

Headquarters  
United States Forces Korea  
Unit #15237  
APO AP 96205-5237

United States Forces Korea  
Regulation 526-11

28 January 2010

Civil Military Operations

UNITED STATES FORCES KOREA RELATIONS WITH KOREAN NATIONALS:  
CONDOLENCE VISITS AND SOLATIA

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\*This regulation supersedes USFK Regulation 526-11, 19 May 2004.

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FOR THE COMMANDING GENERAL:

JOSEPH F. FIL JR.  
Lieutenant General, USA  
Chief of Staff

OFFICIAL:



GARRIE BARNES  
Chief of Publications and  
Records Management

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**Summary.** This regulation explains condolence visits and solatia, and establishes payment procedures.

**Applicability.** This regulation applies to all United States (US) military installations and commands and to all military members and civilian employees of the US Armed Forces in the Republic of Korea (ROK).

**Supplementation.** Issue of further supplements to this regulation by subordinate commands is prohibited unless prior approval is obtained from HQ USFK, ATTN: FKJA-IL, APO AP 96205.

**Internal Controls.** This regulation does not contain management control checklists

**Forms.** USFK forms are available at [www.usfk.mil](http://www.usfk.mil).

**Records Management.** Records created as a result of processes prescribed by this regulation must be identified, maintained, and disposed of according to governing service regulations. Records titles and descriptions are available on the Army Records Information Management System (ARIMS) website at <https://www.arims.army.mil>.

**Suggested Improvements.** The proponent of this regulation is the Office of the Judge Advocate, USFK. Users are invited to send comments and suggested improvements on DA Form 2028 (Recommended Changes to Publications and Blank Forms) to the Commander, USFK, ATTN: FKJA-IL, APO AP 96205. This publication is available electronically on the USFK web site at: <http://www.usfk.mil>.

**Distribution.** Electronic Media Only (EMO).

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## **Chapter 1 General**

### **1-1. Purpose**

This regulation explains condolence visits and solatia, and establishes payment procedures.

### **1-2. References**

Required and related references are listed at Appendix A.

### **1-3. Explanation Of Abbreviations And Special Terms**

Abbreviations and special terms used in this regulation are explained in the glossary.

## **Chapter 2 Policy and Procedures**

### **2-1. Policy**

The Commander, United States Forces Korea (USFK), follows the Korean custom of making condolence calls and paying solatia. Solatium is a compensation payment given as solace for injury or death. The plural of solatium is solatia. Solatia are paid without reference to fault and are not regarded as an admission of guilt or civil liability. Solatia are not part of the USFK "Good Neighbor" program and payments are not authorized in cases where damages consist solely of property damage without physical injury. In such cases the responsible unit's Maneuver Damage Officer or other representative should refer the damaged party to the foreign claims processes detailed in Article XXIII, US-ROK Status of Forces Agreement (SOFA). (Appendix F). Ordinarily observance of this custom has no bearing on the merit of any SOFA claim. Such claims are adjudged solely by the provisions of that agreement and in accordance with applicable laws. Nevertheless, when solatium is disproportionately large relative to the value of the injuries sustained, the claims adjudicating authority may consider this fact when adjudicating an appropriate settlement.

### **2-2. Responsibilities**

a. Installation commanders. The installation commander having area responsibility for the location where the injury or death occurred is responsible for the administration of the solatia program. Commanders, in coordination with the SJA serving their geographical area, will establish and maintain procedures for administration of the solatia program in compliance with this regulation. The installation commander normally will delegate program administration to a staff officer who is designated as the installation solatia officer.

b. Installation solatia officers. Officers appointed by installation commanders to administer the solatia program will--

(1) Familiarize themselves with policies and procedures for the solatia program as prescribed in this regulation.

(2) Coordinate with the supporting finance office to ensure prompt processing in the event of an incident requiring payment of solatium.

(3) Coordinate with supporting military police authorities and commanders of tenant units to ensure prompt reporting of accidents or incidents resulting in injuries or deaths requiring payment of solatium.

(4) Report their appointments to the USFK Office of the Judge Advocate within one workweek of appointment, ATTN: Chief, Foreign Claims Division, APO AP 96205.

(5) Appoint and train subordinate solatia officers as needed to obtain payment funds, conduct condolence visits, and deliver solatia. At small installations, additional solatia officers may not be required.

