



SMU SIKKIM
MANIPAL
UNIVERSITY

Accredited NAAC A⁺

Body Donation Programme

Sikkim Manipal Institute of Medical Sciences (SMIMS)
Sikkim Manipal University (SMU)

Donating body to the Department of Anatomy, SMIMS, SMU

Sikkim Anatomy Act, 2014

Thank you for expressing your wish to bequeath your body to us after death; your generous action is greatly appreciated.

“The Sikkim Anatomy Act” was passed by the Sikkim Legislative Assembly and upon assent by the Governor of Sikkim on the 18th of November 2014 (*Annexure 1*). This act regulates the use of bodies donated for anatomical examination, education or surgical training relating to human health and research in connection with disorders, or the functioning of the human body within the legal framework set out in the Sikkim Anatomy Act 2014.

Detailed instructions are enclosed in the brochure relating to this process. It is most important to understand the information contained in this booklet before signing the consent form. If you need any further information, please **contact us** on the **phone number** or the **e-mail address** provided in this booklet. We advise the next of kin, the State Government authorized officer to be involved in the process and to read this booklet, so they can understand this information and process involved in body donation.

We value and greatly acknowledge the families willing to donate the bodies and we thank the Government of Sikkim for facilitating the procurement process.

CONTENTS

1. What will my/the body be used for?	3
2. Duration of a body donation	4
Consent to retain body parts	4
Access to medical records	5
Images of a donated body	5
3. Notes for completing the consent form	6-7
Who to inform of your decision	7
Withdrawing consent	7
4. Circumstances where a donation may be declined	8-10
5. Instructions for next of kin and executors when a potential donor dies	11-12
6. How a decision is made regarding acceptance	12
7. Instructions for next of kin or executors if a donation is accepted	13-14
Expenses	14
Acknowledgment Event	14
Arranging cremation and taking possession of the ashes	15
8. Information if the donation is not accepted	16
9. Data Protection	16
10. Frequently Asked Questions	17-18
11. Additional Contacts	18

What will my/the body be used for?

Your body may be used for one or more of the following purposes.

1. Anatomical examination

This includes teaching, studying and researching the form, shape and structure of the human body. It allows us to use your body for teaching anatomy to undergraduate students (including medical, paramedical and allied health students), related health care professionals and participants on authorized courses.

2. Education or training related to human health

Health professionals derive great benefit from the opportunity to develop surgical skills and other clinical procedures on a body. In the Department of Anatomy, we support “hands-on cadavers” programs, courses and value-added sessions that aids development of clinical and surgical skills.

3. Research in connection with disorders, or the functioning of the human body

Our department supports research projects that have been ethically approved by IEC, SMIMS. These projects can be with graduate, postgraduate students, healthcare professionals, or healthcare companies developing products for use in the healthcare profession.

Duration of a body donation

Under the terms of the Sikkim Anatomy Act 2004 there is no limit on the length of time a donated body may be retained by the department*. However, if you wish to restrict the time that your body is retained you have an opportunity to do so on the consent form, by selecting one of these options: -

Option 1

I place no restriction on the length of time my body can be used by the institution that receives my body.

Option 2

I wish for my body to be retained for a maximum of three years.

**In certain circumstances your body may be used within a month of arrival. Please be reassured that if a cremation service is arranged shortly after acceptance of a donor, it does not mean that the donation has any less value.*

Access to medical records and images

After a donor's death, the Anatomy Bequest Office will contact your hospital doctors to find out about your background medical history and cause of death. This is a necessary part of the donation process to determine if your body will be suitable for donation.

If a bequest is accepted, in certain circumstances we may request copies of your medical records or medical images. This information would be used to further assist in Anatomical Teaching or Research.

Images of a Donated Body

It may be useful for the receiving institution to prepare images of parts of your body for:

- Education or training relating to human health
- Research in connection with disorders, or the functioning, of the human body

The taking and displaying of images (including photographs, films and electronic images) is outside the scope of the Anatomy Act 2004; however, the Act endorses good practice principles set out in guidance issued by the professional and regulatory bodies. Donors will not be identifiable in any images that may be taken. For further information, please refer to the *Annexure-1, Page 5*.

Notes for completing the bequest form

If you wish to bequeath your body, you should sign the enclosed bequest consent form **FORM-1** 'or' **FORM-2** in the presence of a witness. A bequest cannot be accepted without written and witnessed proof of consent.

1. Complete two copies of the consent forms with a witness. Please ensure that both the potential donor and witness sign and date the form at the same time.
2. Return one copy of the form to the Anatomy Bequest Office in the provided addressed envelope.
3. Keep one copy of the form with your own personal papers, such as your will.

If you wish to receive a written confirmation that we have received your consent form, please enclose a stamped addressed envelope when returning your completed form.

Who can act as a witness?

