

DEATH <u>OR SERIOUS INJURY</u> OF MEMBER	Document Number	GO 509
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1. PURPOSE

The purpose of this policy is to establish the protocol involved when a member is killed or seriously injured while in the performance of an official police duty.

2. PERSONS AFFECTED

All sworn personnel.

3. POLICY

It shall be the policy of the Hawai'i Police Department that members and their families are provided with appropriate assistance when a member is killed or seriously injured while in the performance of an official police duty.

4. RESPONSIBILITIES

4.1. Commanding Officer

4.1.1. When any member in the performance of an official police duty is killed or seriously injured, the commanding officer shall immediately make the proper notifications through official channels to include the Police Chaplain.

4.1.2. When any member in the performance of an official police duty is killed, the responsible commander shall obtain every item of government property issued by the department to the deceased member.

4.1.3. When any member in the performance of an official police duty is seriously injured and will be out of work for an extended period of time, the responsible commander shall obtain all weapons issued by the department to the injured member.

4.2. Major – Administrative Division

4.2.1. To avoid confusion and media misinformation, the Major of the Administrative Division shall be the media liaison and will be responsible for all media releases. All matters concerning the release of information shall be referred to the Major and all other officers shall refrain from discussing the incident with the public

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and media. Interviews with informed police officials may be arranged through the Major.

4.2.2. The Major will inform the family in advance of any news releases. Should the family desire to make a statement, assistance will be provided.

4.2.3. The Major of the Administrative Division or designee will be responsible for assisting the family members with funeral arrangements. The Major or designee will personally call the home of the deceased, acquaint himself with family conditions, inquire as to the family's wishes concerning departmental participation in the funeral, and render to the bereaved family every possible service and attention.

4.2.4. The Major will coordinate all arrangements for honor ceremonies with the respective commanders. Full honor ceremonies will be extended to the family unless otherwise requested.

4.3. Police Chaplain - The Police Chaplain will be the liaison between the family and the department. The Chaplain will render assistance and convey their respective requests through the appropriate channels.

## 5. PROCEDURES

5.1. Notification of Family - Notifications to family members shall be made in person by the Police Chaplain, the Police Chief or designated representative, and the Commanding Officer of the deceased or seriously injured member. The family members shall be informed of the circumstances surrounding the incident. The Commanding Officer shall arrange for transportation of the family members to the hospital.

5.2. Family Needs - The family members are entitled to certain benefits, which may consist of accrued leave, salary, workers compensation, retirement, etc. The Major or designated representative will assist the family members in preparing the necessary application forms. All benefits due shall be paid to the deceased member's estate or seriously injured member.