

[Campus Name] Policy: Inadvertent Discovery of Human Remains

This policy outlines the procedures to be followed in the event of the inadvertent discovery of human remains on campus property. This policy applies to all campus employees including administrators, faculty, emeriti faculty, staff and student employees conducting ground-disturbing activities on CSU property, including campuses, off-site campuses, offices, auxiliaries, and other units controlled and operated by the campus, including field schools. It ensures compliance with applicable state law and CSU systemwide protocols, while respecting the cultural significance of Native American remains. This policy aligns with California Health and Safety Code §7050.5 and California Public Resources Code §5097.98.

Immediate Actions Upon Discovery

If human remains are encountered, the following steps must be taken without delay:

1. Cease All Activity  
All ground-disturbing work must immediately stop in the vicinity of the discovery. The area should be secured and protected from further disturbance. (Health & Saf. Code §7050.5(b); Pub. Resources Code §5097.98 (b)).
2. Contact campus law enforcement and the County Coroner. (Health & Saf. Code §7050.5(b)).
  - [Insert Campus Law Enforcement contact information]
  - [Insert County Coroner contact information]
3. Coroner Examination and Notification
  - The coroner has two working days to examine the remains and make determinations consistent with Health and Safety Code section 7050.5(b). (Health & Saf. Code §7050.5(b))
  - If the remains are determined to be Native American, the coroner must notify the California Native American Heritage Commission (NAHC) within 24 hours. (Health & Saf. Code §7050.5 (c)).
4. NAHC Notification and Tribal Engagement  
Upon receiving notice from the county coroner, the NAHC will:
  - Immediately identify and notify the Tribe(s) believed to be the Most Likely Descendant (MLD). (Pub. Resources Code §5097.98 (a)).
5. MLD Recommendations  
The MLD has 48 hours from being granted access to the site where the remains were discovered to make recommendations to the campus authorized representative concerning the dignified treatment or disposition of the human remains and any associated grave goods. (Pub. Resources Code §5097.98 (a)).

Internal CSU Notifications

Upon the determination by the coroner, that the remains may be of Native American ancestry, the following CSU personnel must also be notified immediately:

- [Name], NAGPRA Presidential Designee – [email/phone]

[Campus Letterhead]

- [Name], NAGPRA Campus Coordinator – [email/phone]

These representatives will coordinate with the Chancellor's Office of Tribal Relations, the NAHC, the MLD, and other relevant parties as appropriate to support compliance and respectful engagement.

Confidentiality and Site Protection

Information regarding the location and nature of the remains shall be kept confidential to the fullest extent of the law, (Gov. Code §7927.000); and the site must be protected from further disturbance until an appropriate resolution is reached. (Pub. Resources Code §5097.98(b)).

Contacts

For questions regarding this policy or guidance on implementation, contact:

- [Name], NAGPRA Presidential Designee – [email/phone]
- [Name], NAGPRA Campus Coordinator – [email/phone]