A witness can be any person above the age of 18 years who knows you, who can verify your signature. For example, your next of kin, authorized State Government Executives, family member, friend, medical officer, investigating police officer, or solicitor.

Can I sign the consent form if I am under 18?

We are unable to accept a donor under the age of 18. However, if you are under 18 and wish to sign our consent forms to donate your body in the future, additional supporting documents will need to be provided by a doctor, investigating police officer or healthcare professional. Please contact the Anatomy Bequest Office as indicated in this booklet.

Who should I inform of my wish to donate my body?

As mentioned in the act, (*Annexure-1, page 3*) You should discuss your wishes with your close family in writing in the presence of two or more witnesses, and this should be informed to the Bequest Office at the time of your death. We advise that your next of kin and/or the authorized state government executor should read through this booklet before your death so that they are fully informed of the process. In exceptional cases a notarized affidavit of may be required in case the witness is not physically present during the death of the donor (e.g., is abroad). It is also advisable to notify your doctor of your wishes, as we will need to discuss your medical conditions and cause of death when you have died.

How do I withdraw my consent?

Consent can be withdrawn at any time. Simply notify the Bequest Office, in writing, and your details will be removed from our system and your consent form destroyed.

Circumstances where a donation may be declined

Regrettably it is not always possible to accept all body donations offered.

There are certain medical conditions or circumstances at the time of the death which can make the body unsuitable for anatomical examination or research purposes.

These preclusion criteria are in place to safeguard our staff and students, to allow for study of the normal structure of the body, and to ensure that a body accepted is suitable for our preservation processes. These circumstances are outlined in further detail on pages 9 and 10.

The University is also unable to accept donations when our mortuary is at full capacity, and when the Bequest Office is closed, for example during major public holidays, such as Diwali, Lossong and New Year.

We hope you will understand that if a donation is declined, this does not mean any ingratitude on our part. If the donation cannot be accepted the next of kin or executor will be informed as soon as possible so they may make funeral arrangements.

No guarantee can be given that a bequest will be accepted.

The following is a list of circumstances or conditions which will result in the donation being turned down:

1. Postmortem examination or if the body is under medico-legal investigation.
2. **Transmissible disease:** for example, Hepatitis, HIV, Septicaemia, Clostridium, MRSA, Tuberculosis, Meningitis, Creutzfeldt-Jakob Disease.
3. **Dementia: Alzheimer's disease, Parkinson's disease, Mixed aetiology dementias or dementia of an unknown cause** (Vascular dementia is acceptable)
4. Jaundice
5. **Organs donated for transplantation** (cornea donation is acceptable)
6. **Chemotherapy treatment** within three months prior to death.
7. Internal bleeding or severe circulatory problems
8. **48 hours or more have passed since death (in accordance with the act).** The decision for acceptance will need to be made soon after death, to allow time for transport arrangements to be made along with the embalming process to be initiated in the Anatomy department.

The following is a list of conditions or circumstances that might affect a donation:

1. **Cancer:** Depending on type, severity and spread of the cancer.
2. **Severe bedsores or varicose ulcers or broken skin:** Small sores may be acceptable.
3. **Peripheral vascular disease and peripheral oedema.**
4. **Recent operations** where the wound has not healed.
5. **Previous multiple operations:** This is dependent on the number and type of previous operations, and the ability to study normal anatomy.
6. **Amputation** of more than one limb.
7. **Severe deformity of joints and spine, or limb contractures**
8. **Obesity/Size:** Excessive weight or height.
9. **Multiple Sclerosis.**
10. **Operational Considerations:** At times the Bequest Office may be closed due to the mortuary being at capacity, or for maintenance of essential equipment.
11. **University Closure Period.** Unfortunately, we are unable to accept bequests during the major public holidays due to the Anatomy Bequest Office being closed.

Instructions for the next of kin, Authorized State Government Executors when a potential donor dies

At the time of a potential donor's death, the next of kin or the Authorized State Executor should:

1. Report a Potential Donor's Death to the Contact address as mentioned in this booklet

Call the Anatomy Bequest Office or the contact address, as soon as possible after death occurs. Please have the following information ready before calling:

- Evidence of the consent letter with ID proofs of the deceased and the witness
- Doctor's name and telephone number
- Location of the deceased
- Contact details for the next of kin/State executor

The Bequest Office is open **9 a.m. to 5 p.m.**, Mondays to Saturday excluding holidays.

2. If the death occurs in the community, such as the person's own home, a nursing home without mortuary facilities, the deceased should be removed from the religious formalities. It is important for the families, relatives and panchayats to understand that some of the religious process may damage the body and organs and hence it may be unsuitable for acceptance to Anatomy Department following the act.

3. **If the death occurs in a hospital (with mortuary facilities)**

The body will be held in the mortuary. Please inform the hospital bereavement team of the potential donors to donate their body.

