



ORONO POLICE DEPARTMENT

STANDARD OPERATING PROCEDURES

Protect with Vigilance & Serve with Compassion and Excellence

Subject:	Death Investigations	Policy #	O-14
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	<i>Rescinds All Previous Policies Related To This Current Policy</i>		
Issuing Authority:	Chief of Police Daniel Merrill		

I. POLICY

It is the policy of the Orono Police Department to recognize the importance of death scene control and that all death investigation procedures must at a minimum comply with the Office of the Attorney General's ***"Protocol for the Investigation of Deaths"*** and the statutes governing the Office of the Chief Medical Examiner entitled the "Medical Examiners Act." It is also the policy of this agency that its members assist the appropriate death investigation agency as outlined in the protocol.

II. PURPOSE

To establish procedures for law enforcement agencies in cases involving deaths, situations where death appears imminent, situations where death is reasonably suspected, and missing persons. Timely implementation of these procedures and notifications is often critical. Accordingly, this protocol and its required notifications apply to cases of death, cases when it is reasonably anticipated that death may result, cases where death is reasonably suspected, or a missing person under suspicious or unusual circumstances.

Technical assistance and expertise are indispensable to the successful investigation of these cases. The Office of the Attorney General and the Office of Chief Medical Examiner will continue to rely upon the State Police Major Crimes Unit as its primary death investigative arm, except in the City of Portland and the City of Bangor, where the respective police department is the primary death investigative arm.

III. IMPORTANCE OF DEATH SCENE CONTROL

Control of the death scene is a primary focus of these procedures. Often, the medical examiner and medico-legal death investigator can gain valuable insight into the cause, manner, and circumstances of death, as well as the time of death, from viewing the scene and viewing the body at the scene. Moreover, the scene is sometimes replete with subtle clues that could aid in the identification or discovery of a perpetrator. All, or a significant part, of this evidence, could be lost through inadvertent disturbance of the scene by persons lacking the required expertise.

IV. PROCEDURES IN ALL CASES

A. **Initial Procedures.** The first law enforcement officer at the scene of a death, a situation involving a probable death, or a missing person under suspicious or unusual circumstances should, without disturbing the body or scene:

1. Conduct a cursory search of the premises for the limited purpose of determining if there are perpetrators or other victims present.
2. Determine that death has occurred. If there is any evidence of life, initiate all necessary life-sustaining measures.
3. Make a cursory examination of the scene to determine if the circumstances are at all suspicious. (All deaths or injuries resulting from gunshot wounds are suspicious until a thorough investigation has determined otherwise.) If the circumstances are at all suspicious (or there is not a body, but there is a possibility that death or foul play may have occurred), the following procedures will be followed:
 - a. Secure and protect the scene. Do not move or otherwise disturb a body unless it is in immediate danger of destruction or further damage.
 - b. Notify supervisors, the Office of Chief Medical Examiner, and State Police Major Crimes Unit (MCU). The Office of Chief Medical Examiner will notify the Office of the Attorney General. If you wish, you may obtain the name and telephone number of the Attorney General Duty Officer from the Office of Chief Medical Examiner or the Regional Communications Center (RCC), enabling you to be in direct contact with the Duty Officer.
 - c. Record names, addresses, telephone numbers, and other pertinent information of all persons present or assign another person to this task.
 - d. Maintain a timetable of all persons arriving and leaving the scene.
 - e. Unless circumstances require it, do not arrest or detain a suspect without prior authorization of the MCU detective in charge or the Attorney General Duty Officer.
 - f. If the circumstances require arresting or detaining a suspect, do not undertake questioning of the suspect without first discussing this procedure with the MCU detective in charge or the Attorney General Duty Officer. Be prepared to electronically record any statements volunteered or spontaneously made by a suspect.
 - g. Determine if a child has lost both parents as a result of homicide or has lost one parent and the other parent has been arrested, detained, or committed to a correctional facility or mental health facility for an offense related to a homicide, and advise MCU, which is then responsible for notifying the Maine Bureau of Child and Family Services at 800-452-1999.
4. In a case of accidental death, including a motor vehicle crash, contact the Office of the District Attorney and the Office of Chief Medical Examiner.
5. Death from natural causes that is certified by a physician and is not suspicious need not be reported to the Office of Chief Medical Examiner.
6. Attendance at examination or autopsy. The Office of Chief Medical Examiner may arrange for a local medical examiner or medico-legal investigator to conduct an examination of a body at a local funeral home, or an autopsy may be conducted at the Office of Chief Medical Examiner in Augusta. In either situation, the investigating officer or a representative of the investigating agency should be available for the examination or autopsy so that the medical examiner or investigator is fully aware of all the known facts and circumstances regarding the scene and the investigation.

V. PROCEDURES FOR CASES WITH SPECIAL CIRCUMSTANCES

1. **Fire or Explosion Death**

The State Fire Marshal is the official representative of the Attorney General in the investigation of fires or explosions resulting in a fatality. The law enforcement officer or firefighter discovering a body in a fire or following an explosion shall notify the Office of the State Fire Marshal and the Office of Chief Medical Examiner. The scene is not to be disturbed, or the body moved unless the body is in immediate danger of destruction or further damage. If the case is one of suspected arson or otherwise suspicious death, it is to be handled as any other suspicious death, which includes notifying the appropriate MCU.

2. **Hunting Death**

The Maine Warden Service is the official representative of the Attorney General in the investigation of a hunting fatality. The law enforcement officer encountering an apparent hunting fatality shall notify the Maine Warden Service by calling the appropriate RCC and the Office of Chief Medical Examiner. The Maine Warden Service will, in turn, notify the appropriate MCU for assistance in conducting the investigation. The scene is not to be disturbed, or the body moved unless the body is in immediate danger of destruction or further damage.

3. **Death while in custody or confinement Jail, Holding Facility, and Correctional Institution**

The death or probable death of an individual while in custody or confinement in a jail, holding facility, or correctional institution, regardless of the likely cause, manner, and circumstances, is to be reported immediately to the Office of Chief Medical Examiner, the appropriate MCU, and the Operations Division of the Department of Corrections. These notifications are necessary for these agencies to carry out their responsibility of investigating the death to determine the cause, manner, and circumstances of death. The Operations Division of the Department of Corrections is responsible for conducting an investigation into the operational practices, policies, and procedures to determine compliance with required standards. The Attorney General's Office will after that review all investigative results.