(6) Monitor the conduct of the condolence visit and delivery of solatia to ensure compliance with the purpose of this regulation.

c. Installation provost marshals. The installation provost marshal or the functional equivalent will be familiar with policies and procedures of the solatia program and will establish procedures to promptly report relevant incidents to the installation solatia officer.

d. Installation judge advocates. The SJA or legal advisor serving the installation will be prepared to advise and assist the installation commander or installation solatia officer concerning appropriate operation of the solatia program.

e. Solatia officers. Solatia officer(s) will be appointed by the installation solatia officer as needed to implement the solatia program. This officer will be appointed on orders as a Class A agent to the servicing Finance and Accounting Officer (FAO) to perform duties as directed by the installation solatia officer.

f. USFK Office of the Judge Advocate, Foreign Claims Division. The point of contact for solatia matters is the Chief, Foreign Claims Division, who will advise and assist the installation commander, installation solatia officer, or installation judge advocate, in the interpretation and application of the solatia program.

g. Solatia Witnesses. As decorum prohibits asking for a receipt when paying solatium, a solatium witness will officially observe the actual payment. Solatia witnesses will be appointed by the installation solatia officer as needed to implement the solatia program. The solatium witness should be Korean and possess a high level of maturity and sensitivity. He or she should also be a person who, in addition to serving as a witness, is able to effectively serve as an interpreter during the condolence visit.

h. Installation Finance and Accounting Officer or Finance Officer (FO). The FAO or FO will maintain a sufficient fund of uncirculated ₩10,000 and ₩50,000 notes for implementation of the solatia program. A copy of each public voucher used for solatium will be forwarded to the Chief, Foreign Claims Division.

### **2-3. Procedures**

a. The installation solatia officer will:

(1) Review each incident or accident report involving injury or death to a Korean national. He or she will consider the nature and extent of the injuries and whether there was involvement by US Forces. Without sufficient evidence of US involvement in the incident giving rise to the injuries or death, solatium in any amount is inappropriate. Solatium will not be paid solely on the basis that the death or injury of a Korean national occurred on a US military installation without further evidence of the involvement of US personnel.

(2) Determine whether solatium should be paid. Solatium will not be denied solely because the facts do not clearly indicate fault or legal liability on the part of US Forces. Solatium is based on US involvement rather than US causation. Nevertheless, when the facts do clearly indicate that the death or injury occurred through no fault of any US personnel or that any US involvement was purely coincidental, solatium may be denied. Whenever possible, the determination to pay solatium should be made promptly to permit payment within 48 hours of the incident or accident.

(3) Direct the solatia officer to process and make payment as appropriate. The installation solatia officer may personally perform this function at his or her discretion.

(4) Prepare and have certified SF Form 1034 for an appropriate amount from the schedule listed in paragraph 2-5 below. The maximum authorized amount is not appropriate in every case and should be reserved for the most serious incidents. Keeping in mind that solatia is not meant to be compensation, commanders and solatia officers should use sound judgment in deciding on an appropriate amount of solatia.

b. The solatia officer will contact the servicing FAO or FO to arrange disbursement of funds. Normally, the solatia officer will present to the commercial accounts section or the disbursing division of the FAO or FO the following documents:

(1) Two copies of the duty appointment, designating him or her as a solatia officer and as a Class A agent to the servicing FAO/FO. (See Appendix B.)

(2) Two copies of the Witness Appointment Memorandum designating a responsible solatia witness for each payment. (See Appendix C.)

(3) Standard Form 1034, certified by the installation commander or the SJA. (See Appendix D.)

(4) A certified DD Form 577 (Signature Card), for the installation commander or SJA if such a card is not already on file with the FAO or FO. A certified DD Form 577 is also required for the witness each time solatium is paid. (See Appendix E.)

c. Finance personnel will advance funds to the solatia officer in new, uncirculated ₩10,000 or ₩50,000 notes.

d. Solatia are valid expenditures and are centrally funded by each service component. Solatia are chargeable against each service component's fund cite. The fund cite will be charged on Standard Form 1034 (Public Voucher for Purchase and Services Other Than Personal) and processed as directed locally. Payments for units temporarily in the ROK will be processed by the responsible installation solatia officer and charged to the service component's fund cite of the service member or the unit involved in the incident.

e. Individuals who cause death or injury to a Korean national outside the performance of their official duties should be encouraged to pay solatia on their own from private funds. Any individual who voluntarily pays solatium from his or her personal funds is not entitled to reimbursement by the US Government.

