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Joint Tactics, Techniques, and Procedures for Mortuary Affairs in Joint Operations

28 August 1996

PREFACE

1. Scope

This publication establishes joint doctrine and provides joint tactics, techniques, and procedures (JTTP) for mortuary affairs in joint operations to a joint force commander (JFC) and staff. It outlines procedures for the search, recovery, evacuation (to include tracking of remains), tentative identification, processing, and/or temporary interment of remains in theaters of operations. This JTTP addresses decontamination procedures for handling contaminated remains and provides for the handling of personal effects of deceased and missing personnel.

2. Purpose

This publication has been prepared under the direction of the Chairman of the Joint Chiefs of Staff. It sets forth doctrine and selected joint tactics, techniques, and procedures to govern the joint activities and performance of the Armed Forces of the United States in joint operations and provides the doctrinal basis for US military involvement in multinational and interagency operations. It provides military guidance for the exercise of authority by combatant commanders and other joint force commanders and prescribes doctrine and selected tactics, techniques, and procedures for joint operations and training. It provides military guidance for use by the Armed Forces in preparing their appropriate plans. It is not the intent of this publication to restrict the authority of the JFC from organizing the force and executing the mission in a manner the JFC deems most appropriate to ensure unity of effort in the accomplishment of the overall mission.

3. Application

a. Doctrine and selected tactics, techniques, and procedures and guidance established in this publication apply to the commanders of combatant commands, subunified commands, joint task forces, and subordinate components of these commands. These principles and guidance also may apply when significant forces of one Service are attached to forces of another Service or when significant forces of one Service support forces of another Service.

b. The guidance in this publication is authoritative; as such, this doctrine (or JTTP) will be followed except when, in the judgment of the commander, exceptional circumstances dictate otherwise. If conflicts arise between the contents of this publication and the contents of Service publications, this publication will take precedence for the activities of joint forces unless the Chairman of the Joint Chiefs of Staff, normally in coordination with the other members of the Joint Chiefs of Staff, has provided more current and specific guidance. Commanders of forces operating as part of a multinational (alliance or coalition) military command should follow multinational doctrine and procedures ratified by the United States. For doctrine and procedures not ratified by the United States, commanders should evaluate and follow the multinational command's doctrine and procedures, where applicable.

For the Chairman of the Joint Chiefs of Staff:

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EXECUTIVE SUMMARY
COMMANDER'S OVERVIEW

- **Discusses the Mortuary Affairs Program**
- **Covers Continental United States Mortuary Affairs Arrangements**
- **Reviews Theater Mortuary Affairs Support**

The Mortuary Affairs Program

The Joint Mortuary Affairs Program is a broadly based military program providing for the necessary care and disposition of missing and deceased personnel, including personal effects.

Based upon the guidance and direction of the National Command Authorities, the Chairman of the Joint Chiefs of Staff (CJCS) provides direction and policy to the combatant commands who, in turn, develop implementation plans based on the CJCS doctrine. Each Military Department develops its own Service-unique doctrine in consonance with approved joint doctrine. The Joint Mortuary Affairs Program provides support across the full range of military operations and is divided into **three distinct programs**. Under the **current death program**, remains are shipped to a place designated by the person authorized to direct permanent disposition and are provided with professional mortuary services, supplies, and related services. The **graves registration program** provides for search, recovery, tentative identification, and evacuation or temporary burial of deceased personnel. The **concurrent return program** is the preferred method of handling during periods of conflict. It should be activated when the current death program capabilities are exceeded, yet conditions do not require temporary interment. The Army, Navy, Air Force, and Marine Corps all maintain a mortuary force structure capability to provide support during operations and are responsible for collecting and maintaining information concerning the deceased and missing.

Mortuary affairs support must be responsive and able to provide support across the full range of military operations.

Prior coordination with the United States Transportation Command should be made to arrange for evacuation of remains to the continental US. Units capable of providing mortuary affairs support should be scheduled on the time-phased force and deployment list to arrive at the beginning of any operation. Active duty mortuary affairs units should be able to sustain operations until reserve units can arrive. The lack of mortuary affairs support during the initial stages of the operation could adversely affect troop morale, family notification, and the personnel replacement system. **As executive agent, the Army manages the development and**

obtains CJCS approval of joint mortuary affairs doctrine, procedures, and training materials for use by all Services. The Army takes necessary measures leading to the establishment of a doctrine and training integration center for all Services. Effective command, control, communications, and computers systems are vital to planning and conducting successful mortuary affairs programs. The public release of information on casualties will be in accordance with the Services' policies and procedures.

Continental US Mortuary Affairs Arrangements

The mortuary affairs program is designed to support all military operations other than war and war to include mass military and civilian fatality situations.