4. **Mental Health Facility**

The death or probable death of an individual while in custody or confinement as a result of an order to undergo a mental health examination¹, being involuntarily committed to a mental institution following acceptance of a negotiated insanity plea or following a verdict or finding of insanity², or having been taken into protective custody³, regardless of the likely cause, manner and circumstances, is to be reported immediately to the Office of Chief Medical Examiner and the appropriate MCU. These notifications are necessary for these agencies to carry out their responsibility of investigating the death to determine the cause, manner, and circumstances of death. The Attorney General's Office will after that review all investigative results.

5. **Death Attended by Law Enforcement**

The death or probable death of an individual while interacting with law enforcement, regardless of the likely cause, manner, and circumstances, requires an immediate report to the Investigation Division of the Office of the Attorney General and the Office of Chief Medical Examiner.

6. **Deadly Force by Law Enforcement**

When a law enforcement officer uses deadly force in the performance of the officer's duties, regardless of the outcome, immediate reporting to the Investigation Division of the Attorney General's

¹ 15 M.R.S.A. § 101-B

² 15 M.R.S.A. § 103

³ 34-B M.R.S.A. § 3862

Office is required. If the death was the outcome, the Attorney General's Office would contact the Office of Chief Medical Examiner.⁴

7. **Workplace death**

The "workplace manslaughter" statute may apply to a situation where an employee dies in the workplace. The investigation of workplace death is the responsibility of the responding law enforcement agency, but requires an immediate report to the Office of Chief Medical Examiner. The Office of Chief Medical Examiner will notify the Office of the Attorney General and, if necessary for assistance, the appropriate MCU. It is also likely that investigators from the Occupational Health and Safety Administration (OSHA) or the Maine Bureau of Labor Standards (BLS) will be assigned to assist in the investigation. In the initial scene investigation, law enforcement officers should treat the situation as they would vehicular manslaughter, securing photographs, measurements, and other evidence.

8. **Death of Child who is less than three years**

In addition to the Office of Chief Medical Examiner, MCU is to be contacted in any case of the death of a child under the age of three years. Singling out deaths of young children for special investigation is necessary because of the different technical approaches and types of inquiry required in pursuing the investigations.

9. **Suicide or the Suspected Suicide**

When circumstances suggest a suicide, the Office of Chief Medical Examiner must be notified. Victim less than 18 years. In addition to the COME, MCU must be notified if the victim is less than 18 years of age, or if the victim is in custody or confinement. An adult person to whom a suicide note is addressed or an adult next of kin may retain the note provided a clear copy is sent to the Office of Chief Medical Examiner. Electronic submission of the copy is preferred. Investigators are not permitted to send such material with the body.

10. **Suspected Drug Overdose**

Cases of a suspected drug overdose resulting in death or serious bodily injury require special attention. The purpose of the investigation in each case is to determine, to the extent possible, the cause, manner, and circumstances surrounding the drug overdose, the identity of the drug involved, and the source of the drug. Furnishing scheduled drugs that result in the death or serious bodily injury of a person is a serious crime. In all cases of a suspected drug overdose, the following procedures are required:

1. Notification of the Office of Chief Medical Examiner (if death has occurred or is reasonably anticipated).
2. Notification of the appropriate district supervisor of the Maine Drug Enforcement Agency (MDEA). The MDEA supervisor will determine if sufficient information exists to initiate an investigation into the source of the drug(s) suspected of causing the overdose. The responding agency, is primarily responsible for all aspects of the investigation, to include proper crime scene processing and coordination with the Office of Chief Medical Examiner and MDEA. The MDEA supervisor will immediately notify the appropriate prosecutor of the suspected overdose and the ensuing investigation.

⁴ See the attached *Attorney General's Protocol for the Reporting of the Use of Deadly Force by a Law Enforcement Officer*.

3. A thorough scene investigation is necessary to determine the cause, manner, and circumstances surrounding the overdose. This includes witness statements, inventory of any drugs or drug paraphernalia, cell phone information, information about the victim's medical or mental health history, and identification of all known treating physicians. One aspect of an investigation is to determine if the victim possessed any drugs other than those legally prescribed.
4. Medications, illicit drugs, or substances thought to be illicit drugs at the scene are to be secured as evidence. Do not leave such evidence with the body for transport or at a funeral home. Inventory and record the evidence and fax a copy of the inventory or evidence receipt to the Office of Chief Medical Examiner at 624-7178.⁵ A proper inventory of the items includes the name of the drug, the dosage, the date of prescription, the number of pills prescribed, the number of pills remaining, the name of the prescribing physician, and the name of the dispensing pharmacy. If there is a reason to believe that the victim ingested medications prescribed to someone else, those medications should likewise be inventoried. (A form for documenting this inventory is attached.)
5. The actual cause of death in suspected drug overdoses is not readily apparent, and may not be determined for several weeks pending the results of toxicology. These cases are to be investigated until the investigating agency, MCU, and the Office of Chief Medical Examiner have determined no further investigation is necessary and/, or the cause and manner of death are determined.

11. **In-water Death**

Deaths of persons found in water require notification to the Office of Chief Medical Examiner and the appropriate MCU and may be specially investigated because of the different technical approach and types of inquiry needed in pursuing such investigations. There are three types of categories for water-related deaths; accidental, suicidal, and homicidal. When law enforcement officers respond to the scene of an aquatic/marine related death, and foul play is either obvious or suspected, the responding officer should follow this protocol as stated in this policy. The decision to especially investigate will be made on a case-by-case basis by the Office of Chief Medical Examiner, usually in collaboration with appropriate police authority and the Attorney General's Office. Even when not specially investigated, an investigation is still necessary as in any medical examiner case.

12. **Missing Person**

In addition to the requirements set out in state law in the Missing Children Act⁶, the report of a missing person, child or otherwise, requires within two hours of the report the issuance of a File 6 and inclusion in the computer files of the Maine State Police and National Crime Information Center (NCIC). An example of "unusual circumstances" is a reported absence under the circumstances inconsistent with established patterns of behavior.

State law also requires that the Office of Chief Medical Examiner maintain information on missing persons.⁷ Accordingly, if a person reported as missing is not located within 24 hours of the report, notification to the Office of Chief Medical Examiner is required.

13. **Line-of-duty death of a firefighter.**

It is imperative to notify the Office of the State Fire Marshal as soon as possible in the event of the death of a firefighter in the line of duty. The Federal Public Safety Officers Benefits (PSOB) Program

⁵ See the attached *Drug/Medication Inventory* form.

⁶ 25 M.R.S. Chapter 257.

