



DEPARTMENT OF THE NAVY  
NAVY RECRUITING DISTRICT, PORTLAND  
7028 N.E. 79TH COURT  
PORTLAND, OREGON 97218-2813

NAVCRUITDISTPORTLANDINST 1770.1E  
ADMIN  
28 Sep 10

NAVCRUITDIST PORTLAND INSTRUCTION 1770.1E

Subj: CASUALTY ASSISTANCE CALLS AND FUNERAL HONORS SUPPORT  
(CAC/FHS) PROGRAM

Ref: (a) OPNAVINST 1770.1A  
(b) COMNAVREGNWINST 1770.1  
(c) COMNAVREGSWINST 1770.5  
(d) NAVPERS 15607D  
(e) MILPERSMAN 1770-010

Encl: (1) Listing of Casualty Assistance Commands and Areas of  
Responsibility within COMNAVREG Northwest,  
Silverdale, WA  
(2) Listing of Casualty Assistance Commands and Areas of  
Responsibility within COMNAVREG Southwest, San Diego,  
CA  
(3) National Listing of Geographic Zone Casualty  
Assistance Calls Program Coordinators

1. Purpose. To prescribe procedures and assign responsibilities for implementing the Casualty Assistance Calls Program (CACP) within the geographic zone of responsibility for NRD Portland as defined in references (a) through (e).

2. Cancellation. NAVCRUITDISTPORTLANDINST 1770.1D.

3. Background. The Casualty Assistance Calls Program (CACP) was initiated by the Chief of Naval Personnel to provide notification and follow-on assistance to the Next of Kin (NOK) of Navy members who become casualties while on active duty, active duty for training, or inactive duty training.

a. Reference (b) designates Commander, Naval Region Northwest, Seattle as the CACP Coordinator for the Northwest geographic zone covering Washington, Oregon, Idaho, and Wyoming.

(1) COMNAVREG Northwest, Silverdale CAC/FHS Coordinator Telephone Numbers

(a) Jerri Soula - Commercial: (360) 315-3274  
Cell: (360) 340-5400

(b) Staff Duty Office (After Hours) (1600-0700)  
Commercial: (360) 315-5123

b. Reference (c) designates COMNAVREG Southwest, San Diego as the CACP Coordinator for the Southwest zone covering California, Nevada and Utah.

(1) COMNAVREG Southwest, San Diego CACP Coordinator Telephone Numbers

(a) Dr. Dan DeLuna: Commercial: (619) 556-8614

(b) Staff Duty Office: Commercial: (619) 524-1198

4. Areas of Responsibility. Enclosures (1) and (2) assign Casualty Assistance Calls Officers (CACOs) by state on an equitable basis within the geographic boundaries of NRD Portland. Under **no** circumstances will notification of death be made by telephone unless a previous arrangement has been made between the family and the attending physician. A casualty is broadly defined as a person whose services are lost to the Navy due to:

- a. Illness, injury, or wounds of a serious nature.
- b. Wounds received in action (WIA) whether serious or not.
- c. Physical absence and unaccounted for and absence cannot be immediately determined to be involuntary (i.e., a member's status is so uncertain that the unit commander must first gather and evaluate the facts to make a proper determination). Initially, report such members in an interim category of "duty status - whereabouts unknown" (DUSTWUN). Do not use DUSTWUN to account for persons who appear to be unauthorized absence (UA) rather than casualty.
- d. Missing, including missing in action (MIA).
- e. Interned or detained in a foreign country.
- f. Captured, beleaguered, or besieged by hostile force.
- g. Death.

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5. As defined in reference (e), funeral detail and CACO duties shall not normally be assigned to Navy Recruiting personnel. NOSC's have the primary responsibility for CACO duties, but funeral details may be assigned to recruiting personnel in certain instances if geographically isolated.

6. Direct questions/concerns regarding this instruction should be directed to the Chief Administrator at (503) 258-2007 or 1-800-395-9519.

  
S. E. STOCKING

Distribution:  
NAVCRUITDISTPORTANDINST 5216.1S  
Lists A, B, C, D AND E

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LISTING OF CASUALTY ASSISTANCE COMMANDS AND AREAS  
OF RESPONSIBILITY WITHIN COMNAVREG NORTHWEST ZONE

STATE OF OREGON

1. Counties assigned to NAVOPSUPCEN Boise, Idaho: Malheur
2. Counties assigned to NROTC Corvallis, Oregon: Baker, Benton, Grant, Jefferson, Lincoln, Linn, Marion, Wheeler, and Yamhill
3. Counties assigned to NAVOPSUPCEN Springfield, Oregon: Coos, Crook, Deschutes, Douglas, Harney, Lane, Curry, Jackson, Josephine, Klamath, and Lake
4. Counties assigned to NAVOPSUPCEN Portland, Oregon: Clackamas, Clatsop, Columbia, Gilliam, Hood River, Morrow, Multnomah, Polk, Sherman, Tillamook, Umatilla, Union, Wallowa, Wasco, and Washington