Each Service is responsible for mortuary affairs support for its own personnel. Direct initial contact with family members of deceased personnel will be performed by the parent Service. **The Army maintains the Central Joint Mortuary Affairs Office,** which functions as a coordinating group consisting of Colonel or Navy Captain level representatives from the Army, Navy, Air Force, Joint Staff Logistics Directorate, and the Armed Forces Medical Examiner (AFME). The US Army Central Identification Laboratory, Hawaii has the mission to search, recover, and identify the remains resulting from previous wars as well as humanitarian missions and other conflicts and operations as directed by competent authority. The Office of the AFME authorizes medical investigations, including an autopsy, of the death of any military member serving on active duty. Port-of-entry mortuary facilities (Dover and Travis Air Force Bases) handle most remains returned from outside the continental US. **Mass military or civilian fatality incidents also require the military mortuary affairs support.**

Theater Mortuary Affairs Support

Geographic combatant commanders have primary responsibility for the planning, coordination, and establishment of mortuary affairs support.

Geographic combatant commanders are responsible for controlling and coordinating mortuary affairs operations for the search, recovery, tentative identification, care, and evacuation of deceased personnel within their theaters. The responsibility extends not only to deceased personnel of US forces but also to friendly, third country, and enemy dead, and pertains to both military and civilian mass-fatality incidents. **All geographic combatant commands provide mortuary affairs support.** Plans for mortuary affairs operations vary depending on the size and location of the theater. Combatant commanders require proper staffing, planning, and coordination during peacetime in order to permit the orderly transition to and from war. **Commanders of geographic combatant commands will establish a Joint**

Mortuary Affairs Office (JMAO) within their commands to provide oversight of mortuary affairs support. During military operations other than war, peacetime mass-fatality, or politically sensitive incidents, the combatant commander will determine if, when, and for how long the JMAO will be activated. The mortuary affairs collection point, theater mortuary evacuation point, personal effects (PE) depot, and the continental US port-of-entry military mortuary facilities function to support the mortuary affairs program.

CONCLUSION

This publication establishes joint doctrine and provides joint tactics, techniques, and procedures (JTTP) for mortuary affairs in joint operations for a joint force commander and staff. It outlines procedures for the search, recovery, evacuation (to include tracking of remains), tentative identification, processing, and/or temporary interment of remains in theaters of operations. This JTTP addresses decontamination procedures for handling contaminated remains and provides for the handling of PE of deceased and missing personnel.

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CHAPTER I
THE MORTUARY AFFAIRS PROGRAM

"There be of them that have left a name behind them. And some there be which have no memorial...Their bodies are buried in peace; but their name liveth for evermore."

Ecclesiasticus, XLIV

1. Purpose

This chapter provides an introduction to the joint tactics, techniques, and procedures (JTTP) that govern the planning and conduct of the Joint Mortuary Affairs Program.

2. Overview

The Joint Mortuary Affairs Program is a broadly based military program providing for the necessary care and disposition of missing and deceased personnel, including personal effects (PE). Based upon the guidance and direction of the National Command Authorities, the Chairman of the Joint Chiefs of Staff (CJCS) provides guidance and policy to the combatant commands and Military Departments. The combatant commanders develop implementation plans based on the CJCS policy and doctrine. Each Military Department implements the doctrine. **The Joint Mortuary Affairs Program provides support** across the full range of military operations for the following.

a. **Search, recovery, tentative identification, evacuation** and, when required, **temporary interment, disinterment, and reinterment** of deceased US military and civilian personnel as well as friendly and enemy dead.

b. **Establishment and operation of mortuary affairs facilities** during military operations. Mortuary affairs facilities include collection points (CP), theater mortuary evacuation points (TMEP), military mortuaries, and interment sites.

Mortuary Affairs Specialists evacuate remains from the Central Identification Laboratory.

c. **Collection, inventory, storage, and processing PE of deceased and missing US personnel** and deceased friendly and enemy personnel.

d. **Operation of permanent port-of-entry mortuary facilities in the continental US** (CONUS) for the preparation of remains and coordination of final disposition.

e. **Preparation and coordination of shipment of remains for final disposition.**

f. **Response to mass-fatality incidents.**

3. Mortuary Affairs Policy

Policy states that **the remains of all members of the Armed Forces of the United States will be returned for permanent disposition according to the direction of the person authorized to direct disposition of remains (PADD)**. (CJCS Memorandum of Policy 16, "Joint Mortuary Affairs Policy.") In war and operations other than war, geographic combatant commanders will determine if and when operational constraints necessitate a transition to a program of temporary interment in the area of responsibility. **When military necessity or other factors prevent evacuation** of the remains of US military and civilian personnel, friendly, third country, or enemy dead, the **remains will be temporarily interred according to established procedures**. The geographic combatant commander makes this decision. All interments performed within the scope of such a program are temporary, except for at-sea disposition. **Disinterment may commence when evacuation of the remains is operationally acceptable.** Cremation is not considered to be an option. The recovery, evacuation, tentative identification, and final disposition of deceased military and civilian personnel under the jurisdiction of the Armed Forces of the United States are command responsibilities. For humanitarian, health, and morale reasons, this policy may be extended to the local populace fatalities.