⁷ 22 M.R.S. § 3034.

provides death and education benefits to survivors of fallen firefighters, and the State Fire Marshal is the entity that carries out the provisions of a Line-of-Duty Death Response Plan that will assure compliance with the requirements of the PSOB Program.

VI. PUBLIC STATEMENTS

Only the Office of the Attorney General is authorized to disseminate information or public statements in homicide or suspected homicide cases. The appropriate MCU may disseminate information in these cases only after consultation with and approval of the Office of the Attorney General.

A. Examples of information that may be released in investigations covered by this protocol, other than homicide or suspected homicide cases:

1. Unless confidential under law, the identity of a victim, if confirmed and not in question, after notification of family or next of kin. If there is any question as to the identity, the information remains confidential.
2. Information regarding the cause, manner, and circumstances of a death, but only with the authorization of and after consultation with the Office of Chief Medical Examiner and the Office of the Attorney General.
3. A brief description, e.g., hunting fatality, suspicious death, accident, time and place, whether the investigation is in progress, and the identity of the investigating agency.
4. A warning to the public of any dangers.
5. A request for assistance in apprehending a suspect or assistance in other matters, if the information released is limited to accomplishing that purpose.
6. The name of a person charged (except a juvenile), age, residence, employment, and marital status.
7. The circumstances immediately surrounding an arrest or charge, including the time and place of the arrest, resistance, pursuit, and possession and use of weapons.
8. The substance or text of the charge, such as a complaint or indictment.
9. Information contained in a public record stated to attribute the information to a public record.
10. The scheduling or result of any step or action in the judicial proceeding.

B. The following types of information should not be released:

1. Information as to the character, reputation, or prior criminal record or mental health history of an accused person or a prospective witness.
2. Admissions, confessions, or a statement or alibi attributable to any accused person, except as otherwise contained in a public record.
3. The performance or results of tests or the desire, agreement, or refusal of the accused or any potential witness to take or perform a test, including a polygraph examination.
4. Statements or information concerning the credibility or anticipated testimony of prospective witnesses.
5. The possibility of a plea to the offense charged or to a lesser offense, or other disposition.
6. Opinions concerning evidence or arguments in the case, whether or not it is anticipated that such evidence or arguments will be used at trial.
7. Opinions as to the guilt of the accused, the evidence, or the merits of the case.
8. General Rule: DO NOT COMMENT ON THE EVIDENCE.



Maine Office of the
Attorney General

PROTOCOL FOR THE INVESTIGATION OF DEATHS, PROBABLE DEATHS, AND MISSING PERSONS

AARON M. FREY
Attorney General

August 15, 2021



Maine Office of the Attorney General

INVESTIGATION OF DEATHS, PROBABLE DEATHS, AND MISSING PERSONS

Augusta RCC	624-7076	800-452-4664
Gray RCC	657-3030	800-228-0857
Bangor RCC	973-3700	800-432-7381
Houlton RCC	532-5400	800-924-2261
Bangor PD	947-7382	947-7382 x1 (CID)
Portland PD	874-8575	874-8526 (CID)

Criminal Division – Office of the Attorney General

<i>Name</i>	<i>Office</i>	<i>Home</i>	<i>Work Cell</i>	<i>Personal Cell</i>
Lisa Marchese, Deputy AG	626-8508	829-4432	557-5688	831-9145
Lisa Bogue, Assistant AG	626-8567		557-5655	798-9791
Meg Elam, Assistant AG Summer	626-8580	797-2710 293-4461	441-6149	317-6840
Bud Ellis, Assistant AG	626-8833	799-4459	441-1024	239-0155
Leane Zainea, Assistant AG	626-8514	338-2611	446-2330	491-7875

In all cases, contact Office of Chief Medical Examiner – 800-870-8744
(Toll free number is for law enforcement use only.)

FIRE AND EXPLOSION DEATH

Contact Office of the State Fire Marshal through RCC

HUNTING DEATH

Contact Maine Warden Service through RCC

DEATH WHILE IN CUSTODY OR CONFINEMENT

(Jail, Holding Facility, Correctional Institution) Contact appropriate Major Crimes Unit through RCC Contact Department of Corrections:

Gary LaPlante: Office 287-4392–Cell 310-1619 **or**

Ryan Anderson: Office 287-4364–Cell 557-2422

USE OF DEADLY FORCE BY LAW ENFORCEMENT or DEATH ATTENDED BY LAW ENFORCEMENT

Contact Investigation Division of Attorney General's Office:

Brian MacMaster– Office 626-8520 – Cell 441-0671 – Home 582-4870

DRUG OVERDOSE

Contact appropriate Major Crimes Unit through RCC Contact MDEA District Supervisor

SUICIDE or DEATH OF CHILD LESS THAN 3 YEARS OF AGE

Contact appropriate Major Crimes through RCC and Office of Chief Medical Examiner

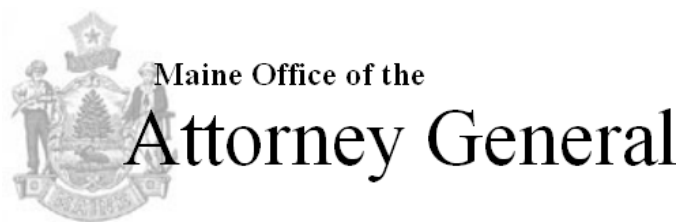
MISSING PERSON

Contact appropriate Major Crimes Unit through RCC and Office of Chief Medical Examiner

WORKPLACE DEATH

Contact Office of Chief Medical Examiner

06.15.2017



Protocol for the Investigation of Deaths, Probable Deaths, and Missing Persons

I. BACKGROUND

- A. The purpose of this protocol is to establish procedures for law enforcement agencies in cases involving deaths, situations where death appears imminent, situations where death is reasonably suspected, and missing persons. Timely implementation of these procedures and notifications is often critical. Accordingly, this protocol and its required notifications apply to cases of death, cases when it is reasonably anticipated that death may result, cases where death is reasonably suspected, or a missing person under suspicious or unusual circumstances.
- B. Technical assistance and expertise are indispensable to the successful investigation of these cases. The Office of the Attorney General and the Office of Chief Medical Examiner will continue to rely upon the State Police Major Crimes Unit as its primary death investigative arm, except in the City of Portland and the City of Bangor where the respective police department is the primary death investigative arm.¹

II. IMPORTANCE OF DEATH SCENE CONTROL

Control of the death scene is a primary focus of these procedures. Often, the medical examiner and medico-legal death investigator can gain valuable insight into the cause, manner and circumstances of death, as well as the time of death, from viewing the scene and viewing the body at the scene. Moreover, the scene is sometimes replete with subtle clues that could aid in the identification or discovery of a perpetrator. All, or a significant part, of this evidence could be lost through inadvertent disturbance of the scene by persons lacking the required expertise.

