

CHAPTER 303—PAYMENT OF EXPENSES
CONNECTED WITH THE DEATH OF CERTAIN
EMPLOYEES

<i>Part</i>		<i>Page</i>
303-70	Agency requirements for payment of expenses connected with the death of certain employees	223

PART 303-70—AGENCY REQUIREMENTS FOR PAYMENT OF EXPENSES CONNECTED WITH THE DEATH OF CERTAIN EMPLOYEES

Subpart A—General Policies

Sec.

- 303-70.1 When must we authorize payment of expenses related to an employee's death?
- 303-70.2 Must we pay death-related expenses when the employee's death is not work-related?
- 303-70.3 Must we pay death-related expenses for an employee who dies while on leave, or who dies on a nonworkday while on TDY or stationed outside CONUS?
- 303-70.4 May we pay death-related expenses under this chapter if the same expenses are payable under other laws of the United States?

Subpart B—General Procedures

- 303-70.100 May we pay the travel expenses for an escort for the remains of a deceased employee?
- 303-70.101 Must we provide assistance in arranging for preparation and transportation of employee remains?

Subpart C—Allowances for Preparation and Transportation of Remains

- 303-70.200 What costs must we pay for preparation and transportation of remains?

Subpart D—Transportation of Immediate Family Members, Baggage, and Household Goods

- 303-70.300 Must we pay transportation costs to return the deceased employee's baggage?
- 303-70.301 Are there any limitations on the baggage we may transport?
- 303-70.302 When the employee dies at or while in transit to or from his/her official station outside CONUS, must we return the employee's immediate family, baggage and household goods to the residence or alternate destination?
- 303-70.303 Must we continue payment of relocation expenses for an employee's immediate family if the employee dies while in transit to his/her new duty station within CONUS?
- 303-70.304 Must we continue payment of relocation expenses for an employee's immediate family if the employee dies after reporting to the new duty station within CONUS, but the family was in transit to the new duty station or had not begun its en route travel?

- 303-70.305 What relocation expenses must we authorize for the immediate family under §§ 303-70.303 and 303-70.304?

Subpart E—Preparation and Transportation Expenses for Remains of Immediate Family Members

- 303-70.400 When an immediate family member, residing with the employee, dies while the employee is stationed outside CONUS, must we furnish mortuary services?
- 303-70.401 When an immediate family member, residing with the employee, dies while the employee is stationed outside CONUS, must we pay expenses to transport the remains?
- 303-70.402 When an immediate family member, residing with the employee, dies while the employee is stationed outside CONUS, may we pay burial expenses?
- 303-70.403 When a family member, residing with the employee, dies while in transit to or from the employee's duty station outside CONUS, must we furnish mortuary services and/or transportation of the remains?

Subpart F—Policies and Procedures for Payment of Expenses

- 303-70.500 Are receipts required for claims for reimbursement?
- 303-70.501 To whom should we make payment?

Subpart G—Escort of Remains

- 303-70.600 How many persons may we authorize travel expenses for to escort the remains of a deceased employee?
- 303-70.601 Under what circumstances may we authorize the escort of remains?
- 303-70.602 What travel expenses may we authorize for the escort of remains?

AUTHORITY: 5 U.S.C. 5721-5738; 5741-5742; E.O. 11609, 3 CFR, 1971-1975 Comp., p. 586.

SOURCE: FTR Amdt. 76, 64 FR 2434, Jan. 14, 1999, unless otherwise noted.

Subpart A—General Policies

§ 303-70.1 When must we authorize payment of expenses related to an employee's death?

When, at the time of death, the employee was:

- (a) On official travel; or
- (b) Performing official duties outside CONUS; or
- (c) Absent from duty as provided in § 303-70.3; or

§ 303-70.2

41 CFR Ch. 303 (7-1-04 Edition)

(d) Reassigned away from his/her home of record under a mandatory mobility agreement.

§ 303-70.2 Must we pay death-related expenses when the employee's death is not work-related?

Yes, provided the requirements in § 303-70.1 are met.

§ 303-70.3 Must we pay death-related expenses for an employee who dies while on leave, or who dies on a nonworkday while on TDY or stationed outside CONUS?

Yes. However, payment cannot exceed the amount allowed if death had occurred at the temporary duty station or at the official station outside CONUS.

§ 303-70.4 May we pay death-related expenses under this chapter if the same expenses are payable under other laws of the United States?

No.

NOTE TO SUBPART A: When an employee dies from injuries sustained while performing official duty, death-related expenses are payable under the Federal Employees' Compensation Act (FECA), 5 U.S.C. 8134. For further information contact the Department of Labor, Federal Employees' Compensation Division, 200 Constitution Avenue, NW, Washington, DC 20210.

Subpart B—General Procedures

§ 303-70.100 May we pay the travel expenses for an escort for the remains of a deceased employee?

Yes, in accordance with §§ 303-70.600 through 303-70.602.

[FTR Amdt. 86, 64 FR 45891, Aug. 23, 1999]

§ 303-70.101 Must we provide assistance in arranging for preparation and transportation of employee remains?

Yes.

Subpart C—Allowances for Preparation and Transportation of Remains

§ 303-70.200 What costs must we pay for preparation and transportation of remains?

All actual costs including but not limited to:

- (a) Preparation of remains:
 - (1) Embalming or cremation;
 - (2) Necessary clothing;
 - (3) A casket or container suitable for shipment to place of burial;
 - (4) Expenses necessary to comply with local laws at the port of entry in the United States; and
- (b) Transportation of remains by common carrier (that is normally used for transportation of remains), hearse, other means, or a combination thereof, from the temporary duty station or official station outside CONUS to the employee's residence, official station, or place of burial, including but not limited to:
 - (1) Movement from place of death to a mortuary and/or cemetery;
 - (2) Shipping permits;
 - (3) Outside case for shipment and sealing of the case if necessary;
 - (4) Removal to and from the common carrier; and
 - (5) Ferry fares, bridge tolls, and similar charges.

NOTE TO § 303-70.200: Costs for an outside case are not authorized for transportation by hearse. Costs for transportation by hearse or other means cannot exceed the cost of common carrier (that is normally used for transportation of remains). Transportation costs to the place of burial cannot exceed the actual cost of transportation to the employee's residence.

Subpart D—Transportation of Immediate Family Members, Baggage, and Household Goods

§ 303-70.300 Must we pay transportation costs to return the deceased employee's baggage?

Yes, you must pay transportation costs to return the deceased employee's baggage to his/her official duty station or residence. However, you may not pay insurance of or reimbursement for loss or damage to baggage.

§ 303-70.301 Are there any limitations on the baggage we may transport?

Yes. You may only transport government property and the employee's personal property.