

ARNG G1 Personnel Gateway – Process Package

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Active Duty Casualty Notification In-Theatre Process:
When a Soldier is a casualty while on active duty

Active Duty Casualty Notification In-Theatre Process: When a Soldier is a casualty while on active duty

Description

AR 600-8-1 (Army Casualty Program) defines a casualty as any person who is lost to the organization by reason of having been declared beleaguered, besieged, captured, dead, diseased, detained, duty status whereabouts unknown (DUSTWIN), injured, ill, interned, missing, missing in action, or wounded. Unit S-1 records all casualties on DA Form 1156 (Casualty Feeder Card) and forwards to the Kuwait Casualty Assistance Center (CAC). The Casualty Report (CR) is made via Defense Casualty Information Processing System (DCIPS) and begins the official process of notifying the Casualty and Mortuary Affairs Operations Center (CMAOC).

Regulations and Supporting Resources

[AR 190-45, Law Enforcement Reporting](#)

[AR 600-8-1, Army Casualty Program](#)

Documents and Forms

34 Line Suicide Report

[DA Form 1156, Casualty Feeder Card](#)

Related Processes

[Casualty Notification Process](#)

[CONUS Retrieval and Return of Personal Effects \(PE\) Process](#)

[In-Theatre Retrieval and Return of Personal Effects \(PE\) Process](#)

Investigation Process

Systems

Defense Casualty Information Processing System (DCIPS) – Login

Defense Casualty Information Processing System-Forward (DCIPS-FWD) – Login

[Electronic Military Personnel Office \(eMILPO\) Website – Login](#)

[Interactive Personnel Electronic Records Management System \(iPERMS\) Website – Login](#)

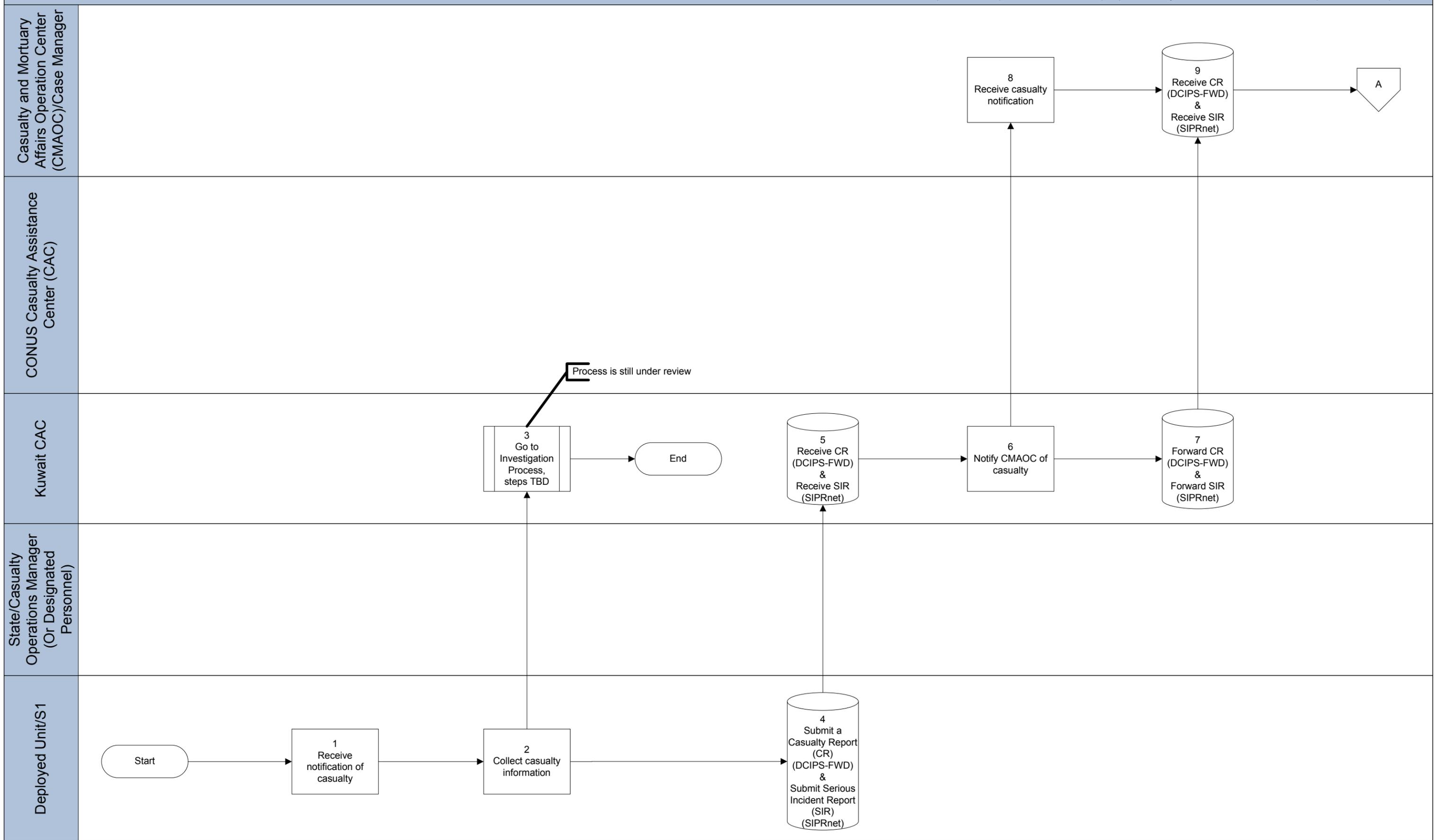
Secure Internet Protocol Router Network (SIPRnet) – Login