4. **“Make an appointment with the Registrar/Dean SMIMS in case of Unclaimed bodies”**

If, death occurs in a public place and no one claims or identifies the body and the medical cause of death has been issued by the doctor, the investigating police officer and the Executive Magistrate as natural causes, then the investigating police officer can make an appointment to the Registrar’s office for accepting the body as according to the act. SMU will enlist the verifiable death cause and subsequent acceptance formalities will be completed by the Anatomy Bequeath Office.

5. **If the donation is accepted**, the next of kin or the Investigating Police Officer will be asked to complete and return some paperwork to the Anatomy Bequest Office. Further details are outlined on pages 13-14.

How a decision is made regarding acceptance

After notification of a death as mentioned above, the Bequest Office will contact the relevant healthcare services/professionals, typically the hospital and nursing home staff to discuss the cause of death and other relevant background medical and surgical history. This is a necessary part of the bequest process and will determine whether the donation can be accepted. Next of kin and the Executive Magistrate will then be informed of the decision.

Instructions for next of kin or State Government executors if the donation is accepted

The Anatomy Bequest Office will arrange transport of the body to the University. Next-of-kin or family do not usually need to make these arrangements unless they wish to do so.

At the time of acceptance, the Bequest Office will request the next of kin, the authorized state executors or the investigating police officer to fill up and return the following documents as mentioned in this page. The receipt of these documents is a condition for us accepting the donation. If we do not receive these documents within 14 days of registration of the death, we will be required to decline the bequest.

- Register the death with the Executive Magistrate, Investigating police officer, and Registrar's office of Sikkim Manipal University. Upon completion of formalities Dean's office of Sikkim Manipal Institute of Medical Sciences will issue a final certificate of acceptance thorough the Anatomy Bequeath Office.
- The Anatomy Bequest Office will arrange the cremation of the body based on the information provided in FORM 1 or FORM 2. In case of unclaimed bodies, as according to the act the investigating police officer and the Executive Magistrate will have to hand over the unclaimed bodies with least practicable delay as mandated in the act to the Registrar's office of Sikkim Manipal University.

- The following must be submitted to the Anatomy Bequest Office, Department of Anatomy, Sikkim Manipal Institute of Medical Sciences, Sikkim Manipal University as mandatory documents
 - Original copy of the Death Certificate
 - Completed FORM 1 or FORM 2
 - Consent/Witness Letter & Valid ID's
 - Registrar Consent in case of “unclaimed bodies”

Expenses

The initial costs of moving and storing a person's body will be paid by the SMIMS, SMU provided a person's bequest is accepted.

Acknowledgment Event

An interdenominational Acknowledgment Event will be held annually, to which the next of kin, the authorized State government executives those who bequeathed their bodies are invited. This provides an opportunity to give thanks to those that have donated their bodies, together with members of the University staff and students. Further details may be obtained from the Anatomy Bequest Office.

Arranging cremation and taking possession of ashes

At the time a donation is accepted the next of kin, State executor will be asked to confirm if they wish to be informed of the time of cremation, attend the cremation or take possession of the ashes. When we have completed our examinations, we will contact your next of kin or State executor based on their wishes. Cremation services are individual to the donor and held at a nearest local crematorium.

Although the consent form may allow us to keep a body for several years, in certain circumstances, the body may be used, and a cremation arranged within a month of arrival. We endeavor to use all donor bodies as fully as possible. Please be reassured that if a cremation service is arranged shortly after acceptance of a donor, it does not mean that the donation has any less value.

When ashes are ready for collection, they can be collected directly from the crematorium. Alternatively, if next of kin/ State executors do not wish to take possession of the ashes, we will arrange for the ashes to be placed in the nearest crematorium grounds.

It is the responsibility of the next of kin or the authorized state executor to advise the Anatomy Bequest Office of any changes in contact details. If all reasonable attempts have been made to contact the next of kin or State executor, the Department will arrange a non-attendance cremation service and/or scattering of the ashes.

If the donation is not accepted

Unfortunately, there is no guarantee that a donation will be accepted. If the donation is not accepted, we advise next of kin or executors to proceed with normal arrangements for burial or cremation. It is regretted that the Department of Anatomy, SMIMS, SMU cannot make any financial contribution to these private funeral arrangements.

Data Protection

The Anatomy Bequest Office holds onto personal data of individuals who contact the office, persons who complete and return the consent forms, and details of the next of kin or State executor, and witnesses. This information is held securely in both electronic and paper records. We will only hold onto your personal data for the length of time it is necessary. When the information is no longer needed it is securely destroyed and deleted.

The Anatomy Bequest Office will only share your personal information with third parties as part of our enquiry and acceptance processes if it is necessary to allow a body donation to potentially be accepted. Please contact the Anatomy Bequest Office if you would like further information on how your personal data is handled.

Frequently Asked Questions

1. Is it necessary to sign a form if I've left my body for donation?

Although it may be possible to accept a person's body donation through the next of kin. We advise the donating individual to mention it clearly in their will and to also sign a consent form and return a copy to the Anatomy Bequest Office for complete understanding of the process.