4. The Joint Mortuary Affairs Program

The Joint Mortuary Affairs Program is divided into **three distinct programs**. These are **the current death, graves registration, and concurrent return programs**.

a. **Current Death Program**

- Under this program **remains are shipped to a place designated by the PADD for permanent disposition**. The decedent's PE are shipped to the person legally eligible to receive effects (PERE) in accordance with Service regulations and procedures.

- **The program provides for professional mortuary services, supplies, and related services to statutory eligible personnel.** Disposition of PE is also part of this program.

- **The program is operational worldwide during peacetime.** It may continue to operate in theaters of operations during major military operations depending on the logistical and tactical situation. Geographic combatant commanders will make this decision.

b. **Graves Registration Program.** The graves registration program **provides for search, recovery, tentative identification, and evacuation of deceased personnel to temporary burial sites**. Temporary burial is performed only when authorized by the responsible geographic combatant commander during military operations. The disposition of PE is part of this program. **This program should only be initiated when all other options have been exhausted**.

c. **Concurrent Return Program**

- This program is the preferred method of handling remains during periods of conflict. It should be activated when the current death program capabilities are exceeded, yet conditions do not require temporary interment.

- Provides for the search, recovery, and evacuation of remains to a mortuary, where remains are identified and prepared as directed by the PADD and shipped to the final destination for permanent disposition.

- The decedent's PE will be shipped to the legal recipient.

- Concurrent return program may be phased into either the current death or graves registration programs as the situation dictates.

5. Responsibilities

a. **Executive agent (US Army). The Secretary of the Army is designated as the executive agent for the Joint Mortuary Affairs Program.**

- Policies, procedures, and reports required for joint mortuary tasks will be uniform among the Services. To this end, **the Army manages the coordination of doctrine, procedures, training materials, and policies for mortuary affairs tasks** that are common to all Services, then obtains CJCS approval.

- **The Army maintains a mortuary affairs force structure capable of providing support to its units and backup general support (GS) to the other Services.** The Army will provide collection and evacuation support to the other Services through its facilities. **GS is defined as activities related to the operation and maintenance of a central CP, the handling of PE, and any mutually agreed-upon support.** The force structure includes a peacetime active duty force that can respond to the sudden onset of hostilities or to peacetime mass-fatality disasters.

- As the executive agent, **the Secretary of the Army maintains a Central Joint Mortuary Affairs Office (CJMAO)**. The CJMAO will function as a coordinating group with representation from the Departments of the Army, Navy, and Air Force, the Joint Staff Logistics Directorate (J-4), and the Armed Forces Medical Examiner (AFME). Detailed procedures and operations of the CJMAO are discussed in Chapter II, "Continental US Mortuary Affairs Arrangements."

- To facilitate the transition to and from war, the Army **maintains and designates a single office as point of contact (POC) to respond to mortuary affairs** issues.

- During peacetime, the Army is responsible for **providing or arranging mortuary affairs support for its deceased personnel**.

- The Army maintains the capability to **provide technical assistance to other Services**. This technical assistance will be provided when requested by the Service concerned.

- The Army establishes a **doctrine and training integration center for all Joint Tactics, Techniques, and Procedures**.

- The Army Deputy Chief of Staff for Logistics serves as the **centralized manager for human remains pouches**, transfer cases, and other key mortuary affairs support materiel.

- The Army operates a **central identification laboratory** for processing remains recovered from past conflicts.

b. **US Navy Responsibilities**

- The Navy maintains adequate mortuary affairs force structure to **provide support for its units**. Personnel are trained to provide mortuary support. The Army provides ground force collection point support and GS to Navy units when requested.

- During peacetime, **the Navy provides or arranges mortuary affairs support for Navy and Marine Corps deceased personnel**. The Navy maintains the capability to accomplish burials at sea.

- To facilitate the transition to and from war, the Navy **maintains and designates a single office as POC to respond to mortuary affairs issues.**

- The Navy **provides capabilities to evacuate deceased personnel from its units and other Services**. The Navy develops contingency plans to evacuate remains by surface from a theater of operations should air evacuation be interrupted.

- The Navy **provides the Army Office of the Deputy Chief of Staff for Logistics (ODCSLOG) with a report of requirements, on-hand stockage levels, and shortages of mortuary affairs supplies and equipment** stocked to support joint operation plans and military operations other than war (MOOTW) on an annual basis. Reports are due to the Army no later than 1 October of each year.

c. **US Air Force Responsibilities**

- The Air Force **maintains a mortuary affairs structure capability to provide support to its units**. Personnel are trained to provide mortuary support. The Army provides backup GS to Air Force units when requested.