## 2-4. Solatia Amounts

a. To ensure consistency in the solatia program throughout the ROK, the following maximum payment schedule will be used in determining the amount of payment:

- (1) Death or critical injury: ₩ 5,000,000
- (2) Serious injury: ₩ 1,000,000
- (3) Funeral flower arrangements: ₩ 500,000.

b. A critical injury is defined as a life-threatening injury where probability of survival is minimal or cannot be determined with any degree of accuracy at the time of assessment. A serious injury is generally defined as a non-critical injury requiring significant medical treatment and inpatient hospitalization in excess of three days. Installation solatia officers will exercise judgment and discretion in assessing the extent of injuries. Although the installation solatia officer will make reasonable efforts to ascertain the severity of injuries, payment will not be delayed unduly because of difficulties in making this determination. When this determination cannot be made in a timely manner, the installation solatia officer should assume that the injuries satisfy the criteria for serious rather than critical injury. Minor or insignificant injuries, for example, “whiplash” and other “overnight observation” type of common injuries suffered in routine traffic accidents, need not be considered for purposes of the solatia program. Instead, when appropriate, injured parties should be referred to the SOFA claims process. (See Appendix F.)

## 2-5. The Condolence Visit

a. The solatia officer and the solatia witness will visit the injured party or the deceased party’s family and identify themselves. The solatia officer will explain:

- (1) That the US Armed Forces follow the Korean custom of condolence visits;
- (2) That the US Armed Forces, the installation commander, and the individual involved regret the incident occurred; and
- (3) That the solatium is offered as a token of sympathy.

Neither the solatia officer, the witness, nor any other USFK personnel will make any statement concerning fault, liability, or any ongoing accident investigation(s), nor will any such personnel comment on the legal aspects of potential SOFA claims, courts-martial proceedings or criminal trials in ROK courts. All claims and other legal questions will be referred to the servicing SJA or the USFK Office of the Judge Advocate, Foreign Claims Division.

b. The solatia officer will then present the payment in a clean white envelope and an appropriate verbal or written sympathy message in a separate envelope. (See Appendix G.) The following characters, which translate into “consolation payment,” should be written on the front of the payment envelope in black ink (DO NOT use red ink as this carries a negative connotation in Korea):

부의

In injury cases, the following characters should be written on the envelope as well:

위문금

## **2-6. Processing After Visit And Payment**

a. After accompanying the solatia officer on the condolence visit and witnessing the payment, the solatium witness will then prepare, in duplicate, USFK Form 66EK-R (Statement of Witness (When Solatium is Paid to Individual Other Than the Victim)), which will be locally reproduced on 8 1/2- by 11-inch paper (Appendix H) or USFK Form 67EK-R (Statement of Witness (When Solatium is Paid to Victim)), which will be locally reproduced on 8 1/2- by 11-inch paper (Appendix I), as appropriate. The witness will sign copies, as applicable, and present them to the solatia officer. The solatia officer will return to the FAO or FO with signed copies of either the USFK Form 66EK-R or the USFK Form 67EK-R. The solatia officer will also forward a copy of the forms within one workweek to the Office of the Judge Advocate, Foreign Claims Division.

b. The FAO or FO will process the SF Form 1034 (Appendix D) and attach the following documents to the form:

- (1) Duty appointment for the solatia officer.
- (2) Duty appointment for solatium witness.
- (3) Certificate of solatium witness.

c. One copy of the voucher will be forwarded to the Foreign Claims Division, ATTN: FKJA-IL, APO AP 96205.



## **Appendix A References**

### **Section I. Required Publications**

DODFMR Volume 5 (Disbursing Operations for Finance and Accounting Offices), Appendix A, Paragraph 1-2.

Article XXIII, US-ROK Status of Forces Agreement.

### **Section II. Related Publications**

AR 27-20 (Claims).

AFM 177-102 (Commercial Transactions at Base Level).

AFM 112-1 (Claims Manual).

EUSA Reg 37-100 (The Army Management Structure and Accounting Processing Codes).

JAGINST 5800.7B (Manual of the Judge Advocate General).

USFK Reg 10-2 (Installation Management and Base Operations).

5AF Reg 177-2 (Solatium Payments).

DA PAM 27-162 (Claims Procedures).

USFK Reg 1-27 (Settlement of Tort Claims).

**Appendix B  
Sample Format For Appointment Of Class A Agent And Solatia Officer**

(Appropriate Letterhead)

Office Symbol

DATE

MEMORANDUM FOR

SUBJECT: Appointment as Class A Agent and Solatia Officer

1. Appointment: Effective this date you are appointed as a Class A Agent to the (Finance and Accounting Officer or Finance Officer) and as a Solatia Officer.
2. Authority: DODFMR Volume 5 (Disbursing Operations for Finance and Accounting Offices) and USFK Reg 526-11.
3. Purpose: To perform condolence visits and present solatia to (Payee's Name).
4. Period: Until relieved or released from appointment.
5. Special Instructions: Follow provisions of USFK Reg 526-11.

