



MILWAUKEE POLICE DEPARTMENT

STANDARD OPERATING PROCEDURE

727 – DEATH NOTIFICATION

GENERAL ORDER: 2020-XX
ISSUED: May 13, 2020

EFFECTIVE: May 13, 2020

REVIEWED/APPROVED BY:
Assistant Chief Regina Howard
DATE: April 10, 2020

ACTION: Amends General Order 2015-43 (September 9, 2015)

WILEAG STANDARD(S): NONE

ROLL CALL VERSION

**Contains only changes to current policy.
For complete version of SOP, see SharePoint.**

727.20 NOTIFICATION PROCEDURES WITHIN MILWAUKEE COUNTY

- A. A supervisor shall assign at least two members to make a death notification to the next of kin. Supervisors should attempt to assign members who have received training or have prior experience in providing death notifications. Supervisors shall attempt to assign these members to make the notification to the next of kin as soon as possible as the department is typically racing social media, text messages, etc.
- F. Members shall address survivor(s) in a straightforward manner and use easy-to-understand language to briefly explain the circumstances of the incident and the fact that the individual is dead.
4. Whenever possible, a facial photograph should be taken of the deceased. Ideally the photograph should be taken in profile (side view) and changed to gray scale (black and white) to minimize the trauma to family members. The photograph can be taken by a forensic investigator who will accompany the officer(s)/detective(s) to make the notification.
- If there is facial and/or head trauma, identification may have to be made by fingerprints before the next of kin is notified.
 - In cases where the body is burned or decomposed, a photograph or fingerprints may not be possible. In these cases, a notification will need to be made using other investigative information. A DNA sample will need to be collected from the next of kin to compare to the deceased.
 - Advise the next of kin that there is a photograph that needs to be viewed to make a positive identification.
 - When using a photograph, advise the next of kin that it is believed that the deceased is their loved one and/or a family member.
 - The next of kin may want another person with them when the photograph is viewed.

- f. Chaplains from the Salvation Army Chaplain's Program may be of assistance and comfort when making the notification.
- g. The process and interaction with the next of kin shall be documented in a supplemental report in TriTech Inform RMS.



ALFONSO MORALES
CHIEF OF POLICE

AM:mfk