- During peacetime, the Air Force **provides or arranges mortuary affairs support for its deceased personnel**.

- To facilitate the transition to and from war, the Air Force **maintains and designates a single office as POC to respond to mortuary affairs issues**.

- The Air Force **develops the capability to provide equipment, materiel, and personnel to evacuate the deceased of all Services from a theater** to CONUS.

- The Air Force **operates and maintains CONUS east and west coast port-of-entry military mortuary facilities** in support of all Services. These facilities perform the identification, medical examination, preparation, and shipment of remains to final destination. They develop contingency plans to expand these facilities during wartime and to support peacetime mass-fatality incidents.

d. **US Marine Corps Responsibilities**

- The Marine Corps **maintains a mortuary affairs force structure capability to provide support during operations to Marine Corps units**. Personnel are fully trained to provide mortuary support. The Army provides back-up and GS support to Marine units. During amphibious operations, Marine Corps units coordinate all mortuary affairs actions with the commander, amphibious task force.

- To facilitate the transition to and from war, the Marine Corps **maintains and designates a single office as POC to respond to mortuary affairs issues**.

- The Marine Corps **provides the Army ODCSLOG with a report of requirements, on-hand stockage levels, and shortages of mortuary affairs supplies and equipment** stocked to support joint operation plans and MOOTW on an annual basis. Reports are due to the Army no later than 1 October of each year. This information will be coordinated with the Navy Mortuary Affairs Office.

e. In addition to providing or arranging mortuary affairs support for deceased Service personnel, **each Service is also responsible for collecting and maintaining information concerning the deceased and missing of its Service**. The Services provide information concerning deceased and missing personnel to the Joint Mortuary Affairs Office (JMAO). Antemortem identification media is maintained by each Service in accordance with Service policy. See subparagraph 6b for the geographic combatant command responsibilities.

6. Planning Considerations

Mortuary affairs support must be responsive and able to provide support across the full range of military operations. **Prior coordination with US Transportation Command (USTRANSCOM) should be made to arrange for evacuation of remains to CONUS.** Units capable of providing mortuary affairs support should be scheduled on the time-phased force and deployment list to arrive at the beginning of any operation. Active duty mortuary affairs units should be able to sustain operations until reserve units can arrive. The lack of mortuary affairs support during the initial stages of the operation could adversely affect troop morale, family notification, and the personnel replacement system.

a. Mortuary affairs support plans are based on and designed to support the operational requirements of the command. Therefore, mortuary affairs support plans may differ in scope, detail, objectives, and available resources between commands. However, the purpose for all mortuary support plans should be to provide the required support.

b. Mortuary affairs support planners at all levels should **consider the following** when they develop support plans.

- The exact number of fatalities that US military forces will suffer across the range of military operations can never be predicted beforehand. Therefore, **mortuary affairs support plans at all levels should be capable of adjustment to meet unanticipated situations**. Plans should be reviewed and amended as new facts become available, resources change, and other variables become apparent. Mortuary affairs support **plans should be kept simple, be achievable, and provide timely and useful information to those involved**.

- **Geographic combatant commanders are responsible for ensuring the development of policies for the overall supervision of all mortuary affairs** matters. These policies should be included in the operation plans (OPLANs) for each command and should include the following.

•• Providing broad guidance to respective Service or functional component commanders on mortuary affairs matters.

•• Designating an executive agent responsible for the implementation of the mortuary affairs support plan. Circumstances warranting the redesignation of the executive agent from one Service to another should be included.

•• Establishing procedures for establishing and operating a JMAO and subarea offices as necessary.

•• Providing procedural guidance concerning the transfer of friendly and enemy deceased personnel and their accompanying PE to the custody of appropriate governments.

- **Subordinate commanders are responsible for ensuring that the mortuary affairs support guidance from higher headquarters is implemented in their overall operational concept.** Planning at the subordinate command levels is more detailed and should facilitate the following.

•• Designating units and staff agencies responsible for the implementation of the mortuary affairs support plan.

•• Assigning responsibility, authority, and working relationships for each activity designated by the support plan.

•• Providing specifics on how the mortuary affairs support plan is to be carried out.

•• Providing specifics on logistic support required to sustain operations.

•• Providing methods to monitor the flow of remains into and out of all mortuary affairs facilities on a daily basis.

7. Training

a. As executive agent, **the Army manages the development and obtains CJCS approval of joint mortuary affairs doctrine, procedures, and training materials for use by all Services**. The Army takes necessary measures leading to the establishment of a doctrine and training integration center for all Joint Tactics, Techniques, and Procedures (JTTP). The mission of the training integration center is to ensure that all Services teach the same procedures for those mortuary affairs tasks that are common to all Services. This mission includes developing standardized doctrine and training material for use by all Services. Inquiries regarding training material for use by all Services, training or doctrine may be directed to the Army. The US Army Mortuary Affairs Center, a subordinate element of the Army Quartermaster Center and School, serves as the Joint Training and Doctrine Center.

b. **The geographic combatant commander has the authority and responsibility to conduct sufficient joint training for mortuary affairs within the command** to ensure effective conduct of joint operations. Subordinate joint force commanders ensure that the mortuary affairs training is sufficient for assigned forces to prepare for effective employment. A joint force commander who is also a Service component commander retains the responsibilities for Service training. The JTTP for mortuary affairs should be evaluated in CJCS and combatant command sponsored exercises.

