn officer

- Casket watch
- Honor Guard posted at doors
- Pre-folded U.S. flag presentation in case

Sworn officer Suicide

- Honor Guard posted
- Pre-folded U.S. flag presentation in case

Civilian personnel killed or dies in the line of duty

- Honor Guard posted and assists with funeral services
- Pre-folded “Agency” flag presentation in a display case

Civilian personnel off duty or non-duty related

- Honor Guard posted and assists with funeral services

Civilian personnel Suicide

Honor Guard posted



Appendix II

FUNERAL PROTOCOL

I. GENERAL PROCEDURES

A. The Honor Guard Coordinator will be responsible for coordinating and directing the activities of the Honor Guard, Casket Watch, Pallbearers, Rifle Squad, Bugler and Flag presentation and will be under the direct supervision of the Department Liaison Officer.

B. Uniforms and Appearances

1. Spring and Summer—Long sleeve shirt, tie, Hat
2. Fall and Winter—Long sleeve shirt, tie, Hat, appropriate outerwear.
3. Dress Uniforms—members who have purchased dress coats may wear the dress uniform.
4. Members of the Honor Guard and Pallbearers will also wear white gloves.
5. A black sash will be worn over the badge.

C. Wake

All members of the Department who attend the wake will, regardless of assignment, dress in the appropriate uniform.

D. Casket Watch

The Casket Watch is usually comprised of officers from the Honor Guard. However, volunteers may stand watch at the discretion of the Honor Guard Coordinator. Officers assigned to the casket watch must present an excellent uniform appearance and will conform to all Department regulations on grooming and appearance.

1. All members standing Casket Watch will arrive at the funeral home at least thirty minutes prior to the start of the wake for inspection, briefing and assignment.
2. The dress uniform will be worn to include white gloves. The watch will be divided into shifts with two officers standing watch for 30 minutes at a time.
3. If the family wishes, an informal watch can take place after the viewing has ended for the day.
4. The Casket Watch moves in slow cadence. This includes all marching movements and saluting. The Honor Guard Coordinator will post the watch and the officers will position themselves at or near the head and feet of the deceased officer.

E. Honor Guard

1. Honor Guard will comply with SOP.

2 Members of the Honor Guard will assemble at a location near the service (church, funeral home, cemetery) for inspection by the Honor Guard Coordinator 30 minutes prior to the beginning of the services.

3 All commands in regards to the rendering of honors will be issued by the Honor Guard Coordinator.

F. Pallbearers

If the family requests pallbearers from the Department, and they have no special request for who will serve as pallbearers, the Honor Guard Coordinator will be responsible for selecting them. If possible and practical, the pallbearers should be officers that the slain member worked closely with, regardless of rank. Pallbearers will be under the direct command of the Honor Guard Coordinator and will report to the funeral home as directed for inspection and instructions.

II. FUNERAL PROCEDURES

- A. Members who attend the funeral services will report to a pre-designated assembly point near the place of services for inspection and briefing.
- B. From the assembly point, members will proceed to the place of service, timing their arrival to permit immediate entry upon the arrival of the deceased officer.
- C. Upon entering the church or synagogue, members will remove their uniform hats and place them under their left arm, hat brim forward and will move in an orderly manner to the place that is reserved for them.
- D. Members wearing the dress coat and members wearing a uniform, but no dress coat, will be seated in two groups.
- E. Members will remain standing until all members are in their places, at which time the command “BE SEATED” is given.
- F. Members will sit with their hats upright in their laps, and will maintain a military bearing throughout the service.
- G. At the end of the service, upon receiving the command of “OFFICERS RISE”, members will rise in unison and place their hats under their left arm and prepare to file past the casket. Members will hold their hats in this position until they pass the casket and walk outside.
- H. Upon leaving the building, members will replace their hats and assemble in formation at right angles to the hearse.
 - 1. Two ranks will be formed facing each other, leaving an aisle through which the pallbearers and the casket will pass.
 - 2. Members will be formed according to height in two separate groups; those wearing a dress coat and those not wearing a dress coat. They will be normally dressed at extended intervals but may be dressed at close intervals if space is limited.
 - 3. While waiting in formation, members will stand at parade rest.

- I. When the casket comes into view, the formation will be called to attention. The next command will be "PRESENT ARMS". All members will salute and will hold the salute until the casket is placed into the hearse. At this time, commands of "READY, FRONT" will be given and members will return to attention.
- J. After the doors of the hearse are closed, the command of "FIRST RANK (Passenger side of hearse) RIGHT FACE" and "SECOND RANK (Driver's side of hearse) LEFT FACE," will be given so the two columns are facing the hearse.
- K. The Honor Guard Coordinator will then dismiss the formation with the command of "OFFICERS DISMISSED". The members will then break ranks in an orderly manner and proceed to their vehicles.
- L. Members will then proceed in the motorcade to the cemetery.

