

STATE OF CALIFORNIA
OFFICE OF THE ADJUTANT GENERAL
2829 Watt Avenue
P.O. Box 214405
Sacramento, California 95821-0405

CAL ARNG Regulation
No. 310-3
CA ANG Regulation
No. 143-1

1 November 1990

Military Publications
Publication and Distribution of Orders
ANNOUNCEMENTS OF DEATH AND MILITARY FUNERALS

1. **GENERAL.** Immediate action will be taken to announce the death of any of the following personnel upon receipt of official notification of such death:

- a. Current members of the California Army and Air National Guard.
- b. Retired General Officers of the California Army and Air National Guard.

2. **ANNOUNCEMENT OF DEATH.** The announcement will be in the format shown in Appendix A, and will be given the widest possible dissemination. Black bordered paper may be obtained by submitting a written request to this headquarters, ATTN: CAAS-RD.

a. California Army National Guard: Announcements will be made by the next higher headquarters authorized to publish black bordered death permanent orders for assigned personnel below the grade of Colonel, Chief Warrant Officer Four and Command Sergeants Major. Orders announcing the death of active and retired General Officers, Colonels, Chief Warrant Officers W4, and Command Sergeants Major will be published by this headquarters. Requests for orders will be forwarded to CAAS for action.

b. California Air National Guard: ANG Wings and Groups may issue black bordered death announcement memorial orders for assigned officers below the grade of Colonel and enlisted personnel below the grade of Chief Master Sergeant. Orders announcing the death of active and retired General Officers, Colonels and Chief Master Sergeants will be issued by Headquarters, California Air National Guard. (NOTE: The administrative death announcement order required by paragraph 6-3a ANGR 10-7 is still required and is in addition to the memorial order.)

3. **FUNERAL SERVICES.** a. A military funeral, when requested by the next-of-kin of a deceased member, may be arranged for in accordance with Army Field Manual 22-5 and Air Force Regulation 143-1 within the limitations of available manpower and material resources of the deceased member's command.

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- b. The State Chaplain may be requested to provide guidance and assistance.
- c. The date, time, and place of services may be published informally by any headquarters.

4. **HONORS.** Installation, Air Base, and Armory Commanders may authorize the Flag of the United States and the Bear Flag to be flown at half-staff from the day of death until interment for active members of the CNG. Honors for retired personnel will be as directed by The Adjutant General.

5. **MEMORIAL CERTIFICATE.** a. Next-of-kin of all active guardmembers who die while in the service of the State and Nation under honorable conditions are entitled to receive a Memorial Certificate (CAL NG Form 310-3-1) signed by The Adjutant General. See Appendix B for sample.