8. Communication and Interoperability

a. **Effective command, control, communications, and computers (C4) systems are vital to planning and conducting successful mortuary affairs programs.** The mortuary affairs unit should be able to communicate directly with the casualty reporting personnel, and the C4 system should be compatible with other Service and multinational systems. In established alliances, specialized agencies and procedures exist to address mortuary affairs. In other multinational operations, mortuary affairs arrangements have been or should be established.

b. **During multinational military operations,** difficulties could be encountered in establishing a mortuary affairs system.

Existing standardization agreements should be used whenever possible. Differences in doctrine and training, equipment, culture, and language must be resolved and teamwork and trust developed.

9. Public Affairs

The public release of information on casualties during peacetime should be in accordance with the individual Service's policies and procedures. In the event of war, the public release of information should be in accordance with Department of Defense (DOD) policies and procedures. These **policies and procedures should preclude the public release of casualty information until the next of kin (NOK) have been notified**. Therefore, in cases where there is or may be news media or public interest, the Service's procedures should ensure that the appropriate public affairs officer is advised when the NOK have been notified. **The photographing of remains is prohibited unless specifically authorized for official use.** Photographs which identify individual remains (i.e., photographs of case files and grave markers) are not authorized for public affairs use. Photographs taken by or for the AFME are authorized. All requests for information on the deceased from PADD or other persons outside an overseas area should be referred to the appropriate Service Mortuary Affairs Office. Requests for similar information from persons within the command should be sent to the JMAO for reply.

"Lest We Forget."

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CHAPTER II
CONTINENTAL US MORTUARY AFFAIRS ARRANGEMENTS

"And they who for their country die
Shall fill an honored grave,
For glory lights the soldier's tomb,
And beauty weeps the brave."

Joseph Rodman Drake,
(to the Defenders of New Orleans, 1814)

1. Purpose

This chapter provides general information for CONUS mortuary affairs operations, including organizations for support and handling of military and civilian mass-fatality situations.

2. Overview

The mortuary affairs program is designed to support war and MOOTW operations to include military and civilian mass-fatality situations. For non-contingency situations each Service provides or arranges for support for its deceased personnel.

3. Organizations Supporting Mortuary Affairs

a. **Military Departments. Each Service is responsible for mortuary affairs support for its own personnel.** Direct initial contact with family members of deceased personnel is performed by the parent Service. All other actions associated with mortuary affairs, including identification and the disposition of remains and PE, may be conducted by mutual agreement between the Services as desired.

b. **Central Joint Mortuary Affairs Office**

- The Army maintains the CJMAO. **The CJMAO functions as a coordinating group** consisting of Colonel or Navy Captain level representatives from the Departments of the Army, Navy, Air Force, the Joint Staff J-4, and the AFME. The Army designates the Chairman of the CJMAO. In peacetime, the Navy represents the Marine Corps and, when operating as part of the Department of the Navy, the Coast Guard. In wartime, the Marine Corps is directly represented.

- The CJMAO meets at least twice a year or at the call of the Chairman of the CJMAO to support special incidents. **The mission of the CJMAO is to promote uniform Service policies, procedures, plans, and records for the disposition of remains and PE.** The Chairman of the CJMAO resolves conflicts resulting during development of these policies and procedures. The Secretary resolves routine issues. Those unresolved issues that address broader policy or operational considerations may be referred to the executive agent or the CJCS as appropriate.

- In the case of prolonged hostile action, the Chairman of the CJMAO determines if there is a requirement to activate a full-time CJMAO. **If activated, the CJMAO will become the governing body from which mortuary affairs wartime policy will be promulgated to the Services.** As a governing body, the CJMAO does not exercise command and control over the Services mortuary affairs functions, personnel, and facilities during wartime and contingencies. Command and control responsibilities

are retained by the individual Services conducting the mortuary affairs functions. Conflicts in developing operational direction should be referred to the Army and, if necessary, the Chairman of the Joint Chiefs of Staff for resolution.