2. I have a rare medical condition. Can I donate my body, to research my condition?

The Department of Anatomy does not undertake research into specific disorders and cannot accept donations to research into a specific medical condition or disorder.

If you wish to leave your body or body tissues for research into your specific medical condition, you could discuss this with your specialist medical team (consultant) or a research organization.

3. Can I register as an organ donor and register for body donation?

Yes, you can be registered with both services, however we are unable to accept a body donation if a person donates their organs separately (other than corneas) at the time of their death.

4. Can I donate my brain and body to separate services?

We can usually accept if a person donated their brain to a separate service.

5. Are there any costs or payments involved for my next of kin or authorized state government executors?

There is no cost involved.

6. Does the University make a profit from the use of my body donation?

We do not make a profit from the use of donors.

Additional Details

1. Sikkim Anatomy Act 2014 - Annexure 1

2. FORM-1 & FORM-2

3. Contacts Details

- **Professor (Dr) Binod Kr Tamang,**
Head of the Department,
Sikkim Manipal Institute of Medical Sciences,
Sikkim Manipal University,
5th Mile Tadong,
Sikkim (East) 737102
Mobile Number: +91 8918132852
Email: binod.tamang@smims.smu.edu.in
- **Dr. Polly Lama,**
Associate Professor & Executive Co-Ordinator,
Sikkim Manipal Institute of Medical Sciences,
Sikkim Manipal University,
5th Mile Tadong,
Sikkim (East) 737102
Mobile Number: +91 6294185478
Email: pollylama@smims.smu.edu.in

- **Dr. Karma Mingur Bhutia,**
Associate Professor & Forensic In-charge,
Sikkim Manipal Institute of Medical Sciences,
Sikkim Manipal University,
5th Mile Tadong,
Sikkim (East) 737102
Mobile Number: +91 8509479153
Email: Karma.mingur@smims.smu.edu.in

4. Address for Official Formal Correspondence:

Anatomy Bequeath Office,
Department of Anatomy,
Sikkim Manipal Institute of Medical Sciences,
Sikkim Manipal University,
5th Mile Tadong,
Sikkim (East) 737102

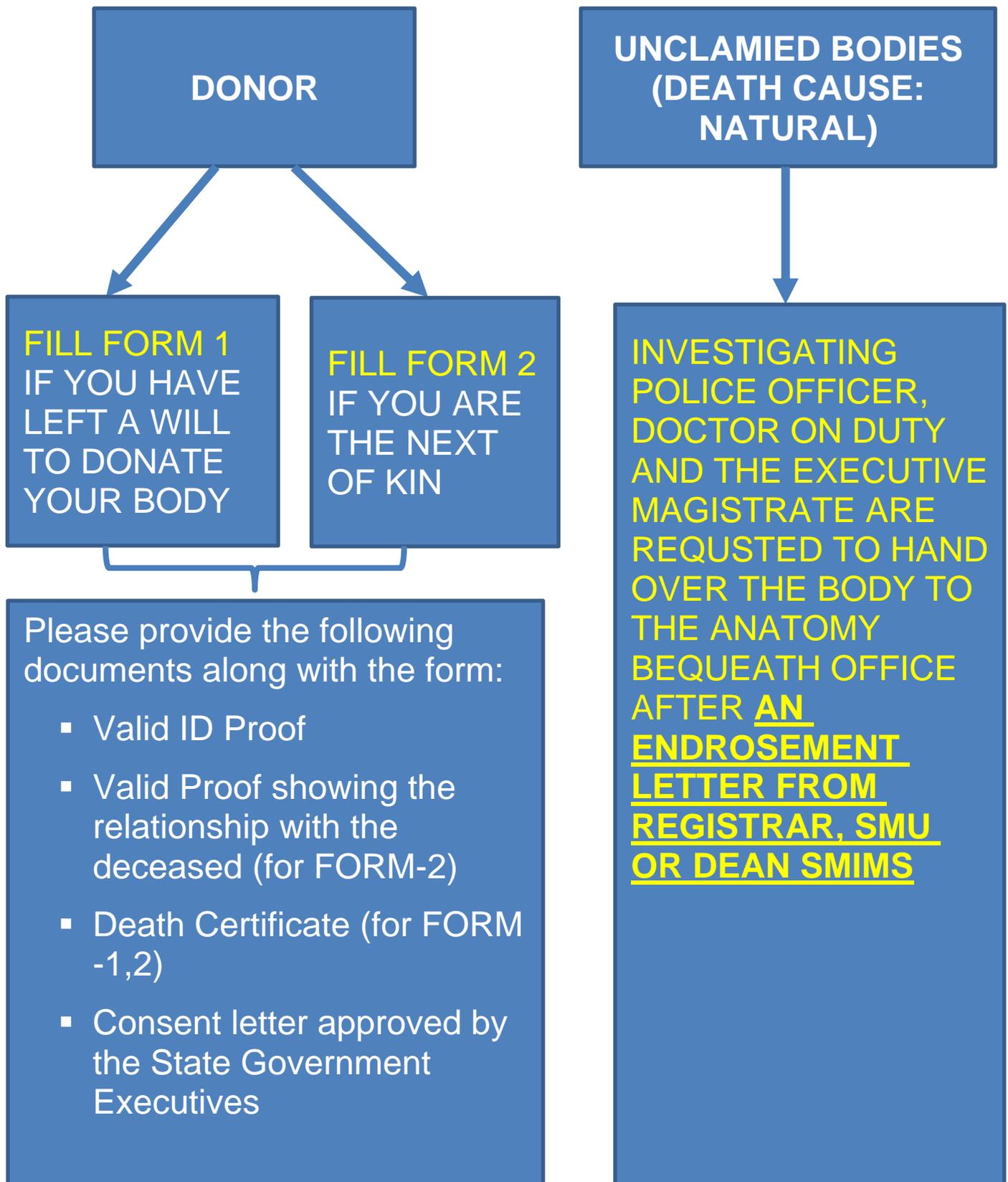
Telephone: +91-3592-231138 Extension Number 151

