



DEPARTMENT OF THE ARMY
UNITED STATES ARMY COMBINED ARMS SUPPORT COMMAND
2221 ADAMS AVENUE
FORT LEE VIRGINIA 23801-2102

ATCL-CG

CASCOM POLICY 15-17

17 NOV 2015

MEMORANDUM FOR SEE DISTRIBUTION

SUBJECT: United States Army Combined Arms Support Command and Fort Lee Garrison
Military Funeral Honors Personnel Support Policy

1. **Purpose:** To prescribe procedures and guidance for the preparation and execution on the conduct of military honors at funeral/interment services of Army active duty, retired, reserve, national guard, and veteran members of the U.S. Armed Forces in the United States Army Combined Arms Support Command (CASCOM) and the Fort Lee Casualty Assistance Center (CAC) area of responsibility. *Military funeral honors became a statutory benefit to all veterans effective 1 January 2000 under the Defense Act 2000. Casualty Assistance Centers (CACs) have the ultimate responsibility for providing military funeral honors for eligible recipients.*

2. **References:**

- a. DODI 1300.15, Military Funeral Support, 22 October 2007
- b. AR 600-25, Salutes, Honors and Visits of Courtesy, 24 September 2004
- c. AR 638-2, Army Mortuary Affairs Program, 23 June 2015
- d. AR 638-8, Army Casualty Program, 23 June 2015
- e. Fort Lee Funeral Honors Standard Operating Procedures, November 2015
- f. AR 190-11, Physical Security of Arms, Ammunition and Explosives, 5 September 2013

3. **Scope:** There is no higher priority mission than providing a professional final tribute, on behalf of a grateful nation, to our fallen comrades in arms. We will continue to support the families of our departed heroes by rendering military funeral honors reflecting the high regard and respect accorded for their Military Service.

a. The Garrison Commander (GC) is my executive agent to carry out the military funeral honors mission with personnel provided via the CASCOM Tasking Order (TASKORD) process. The GC will ensure that internal control procedures exist to validate training and certification of Military Honors Team (MHT) personnel prior to the first day of the report month. In support of the GC, parent unit commanders will ensure personnel appointed duty as MHT personnel are ready to positively represent the command.

b. The CASCOM Command Sergeant Major (CSM) is responsible for providing oversight and periodic checks for compliance of this policy. The CASCOM CSM will verify control

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measures, procedures for certification of personnel assigned to the MHT and the initiation and conclusion of the military funeral honors mission.

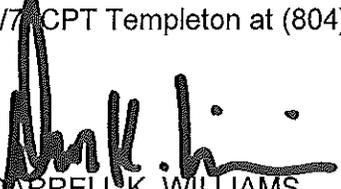
c. The CASCOM G-3/5/7 is responsible to equitably task major subordinate commands for MHT personnel support, publish the installation recurring tasking matrix, and coordinate all proposed changes to the matrix regarding MFH parent unit support with the GC. The CASCOM G-3/5/7 will ensure the task is closed out NLT (5) five working days prior to the first day of the month. The CASCOM G-3/5/7 will provide oversight and periodic checks for compliance of this policy.

d. All units will develop internal review procedures that ensure selected personnel present a favorable image of the Army. Personnel appointed duty as members of the MHT will be released from conflicting duties and requirements. MHT duty will take precedence over peacetime military duties to include, but not limited to, temporary duty (TDY), duty roster, detail assignments, ordinary leave, pass and field training exercise requirements. Due to security requirements IAW AR 190-11, paragraph 3C concerning the transportation of fire arms, there will be an armed (NCO) guard. The NCO providing security for the weapons is required to qualify on the M9 prior to selection. Once selected for MHT duty, personnel will be placed on a consolidated appointment order by the GC and are under the Operational Control (OPCON) of the GC until released from MHT duty.

4. The support and execution of military funeral honors is a no fail mission. We must support and execute the above mission in accordance with the highest military standards.

5. The point of contact is the CASCOM G-3/5/7 CPT Templeton at (804) 734-0646.

Encls
Delegation of Authority, 29 Sep 15
CASCOM Funeral Honors SOP, Nov 15
Tasking Order
Request for Additional Personnel Support


DARRELL K. WILLIAMS
Major General, U.S. Army
Commanding

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