III. GRAVESITE SERVICES

- A. Members will report to the places that have been reserved for them immediately upon arrival at the gravesite. If indoors, members will remove their hats and hold them under their left arm. If seated, members will sit with their hats in their laps. If services are outside, members will wear hats. At all times, members will maintain a military bearing.
- B. Prior to the playing of "TAPS" and the three-round rifle volley, members will be given the command of "OFFICERS RISE" (if seated) at which time members will rise. The next command given will be the command of "PRESENT ARMS", at which time a hand salute will be rendered.
- C. At this time the Honor Guard Coordinator will instruct the members of the Honor Guard to fold the flag. Once folded, the Honor Guard Coordinator will turn the flag over to a designated Command Staff officer and will salute the flag. The Command Staff Officer will then repeat this process and turn the flag over to the Chief of Police. At this time, the Chief will present the flag to the surviving family members.
- D. At this time the three-round rifle volley will be rendered. Once this is concluded, "TAPS" will be played. Upon the conclusion of "TAPS", the command of "READY FRONT" will be given at which time members will return to the position of attention. The Honor Guard Coordinator will then give the command of "OFFICERS DISMISSED". At this time, members will break ranks and return to their assigned vehicles.

IV. PROCEDURAL VARIATION

The procedures that have been outlined in this Order will be followed in most cases. Any changes that are made necessary by shortage of manpower, the unusual size of the funeral, the type of service, the physical arrangement of the place of the service or for any other reasons, shall be made by the Department Liaison Officer in conjunction with the Chief of Police. At the discretion of the Chief of Police, Department Honors may be accorded to deceased/retired members of the Department and employees.

BENEFITS SUMMARY INDEX

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- VIII. Benefits for Non-Federal Law Enforcement Officers* U.S. Department of Labor, Office of Workers Compensation Programs (OWCP)
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- XVI. NRA Death Benefits
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These are the possible Benefits/funeral payments available to the surviving family of a fallen Police Officer.

I. WORKMANS COMPENSATION

Worker's Compensation benefits are payable to the beneficiaries of the fallen officer. The “Agency” Human Resources Office is the contact agency. 500 weeks of benefits if approved by the Industrial Commission . If there are minor Children they will be eligible for benefits until they are 18.

II. MUNICIPAL LIFE INSURANCE

The Municipality will pay the amount of life insurance benefit for which Officer was enrolled under the group policy. The contact is Human Resources.

III. POLICE PENSION

Officer was a veteran officer with years months service to the Police Department. This length of service may entitle the following pension benefit to this widow and family. If the Officer had 15 years in service, the spouse or beneficiary can opt to draw as retirement or draw a lump sum. If less than 15 years spouse or beneficiary gets lump sum.

IV. POLICE PENSION-DEATH BENEFIT

Upon the death of an active member, shall pay to the beneficiary of the member or if there is no beneficiary or if the beneficiary predeceases the member, to the estate of the member, NC death benefit is \$5000 for active member line of duty death or off duty.. \$4000 Retired member An additional \$2100 for line of Duty death for active member. Also a \$10000 life insurance policy on a retired member. This falls under Law Enforcement Officers Separate Ins Benefit Plan.

V. SOCIAL SECURITY

Because Officer paid into Social Security for _____ years, the widow and family are eligible for Social Security benefits. Contact local Social Security Administration office.

VI. PUBLIC SAFETY OFFICERS' DEATH BENEFIT

Federal statute provides a one-time \$ 328612.73 death benefit to the survivors of a public safety officer who is killed or permanently and totally disabled in the line of duty. Forms are completed by the local agency and forwarded to the U.S. Department of Justice for processing and payment. Contact PSOB staff at (888) 744-6513, or write to the Public Safety Officers' Benefit Program

Bureau of Justice Assistance, 810 7th Street, N. W., Washington, DC, 20531. Fax: (202) 307 3373. If all paperwork submitted to the Department of Justice is in order, payment of this benefit can be expected within 90 days.

(Exclusions to this benefit would come if there was misconduct on the part of the officer, intoxication, performing duty in a grossly negligent manner, or if claimant was a substantial contributing factor to the death of the officer.

VII. PUBLIC SAFETY OFFICERS' EDUCATIONAL ASSISTANCE PROGRAM

Federal Statute provides educational assistance to the dependents of Law Enforcement Officers who are killed or disabled in the performance of their duties. This program is administered by the Public Safety Officers' Benefits Program, Bureau of Justice Assistance, 810 7th Street N.W., Washington, DC 20531, telephone (888) 744-6513, Fax (202) 616-0314, www.ojp.usdoj.gov/BJA.

VIII. BENEFITS FOR NON-FEDERAL LAW ENFORCEMENT OFFICERS

U.S. Dept. of Labor, Programs (OWCP) Office of Workers' Compensation

(Law enforcement agency should check with the Department of Labor to see if death circumstances meet criteria for filing for this benefit. If circumstances do not meet the criteria, either leave off benefit information or state that "This benefit is not due to the family of Officer)

Benefits are provided for any non-federal law enforcement officer who is killed under one of the following conditions:

1. While engaged in the apprehension or attempted apprehension of any person:
 - a. who has committed a crime against the United States, or
 - b. who at the time was sought by a law enforcement authority of the U.S. for the commission of a crime against the U.S., OR
 - c. who at that time was sought as a material witness in a criminal proceeding instituted by the U.S.
2. While engaged in protecting or guarding a person held for the commission of a crime against the U.S. or as a material witness in connection with such a crime.
3. While engaged in the lawful prevention of, or lawful attempt to prevent, the commission of a crime against the U.S.