(Signature block of Commander)

SAMPLE

**Appendix C**  
**Sample Format for Appointment of Solatia Witness**

(Appropriate Letterhead)

Office Symbol

DATE

MEMORANDUM FOR

SUBJECT: Appointment as Solatia Witness

1. Appointment: Effective this date you are appointed as a Solatia Witness.
2. Authority: USFK Reg 526-11.
3. Purpose: To witness Solatia paid to (Payee's Name).
4. Period: Until relieved or released from appointment.
5. Special Instructions: Follow provisions of USFK Reg 526-11.

(Signature block of Commander)

SAMPLE

## Appendix D

### **INSTRUCTIONS FOR PREPARATION OF SF 1034 (PUBLIC VOUCHER FOR PURCHASES AND SERVICES OTHER THAN PERSONAL)**

- D-1. Voucher number (to be entered by the finance office).
- D-2. Enter the name and address of the finance office.
- D-3. Enter the date the voucher is prepared.
- D-4. Disbursing station symbol number and APO of the finance office (to be entered by the finance office).
- D-5. Enter the name of payee and the name and address of the solatia officer.
- D-6. Give a description of the incident.
- D-7. Enter the amount of the payment (in Won).
- D-8. Check the "Complete" payment block.
- D-9. Conversion to dollars and exchange rate (to be entered by the finance office).
- D-10. Installation commander or the servicing SJA will sign as the "Authorized Certifying Officer."
- D-11. Accounting classification and dollar amount (to be entered by the finance office).

Appendix D (Cont')

SF 1034 Public Voucher For Purchases And Services Other Than Personal

Standard Form 1034 Revised October 1987 Department of the Treasury 1 TMF 4-2000 1034-121		<b>PUBLIC VOUCHER FOR PURCHASES AND SERVICES OTHER THAN PERSONAL</b>			VOUCHER NO. ①	
U.S. DEPARTMENT, BUREAU, OR ESTABLISHMENT AND LOCATION ② 175th Finance and Accounting Office-Korea Bldg 2254 APO AP 96205-0010		DATE VOUCHER PREPARED ③ 11/15/03		SCHEDULE NO.		
PAYEE'S NAME AND ADDRESS ④ KIM, Ho Suk  SMITH, John T., 000-00-0000 HHC, EUSA, Unit #12345, APO AP 96205-2345		CONTRACT NUMBER AND DATE		PAID BY ④		
		REQUISITION NUMBER AND DATE		DATE INVOICE RECEIVED		
				DISCOUNT TERMS		
SHIPPED FROM		TO		WEIGHT		
				GOVERNMENT B/L NUMBER		
NUMBER AND DATE OF ORDER	DATE OF DELIVERY OR SERVICE	ARTICLES OR SERVICES <i>(Enter description, item number of contract or Federal supply schedule, and other information deemed necessary)</i>	QUAN-TITY	UNIT PRICE		AMOUNT <sup>(1)</sup>
				COST	PER	
		SOLATIUM PAYMENT FOR: KIM, Sun Myong  Describe Incident IAW USFK Reg 526-11				⑦ ₩500,000 Korean Won
(Use continuation sheet(s) if necessary) (Payee must NOT use the space below) TOTAL						⑦ ₩500,000 Korean Won
PAYMENT:		APPROVED FOR	EXCHANGE RATE	DIFFERENCES		
⑧ <input type="checkbox"/> PROVISIONAL		⑦ ₩ 500,000 = \$ ⑨	⑨ = \$1.			
<input checked="" type="checkbox"/> COMPLETE		BY 2				
<input type="checkbox"/> PARTIAL		TITLE				
<input type="checkbox"/> FINAL						
<input type="checkbox"/> PROGRESS						
<input type="checkbox"/> ADVANCE						
Pursuant to authority vested in me, I certify that this voucher is correct and complete.						
(Date)		(Authorized Certificate)	⑩ Commanding General, Eighth US Army		(Title)	
⑪						
CHECK NUMBER		OF	TREASURY	CHECK NUMBER		ON (Name of bank)
CASH		DATE		PAYEE 3		
\$						
1 When stated in foreign currency, insert name of currency. 2 If the ability to certify and authority to approve are combined in one person, one signature only is necessary; otherwise the approving officer will sign in the space provided, over his official title. 3 When a voucher is receipted in the name of a company or corporation, the name of the person writing the company or corporation name, as well as the capacity in which he signs, must appear. For example: "John Doe Company, per John Smith, Secretary," or "Treasurer," as the case may be.					PER  TITLE	

Previous edition usable

**PRIVACY ACT STATEMENT**

The information requested on this form is required under the provisions of 31 U.S.C. 82b and 82c, for the purposes of disbursing Federal money. The information requested is to identify the particular creditor and the amounts to be paid. Failure to furnish this information will hinder discharge of the payment obligation.