**Email: binod.tamang@smims.smu.edu.in
pollylama@smims.smu.edu.in**

Website:

<https://smu.edu.in/smims/dept-faculty/dept-list/dept-of-anatomy.html>

GENERAL PLAN FOR ACCEPTING BODIES



SELF-DONATION FORM-1

Pursuant to the Sikkim Anatomy Act, 2014, I hereby give my body after death as an unrestricted anatomical gift to Sikkim Manipal Institute of Medical Sciences, Sikkim Manipal University to be used in the advancement of medical science, teaching, and study.

I understand **there is the potential the donated body may not be accepted by the medical school**. This decision is based upon an evaluation for infections that may be transmissible after death, the height and weight of the body, whether an autopsy was performed, postmortem changes, or other unsuitable conditions. To aid in this determination, I authorize healthcare providers to release my health information at the time of death to the Body Donation Program. If the Anatomy Bequeath Office determines the body is not suitable for donation, the next-of-kin are responsible for arranging with a funeral director for either burial or cremation.

DONOR'S LEGAL NAME AND INFORMATION			
First Name		Middle Name	Last Name
Address		State	Pin Code
District	Phone	Adhar/Voter id/Passport	
Sex	Race (Buddhist, Nepali, Hindu, etc.)		COI Holder? (Yes or No)
Date of Birth	Birthplace	Name at Birth/Other Names Used	
Education (Highest degree or level of school)	Veteran? (Yes or No)	If yes, when?	
Marital Status (Married, Never Married, Widowed, Divorced)	Surviving Spouse's Name (If wife, give maiden name)	Number of Children	
Usual (Life-Long) Occupation	Type of Business/Industry	Childhood Socioeconomic Status (Low, Lower Middle, Middle, Upper Middle, Upper)	
Father's Name (First Middle Last)		Mother's Maiden Name (First Middle Last)	
Height & Weight	Blood Group	Recent Weight Loss? (Yes or No)	

DONOR DENTAL HISTORY

Check all that apply:

- Extensive dental work
 Lower Dentures
 Upper Dentures
 Partial Plate
 Braces

- Dental or Jaw Injury
 Bridge
 Gum Disease
 Dental Disease

- Most/All Teeth
 Few Teeth Missing
 Many Teeth Missing
 All Teeth Missing

DONOR MEDICAL HISTORYSurgeries
(Yes or No)

If yes, please list type of surgery and year performed.

Fractures
(Yes or No)

If yes, please list bone fractured and year.

Head Injury/Concussion
(Yes or No)

If yes, please list type of injury and year.

Cancer
(Yes or No)

If yes, please list type, year of diagnosis, treatment, and length of illness.

Smoker
(Yes or No)

If yes, please list years.

Diabetes
(Yes or No)

If yes, please list type and year of diagnosis.

Substance Abuse
(Yes or No)

If yes, please list type of substance abuse and years.

Other Medical History

Female Donors:

Number of Children Given Birth to:

Hysterectomy (Yes or No; Year)

Cesarean (Yes or No; Year)

DONOR HABITUAL ACTIVITIESWas the donor an athlete?
(Yes or No)

If yes, please indicate at what level:

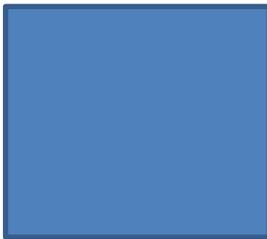
- Youth High School
 Collegiate Professional

If yes, please indicate what sport(s):

Please list other habitual activities (i.e. athletics, repetitive motions, life-long occupation activities, hobbies, etc.)