- **The Army develops appropriate regulations and procedures for the conduct of the CJMAO.** These procedures include appropriate charters for peacetime operation for the Armed Forces Identification Review Board (AFIRB), the Joint Task Force-Full Accounting, and the Services interface with the AFME. Functions of the CJMAO may include, but are not limited to, disposition of records, postconflict disposition of remains, PE programs and, as necessary, CONUS military mortuary expansion. Peacetime guidelines also include procedures for supporting mass-fatality or politically sensitive incidents.

c. **US Army Central Identification Laboratory, Hawaii.** US Army Central Identification Laboratory, Hawaii has the mission to search, recover, and identify the remains resulting from previous wars and, as required, to assist with identification of remains resulting from present conflicts. Their recommendations are reviewed by the AFIRB.

d. **The Armed Forces Medical Examiner.** The roles and responsibilities of the Office of the Armed Forces Medical Examiner (OAFME) are outlined in DOD Directive 6010.16, "Armed Forces Medical Examiner System," and modified by Memorandum for Secretary of the Army, Secretary of the Navy, Secretary of the Air Force, from the Assistant Secretary of Defense (Health Affairs), subject: Memorandum of Instruction concerning Procedures for Conducting an Autopsy, dated 27 May 1994, and implemented by multi-Service regulation AR 40-57/BUMEDINST5360.26/AFR 160-99, "Armed Forces Medical Examiners System." In general, **the OAFME has the authority to order a medical investigation, including an autopsy, of the death of any military member serving on active duty where the federal government has exclusive jurisdictional authority**, including where the circumstances surrounding the death are suspicious, unexpected, or unexplained. In wartime, the OAFME will waive jurisdictional authority for deaths except when necessary to determine the cause and manner of death (such as sudden, unexpected death, homicide or suicide); to secure information for completion of military records; to protect the welfare of the military community (such as in the investigation of novel wounding agents or possible "friendly fire" incidents); or when the Service member is an aircrew member and the death occurs during flight operations (and not as a result of hostile fire). The Armed Forces Medical Examiner, in consultation with relevant law enforcement, intelligence, or safety agencies, or at the direction of the geographic combatant or subordinate joint force commander, normally has the authority to order such autopsies in the theater of operations or upon the return of remains to other locations. The OAFME has the expertise in the fields of forensic sciences related to identification to provide consultative support to the Services in the identification process. These techniques include anthropological comparison and dentition comparison technology. OAFME also provides medical certification for cause of death and manner of death. **Services and combatant commands may request OAFME assistance in the identification of any remains.** Normally, the OAFME operates as a supporting agency to the supported combatant command. The OAFME coordinates with the combatant commanders and Services to determine if OAFME support is required.

e. **Port-of-Entry Mortuary Facilities.** The **east coast** (Dover Air Force Base [AFB]) **and west coast** (Travis AFB) **port-of-entry military mortuaries operated by the Air Force handle most remains returned from outside the continental US** (OCONUS). The remains are embalmed (if necessary), dressed, and casketed and prepared for shipment. Coordination is made with the Services to arrange for the disposition of the remains as directed by the PADD. During military operations or mass-fatality incidents, the CONUS military port mortuaries can be activated to completely process remains. This processing can include autopsy and/or medical examination when supported by OAFME. OAFME and the Federal Bureau of Investigation also provide support for identification of remains as required.

Remains are returned to the port-of-entry mortuary facilities for final disposition.

4. Military Mass-Fatality Incidents

Mortuary affairs support in a mass-fatality incident **involves the occurrence of multiple deaths, normally ten or more**.

a. During a military mass-fatality situation, if a Service's mortuary affairs requirement exceeds its organic capabilities, **the executive agent will ensure that the Department of the Army provides backup GS when requested by another Service**.

b. **The AFME provides medicolegal and forensic pathological and investigative support.** If the incident occurs on an installation within CONUS, applicable state laws concerning jurisdiction are followed.

c. In case of a mass-fatality incident, **the Army as executive agent (in coordination with the Chairman of the Joint Chiefs of Staff) determines if there is a requirement to direct activation of a full-time CJMAO**. Unless specified otherwise, the CJMAO operates in accordance with subparagraph 3b, above.

5. Civilian Mass-Fatality Incidents

Military mortuary affairs forces represent a significant asset available to civilian communities. **In the event of mass disasters, when the requirement for mortuary services exceeds that available from the**

civilian community, mortuary affairs units have the capability to provide search, recovery, evacuation, and tentative identification services. The activation and use of Air Force Port Mortuary(s) is an option available to civilian authorities. Following these incidents, which usually occur without warning and result in considerable confusion, there is generally a lack of sufficient personnel to handle the sensitive tasks of caring for the dead. The federal, state, and local governments may request DOD assistance in a mass-fatality incident that does not involve military personnel. **Military support must be provided quickly and efficiently.** Mortuary affairs units and personnel can provide valuable assistance to federal, state, and local governments in their time of need.

a. **If tasked to provide support, Services should implement the guidance and procedures set forth in this publication for mission execution.** The requesting agency provides the appropriate funding.

b. The procedures used by outside agencies requesting mortuary affairs support are found in DOD Directive 3025.1, "Military Support to Civil Authorities." The Stafford Act also provides the procedures for declaring an emergency or major disaster, as well as the type and amount of federal assistance available.