NSN 7540-00-900-2234

LJF V1.00

**Appendix E**  
**DD form 577, Signature Cards**

**Signature Card for Installation Commander**

1. NAME (Type or print) <b>BROWN, Charles A.</b>	2. PAY GRADE <b>COL</b>	3. DATE <b>11 NOV 03</b>
4. OFFICIAL ADDRESS <b>HHC, EUSA UNIT #12345 APO AP 96205-2345</b>		
5. SIGNATURE		
6. TYPE OF DOCUMENT OR PURPOSE FOR WHICH AUTHORIZED <b>To certify SF 1034's</b>		
<b>THE ABOVE IS THE SIGNATURE OF THE AUTHORIZED INDIVIDUAL</b>		
7. NAME OF COMMANDING OFFICER (Type or print) <b>CHARLES A. BROWN</b>	8. PAY GRADE <b>COL</b>	
9. SIGNATURE OF COMMANDING OFFICER		

DD Form 577, MAY 88 (EG) Previous edition may be used until exhausted. **SIGNATURE CARD**  
 Designed using Perform Pro, WHS/DIOR, Oct 97

**Signature Card for Judge Advocate**

1. NAME (Type or print) <b>QUICK, Jack B.</b>	2. PAY GRADE <b>LTC</b>	3. DATE <b>11 NOV 03</b>
4. OFFICIAL ADDRESS <b>HHC, EUSA UNIT #12345 APO AP 96205-2345</b>		
5. SIGNATURE		
6. TYPE OF DOCUMENT OR PURPOSE FOR WHICH AUTHORIZED <b>To certify SF 1034's</b>		
<b>THE ABOVE IS THE SIGNATURE OF THE AUTHORIZED INDIVIDUAL</b>		
7. NAME OF COMMANDING OFFICER (Type or print) <b>PETER R. NEWMAN</b>	8. PAY GRADE <b>BG</b>	
9. SIGNATURE OF COMMANDING OFFICER		

DD Form 577, MAY 88 (EG) Previous edition may be used until exhausted. **SIGNATURE CARD**  
 Designed using Perform Pro, WHS/DIOR, Oct 97

**Signature Card for Solatium Witness**

1. NAME (Type or print) <b>CHONG, So Hee</b>	2. PAY GRADE <b>KGS-08</b>	3. DATE <b>11 NOV 03</b>
4. OFFICIAL ADDRESS <b>HHC, EUSA UNIT #12345 APO AP 96205-2345</b>		
5. SIGNATURE		
6. TYPE OF DOCUMENT OR PURPOSE FOR WHICH AUTHORIZED <b>To witness solatium payment</b>		
<b>THE ABOVE IS THE SIGNATURE OF THE AUTHORIZED INDIVIDUAL</b>		
7. NAME OF COMMANDING OFFICER (Type or print) <b>CHARLES A. BROWN</b>	8. PAY GRADE <b>COL</b>	
9. SIGNATURE OF COMMANDING OFFICER		

DD Form 577, MAY 88 (EG) Previous edition may be used until exhausted. **SIGNATURE CARD**  
 Designed using Perform Pro, WHS/DIOR, Oct 97

## Appendix F

### ADDRESSES OF ROK DISTRICT COMPENSATION COMMITTEES AND US FOREIGN CLAIMS COMMISSION

Designations and addresses of ROK District Compensation Committees handling SOFA Claims are as follows:

#### F-1. CENTRAL COMPENSATION COMMITTEE:

Central Compensation Committee	경기도 과천시 관문로 88
Ministry of Justice	법무부
88 Gwanmun-ro, Gwacheon, Gyeonggi 427-720	본부배상심의회 우편번호 427-720
Phone# (02) 2110-3523	전화 (02) 2110-3523

#### F-2. SEOUL DISTRICT COMPENSATION COMMITTEE:

Seoul District Compensation Committee	서울특별시 서초구 반포로 707
Seoul High Prosecutors' Office	서울고등검찰청
707 Banpo-ro, Seocho-gu, Seoul 137-740	서울지구배상심의회 우편번호 137-740
Phone#: (02) 530-3628	전화 (02) 530-3628