III. PROCEDURES IN ALL CASES

- A. Initial Procedures. The first law enforcement officer at the scene of a death, a situation involving a probable death, or a missing person under suspicious or unusual circumstances should, without disturbing the body or scene:²

¹ References to “MCU” mean the State Police Major Crimes Unit and the respective criminal investigation divisions of the Portland Police Department, and the Bangor Police Department.

B. Initial Procedures. The first law enforcement officer at the scene of a death, a situation involving a probable death, or a missing person under suspicious or unusual circumstances should, without disturbing the body or scene:²

1. Conduct a cursory search of the premises for the limited purpose of determining if there are perpetrators or other victims present.
2. Determine that death has in fact occurred. If there is any evidence of life, initiate all necessary life-sustaining measures.
3. Make a cursory examination of the scene to determine if the circumstances are at all suspicious. (All deaths or injuries resulting from gunshot wounds are suspicious until a thorough investigation has determined otherwise.) If the circumstances are at all suspicious (or there is no body, but there is a possibility that a death or foul play may have occurred), the following procedures will be followed:
 - (a) Secure and protect the scene. Do not move or otherwise disturb a body unless it is in immediate danger of destruction or further damage.
 - (b) Notify supervisors, the Office of Chief Medical Examiner, and MCU. The Office of Chief Medical Examiner will notify the Office of the Attorney General. If you wish, you may obtain the name and telephone number of the Attorney General Duty Officer from the Office of Chief Medical Examiner or the Regional Communications Center (RCC), enabling you to be in direct contact with the Duty Officer.
 - (c) Record names, addresses, telephone numbers, and other pertinent information of all persons present or assign another person to this task.
 - (d) Maintain a timetable of all persons arriving and leaving the scene.
 - (e) Unless circumstances require it, do not arrest or detain a suspect without prior authorization of the MCU detective in charge or the Attorney General Duty Officer.
 - (f) If the circumstances require arresting or detaining a suspect, do not undertake questioning of the suspect without first discussing this procedure with the MCU detective in charge or the Attorney General Duty Officer, be prepared to electronically record any statements volunteered or spontaneously made by a suspect.
 - (g) Determine if a child has lost both parents as a result of homicide or has lost one parent and the other parent has been arrested, detained or committed to a correctional facility or mental health facility for an offense related to a homicide, and advise MCU, which is then responsible for notifying the Maine Bureau of Child and Family Services at 800-452-1999.³
 - (h) Determine if a child has lost both parents as a result of homicide or has lost one parent and the other parent has been arrested, detained or committed to a correctional facility or mental health facility for an offense related to a homicide, and advise MCU, which is then responsible for notifying the Maine Bureau of Child and Family Services at 800-452-1999.³

² See the attached Death Investigation guide. Determine if a child has lost both parents as a result of homicide or has lost one parent and the other parent has been arrested, detained or committed to a correctional facility or mental health facility for an offense related to a homicide, and advise MCU, which is then responsible for notifying the Maine Bureau of Child and Family Services at 800-452-1999.³

- C. In a case of an accidental death, including a motor vehicle crash, contact the Office of the District Attorney and the Office of Chief Medical Examiner.
- D. Deaths NOT reportable. A death from natural causes that is certified by a physician and is not suspicious need not be reported to the Office of Chief Medical Examiner.
- E. Attendance at Examination or Autopsy. The Office of Chief Medical Examiner may arrange for a local medical examiner or medico-legal investigator to conduct an examination of a body at a local funeral home, or an autopsy may be conducted at the Office of Chief Medical Examiner in Augusta. In either situation, the investigating officer or a representative of the investigating agency should be available for the examination or autopsy so that the medical examiner or investigator is fully aware of all the known facts and circumstances regarding the scene and the investigation.⁴

IV. PROCEDURES FOR CASES WITH SPECIAL CIRCUMSTANCES

A. *Fire or Explosion Death*

The State Fire Marshal is the official representative of the Attorney General in the investigation of fires or explosions resulting in a fatality. The law enforcement officer or firefighter discovering a body in a fire or following an explosion shall notify the Office of the State Fire Marshal and the Office of Chief Medical Examiner. The scene is not to be disturbed or the body moved, unless the body is in immediate danger of destruction or further damage. If the case is one of suspected arson or an otherwise suspicious death, it is to be handled as any other suspicious death, which includes notifying the appropriate MCU.

B. *Hunting Death*

The State Warden Service is the official representative of the Attorney General in the investigation of a hunting fatality. The law enforcement officer encountering an apparent hunting fatality shall notify the State Warden Service by calling the appropriate RCC and the Office of Chief Medical Examiner. The State Warden Service will in turn notify the appropriate MCU for assistance in conducting the investigation. The scene is not to be disturbed or the body moved, unless the body is in immediate danger of destruction or further damage.

³ 17-A M.R.S. § 4023

⁴ When death has not occurred, but is probable or reasonably anticipated, the Office of Chief Medical Examiner needs the admission bloods from the first hospital where the patient was treated. Hospitals usually discard blood after seven days unless requested to preserve it. Accordingly, law enforcement must notify the OCME in such cases so that bloods are preserved in possible delayed deaths.

C. *Death while in custody or confinement*

Jail, Holding Facility, Correctional Institution. The death or probable death of an individual while in custody or confinement in a jail, holding facility, or correctional institution, regardless of the likely cause, manner, and circumstances, is to be reported immediately to the Office of Chief Medical Examiner, the appropriate MCU, and the Operations Division of the Department of Corrections. These notifications are necessary for these agencies to carry out their responsibility of investigating the death to determine the cause, manner, and circumstances of death. The Operations Division of the Department of Corrections is responsible for conducting an investigation into the operational practices, policies, and procedures to determine compliance with required standards. The Attorney General's Office will thereafter review all investigative results.

Mental Health Facility. The death or probable death of an individual while in custody or confinement as a result of an order to undergo a mental health examination⁵, being involuntarily committed to a mental institution following acceptance of a negotiated insanity plea or following a verdict or finding of insanity⁶, or having been taken into protective custody⁷, regardless of the likely cause, manner and circumstances, is to be reported immediately to the Office of Chief Medical Examiner and the appropriate MCU. These notifications are necessary for these agencies to carry out their responsibility of investigating the death to determine the cause, manner, and circumstances of death. The Attorney General's Office will thereafter review all investigative results.