DONATION INFORMATION		
Length of Body Donation (length donation will remain at WMed after death) <input type="checkbox"/> 3 years <input type="checkbox"/> 6 years <input type="checkbox"/> Forever	Disposition of Remains <input type="checkbox"/> Cremains returned to next-of-kin (3-year or 6-year donations only) <input type="checkbox"/> Cremains buried at SMU memorial (all donation lengths) <input type="checkbox"/> Retained in SMU Skeletal Collection (forever donations only)	
Education and Research (Please check all that apply) <input type="checkbox"/> I authorize SMU to retain organ(s) or tissue samples indefinitely for education and/or research. <input type="checkbox"/> I authorize SMU to place my name on the Data set held at Anatomy Bequeath Office.		
Signature		Date
Witness 1 Name (printed)	Witness 1 Signature	Date
Witness 2 Name (printed)	Witness 2 Signature	Date
NEXT-OF-KIN CONTACT INFORMATION		
First Name	Last Name	Relationship
Address		
District	State	Pin Code
Phone	Email or Alternate Phone	

The potential donor will be evaluated, and arrangements made for transport, if indicated.



<i>For Office Use Only</i>	
Verified by: _____	Date: _____

Please affix one passport size photograph in the above space

Please print, sign form, and distribute one copy to each:

Anatomy Bequeath Office, SMIMS, SMU | Donor | Physician/Attorney/Relative or Friend

The Sikkim Anatomy act was passed by the Sikkim Legislative Assembly and upon assent by the Governor of Sikkim on the 18th of November 2014 as the Sikkim Anatomy Act. This act regulates the use of bodies donated for anatomical examination, education or surgical training relating to human health and research in connection with disorders, or the functioning of the human body within the legal framework set out in the Sikkim Anatomy Act 2014.

The full statute may be downloaded at:

<https://www.indiacode.nic.in/bitstream/123456789/11278/1/2015.pdf>



NEXT-OF-KIN DONATION FORM-2

Pursuant to the Sikkim Anatomy Act, 2014, I (we) donate the decedent's body as an unrestricted anatomical gift to Sikkim Manipal Institute of Medical Sciences, Sikkim Manipal University to be used in the advancement of medical science, teaching, and study.

I (We) understand there is the potential the donated body may not be accepted by the medical college. This decision is based upon an evaluation for infections that may be transmissible after death, the height and weight of the body, whether an autopsy was performed, and postmortem changes. To aid in this determination, I (we) authorize healthcare providers to release decedent's health information to the Body Donation Program, Anatomy Bequeath Office of SMIMS, SMU. If the Anatomy Bequeath Office determines the body is not suitable for donation, the next-of-kin are responsible for arranging with a funeral director for either burial or cremation.

DONOR'S LEGAL NAME AND INFORMATION			
First Name		Middle Name	Last Name
Address			State Pin code
District		Phone	Adhar/Voter/Passport Number
Sex	Race (Buddhist, Nepali, Hindu, etc.)		COHolder? (Yes or No)
Date of Birth	Birthplace	Name at Birth/Other Names Used	
Education (Highest degree or level of school)	Veteran? (Yes or No)	If yes, when?	
Marital Status (Married, Never Married, Widowed, Divorced)	Surviving Spouse's Name (If wife, give maiden name)		Number of Children
Usual (Life-Long) Occupation	Type of Business/Industry	Childhood Socioeconomic Status (Low, Lower Middle, Middle, Upper Middle, Upper)	
Father's Name (First Middle Last)		Mother's Maiden Name (First Middle Last)	
Height & Weight	Blood Group	Recent Weight Loss? (Yes or No)	

DONOR DENTAL HISTORY

Check all that apply:

- Extensive dental work
- Lower Dentures
- Upper Dentures
- Partial Plate
- Braces

- Dental or Jaw Injury
- Bridge
- Gum Disease
- Dental Disease

- Most/All Teeth
- Few Teeth Missing
- Many Teeth Missing
- All Teeth Missing

DONOR MEDICAL HISTORY

Surgeries (Yes or No)	If yes, please list type of surgery and year performed.
Fractures (Yes or No)	If yes, please list bone fractured and year.
Head Injury/Concussion (Yes or No)	If yes, please list type of injury and year.
Cancer (Yes or No)	If yes, please list type, year of diagnosis, treatment, and length of illness.
Smoker (Yes or No)	If yes, please list years.
Diabetes (Yes or No)	If yes, please list type and year of diagnosis.
Substance Abuse (Yes or No)	If yes, please list type of substance abuse and years.
Other Medical History	

Female Donors:	Number of Children Given Birth to:	Hysterectomy (Yes or No; Year)	Cesarean (Yes or No; Year)
----------------	------------------------------------	--------------------------------	----------------------------

DONOR HABITUAL ACTIVITIES

Was the donor an athlete? (Yes or No)	If yes, please indicate at what level: <input type="checkbox"/> Youth <input type="checkbox"/> High School <input type="checkbox"/> Collegiate <input type="checkbox"/> Professional	If yes, please indicate the sport(s):
---------------------------------------	--	---------------------------------------

Please list habitual activities (i.e. jogging, sports activities, repetitive motions, life-long occupation activities, hobbies, etc.)