US Mortuary Affairs specialists assist in the recovery of remains after military and civilian mass-fatality incidents.

CHAPTER III
THEATER MORTUARY AFFAIRS SUPPORT

"Sleep in peace, slain in your country's wars!"

Shakespeare,
Titus Andronicus, 1593

1. Purpose

This chapter describes theater mortuary affairs requirements and activities involved in the planning, coordination, and establishment of mortuary affairs support to meet these theater requirements.

2. Overview

Geographic combatant commanders are responsible for controlling and coordinating mortuary affairs operations for the search, recovery, tentative identification, care, and evacuation of deceased personnel within their theaters. The responsibility extends not only to deceased personnel of US forces, but also to friendly, third country, and enemy dead. For humanitarian, health, and morale reasons, this responsibility may extend to the local populace. This responsibility also pertains to both military and civilian mass-fatality incidents. The mortuary affairs procedures outlined in this chapter may be used to support mass-fatality incidents as well.

3. Theater Organization for Support

a. **Geographic Combatant Commanders' Considerations.** Geographic combatant commanders' duties include the following.

- **Designating a Service component to provide an executive agent for the Theater Mortuary Affairs Support Program.** The Army component commander is routinely designated executive agent for the combatant commander.

- **Selecting a mortuary affairs program** to provide the necessary support and determining if and when a transfer to one of the other programs is in order.

- Giving authoritative **direction and guidance on mortuary affairs** to all assigned and attached forces.

- **Assigning responsibilities, tasks, assets, and organizing commands** as necessary to execute the mortuary affairs mission. The combatant commander may relieve any unit or command of all or a portion of its mortuary affairs responsibilities, or may increase those responsibilities as the situation dictates.

- **Establishing a JMAO within their commands to provide oversight of mortuary affairs support.** During MOOTW, peacetime mass-fatality, or politically sensitive incidents, the commander will determine if, when, and for how long the JMAO will be activated.

b. **Mass-Fatality Considerations.** Mortuary affairs support in a peacetime mass-fatality incident involves the occurrence of multiple deaths. Politically sensitive deaths relate to incidents where the death of one or more particular individuals attracts international concern or media attention. **Geographic combatant commanders are responsible for the proper execution of mortuary affairs when such events occur within their area of responsibility** (AOR). This includes coordinating the supervision and execution of matters pertaining to the search for, recovery, and evacuation of remains to a military mortuary, either within

their AOR or in CONUS, and for the collection and processing of the PE of the dead. This also includes coordination with the host nation, the Department of State, and the Country Team.

- **Coordination with the OAFME is mandatory** in all peacetime mass-fatality or politically sensitive incidents, CONUS or OCONUS.

- In determining the evacuation of remains from a peacetime mass-fatality incident or politically sensitive event overseas, **consideration should be given to transporting the remains from the place of incident to a CONUS port-of-entry military mortuary (Dover or Travis AFB) for identification and preparation.** In coordination with the applicable Services and the AFME, the combatant commander in whose AOR the incident occurred is the final authority for this decision.

- **The geographic combatant commander** in whose AOR the loss of personnel occurred **is responsible for executing the recovery phase of the operation**, regardless of the Service of the deceased. To the extent possible, the combatant commander in whose AOR the death occurred notifies the commander of the deceased concerning all evacuation actions.

- **The geographic combatant commander** of the area where the military mortuary is located **is responsible for executing the identification processing and preparation phase** of the mass-fatality operation, regardless of the Service of the deceased.

- **The Department of State or other federal agency may request DOD assistance in mass-fatality or politically sensitive incidents that do not involve military personnel.** Coordination among the combatant commands, the Chairman of the Joint Chiefs of Staff, and federal agency representatives will be made to determine appropriate jurisdiction. If tasked to provide support, Services and combatant commands implement the guidance and procedures set forth in this publication for mission execution. The requesting agency provides appropriate funding for military support.

- Based on the situation, **the Secretary of the Army may direct the activation of the CJMAO.** Unless specified otherwise, the CJMAO operates in accordance with procedures discussed in Chapter II, "Continental US Mortuary Affairs Arrangements."

- **Requests for special transportation** for mass-fatality or politically sensitive incidents **are coordinated with USTRANSCOM**.

- **Formal coordination must be made with the Joint Public Affairs Office.** This ensures that appropriate public affairs guidance is followed regarding the situation and the media is provided accurate and up-to-date information.

c. **Other Considerations**

- When death occurs aboard ship, or remains are recovered and taken aboard ship, the remains should be preserved for burial on land. **Committal at sea is permissible only when refrigerated storage facilities cannot be made available aboard ship, and transfer to shore cannot be accomplished within a reasonable time or is operationally inadvisable.** The ship's commanding officer ensures that all remains are identified before they are committed at sea. When remains are committed at sea,

identification documents and PE are processed in accordance with established procedures; further disposition is made in accordance with current Service regulations.