Death Attended by Law Enforcement. The death or probable death of an individual while interacting with law enforcement, regardless of the likely cause, manner, and circumstances, requires an immediate report to the Investigation Division of the Office of the Attorney General and the Office of Chief Medical Examiner.

D. *Deadly Force by Law Enforcement*

When a law enforcement officer uses deadly force in the performance of the officer's duties, regardless of the outcome, immediate reporting to the Investigation Division of the Attorney General's Office is required. If death was the outcome, the Attorney General's Office will contact the Office of Chief Medical Examiner.⁸

E. *Workplace death*

The "workplace manslaughter" statute may be applicable to a situation where an employee dies in the workplace. The investigation of a workplace death is the responsibility of the responding law enforcement agency, but requires an immediate report to the Office of Chief Medical Examiner. The Office of Chief Medical Examiner will notify the Office of the Attorney General and, if necessary for assistance, the appropriate MCU. It is also likely that investigators from the Occupational Health and Safety Administration (OSHA) or the Maine Bureau of Labor Standards (BLS) will be assigned to assist in the investigation. In the initial scene investigation, law enforcement officers should treat the situation as they would a vehicular manslaughter, securing photographs, measurements, and other evidence.

⁵ 15 M.R.S.A. § 101-B

⁶ 15 M.R.S.A. § 103

⁷ 34-B M.R.S.A. § 3862

⁸ See the attached Attorney General's Protocol for the Reporting of the Use of Deadly Force by a Law Enforcement Officer.

F. *Death of Child less than 3 years*

Sections II and III are applicable when responding to a child death. In addition to the Office of Chief Medical Examiner, MCU is to be contacted in any case of the death of a child under the age of three years. Singling out deaths of young children for special investigation is necessary because of the different technical approach and types of inquiry required in pursuing the investigations.

G. *Suicide*

When the circumstances of death suggest a suicide, MCU and the Office of Chief Medical Examiner must be notified. Immediately send suicide notes to the Office of Chief Medical Examiner.⁹ If not convenient, fax a copy or email a picture while the originals take their time through the mail or other transport. Do not send such material with the body.

NOTE: If the deceased is less than 17 years of age or in custody or confinement, the death (or anticipated death) will be investigated by MCU.

H. *Suspected Drug Overdose*

Cases of a suspected drug overdose resulting in death or serious bodily injury require special attention. The purpose of the investigation in each case is to determine, to the extent possible, the cause, manner, and circumstances surrounding the drug overdose, the identity of the drug involved, and the source of the drug. Furnishing scheduled drugs that result in the death or serious bodily injury of a person is a serious crime. In all cases of suspected drug overdose, the following procedures are required:

1. Notification of the Office of Chief Medical Examiner (if death has occurred or is reasonably anticipated) and MCU.

I. *Suspected Drug Overdose*

Cases of a suspected drug overdose resulting in death or serious bodily injury require special attention. The purpose of the investigation in each case is to determine, to the extent possible, the cause, manner, and circumstances surrounding the drug overdose, the identity of the drug involved, and the source of the drug. Furnishing scheduled drugs that result in the death or serious bodily injury of a person is a serious crime. In all cases of suspected drug overdose, the following procedures are required:

1. Notification of the Office of Chief Medical Examiner (if death has occurred or is reasonably anticipated) and MCU.
2. Notification of the appropriate MCU and the district supervisor of the Maine Drug Enforcement Agency (MDEA). The MDEA supervisor will determine if sufficient information exists to initiate an investigation into the source of the drug(s) suspected of causing the overdose. The responding agency, in consultation with MCU, is primarily responsible for all aspects of the investigation, to include proper crime scene processing and coordination with the Office of Chief Medical Examiner and MDEA. The MDEA supervisor will immediately notify the appropriate prosecutor of the suspected overdose and the ensuing investigation.

⁹ State law provides that original written or recorded material, including text messages or other electronic media, that may express suicidal intent, e.g., "suicide note," must be provided to the Office of Chief Medical Examiner. 22 M.R.S. § 3028(5). The law also declares such material to be confidential, i.e., not subject to public access.

3. Notification of the Office of Chief Medical Examiner (if death has occurred or is reasonably anticipated) and MCU.
4. Notification of the appropriate MCU and the district supervisor of the Maine Drug Enforcement Agency (MDEA). The MDEA supervisor will determine if sufficient information exists to initiate an investigation into the source of the drug(s) suspected of causing the overdose. The responding agency, in consultation with MCU, is primarily responsible for all aspects of the investigation, to include proper crime scene processing and coordination with the Office of Chief Medical Examiner and MDEA. The MDEA supervisor will immediately notify the appropriate prosecutor of the suspected overdose and the ensuing investigation.
5. A thorough scene investigation is necessary to determine the cause, manner, and circumstances surrounding the overdose. This includes witness statements, inventory of any drugs or drug paraphernalia, cell phone information, information about the victim's medical or mental health history, and identification of all known treating physicians. One aspect of an investigation is to determine if the victim possessed any drugs other than those legally prescribed.
6. Medications, illicit drugs, or substances thought to be illicit drugs at the scene are to be secured as evidence. Do not leave such evidence with the body for transport or at a funeral home. Inventory and record the evidence and fax a copy of the inventory or evidence receipt to the Office of Chief Medical Examiner at 624- 7178.¹⁰ A proper inventory of the items includes the name of the drug, the dosage, the date of prescription, the number of pills prescribed, the number of pills remaining, the name of the prescribing physician, and the name of the dispensing pharmacy. If there is reason to believe that the victim ingested medications prescribed to someone else, those medications should likewise be inventoried. (A form for documenting this inventory is attached.)
7. The actual cause of death in suspected drug overdoses is not readily apparent, and may not be determined for several weeks pending the results of toxicology. These cases are to be investigated until the investigating agency, MCU, and the Office of the Chief Medical Examiner have determined no further investigation is necessary and/or the cause and manner of death are determined.

J. In-water Death

Deaths of persons found in water require notification to the Office of Chief Medical Examiner and the appropriate MCU, and may be specially investigated because of the different technical approach and types of inquiry needed in pursuing such investigations. There are three types of categories for water-related deaths: accidental, suicidal, and homicidal. When law enforcement officers respond to the scene of an aquatic/marine related death and foul play is either obvious or suspected, the responding officer should follow this protocol as stated in Section II and III above. The decision to specially investigate will be made on a case-by-case basis by the Office of Chief Medical Examiner, usually in collaboration with an appropriate police authority and the Attorney General's Office. Even when not specially investigated, an investigation is still necessary as in any medical examiner case.

