

# ARNG G1 Personnel Gateway – Process Package

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**Funeral Reimbursement Process:** Requesting payment of funeral and/or interment expenses

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### **Description**

The next of kin (NOK) may be reimbursed for funeral expense to include removal of remains, preparation of remains and casket, etc. Some expenses will not be reimbursed and they include: certified death certificates, food or catering, cars for other than the Soldier's parents, spouse, and children or stepchildren, perpetual care, and services or merchandise not directly related to the interment.

### **Regulations and Supporting Resources**

[A Survivor's Guide to Benefits – Taking Care of Our Families](#)

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

[AR 638-2, Care and Disposition of Remains and Disposition of Personal Effects](#)

[Army Casualty Notification and Assistance Guide](#)

Casualty and Mortuary Affairs Operations Center (CMAOC) – Casualty Assistance Officer (CAO) Training Guide

[DA PAM 638-2, Procedures for the Care and Disposition of Remains and Disposition of Personal Effects](#)

### **Documents and Forms**

[DD Form 1375, Request for Payment of Funeral and/or Interment Expenses](#)

### **Related Processes**

[Casualty Assistance Process](#)

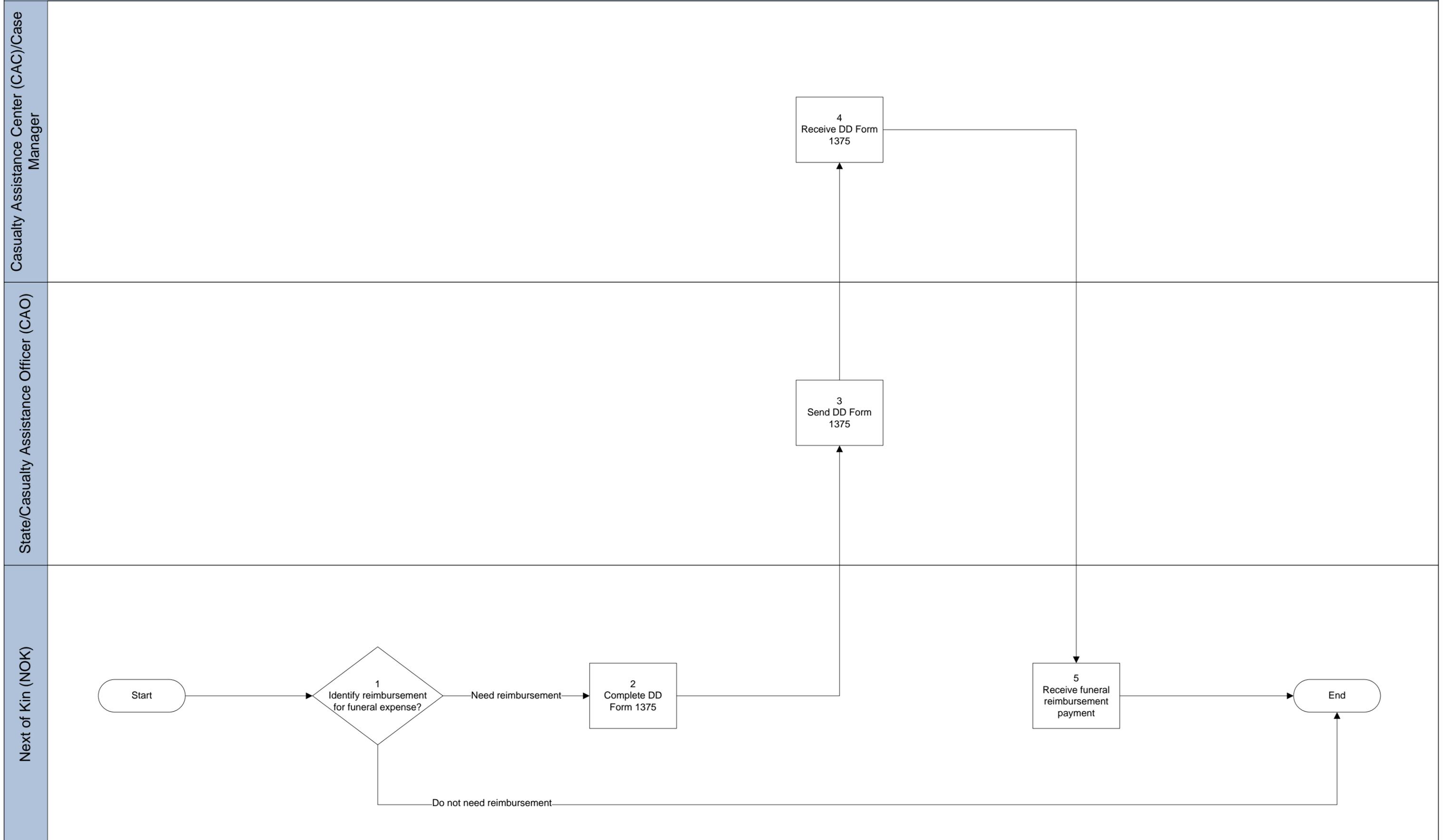
[Conduct Military Funeral Honors \(MFH\) Process](#)

**Points of Contact**

**Division:** Soldier Family Support and Services Division (ARNG-HRF)

23 SEP 10

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



**Funeral Reimbursement Process: Requesting payment of funeral and/or interment expenses**

No.	Activity/Decision Point Name	Description	Regulations and Supporting Resources	Documents and Forms	Systems	Notes
1	Identify reimbursement for funeral expense?	Casualty Assistance Officer (CAO) discusses reimbursement for funeral expenses with next of kin (NOK).				
2	Complete DD Form 1375	NOK completes DD Form 1375 (Request for Payment of Funeral and/or Interment Expenses) with assistance from CAO. This should be completed as soon as possible after the funeral. NOK is encouraged to have the reimbursement paid directly to the funeral home.	AR 600-8-1, Appendix O	DD Form 1375		
3	Send DD Form 1375	CAO sends DD Form 1375 (Request for Payment of Funeral and/or Interment Expenses) to Casualty Assistance Center (CAC). The method of delivery depends on the location of the CAC (e.g. hand delivery, fax, or email).		DD Form 1375		
4	Receive DD Form 1375	CAC receives DD Form 1375 (Request for Payment of Funeral and/or Interment Expenses) from CAO. The method of delivery depends on the location of the CAC e.g. hand delivery, fax, or email).		DD Form 1375		
5	Receive funeral reimbursement payment	NOK receives funeral reimbursement payment.				