Points of Contact

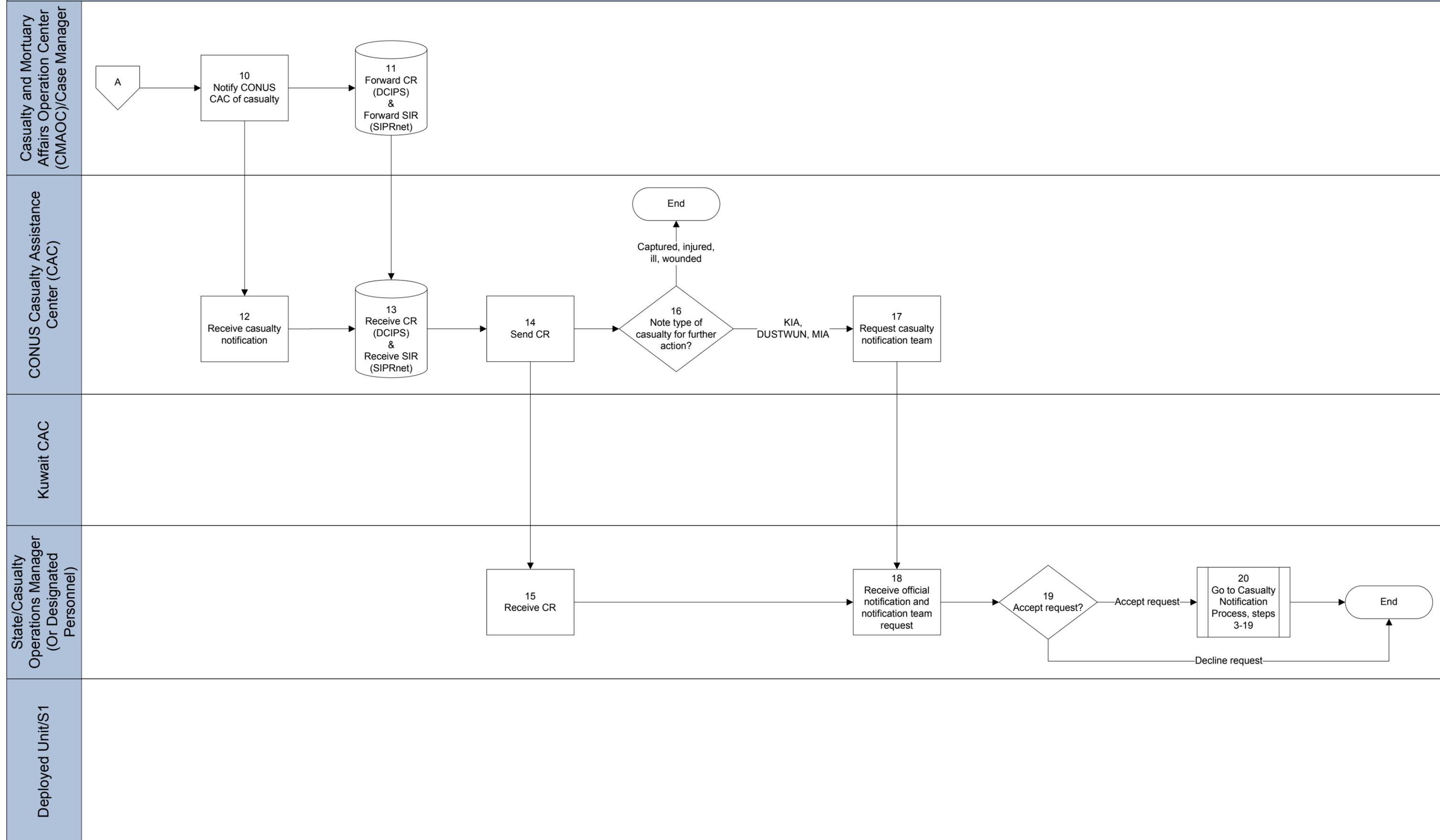
Soldier Family Support and Services Division (ARNG-HRF)

