



Canadian Military Police Association
PO Box 41190
1910 St Laurent Blvd
Ottawa, ON
K1G 1A0

BY-LAW 7

PROCEDURES ON THE DEATH OF A MEMBER NOTIFICATION

1. On learning of the death of a Military Police member, and/or a member of the Association, the Director of Communications or applicable Military Police Unit Representative should notify the CMPA President through the CMPA Secretary. Notification will be by the quickest possible means and is normally by e-mail or telephone. The Secretary should share the information with other Executive members to allow for quick passage of information to all concerned. The Director of Communications will contact the family and with their permission, obtain a publication quality photograph and brief biographical sketch of the deceased member to assist with the preparation of an "In Memoriam" article in both print and electronic forms.

CONDOLENCES

2. For Non-members of CMPA, the Secretary will prepare a letter for the President and forward the letter of condolence to the next-of-kin on behalf of all members of the CMPA.

3. For CMPA members, the Secretary will prepare a letter for the President and forward the letter of condolence to the next-of-kin on behalf of all members of the CMPA. The condolence letter may include any additional messages from individual CMPA members across the country. Condolences may also be sent separately. Additionally, the President is authorized to spend a sum not exceeding \$100.00 for:

- flowers to be sent to the funeral home; or
- a contribution to a registered charity in lieu of flowers, as specified by the member in his/her will or as requested by the next-of-kin.
- wherever possible, a member of the Executive Committee or the Unit Representative will pay the Association's respects in person, to the next-of-kin, and offer on behalf of the Association, any or all assistance possible, above and beyond that being provided by an Assisting Officer.

MILITARY POLICE BADGE (SHADOW BOX)

4. A Military Police badge replica in a shadow box may be issued, as described in By-law 5, to the next-of-kin of a deceased Military Police member as follows:

- For a deceased currently service Military Police member (regardless of CMPA membership status) a replica military badge shadow box may be issued once requested by the next of kin;
- For a deceased Retired Military Police member whose membership is in good standing, a replica military badge Shadow box may be issued to the next of kin, if the deceased member has yet to receive a CMPA Departure gift;

- For a deceased Retired Military Police member whose membership is Not in good standing or the deceased member has previously received a CMPA Departure gift, the next of kin will be permitted to purchase a replica military badge Shadow box from the MP Kit shop.
- In all circumstances, the qualifying time requirement is waived in these circumstances.

INSCRIPTION/ENGRAVED PLATE

5. The CMPA Departure gift normally comes with an engraved plaque. If the next of kin desires an engraved plate, then the next of kin/family representative or unit is to provide the CMPA Director Retirement & Departure benefits the desired inscription.

PRESENTATION

6. A suitably attired Association representative will present the memento to the next-of-kin in person.