#### F-3. DAEJEON DISTRICT COMPENSATION COMMITTEE:

Daejeon District Compensation Committee	대전광역시 서구 법원길 22
Daejeon High Prosecutors' Office	대전고등검찰청
22 Beopwon-gil, Seogu, Daejeon 302-709	대전지구배상심의회 우편번호 302-709
Phone#: (042) 470-3258	전화 (042) 470-3258

#### F-4. DAEGU DISTRICT COMPENSATION COMMITTEE:

Daegu District Compensation Committee	대구광역시 수성구 동대구로 345
Daegu High Prosecutors' Office	대구고등검찰청
345 Dongdaegu-ro, Suseong-gu, Daegu 706-901	대구지구배상심의회 우편번호 706-901
Phone#: (053) 740-4673	전화 (053) 740-4673

#### F-5. BUSAN DISTRICT COMPENSATION COMMITTEE:

Busan District Compensation Committee	부산광역시 연제구 미남로 11
Busan High Prosecutors' Office	부산고등검찰청
11 Minam-ro, Yeonjegu, Busan 611-743	부산지구배상심의회 우편번호 611-743
Phone#: (051) 606-3274 or 3275	전화 (051) 606-3274/5

#### F-6. GWANGJU DISTRICT COMPENSATION COMMITTEE:

Gwangju District Compensation Committee	광주광역시 동구 동명로 303
Gwangju High Prosecutors' Office	광주고등검찰청
303 Dongmyeong-ro, Donggu, Gwangju 501-707	광주지구배상심의회 우편번호 501-707
Phone#: (062) 231-3268	전화 (062) 231-3268

F-7. INCHEON DISTRICT COMPENSATION COMMITTEE:

Incheon District Compensation Committee	인천광역시 남구 법원로 46
Incheon District Prosecutors' Office	인천지방법검찰청
46 Beopwon-ro, Namgu, Incheon 402-768	인천지구배상심의회 우편번호 402-768
Phone#: (032) 860-4674	전화 (032) 860-4674

F-8. SUWON DISTRICT COMPENSATION COMMITTEE:

Suwon District Compensation Committee	경기도 수원시 영통구 법원 1길 69
Suwon District Prosecutors' Office	수원지방법검찰청
69 Beopwon 1-gil, Yeongtonggu, Suwon 443-703	수원지구배상심의회 우편번호 443-703
Phone#: (031) 210-4416	전화 (031) 210-4416

F-9. CHUNCHEON DISTRICT COMPENSATION COMMITTEE:

Chuncheon District Compensation Committee	강원도 춘천시 공지로 243
Chuncheon District Prosecutors' Office	춘천지방법검찰청
243 Gongji-ro, Chuncheon, Kangwon 200-716	춘천지구배상심의회 우편번호 200-716
Phone#: (033) 251-5432	전화 (033) 251-5432

F-10. CHEONGJU DISTRICT COMPENSATION COMMITTEE:

Cheongju District Compensation Committee	충북 청주시 흥덕구 두꺼비로 7
Cheongju District Prosecutors' Office	청주지방법검찰청
7 Dukeobi-ro, Hungdeokgu, Cheongju 361-704	청주지구배상심의회, 전화 (043) 299-4425
Phone#: (043) 299-4425	우편번호 361-704

F-11. ULSAN DISTRICT COMPENSATION COMMITTEE:

Ulsan District Compensation Committee	울산광역시 남구 구슬 4길 33
Ulsan District Prosecutors' Office	울산지방법검찰청
33 Gusul 4-gil, Namgu, Ulsan 680-705	울산지구배상심의회 우편번호 680-705
Phone#: (052) 228-4673	전화 (052) 228-4673

F-12. CHANGWON DISTRICT COMPENSATION COMMITTEE:

Changwon District Compensation Committee	경남 창원시 대방로 101
Changwon District Prosecutors' Office	창원지방법검찰청
101 Daebang-ro, Changwon, Gyeongnam 641-704	창원지구배상심의회 우편번호 641-704
Phone#: (055) 239-4436	전화 (055) 239-4436

F-13. JEONJU DISTRICT COMPENSATION COMMITTEE:

Jeonju District Compensation Committee	전북 전주시 덕진구 가인길 98
Jeonju District Prosecutors' Office	전주지방법검찰청
98 Gain-gil, Deokjingu, Jeonju, Jeonbuk 561-705	전주지구배상심의회, 전화 (063) 259-4673
Phone#: (063) 259-4673	우편번호 561-705



F-14. JEJU DISTRICT COMPENSATION COMMITTEE:

Jeju District Compensation Committee  
Jeju District Prosecutors' Office  
1 Beopwon-ro, Jeju 690-751  
Phone#: (064) 753-5133