NEXT-OF-KIN AUTHORIZING DONATION		
Length of Body Donation (length donation will remain at SMU after death) <input type="checkbox"/> 3 years <input type="checkbox"/> 6 years <input type="checkbox"/> Forever		Disposition of Remains (Please tick one) Creains returned to next-of-kin (3-year or 6-year donations only) <input type="checkbox"/> Creains buried at SMU memorial (all donation lengths) <input type="checkbox"/> Retained in SMU Skeletal Collection (forever donations only) <input type="checkbox"/>
Education and Research (Please check all that apply) () I authorize SMU to retain organ(s) or tissue samples indefinitely for education and/or research. () I authorize SMU to place my name on the data set held at Anatomy Bequeath Office.		
Next of Kin 1: First Name	Last Name	Relationship to Donor
Address	State & District	Pin code
Phone		Email or Alternate Phone
Signature		Date
Next of Kin 2 (if applicable): First Name	Last Name	Relationship to Donor
Address	State & District	Pincode
Phone		Email or Alternate Phone
Signature		Date
Witness 1 Name (printed)	Witness 1 Signature	Date
Witness 2 Name (printed)	Witness 2 Signature	Date

The potential donor will be evaluated, and arrangements will be made for transport, if indicated.

For Office Use Only
Verified by: _____ Date: _____

Please print, sign form, and distribute one copy to each:

Anatomy Bequeath Office, SMIMS, SMU | Donor | Physician/Attorney/Relative or Friend

The Sikkim Anatomy act was passed by the Sikkim Legislative Assembly and upon assent by the Governor of Sikkim on the 18th of November 2014 as the Sikkim Anatomy Act. This act regulates the use of bodies donated for anatomical examination, education or surgical training relating to human health and research in connection with disorders, or the functioning of the human body within the legal framework set out in the Sikkim Anatomy Act 2014.

The full statute may be downloaded at:

<https://www.indiacode.nic.in/bitstream/123456789/11278/1/2015.pdf>

- 0
- (i) dissection of various parts of the body, for example head, neck, thorax, abdomen, upper limb, lower limb, brain, spinal cord, thereby identification of muscles, arteries, veins, nerves, in gross of various parts mentioned above;
 - (ii) study of various surface landmarks and attachments on human dry bones;
 - (iii) study of external and internal features of various organs of the body;
- (a) "approved institution" means a Government hospital or a Government medical or teaching institute or declared by the State Government by notification in the Official Gazette to be an approved institution for the purpose of the Act;
 - (b) "authorized Officer" means an officer authorized to act under section 4;
 - (c) "Government" means the State Government of Sikkim;
 - (d) "hospital" means any hospital established or maintained by the State Government or any other hospital which may be declared by the State Government by notification in the Official Gazette to be a hospital for the purpose of this Act;
 - (e) "near relative" means any of the following relatives of the deceased, namely, a wife, husband, parent, son, daughter, brother and sister and includes any other persons who is related to the deceased:-
 - (i) by lineal or collateral consanguinity within three degrees in lineal relationship and six degree in collateral relationship, or
 - (ii) by marriage either with the deceased or with any relative specifically mentioned in this clause or with any other relative within the aforesaid degrees;

Explanation,- The expression "lineal and collateral consanguinity" shall have the meaning assigned to them in the law for the time being applicable in the State of Sikkim;

- (f) "prescribed" means prescribed by the rules made under this Act;
- (g) "unclaimed body" means the body of a deceased person who has no near relative or whose body has not been claimed by any of his near relative within such time as may be prescribed.

Power of Government to authorize officers to act under section 5.

3 The State Government may, by notification in the Official Gazette, authorise for the area in which this Act comes into force or any part thereof, one or more officers to whom a report shall be made under section 4 and such officer or officers shall be competent to act under the said section.

Donation of bodies or any part thereof for anatomical examination.

4 (1) If any person at any time before his death had expressed an intention in writing in the presence of two or more witnesses, that his body or any part of his body be given to an approved institution for being used after his death for the purpose of conducting anatomical examination and dissection or other similar purpose, any person interested may, unless he has reason to believe that the said intention was subsequently revoked authorize the removal of the dead body or such part thereof to any approved institution for use in accordance with the intention.

(2) Without prejudice to the provisions of sub-section (1) such person interested may authorize the removal of the whole body or any part from the body for use for the purposes specified in sub-section (1) unless he has reason to believe,-

(a) that the deceased had expressed an objection to his body or any part thereof being so dealt with after his death, and had not withdrawn such objection; or

(b) that any near relative of the deceased referred to in clause (f) of section 2 objects to the body being so dealt with.

