

1. Hospital/concerned office to notify concerned embassy by email and send copy (CC) to COVID-19 Crisis Management Center CCMC (rcmc.ops76@gmail.com)
2. Concerned Embassy to write a request letter to Ministry of Foreign Affairs (MoFA) and CC to CCMC.
3. MoFA to write a letter to Ministry of Home Affairs (MoHA) authorizing cremation/burial of deceased in Nepal.
4. Concerned embassy must include following details/document along with the request letter:
 - a. RT-PCR report
 - b. Death Certificate
 - c. A copy of passport
 - d. Authorization letter/ Consent of the next of kin attested by the embassy.
5. There must be presence of either next to Kin /relatives /friends or a representative from Embassy at hospital to validate, the handover document to Dead Body Management Team of Nepal Army.