STATE OF WASHINGTON

Counties assigned to NAVOPSUPCEN Portland, Oregon: Clark

STATE OF IDAHO

1. Counties assigned to NAVOPSUPCEN Boise, Idaho: Ada, Adams, Blaine 114 degrees Meridian Westward, Boise, Camas, Canyon, Custer 114 degrees Meridian Westward, Elmore, Gem, Gooding, Jerome, Owyhee, Payette, Twin Falls, Valley, and Washington

Enclosure (1)

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LISTING OF CASUALTY ASSISTANCE COMMANDS AND AREAS  
OF RESPONSIBILITY WITHIN COMNAVREG SOUTHWEST ZONE

STATE OF NEVADA

All counties less Clark, Ormsby, Naval Air Station, Fallon, NV,  
Washoe, Storey, Lyon and Douglas counties

STATE OF CALIFORNIA

Counties assigned to NAVOPSUPCEN Sacramento, California: Del  
Norte, Humboldt, Lassen, Modoc, Shasta, Siskiyou and Trinity

Enclosure (2)

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NATIONAL LISTING OF GEOGRAPHIC ZONE CASUALTY  
ASSISTANCE CALLS PROGRAMS COORDINATORS

| <u>AREA OF RESPONSIBILITY</u>   | <u>CAC PROGRAM COORDINATOR</u>  |
|---|---|
| Hawaii, Islands of Wake<br>Midway, Kure, Johnson,<br>Palmyra and Kingman Reef   | Pearl Harbor Region<br>DSN: 472-0020<br>Commercial: (808) 473-4500<br>After hours:<br>Commercial: (808) 227-3016<br>Cell: (808) 220-1857<br>E-mail: eleanor.sade@navy.mil                             |
| Arizona, Nevada, Utah, New<br>Mexico, Colorado, California<br>and the country of Mexico   | COMNAVREG Southwest, San Diego, CA<br>Commercial: (619) 556-8614/7178<br>Duty Officer:<br>Commercial: (619) 524-1198<br>E-mail: daniel.deluna@navy.mil  |
| Wyoming, Idaho, Nebraska,<br>Montana, Washington, Oregon<br>and Alaska (including the<br>Aleutian Islands and the<br>Canadian Provinces of British<br>Columbia, Alberta, Yukon<br>Saskatchewan) | COMNAVREG Northwest, Silverdale,<br>WA<br>DSN: 322-3274<br>Commercial: (360) 315-3274<br>After hours cell:<br>Commercial: (360) 315-7575<br>Toll Free: 1-866-394-9249<br>E-mail: jerri.soula@navy.mil |
| North Dakota, South Dakota,<br>Arkansas, Oklahoma, Kansas,<br>Missouri, Iowa, Illinois,<br>Minnesota, Wisconsin,<br>Kentucky, and Tennessee   | COMNAVREG Midwest, Great Lakes, IL<br>DSN: 792-2970<br>Commercial: (847) 688-2414<br>Duty Officer:<br>(847) 688-2414/2450<br>E-mail: james.gorham@navy.mil  |
| Louisiana, Texas, Georgia,<br>Florida, Alabama,<br>Mississippi, South Carolina,<br>Puerto Rico, Cuba<br>and West Indies   | COMNAVREG Southeast, Jacksonville,<br>FL<br>DSN: 942-1536<br>Commercial: (904) 542-4106<br>After hours:<br>Commercial: (904) 542-3118<br>E-mail: bill.birtley@navy.mil                                |

Enclosure (3)

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The District of Columbia, Maryland, (except Garrett, Somerset, Wicomico, Worechester) counties, the Virginia counties (Arlington, Fauquir, Fairfax, King George, Loudon, Prince William, Stafford, Spotsylvania, Westmoreland and Warren

COMNAVDIST Washington, DC  
DSN: 288-2607  
Commercial: (202) 685-1568  
After hours cell:  
Commercial: (202) 369-7863  
E-mail: rhonda.waugh@navy.mil

North Carolina, West Virginia (except Berkley, Jefferson, Mineral, and Morgan), Virginia (except Arlington, Fairfax, Fauquier, King George, Loudon, Prince William, Stafford, Spotsylvania, Westmoreland and Warren) counties, Pennsylvania, Delaware, and Maryland counties (Garrett, Somerset, Wicomio, and Worchester), Kentucky counties (Body, Carter, Elliot, Floyd, Greenup, Johnson, Knott, Lawrence, Lewis, Magoffin, Martin, Morgan, Pike, and Rowan), Connecticut, Indiana, Maine, Massachusetts, Michigan, New Hampshire, New Jersey, New York, Ohio, Rhode Island, Vermont, Canadian Provinces of Quebec, New Brunswick, Ontario, Nova Scotia, Manitoba, and Northwest territory

COMNAVREG MIDLANT, Norfolk, VA  
DSN: 262-2826  
Commercial: (757) 322-2817  
Duty Officer:  
Commercial: (757) 322-2609  
Toll free: (866) 203-7791  
E-mail: lottie.hayes@navy.mil

COMMANDER, NAVAL MILITARY PERSONNEL COMMAND

DSN: 882-4299  
Commercial: (901) 874-4299

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Casualty Assistance Branch  
(NPC-621)

After hours:  
DSN: 882-3070/1  
Commercial: (901) 874-3070/1  
Toll Free: 1-800-368-3202