(3) Subject to the provisions of sub-section (4) and (5), the removal and use of the whole body or any part of a body in accordance with an authority given in pursuance of this section shall be lawful, and shall be sufficient to warrant for the removal of the body or any part thereof and its use for the purposes of this Act.

(4) The body or any part of the body of any deceased person shall not be removed for any of the purposes specified in sub-section (1) from any place where such person may have died,-

(a) within forty-eight hours from the time of such person's death; or

(b) until after twenty-four hours' notice, (to be reckoned from the time of such death) to the Executive Magistrate of the intended removal of the body; or

(c) unless a certificate stating in what manner such person came by his death shall, previously to the removal of the body has been signed by the registered medical practitioner who attended such person during such illness, then by a registered medical practitioner who shall be called in after the death of such person to view his body and who shall state the manner and cause of death according to the best of his knowledge and belief, but who shall not be concerned in dealing with the body for any of the purposes aforesaid removal and in case of such removal, such certificate shall be delivered together with the body to the authority in-charge of an approved institution receiving the same for any of the purposes aforesaid.

(5) If the person interested has reason to believe that an inquest or a post-mortem examination of such body may be required to be held, in accordance with the provision of any law for the time being in force, the authority for the removal of the body or any part thereof shall not be given under this section except with the consent of the authority empower to hold an inquest or order post-mortem under such law.

**Unclaimed dead
bodies to be used for
the therapeutic purpose
or anatomical
examination.**

5. (1) Where a person under treatment in a hospital whether established by or vesting in, or maintained by, the government or any local authority, dies in such hospital and his body is unclaimed, the authorities in charge of such hospital shall with the least practicable delay report the fact to the authorized officer and such officer shall then hand over the unclaimed body to the authorities in charge or an approved institution for any therapeutic purpose or for the purpose of conducting anatomical examination and dissection.

(2) Where a person dies at hospital other than a hospital referred to in sub-section (1) or in a prison and his body is unclaimed, the authorities in charge of such hospital or prison shall with the least practicable delay report the fact to the authorized officer who shall hand over the unclaimed body to the authorities in charge of an approved institution for the purpose specified in sub-section (1).

(3) Where a person having no permanent place of residence in the area where his death has taken place/ dies in any public place in such area and his body is unclaimed, the authorized officer shall take possession of the body and shall hand it over to the authorities in

charge of an approved institution for the purpose specified in sub-section (1).

(4) Where there is any doubt regarding the cause of death or when for any other reason, the authorized officer considers it expedient so to do, he shall forward the unclaimed body to a police officer referred to in section 174 of the Code of Criminal Procedure 1973.

Doubt of dispute whether person claiming body is near relative to referred to Executive Magistrate and body to be preserved pending decision. 6.

(1) If any doubt or dispute arises as to whether a person claiming the body or a deceased person under section 5 is a near relative of the deceased or not the matter shall be referred to the Executive Magistrate or such officers as may be appointed in this behalf by the Government and his decision shall be final and conclusive.

(2) Pending such decision, the authorized officer shall take all responsible care and stapes to preserve the body of the deceased person from decay.

Penalty. 7.

Whosoever disposes of or abets the disposal of an unclaimed body save as permitted by this Act or obstructs any authority in charge of an approved institution or an authorized officer from handling over, taking possession of, removing or using such dead body for the purpose specified in the Act shall on conviction be punished with fine which may extend to one thousand rupees.

Duty of Police and other officers to assist. 8.

All officers of the Police, Health Care Human Services and Family Welfare Department and all officers in the employment of a local authority and all Panchyats shall be bound to take all reasonable measures to assist the authorities and officers authorized under this Act in the discharge of their duties under this Act.

No suit prosecution or other legal proceedings shall lie against any person for anything, which is done in a good faith or intended to be done under this Act.

Protection of person acting under the Act. 9.

All officers appointed or authorized to act under this Act shall be deemed to be public servant within the meaning of section 21 of the Indian Penal Code, 1860 (45 of 1860).

Officer to be public servant. 10.

(1) The Government may by notification in the Official Gazette make rules for carrying out the purposes of this Act.

Power to make rules. 11.

(2) Without prejudice to the generality of the provisions of sub-section (1) such rules may prescribe the period within which a near relatives shall claim the body of the deceased person.

- (3) Every rule made under this section shall be laid as soon as may be after it is made before the State Legislature while it is in session for a total period of thirty-day which may be comprised in one session or in two successive session, and it before the expiry of the session in which it is so laid or the session immediately following the Assembly agrees in making any modification in the rule or the assembly agrees that the rule should not be made the rule shall thereafter have effects only in such modified form or be of no effect as the case may be so, however that any such modification or annulment shall be without prejudice to the validity of anything previously done under that rule.

**Lakchung Sherpa (SSJS)
L.R.-cum-Secretary
Law Department.**