¹⁰ See the attached *Drug/Medication Inventory* form.

K. *Missing Person*

In addition to the requirements set out in state law in the Missing Children Act¹¹, the report of a missing person – child or otherwise – requires within two hours of the report the issuance of a File 6 and inclusion in the computer files of the Maine State Police and National Crime Information Center (NCIC). Within eight (8) hours of the missing person report, notification of MCU is required unless there are suspicious or unusual circumstances, in which case immediate notification of MCU is required. An example of “unusual circumstances” is a reported absence under circumstances inconsistent with established patterns of behavior.

State law also requires that the Office of Chief Medical Examiner maintain information on missing persons.¹² Accordingly, if a person reported as missing is not located within 24 hours of the report, notification to the Office of Chief Medical Examiner is required.

L. *Line-of-duty death of a firefighter.*

It is imperative to notify the Office of the State Fire Marshal as soon as possible in the event of the death of a firefighter in the line of duty. The federal Public Safety Officers Benefits (PSOB) Program provides death and education benefits to survivors of fallen firefighters, and the State Fire Marshal is the entity that carries out the provisions of a Line-of-Duty Death Response Plan that will assure compliance with the requirements of the PSOB Program.

V. PUBLIC STATEMENTS

Only the Office of the Attorney General is authorized to disseminate information or public statements in homicide or suspected homicide cases. The appropriate MCU may disseminate information in these cases only after consultation with and approval of the Office of the Attorney General.

- A. Examples of information that may be released in investigations covered by this Protocol, other than homicide or suspected homicide cases:
1. Unless confidential pursuant to law, the identity of a victim, if confirmed and not in question, after notification of family or next of kin. If there is any question as to the identity, the information remains confidential.
 2. Information regarding the cause, manner, and circumstances of a death, but only with authorization of and after consultation with the Office of Chief Medical Examiner and the Office of the Attorney General.
 3. A brief description, e.g., hunting fatality, suspicious death, accident, time and place, whether the investigation is in progress, and the identity of the investigating agency.
 4. A warning to the public of any dangers.
 5. A request for assistance in apprehending a suspect or assistance in other matters, if the information released is limited to accomplishing that purpose.

¹¹ 25 M.R.S. chapter 257.

¹² 22 M.R.S. § 3034.

6. A brief description, e.g., hunting fatality, suspicious death, accident, time and place, whether the investigation is in progress, and the identity of the investigating agency.
7. A warning to the public of any dangers.
8. A request for assistance in apprehending a suspect or assistance in other matters, if the information released is limited to accomplishing that purpose.
9. The name of a person charged (except a juvenile), age, residence, employment, and marital status.
10. The circumstances immediately surrounding an arrest or charge, including the time and place of the arrest, resistance, pursuit, and possession and use of weapons.
11. The substance or text of the charge, such as a complaint or indictment.
12. Information contained in a public record, stated so as to attribute the information to a public record.
13. The scheduling or result of any step or action in the judicial proceeding.

B. The following types of information should not be released:

1. Information as to the character, reputation, or prior criminal record or mental health history of an accused person or a prospective witness.
2. Admissions, confessions, or a statement or alibi attributable to any accused person, except as otherwise contained in a public record.
3. The performance or results of tests or the desire, agreement, or refusal of the accused or any potential witness to take or perform a test, including a polygraph examination.
4. Statements or information concerning the credibility or anticipated testimony of prospective witnesses.
5. The possibility of a plea to the offense charged or to a lesser offense, or other disposition.
6. Opinions concerning evidence or arguments in the case, whether or not it is anticipated that such evidence or arguments will be used at trial.
7. Opinions as to the guilt of the accused, the evidence, or the merits of the case.
8. General Rule: DO NOT COMMENT ON THE EVIDENCE.

Dated: August 15, 2017
JANET T. MILLS
Attorney General

s/Janet T. Mills

OFFICE OF CHIEF MEDICAL EXAMINER
DRUG/MEDICATION INVENTORY

Officer: _____
Agency: _____
Case #: _____
Date: _____
Rec'd from: _____

Name of Victim: _____

OCME Case Number: _____

NAME OF DRUG* AND DOSAGE	DIRECTIONS FOR USAGE	DATE ISSUED	NUMBER ISSUED	NUMBER PRESENT	PHYSICIAN	PHARMACY
1						
2						
3						
4						
5						
6						
7						
8						
9						
10						
11						
12						

* Please indicate if the drug is prescribed for a person other than the victim.

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01/18/17

Death Investigation

Agency: _____ Case Number: _____

Date: _____ Time Received: _____ Time Arrived: _____

Informant: _____ Telephone: _____

Address: _____

Location of Scene: _____

Date & Time of Death: _____

Decedent: _____ DOB: _____

Address: _____

Next of Kin: _____ Telephone: _____

Address: _____

Law Enforcement Officer Responding: _____

Ambulance Service: _____

EMT/ Paramedic/ Attendees: _____

Funeral Home: _____

Victim:

- ☐ **Suicide Note/Written Materials (provide to Office of Chief Medical Examiner)**
- ☐ **Recent or previous suicide attempts**
- ☐ **Recent or previous suicidal threats**
- ☐ **Recent or chronic medical/mental diagnosis**
- ☐ **Recent personal stress (relationship, job, death of loved one, catastrophic event)**
- ☐ **Recent or history of drug/alcohol abuse**

Scene Information:

☐ Residence ☐ Single Family Home ☐ Apartment ☐ Trailer
☐ Duplex Other: _____
☐ Open Area
☐ Business
☐ Medical Facility
☐ Vehicle

Vehicles Present: (Location/ Plate#/ Make Model/ Owner if Known)

Pets Present:

☐ None ☐ Dog(s) # ☐ Cat(s) # ☐ Other:

Fecal Matter/Urine Present Inside:

☐ Yes ☐ No Other Pet Notes: _____

Weather:

☐ Clear ☐ Rain ☐ Snow/Sleet ☐ Cloudy

Exterior Lighting: (Time of Arrival)

☐ Dark ☐ Daylight ☐ Dusk/Dawn ☐ Artificial Light Present

Interior Lighting: (Time of Arrival)

☐ No Lighting ☐ Artificial Lighting ☐ Natural Lighting

Exterior Temperature: (Time of Arrival) _____ Interior Temperature: (Time of Arrival) _____

Photographs Taken: ☐ Yes ☐ No Time: _____

Persons Present on Scene:

Scene Notes: (TV on? Doors Locked/Closed? Windows open? Scene altered? Weapons nearby?)