제주도 제주시 법원로 1  
제주지방검찰청  
제주지구배상심의회 우편번호 690-751  
전화 (064) 753-5133

F-15. UIJEONGBU DISTRICT COMPENSATION COMMITTEE:

Uijeongbu District Compensation Committee  
Uijeongbu District Prosecutors' Office  
16 Beopwon-gil, Uijeongbu, Gyeonggi 480-706  
Phone#: (031) 820-4517

경기도 의정부시 법원길 16  
의정부지방검찰청  
의정부지구배상심의회 우편번호 480-706  
전화 (031) 820-4517

F-16. US FOREIGN CLAIMS COMMISSION:

Office of the Judge Advocate  
International Law Division Foreign Claims  
APO AP 96205  
Civilian Phone #: 0505-738-8201  
DSN #: 738-8201

주한미군법무실  
국제법과 대외배상사무소  
미군 우편번호 96205  
민간전화 0505-738-8201  
미군전화 738-8201

**Appendix G**  
**Sample Text of Condolence Message**

(Appropriate Letterhead)

(Name) (성명)  
(Address) (주소)

Dear Mr. \_\_\_\_\_: 선생님께

It is with great sadness that I have learned of the tragic death of your son, (name).  
귀하의 아드님 (성명)이 비참하게 사망했다는것을 알고 본인은 애석함을 금치못합니다.

Personally, and on behalf of the United States Armed Forces, I wish to express my deepest  
본인 개인적으로, 그리고 미군당국을 대신하여 귀하와 귀하의 가족에게 심심한 조위를 표합니다.  
sympathy to you and your family.

I know this loss has brought extreme anguish to you. It is my hope that you may find some  
귀하가 아드님을 잃으심은 귀하를 비통에 젖게 함을 본인은 압니다. 본인은 우리가 귀하의 슬픔을  
measure of comfort and assurance in these words, and in knowing that your grief is shared.  
함께하고 있다는 것을 아시고 이러한 말들이 귀하에게 얼마간이나마 위로와 자신감을 찾게 되기를 바랍니다.

Please accept my heartfelt condolences at this difficult and trying time.  
이 어렵고 견딜 수 없는 시기에 본인의 진정어린 애도를 받아주시기를 간절히 바랍니다.

With deepest sympathy,  
심심한 조의를 드리며,

(Signature of installation commander)  
부대장의 서명

**Appendix H**  
**USFK Form 66EK-R**  
**Statement Of Witness (When Solatium Is Paid To Individual Other Than The Victim)**

<b>STATEMENT OF WITNESS</b> (When Solatium is Paid to Individual Other Than the Victim) (USFK Reg 526-11) (위문금이 피해자가 아닌 사람에게 지불된 경우의) 증인진술서	<b>DATE:</b> 일자: _____
I have this date witnessed payment of solatium in the amount of _____ won 상기 일자에 본인은 _____ (사건 년 월 일) _____ (미군/카투사/한국 노무단원의 성명, 계급, to _____ who is _____ (Name and Address of Payee) _____ 이 관련된 사건에 관련된 _____ (피해자의 성명) 군번 및 소속) _____ (Relationship to Victim) of _____ (Name of Victim) who was involved in an incident also 의 _____ 인 _____ (피해자와의 관계) _____ (수령인의 성명 및 주소) involving _____ (Name, Rank, SSN and Organization of US/KATUSA/KSC) 에게 일금 _____ 을 지불하는 것을 목격하였음. on _____ The solatium was presented by _____ (Date of Incident) _____ (Name, Rank, SSN and 위문금은 _____ 에 _____ (성명, 계급, 군번 및 소속) _____ (Organization) 의하여 지불되었음. The solatium payment officer advised the payee that the payment was made to demonstrate 위문금 지불 장교는 수령인에게 동 위문금이 동정의 표시로서 지불된 것이라는 점과, sympathy, that it does not preclude the victim from filing a proper claim through the local Republic 본 위문금 지불이 피해자로 하여금 대한민국 지구 배상심의회나 주한미군배상사무소에 정당한 of Korea district compensation committee or the US Armed Forces Claims Service, Korea, and 배상신청을 제기하는 것을 배제하는 것이 아니라는 점, 그리고 모든 배상 및 법률문제는 지역의 that all claims and other legal issues should be referred to the servicing Staff Judge Advocate or 법무참모실이나 주한미군배상사무소로 문의해야 한다는 점을 알려주었음. the U.S. Armed Forces Claims Service, Korea..	
Name of Witness 증인의 성명 _____	Signature of Witness 증인의 서명 _____

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PREVIOUS EDITIONS OF THIS FORM ARE OBSOLETE.

