



## Death of a British National in Azerbaijan

The death of a relative or a friend can be a traumatic experience. When the death occurs overseas, family and friends in the UK can feel additional distress as they are unfamiliar with foreign procedures and perhaps are unable to communicate in the language of the country where the death occurred. Consular Directorate of the Foreign and Commonwealth Office and the British Embassy in Baku are ready to help as far as we can. You may be uncertain about what to do next or who to contact for advice. These notes are designed to help you through the practical arrangements you will need to make. You should be aware that in Azerbaijan procedures differ to those in the United Kingdom and that, while we understand your need for arrangements to be made quickly, this is not always possible.

| <b>PRACTICAL ARRANGEMENTS</b>     |   |   |
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| <b>Inform Local Authorities</b>   | Call the Azerbaijani Emergency services [Tel. 112 – local access number only] when a death is discovered to inform the local authorities that death has taken place.  |   |
| <b>Inform the British Embassy</b> | <p>During Office hours</p> <p>Consular Services<br/>British Embassy<br/>45A Khangli Street, Baku</p> <p>Tel. +994 (0)12 437 7878<br/>Fax. +994 (0)12 497 6075</p>   | <p>If the death of a British national in Azerbaijan is reported to us, and their next of kin is not present, we will ask the UK police to tell the next of kin as soon as possible. If the next of kin is not in the UK, we will ask our consular staff in the country where they are to do this.</p> <p>We will do everything we can to make sure that, as next of kin, you do not hear about the death first from the media, although we cannot always influence this. In exceptional circumstances, this may mean having to tell you about the death over the phone.</p> |
|                                   | <p>Out of Office hours</p> <p>Global Response Centre</p> <p>Tel. +994 (0)12 437 7864<br/>or<br/>Tel. 020 7008 1500<br/>(+44 20 7008 1500 from abroad)<br/>This number operates 24 hours a day</p>   | <p>We can help next of kin to register the death locally and, if they wish, also register the death at the Embassy to get a UK death certificate. This service carries a statutory fee.</p> <p>If the next of kin wish to repatriate the body, we can help put them in touch with local and/or International Funeral Directors. If language is a problem, we can help the family with the arrangements including acting as a liaison point between the local funeral directors and the family.</p>  |
| <b>Registration of the death</b>  | All deaths in Azerbaijan need to be registered. Once registered, a Death Certificate (in Azerbaijani language) will be issued by the district Registration Department (ZAGS). Death Certificates cannot be issued without submitting Form AZS-106 (Medical Death Certificate) - this document is issued by the Medical Court Examination Department in the district where the death took place. Burial or repatriation cannot take place without first obtaining the Death Certificate. |   |

**LOCAL INFORMATION AND PROCEDURES**

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| <b>Procedures</b>              | <p>[1] Upon notification of a death outside a hospital / poly-clinic, the Emergency services (ambulance) will attend the scene of the death. They will: [1] verify the death; [2] inform the district Police of the death.</p> <p>[2] The district Police will arrange for the deceased to be transported to the mortuary in the district where the death took place. At the mortuary an autopsy will be carried out. Autopsies are always carried out for foreign nationals, usually within 24 hours. The autopsy will be undertaken by the district Medical Court Examination Department and a Medical Death Certificate Form (AZS-106) will be issued once the cause of death is established. Organs are retained with the deceased. The results of the autopsy are made available to the police but can sometimes take several days. If the next of kin require a copy of the autopsy report they will need to make a written application to the Central Medical Examination Court.</p> <p>[3] The deceased will remain in the mortuary until after the autopsy takes place. Once this has taken place the deceased will be released for either burial or repatriation.</p> |
| <b>Mortuary Facilities</b>     | Cold storage facilities are available in Baku city. In the regions facilities may not be consistent with Baku standards.  |
| <b>Repatriation and Burial</b> | <p>Burial or repatriation cannot take place without first obtaining the Death Certificate.</p> <p>Local burial is possible but there are no local cremation facilities. Next of kin should be aware that an inquest will not take place in the UK if a local burial or local cremation takes place.</p> <p>Next of kin should consider the appointment of an international or local funeral director to assist with burial and/or repatriation arrangements. They will also need to make contact with the international carriers (airlines) to arrange international repatriation. The main carriers are British Midland International (bmi) and Azerbaijan Airlines (AZAL).</p>  |

**FUNERAL DIRECTORS / UNDERTAKERS**

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| <b>Local Funeral Director</b> | <p><b>DAFN BURO (Funeral Bureau)</b></p> <p>25 Ruxulla Axundov Street, Baku<br/>(located in Nisami region / close to Nisami police station and School No 35)<br/>Tel. +994 (12) 440 5090 / +994 (50) 315 3301<br/>Funeral director – Mr. Aydin Abbasov / Mr. Gulu Garayev</p> <p><b>Note</b> – Dafn Buro can arrange for the collection of the deceased from the mortuary, and provide burial or repatriation services. However, their services do not extend to arrangements with the Azeri custom authorities and carriers (airlines).</p> <p><b>BAKU CITY CENTRAL MORGUE</b></p> <p>1, Mir-Kasimov Str, Baku, Azerbaijan<br/>+994 (12) 5947805</p> <p><b>INTERNATIONAL SOS</b></p> <p>1, Yusif Safarov str., Baku, AZ-1025, Azerbaijan<br/>+994 (12) 4895471 (5304)<br/>+994 (12) 493 73 54<br/>Fax +994 (12) 4895470<br/><a href="mailto:guljan.allazova@internationalsos.com">guljan.allazova@internationalsos.com</a></p> |
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| <b>International<br/>Funeral<br/>Directors</b> | <b>Co-Operative International</b><br>221 Upper Richmond Rd.<br>Putney, London SW15 6SQ | Tel. +44 (0) 208 788 5303<br>Fax. +44 (0) 08 788 2525<br><a href="mailto:henley.wright@letsco-operate.com">henley.wright@letsco-operate.com</a><br><a href="http://www.letsco-operate.com">www.letsco-operate.com</a>  |
|  | <b>Kenyon Air Transportation</b><br>81 Westbourne Grove<br>London W2 4UL               | Tel. +44 (0) 207 258 1130<br>Fax. +44 (0)207 243 3125<br><a href="mailto:katuk@dial.pipex.com">katuk@dial.pipex.com</a>  |
|  | <b>Phoenix International</b><br>13 The Broadway Gunnersbury Lane<br>London W3 8HR      | Tel. +44 (0) 208 993 8767  |
|  | <b>Rowland Brothers International</b><br>301-305 Whitehorse Rd<br>Croydon CR0 2HR      | Tel. +44 (0)20 8 684 2324<br>Fax. +44 (0) 208 684 8000<br><a href="mailto:info@rowlandbrothersinternational.co.uk">info@rowlandbrothersinternational.co.uk</a><br><a href="http://www.rowlandbrothersinternational.co.uk">www.rowlandbrothersinternational.co.uk</a> |