Personal Items Present:

- ☐ **Wallet/ID**
- ☐ **Cash/Credit Cards**
- ☐ **Electronic Devices (computers, laptops, tablets, cell phones)**

Medications/Prescriptions/Drugs Present:

- ☐ **Photograph**
- ☐ **Med Count if suspected Overdose (Medication Log)**
- ☐ **Name of Doctor-provider to OCME for records**
- ☐ **Collection-Do not send to Funeral Home with body**

Timeline:

- ☐ **Landline Phone-Call list (Photograph)**
- ☐ **911 Call-Request copy of recording**
- ☐ **Cellular Phone-Incoming/Outgoing Calls or Texts (Photograph most recent)**
- ☐ **Notes/Journals/Calendar/Receipts**

Scene Sketch Included: ☐ **Yes** ☐ **No**

Medical Examiner Notified Time: _____

Intake Person Name: _____

Body Released: ☐ **Yes** ☐ **No** **Time:** _____

ME Office Requests:

- ☐ **Photographs**
- ☐ **Transported for Autopsy**
- ☐ **Transported for Exam**
- ☐ **Blood Kit**
- ☐ **Responding to Scene**
- ☐ **Medication Log**
- ☐ **Notes (Original "suicide note" to ME)**

NOTIFICATIONS:

Supervisor Notified: _____ Date: _____ Time: _____

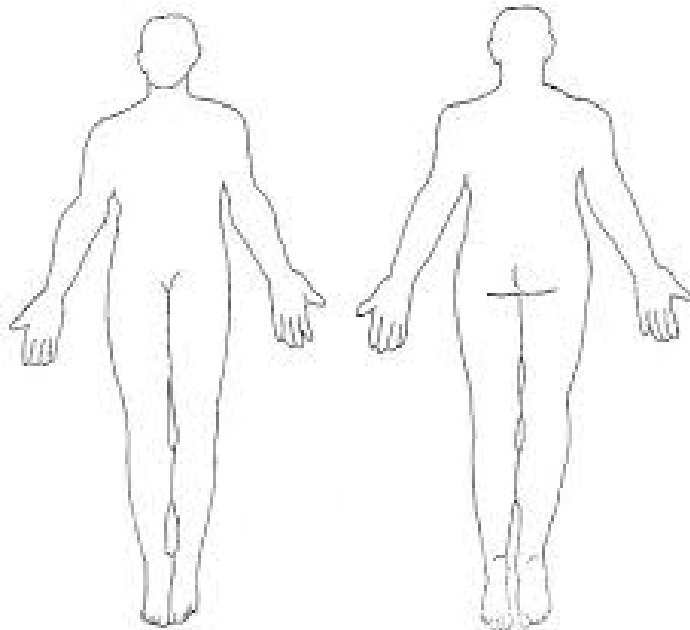
MCU Notified: _____ Date: _____ Time: _____

District Attorney Notified: _____ Date: _____ Time: _____

MDEA Supervisor Notified: _____ Date: _____ Time: _____

Body Observations:

Trauma Observed: __Yes __No



If yes mark location(s) with X

Apparent Wounds:

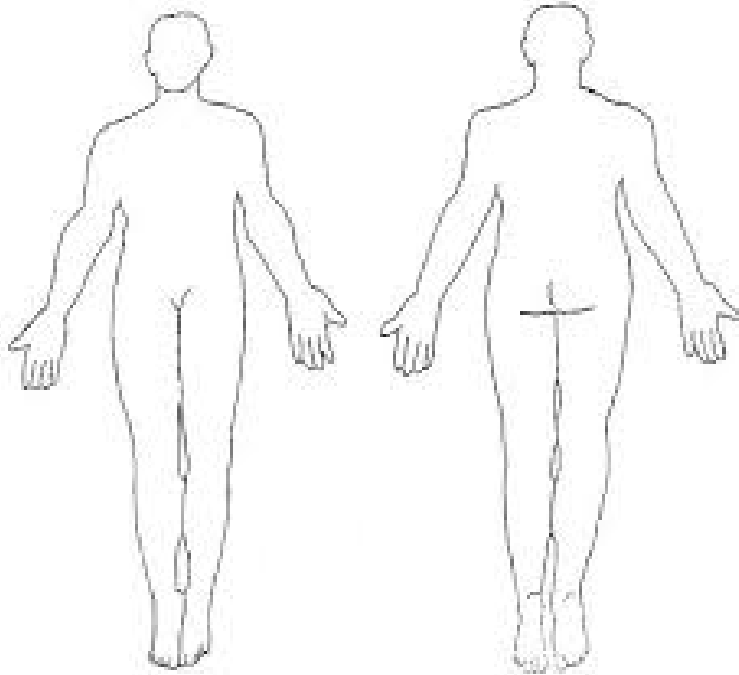
- ☐ Gunshot
- ☐ Sharp Weapon Injury
- ☐ Fire/ Burn
- ☐ Blunt Force Trauma

Description of Trauma Observed:

Rigor Mortis Present: ☐ Yes ☐ No ☐ Partial Time: _____

Livor Mortis Present: ☐ Yes ☐ No ☐ Partial Time: _____

If present mark locations with X



Livor Mortis Color:

Description:

Consistent with body position: ☐ Yes ☐ No

Blanching Lividity: ☐ Yes ☐ No

Skin Slippage: ☐ Yes ☐ No

Body Temperature: _____ Time: _____

Clothing and Footwear description: _____

Notes on secretions from mouth/nose or other: _____

Insect Activity Present: ☐ Yes ☐ No

Locations: _____

Apparent Animal Activity on Body: ☐ Yes ☐ No

Locations: _____

Evidence Collected:

☐ Yes ☐ No By: _____

Descriptions: _____

Body Removed Time: _____ Cleared the Scene Time: _____

Additional Notes: _____

Printed Name: _____

Signature: _____

Date: _____



Maine Office of the Attorney General

PROTOCOL FOR THE REPORTING AND INVESTIGATION OF THE USE OF DEADLY FORCE

Authority. The Attorney General has exclusive jurisdiction for the direction and control of any criminal investigation of a law enforcement officer who, while acting in the performance of that officer's duties, uses deadly force.¹ Such use of deadly force will be the subject of an investigation or review and legal analysis by the Office of the Attorney General to determine if its use complied with the applicable provisions of law. Detectives from the Office of the Attorney General will conduct or supervise the investigation, with the assistance of the State Police or other agencies as circumstances require.