**Appendix I**

**USFK Form 67EK-R, Statement Of Witness (When Solatium Is Paid To Victim)**

<p><b>STATEMENT OF WITNESS</b>                  (When Solatium is Paid to Victim)                  (USFK Reg 526-11)                  (위문금이 피해자에게 지불된 경우의)                  증인 진술서</p>	<p><b>DATE:</b>                  일자:</p>
<p>I have this date witnessed payment of solatium in the amount of _____ won                  상기 일자에 본인은 _____ (사건 년 월 일) _____ (미군/카투사/한국 노무단원의 성명, 계급,                  to _____ (Name and Address of Payee)                  _____ (군번 및 소속)                  who was involved in an incident also involving _____ (Name, Rank, SSN and                  이 관련된 사건에 관련된 _____ (수령인의 성명 및 주소)                  _____ on _____ (Date of Incident)                  Organization of US/KATUSA/KSC) _____ 을 지불하는 것을 목격하였음.                  _____ 에게 위문금으로 일금 _____</p> <p>The solatium was presented by _____ (Name, Rank, SSN and Organization)                  이 위문금은 _____ 에 의하여 지불되었음.                  _____ (성명, 계급, 군번 및 소속)</p> <p>The solatium payment officer advised the payee that the payment was made to demonstrate                  sympathy that it does not preclude the victim from filing a proper claim through the local Republic                  of Korea district compensation committee or the US Armed Forces Claims Service, Korea, and                  배상신청을 제기하는 것을 배제하는 것이 아니라는 점, 그리고 모든 배상 및 법률문제는 지역의                  that all claims and other legal issues should be referred to the servicing Staff Judge Advocate or                  법무참모실이나 주한미군배상사무소로 문의해야 한다는 점을 알려주었음.                  the U.S. Armed Forces Claims Service, Korea..</p>	
<p>Name of Witness 증인의 성명</p>	<p>Signature of Witness 증인의 서명</p>

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PREVIOUS EDITIONS OF THIS FORM ARE OBSOLETE.

## Glossary

### Section I. Abbreviation

APO	Army Post Office
DoD	Department of Defense
FAO	Finance and Accounting Officer
FMR	Financial Management Regulation
FO	Finance Officer
KATUSA	Korean Augmentation to United States Army
ROK	Republic of Korea
SJA	Staff Judge Advocate
SOFA	US-ROK Status of Forces Agreement
US	United States
USFK	United States Forces Korea

### Section II. Special Terms

**Condolence Visit.** A personal visit by a representative of the US Armed Forces to express sympathy to an injured person or to the next of kin of a deceased person. Visits should be conducted by commanders or representatives at the lowest level appropriate to the circumstances. Not every condolence visit requires the participation of a senior-level officer.

**Solatium.** A compensation payment given as solace for injury or death. The plural of solatium is solatia. For USFK forces, solatia are payments made to an injured Korean national or to the family of a deceased Korean national, in connection with the injury or death of a Korean national (other than a USFK employee or Korean Augmentee to the US Army (KATUSA) injured or killed in the performance of duty), when the injury or death was:

- a. Caused by a military member or civilian employee of the US Armed Forces in the performance of duty or,
- b. Caused, outside the performance of duty, by a military member or US national civilian employee of the US Armed Forces, whom the installation commander, in consultation with his or her Staff Judge Advocate (SJA), has determined to be unable to pay solatia from personal funds or private insurance policies. If after such consultation the installation commander considers it in the best interest of the United States, payment is made from appropriated funds. A military member's or civilian employee's unwillingness to pay solatia from private funds is not sufficient basis for the commander to conclude that the member or employee is thereby unable to pay. The solatia program is not a substitute for the foreign claims or private civil settlement processes.

**Military Member Of The Us Armed Forces.** Any person belonging to one of the Armed Services of the US while present in the ROK; also, any KATUSA while in the performance of duty.

**Civilian Employee Of The Us Armed Forces.** Any person of US or third-country nationality who is employed by the Department of Defense (DoD) or one of the military service components as a civilian employee. This term also includes any person of ROK nationality employed by the DoD or by one of the military service components while in the performance of duty. Appropriated funds should not be used to pay solatia when the death or injury was caused by Korean national employees outside the performance of their duties or by other SOFA-status personnel not mentioned above, for example family members and contractors.

**Korean Nationals.** For the purpose of this regulation, the term “Korean national” includes any Korean citizen actually residing in the ROK. Because solatia are based on Korean cultural tradition and not on legal liability, it is inappropriate to make payments to non-Korean third-country nationals residing in Korea.