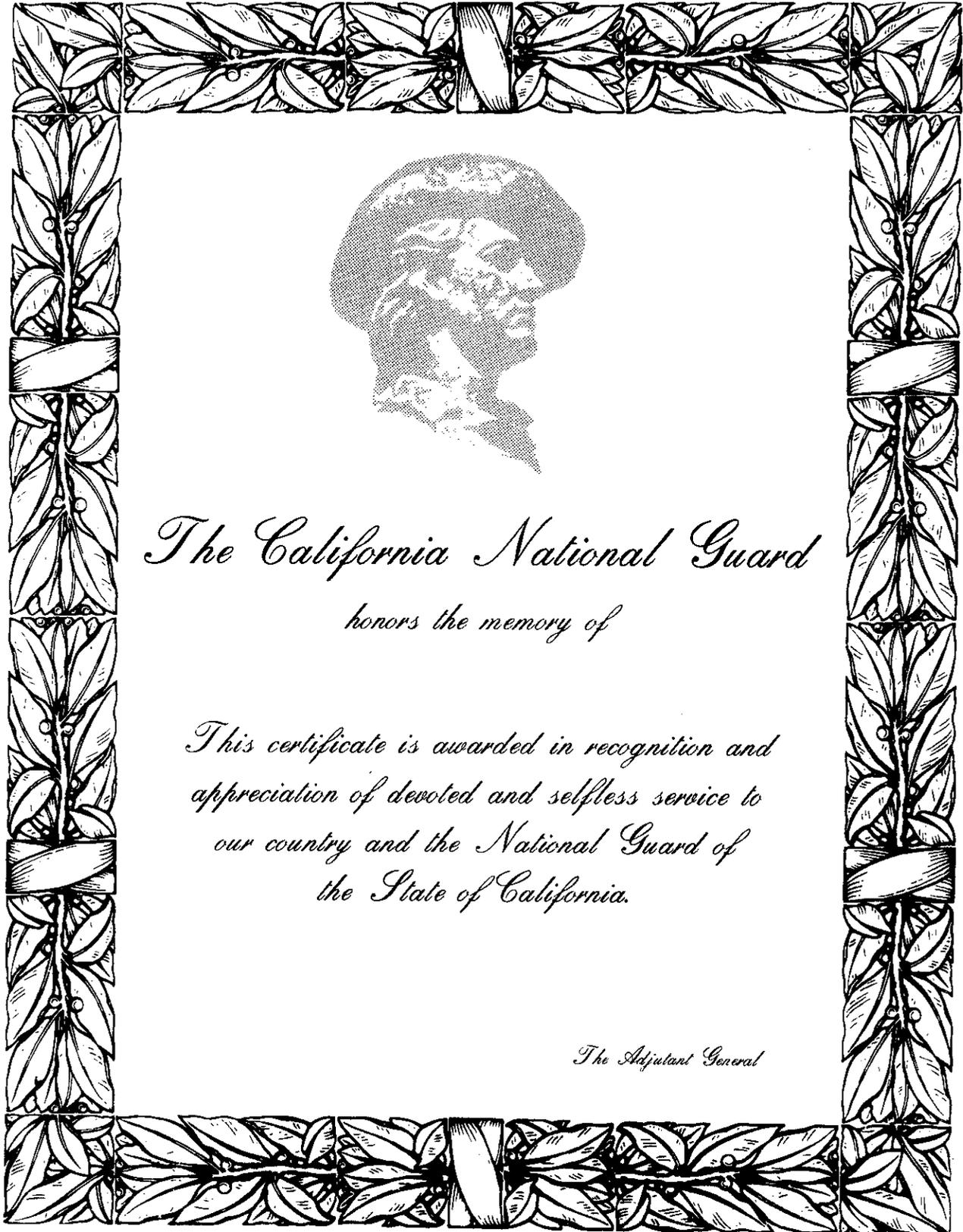
b. Requests for Memorial Certificates will be forwarded to this headquarters, ATTN: CAAS, and will include the rank, full name and unit of the deceased and will contain a brief statement concerning the circumstances leading to the death of the guardmember. The request should also include the name and address of the next-of-kin and relationship of the person to the deceased member whom the Certificate is to be mailed.

c. A letter of condolence will be written by the commander to accompany the Memorial Certificate. See Appendix C for sample.

6. **MEMORIAL MEDAL.** A Memorial Medal may be presented to the next-of-kin of any person who, while an officer, warrant officer, or enlisted member of the National Guard, the State Military Reserve, or the Naval Militia is killed in the service of the State or of the United States under the provisions of Section 642.5 of the MVC. Upon notification of this Headquarters ATTN: CAAS, a Memorial Medal will be issued to the deceased member's commander for presentation to the next-of-kin. The medal will not be presented if the cause of death was due to misconduct.

7. **MEMORIAL FLAG.** Under the provisions of Section 612 of the MVC, the California State Flag may be presented to the family of the deceased members of the California National Guard who served under honorable conditions. Flags will be obtained by submitting a written request to this headquarters ATTN: CAAS-RD.

APPENDIX B
SAMPLE MEMORIAL CERTIFICATE



*The California National Guard
honors the memory of*

*This certificate is awarded in recognition and
appreciation of devoted and selfless service to
our country and the National Guard of
the State of California.*

The Adjutant General

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APPENDIX C
SAMPLE LETTER of CONDOLENCE

Date

Mrs. Joan J. Guardsman
1400 Lake Drive
Sacramento, CA 95821

Dear Mrs. Guardsman:

As I write you in regard to the loss of your husband, I do so as a friend with concern. I want you to know that your husband was regarded with respect and admiration by all of those fortunate enough to know and serve with him in the California Army National Guard.

Concern for our country is so needed today. Your husband always shared that concern of love and commitment to preserving our freedom. Not only did he make a full-time commitment to the California Army National Guard, but on two occasions in his long and distinguished career went on Active Duty to serve his country as a Guardsman. I trust that your grief may be lessened to some degree by the knowledge that we appreciated Joe's contribution not only to the State of California but toward maintaining the freedom of this great country.

Mrs. Loyal joins me in this expression of condolence to you and the family and we hope and pray that the future will bring you renewed peace and comfort.

Sincerely,

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(CAAS)

BY ORDER OF THE GOVERNOR:

OFFICIAL:

ROBERT C. THRASHER
Major General
The Adjutant General



Army - A
Air - F