Definitions. For purposes of this protocol, "deadly force" has the same meaning as in Title 17-A M.R.S. § 2, §§ 8. "Deadly force" means physical force that a person uses with the intent of causing, or that a person knows to create a substantial risk of causing, death or serious bodily injury.² Except as provided in section 101, subsection 5³, intentionally, knowingly, or recklessly discharging a firearm in the direction of another person or at a moving vehicle constitutes deadly force.

¹ 5 M.R.S.A. § 200-A

² As used in subsection 8, "serious bodily injury" means a bodily injury – i.e. physical pain, physical illness or any impairment of physical condition – that creates a substantial risk of death or which causes serious, permanent disfigurement or loss or substantial impairment of the function of any bodily member or organ, or extended convalescence necessary for receiving of physical health. 17-A M.R.S.A. § 2 (5) and (23).

³ For purposes of this chapter, use by a law enforcement officer, a corrections officer or a corrections supervisor of the following is use of nondeadly force:

- A. Chemical mace or any similar substance composed of a mixture of gas and chemicals that has or is designed to have a disabling effect upon human beings; or
- B. A less-than-lethal munition that has or is designed to have a disabling effect upon human beings. For purposes of this paragraph, "less-than-lethal munition" means a low-kinetic energy projectile designed to be discharged from a firearm that is approved by the Board of Trustees of the Maine Criminal Justice Academy.

Requirement. A law enforcement agency whose officer uses deadly force while acting in the performance of that officer's duties shall make notification of the event, as soon as practicable, to the Investigation Division of the Office of the Attorney General. The following circumstances in which physical force is used requires reporting by the agency whose officer uses such physical force while acting in the performance of that officer's duties:

1. The use of physical force that in fact causes death or serious bodily injury.
2. The use of physical force under circumstances that in fact create a substantial risk of causing death or serious bodily injury, whether or not death or injury actually results.
3. The use of physical force when it is the officer's intent to cause death or serious bodily injury, whether or not death or injury actually results.
4. The discharge of a firearm in the general direction of another person or at a moving vehicle, whether or not the projectile hits the person or vehicle. (It is not necessary to report the discharge of a firearm if the discharge is that of a "less-than-lethal munition," as defined in law. See Footnote 3 above. Also, pointing a firearm at another person without discharging it need not be reported.)
5. Ramming an occupied vehicle, except when the Precision Immobilization Technique (PIT maneuver) is used in the manner trained and under the circumstances permitted for its use and no serious bodily injury or death results.
6. A roadblock set up to terminate a vehicular pursuit when the roadblock in fact creates a substantial risk of causing death or serious bodily injury to the occupants of the fleeing vehicle or other persons and that in fact results in serious bodily injury or death.

Procedure for reporting. In any of the six mandatory reporting circumstances identified above, the incident must be reported as soon as practicable by the officer's agency to the Investigation Division of the Office of the Attorney General.

Contact Investigation Division of the Attorney General's Office Brian MacMaster – Office 626-8520 – Home 582-4870 – Cell 441-0671
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Preservation of the scene, electronic media, and witnesses. The scene shall be preserved and cordoned, and involved officers separated by available law enforcement officials until the arrival of a detective from the Office of the Attorney General or a designee whose responsibility is to coordinate the investigation and/or to process the scene. Preserve as soon as possible any electronic media, such as cruiser or body camera video recordings. Other than what is necessary to identify and preserve such recordings, no officers may view such recordings prior to the involved officers giving a statement. Do not disturb the scene. In the case of a death, the body of the deceased is not to be moved or disturbed in any way until authorized by the Attorney General's Office or the Office of Chief Medical Examiner, unless the body is in immediate danger of destruction or further damage. Other personnel authorized to access the scene are

evidence technicians of the State Police or other agencies or other personnel designated and dispatched under the authority of the Attorney General.

Interviews of officers. During the Attorney General's investigation, no member or representative of an involved law enforcement officer's agency may be present during interviews of the officer, unless previously authorized by the Attorney General's Director of Investigations or the Director's designee. No agent of an involved law enforcement officer's agency may issue any order or instruction of any type concerning whether the officer should or should not speak with a detective from the Office of the Attorney General.⁴

Public Statements. No media statements or other public comments regarding a determination of an involved officer's legal justification or criminal culpability may be made or given except by the Office of the Attorney General. Other public comments, particularly as they relate to the facts of a particular event, may not be made or given without prior authorization and coordination with the Office of the Attorney General. Release of the name of an involved officer will be postponed until the officer and the head of the officer's employing agency are notified that the information will be released.⁵ The name of a decedent or injured person will be released after the family or next of kin is notified.

The following guidelines relate to the investigation by the Office of the Attorney General of the use of deadly force by a law enforcement officer in the performance of that officer's duties, and govern the release of information to the media or the public during the pendency of the investigation.

Examples of information that *may* be released:

1. The fact that an incident involving the use of deadly force occurred and, pursuant to statutory requirements, is being investigated by the Office of the Attorney General.
2. The fact that the investigation is focused upon a determination of whether deadly force was in fact used and whether the use complied with the applicable provisions of law.
3. Whether person(s) were injured or killed.
4. The identity of person(s) injured or killed to include name, age, residence, occupation, and family status, but only after proper notification of family or next of kin.
5. The time and place of the incident under investigation.
6. The identity of an involved law enforcement officer, to include name, age, and agency affiliation.
7. A brief description of the circumstances of the particular incident, e.g., the nature of a call for service, an arrest, a vehicle stop, etc.

⁴This section is necessary to maintain the appropriate legal distinction between the Attorney General's criminal investigation and an administrative or internal affairs investigation by the employing agency.

⁵The name of the subject officer in matters involving the use of deadly force is a matter of public information. 5 M.R.S.A. § 7070-A, 30-A M.R.S.A. § 503(1-A) and § 2702(1-A).

8. The time and place of the incident under investigation.
9. The identity of an involved law enforcement officer, to include name, age, and agency affiliation.
10. A brief description of the circumstances of the particular incident, e.g., the nature of a call for service, an arrest, a vehicle stop, etc.

Examples of information that *may not* be released:

1. The details of investigative procedures or speculation upon any matters, legal or otherwise.
2. The character or reputation of any person(s) involved in the incident.
3. The existence or contents of any statement given by any persons involved in the incident, or the failure of any persons to provide statements.
4. The identity of witnesses and any information provided by witnesses.

Dated: August 15, 2021
Frey AARON M. FREY
Attorney General

s/Aaron M.