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Note: The numbers on this process map are for reference purposes only and do not denote the sequence of the process



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No.	Activity/Decision Point Name	Description	Regulations and Supporting Resources	Documents and Forms	Systems	Notes
1	Receive notification of casualty	Deployed Unit S1 or designated personnel receives notification of casualty In-Theatre.				Designated personnel may be a casualty liaison team located In-Theatre. Notification can occur by anyone on the ground.
2	Collect casualty information	Deployed Unit S1 or designated personnel collects casualty information and details of the incident on the DA Form 1156 (Casualty Feeder Card). Casualty information is found via Interactive Personnel Electronic Records Management System (iPERMS) (Military Personnel Record) and Electronic Military Personnel Office (eMILPO) which contains all personnel information.		34 Line Suicide Report DA Form 1156	eMILPO iPERMS	Designated personnel may be a casualty liaison team located In-Theatre. In the event of a suicide, a 34 Line Suicide Report must be complete.
3	Go to Investigation Process, steps TBD	Go to Investigation Process, steps TBD. DA Form 1156 (Casualty Feeder Card) triggers the investigation.		DA Form 1156		Process is still under review.
4	Submit a Casualty Report (CR) (DCIPS-FWD) & Submit Serious Incident Report (SIR) (SIPRnet)	Deployed Unit S1 or designated personnel utilizes DA Form 1156 (Casualty Feeder Card) to produce CR and submits CR via Defense Casualty Information Processing System-Forward (DCIPS-FWD) to Kuwait Casualty Assistance Center (CAC). Deployed Unit S1 or designated personnel submits SIR via the Secure Internet Protocol Router Network (SIPRnet) to Kuwait CAC.		DA Form 1156	DCIPS-FWD SIPRnet	Designated personnel may be a casualty liaison team located In-Theatre. SIR is forwarded to combatant commander in country. Upon review the combatant commander sends the SIR via SIPRnet to the Commanding General in country.

No.	Activity/Decision Point Name	Description	Regulations and Supporting Resources	Documents and Forms	Systems	Notes
5	Receive CR (DCIPS-FWD) & Receive SIR (SIPRnet)	Kuwait CAC receives notification email from the Deployed Unit S1 or designated personnel via DCIPS-FWD stating CR is ready to view. Kuwait CAC receives notification email from the Deployed Unit S1 or designated personnel via SIPRnet stating SIR is ready to view.			DCIPS-FWD SIPRnet	Designated personnel may be a casualty liaison team located In-Theatre.
6	Notify CMAOC of casualty	Kuwait CAC notifies Casualty and Mortuary Affairs Operations Center (CMAOC) of casualty via telephone or email.				
7	Forward CR (DCIPS-FWD) & Forward SIR (SIPRnet)	Kuwait CAC sends CR to CMAOC and others on distribution list via DCIPS-FWD. Kuwait CAC sends SIR to CMAOC and others on distribution list via SIPRnet.			DCIPS-FWD SIPRnet	Distribution list includes: - NGB - Defense Finance and Accounting Service (DFAS) - United States Army Recruiting Command (USAREC) - State Joint Force Headquarters (JFHQ) - Dover AFB
8	Receive casualty notification	CMAOC receives casualty notification from Kuwait CAC via telephone and email.				
9	Receive CR (DCIPS-FWD) & Receive SIR (SIPRnet)	CMAOC receives notification email from Kuwait CAC via DCIPS-FWD stating CR is ready to view. DCIPS-FWD auto-loads data into DCIPS. CMAOC receives notification email from Kuwait CAC via SIPRnet stating SIR is ready to view.			DCIPS DCIPS-FWD SIPRnet	

