To note names, phones, contacts...

General principles & process

ANNEX 5

COORDINATION PLAN FLOWCHART FOR MANAGEMENT OF THE DEAD: AN EXAMPLE

ORGANIZATION IN CHARGE
(National Disaster Management Agency)

LOGISTICS

First Responders Teams
Basic Personal Protective Equipment
Body Bags / Tags (waterproof labels)
Morgues
Vehicles / Fuel
Security
Refrigerated Containers if possible

LOCAL COORDINATOR

COORDINATOR FOR MANAGEMENT OF THE DEAD (2)

INFORMATION (10) / COMMUNICATION (11)

Disseminate Information to families and communities
Liaison with intergovernmental and international organizations (UN, Health Cluster, Interpol, search-and-rescue teams)
Establish information centres (local/regional level)
– Family liaison focal points
– Centralization of information at national level
– List of confirmed dead and survivors/missing persons

The numbers in brackets refer to chapters in this manual

COORDINATION PLAN

SCENE (3)

Body search

Body recovery (6)

TEAM n’X

ORGANIZATION / COMPANY IN CHARGE

TRANSPORTATION

PM DATA 4,5 COLLECTION

FAMILIES

AM DATA COLLECTION

DISPOSAL (8)

SUPPORT (9)

- Psychosocial support
- Cultural and religious needs respected
- Informed about findings
- Realistic expectations

- When identification is certain
- Only by the authority concerned
- Records name and contact details of person who claimed the body’s unique code

- Review unique code
- Clean the body
- Visual recognition complemented
- Photographs
  - Full length body
  - Whole face
  - Distinguishing features
  - Clothing & personal effects

- Chain of custody forms (annex 3)/ Traceability

- Protect the bodies from environmental and other external damage

- All bodies in body bags
- Body parts as completed bodies
- All bodies tagged – unique code (Team – Place – numbers / Date & Hour – Attached to dead body and body bag
- Same unique code for personal effects (left with the body)

- AM forms (annex 2)
- Disseminate Information to families and communities
- Liaison with intergovernmental and international organizations (UN, Health Cluster, Interpol, search-and-rescue teams)
- Establish information centres (local/regional level)
  – Family liaison focal points
  – Centralization of information at national level
  – List of confirmed dead and survivors/missing persons

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