Questions concerning this benefit should be directed in writing to the Office of Workers' Compensation Program, P.O. Box 37717, Washington, DC, 20013-7117.

IX. VETERANS' BENEFITS

Many Law Enforcement Officers are veterans of the U.S. Armed Forces and a number of survivor's benefits are available to the spouse and children of a deceased veteran. Included may be:

1. Death Pension
2. Funeral Expenses
3. National Service Life Insurance
4. Interment or burial plot allowance

For information or help in applying for veteran's benefits, call 800-827-1000.

X. STATE OF NORTH CAROLINA VICTIMS COMPENSATION PROGRAM

Injured victims of violent crimes or dependents of deceased victims may be eligible to receive up to \$30,000.00 from the North Carolina Crime Victims Compensation Board for medical expenses and a maximum of \$5,000 for funeral expenses resulting from the crime (where the victim has no other source of reimbursement). Victims Compensation Services

4232 Mail Service Center, Raleigh, N.C. 27699-4703, 1-800-826-6200 (in North Carolina), or (919) 733-7974 Victim Compensation information:

<https://www.nccrimecontrol.org/Index2.cfm?a=000003,002144,000016,000171>

XI. PAYROLL

The Municipality provides payment of the following monies to the survivors of deceased officers:

1. The unused portion of his/her accrued compensatory time.
2. The unused portion of his/her accrued vacation leave.

XII. PERSONAL LIFE INSURANCE BENEFITS

Claims for insurance benefits available through this source are filed by the family with any assistance needed from the department. In the case of Officer , policies, with (names of companies) were in effect at the time of his death.

XIII. FRATERNAL ORDER OF POLICE

The Fraternal Order of Police provides a one-time \$9000 death benefit to the family members of a deceased member officer. Contact the local FOP President.

XIV. CONCERNS OF POLICE SURVIVORS, INC. - C.O.P.S. KIDS

A program which financially assists dependent-aged children who seek psychological counseling to help them cope with the trauma inflicted on them through the sudden, often violent, loss of their parent to the Law Enforcement profession. For information on C.O.P.S. Kids contact: Concerns of Police Survivors, Inc., P.O. Box 3199, Camdenton, Missouri, 65020, (573) 346-4911.

XV. CONCERNS OF POLICE SURVIVORS, INC. - C.O.P.S. SCHOLARSHIPS

Based on scholastic achievement and lack of state-funded educational benefits, the C.O.P.S. Scholarship Committee may grant scholarships to surviving children (under the age of 30) and surviving spouses of Law Enforcement Officers whose deaths have been determined by government agencies to be "in the line of duty."

XVI. NRA DEATH BENEFIT

If a police officer, with or without compensation, is feloniously killed in the line of duty (line of duty according to government guidelines) and is a current member of the National Rifle Association, the surviving spouse/family may be entitled to a \$25,000 death benefit. Contact NRA Insurance Administration and Claims at (877) 672-3006 with the name of the NRA member and member number. Contact must be made with-in 90-Days of the officer's death.

XVII. TASER FOUNDATION

The Taser Foundation's mission is to honor the service and sacrifice of local and federal law enforcement officers in the United States and Canada lost in the line of duty by providing financial and educational support to their families. When a duly sworn officer is lost in the line of duty, the officer's department may apply for a one time gift from the TASER FOUNDATION. Applications are available online at www.taserfoundation.org. The grant check is made payable directly to the officer's beneficiaries, but coordinated through the department as to insure the family's privacy during such a traumatic time.

XVII Law Enforcements Officers 'Fireman's Rescue Benefit And death Benefit. Act GS 143-166.3

Initial payment \$20000.00

Year 1 10000.00

Year 2 10000.00

Year 3 10000.00

Total \$50000.00

XVIII Monumental Life Ins. (2 times Annual Salary)

XVIII Gerber Accidental Death and Dismemberment (NC Flex)

XVIII Police Benevolence Association. Must be member One year annual salary

XVIII. FORMS NEEDED FOR APPLICATIONS

The following forms will be needed for the various benefit applications:

- a. Marriage License.
- b. Certified copy of Death Certificate.
- c. Certified copy of minor child/children Birth Certificate.
- d. Physician's Statement.
- e. All ____ (year) to ____ (year) W-2 earnings forms

The Departments and Families need to understand while there are a lot of benefits available that it is a process step by step. Workmans Comp has to be approved Then the Industrial Commission has to approve with a hearing .Then it goes to Federal. And Just because it was approved on State level does not mean it will be approved on Federal. More often than not there are appeals and hearings. It is very important to have a person that will stay on top of where things are. It makes a huge difference.