No.	Activity/Decision Point Name	Description	Regulations and Supporting Resources	Documents and Forms	Systems	Notes
10	Notify CONUS CAC of casualty	CMAOC calls CONUS CAC to provide an unofficial notification to allow preparation time for the casualty notification team.				
11	Forward CR (DCIPS) & Forward SIR (SIPRnet)	CMAOC forwards CR to CONUS CAC via DCIPS. CMAOC forwards SIR to CONUS CAC via SIPRnet.			DCIPS SIPRnet	
12	Receive casualty notification	CONUS CAC receives casualty notification from CMAOC via telephone or email. The CONUS CAC then notifies the State Casualty Operations Manager or designated personnel of the casualty.				Designated personnel is determined by State policy.
13	Receive CR (DCIPS) & Receive SIR (SIPRnet)	CONUS CAC receives notification email from CMAOC via DCIPS stating CR is ready to view. CONUS CAC receives notification email from CMAOC via SIPRnet stating SIR is ready to view.			DCIPS SIPRnet	
14	Send CR	CONUS CAC sends CR to State Casualty Operations Manager or designated personnel via email and DCIPS.			DCIPS	Designated personnel is determined by State policy. DCIPS will supplement email once State has access.
15	Receive CR	State Casualty Operations Manager or designated personnel receives notification email from CONUS CAC via email.				Designated personnel is determined by State policy.

No.	Activity/Decision Point Name	Description	Regulations and Supporting Resources	Documents and Forms	Systems	Notes
16	Note type of casualty for further action?	State Casualty Operations Manager or designated personnel notes the type of casualty. This process ends if the casualty is a captured, injured, ill, or wounded. If the casualty is KIA, DUSTWUN, or MIA, the CONUS CAC requests a casualty notification team.				Designated personnel is determined by State policy.
17	Request casualty notification team	If the type of casualty is a KIA, DUSTWUN, MIA, CONUS CAC requests a casualty notification team from State Casualty Operations Manager or designated personnel via telephone with a follow-up email.				Designated personnel is determined by State policy.
18	Receive official notification and notification team request	State Casualty Operations Manager or designated personnel receives official casualty notification via telephone from CONUS CAC and receives casualty notification team request from CONUS CAC.				Designated personnel is determined by State policy.
19	Accept request?	State Casualty Operations Manager or designated personnel reviews the request and accepts or declines the request. If State Casualty Operations Manager or designated personnel declines the casualty notification team request, the request will go back to the CONUS CAC for further review. In some cases, CONUS CAC support is required in order to accept request.				Designated personnel is determined by State policy.

No.	Activity/Decision Point Name	Description	Regulations and Supporting Resources	Documents and Forms	Systems	Notes
20	Go to Casualty Notification Process, steps 3-19	<p>Go to Casualty Notification Process: Ensuring the next of kin (NOK) are notified of the casualty, steps 3-19.</p> <p>These steps include:</p> <ul style="list-style-type: none"> - Inputting the casualty mission information into Casualty Mission Management (CMM) database - Identifying and assigning the Casualty Notification Officer (CNO) team - CNO team receiving orders - Notifying primary next of kin (PNOK) and secondary next of kin (SNOK) of casualty - Completing and sending pertinent documentation 	Please see Casualty Notification Process for more details.	Please see Casualty Notification Process for more details.	Please see Casualty Notification Process for more details.	