- **Mortuary affairs support for military dependents or US civilians** accompanying or employed by US forces is performed in a manner similar to that provided for US military personnel. All records and reports are used.

- **For multinational operations**, the US may or may not be the lead nation for the multinational force. **Existing standardization agreements should be used whenever possible** to facilitate common policies and procedures amongst participating nations. If agreements do not exist and the US is the lead nation, US policy should have primacy. If agreements do not exist and another nation is charged with lead nation responsibility, US policy would apply only to US forces and citizens, unless otherwise adopted by the multinational force. The geographic combatant commander should exercise situational judgment if required to blend mortuary affairs throughout the multinational force. The following procedures are applicable where no other guidance is available.

  •• When possible, **the same records and reports as for US military personnel are accomplished and maintained**.

  •• When interment is required, **separate interment sites should be established for the burial of allied and enemy dead**. Separate sections are provided for US, allied, and enemy deceased when circumstances require interment in a US interment site.

  •• **PE of allied personnel are processed in accordance with standing agreements**. In the absence of agreements, PE are processed in the same manner as in current mortuary affairs procedures.

  •• **Processing of remains and PE** of prisoners of war **will be in accordance with the Geneva Conventions**. PE of enemy dead not afforded prisoner of war status are evacuated to the PE depot in the theater. If a PE depot is not established in the theater, PE are evacuated to a PE holding area, normally at the TMEP.

  •• **Processing of allied or enemy civilian remains and PE** that are not processed by the friendly or enemy civilian authorities **is in accordance with applicable international agreements and the Geneva Conventions**. In absence of standing agreements specifying procedures, the geographic combatant commander determines what procedures will be followed. Normally, remains and their PE are handled in the same manner as in current military mortuary affairs procedures.

  •• When arrangements are made to transfer remains and PE to the host country or to an allied nation, **commanders must maintain accountability records and provide information for all enemy or allied deceased transferred from temporary interment sites** for which they have responsibility.

  •• **Agreements** with allied nations and US Government and nongovernment agencies **will be monitored and followed where established**. Where not established, agreements are coordinated

by the JMAO or appropriate agencies designated to conduct host-nation support negotiations. If agreement cannot be negotiated, mortuary affairs support is performed under current US military procedures.

- **The JMAO**, in coordination with Service components and Service logistic support commands, **is responsible for determining the appropriate levels of mortuary supplies and equipment in the theater**. The Services are responsible for maintaining the levels assigned to them.

d. **Considerations of Supporting Combatant Commanders.** All geographic combatant commands provide mortuary affairs support. **Functional combatant commands will receive mortuary affairs support from the supported geographic combatant commander.**

- USCINCTRANS, as the DOD single manager for transportation, provides air, land, and sea transportation to DOD. **USTRANSCOM controlled strategic airlift assets will evacuate remains from OCONUS to CONUS port-of-entry mortuaries** (Dover or Travis AFB).

- US Atlantic Command (USACOM) serves as the DOD principal planning and operating agent for all DOD components providing military support to civil authorities for all DOD components in the 48 contiguous states and the District of Columbia. Based on this, USACOM is developing appropriate mortuary affairs support plans to provide available military support to civil agencies.

e. **Responsibilities of the Service Components.** Each Service component is responsible for the following.

- Providing its own mortuary affairs support. When requirements exceed the Service component's organic capabilities, the Army component will provide backup GS, when requested.

- Maintaining appropriate stockage levels of supplies and equipment.

- Collecting and maintaining information concerning its own deceased or missing. This information is sent to the JMAO.

- Performing mortuary affairs support functions for other Service components, when required.

f. **Planning Considerations.** Plans for mortuary affairs operations vary depending on the size and location of the theater. Combatant commanders require proper staffing, planning, and coordination during peacetime in order to permit an orderly transition to and from war.

- **Special consideration should be given to the distance remains may have to be transported to either an air or sea port of embarkation.** If long distances are involved, refrigeration capabilities might be needed.

- **When temporary interment operations are authorized** by the geographic combatant commander, **site selection consideration such as terrain features and conditions are important**.

- A **mortuary affairs appendix to OPLANs should be developed** during the planning process. The appendix should be developed using the guidelines in this publication and the format in Appendix 2, Annex D, Joint Pub 5-03.2, "Joint Operation Planning and Execution System, Vol II: (Planning and Execution Format and Guidance)."

g. **Special Considerations of the Army Component Commander.** The Army component commander is normally designated executive agent for the theater mortuary affairs program. The Army component commander's responsibilities include the following.

- **Maintaining a mortuary affairs force structure capability** to provide support to Army units and backup GS to the other Services. This includes maintaining a peacetime active duty force that can respond to peacetime mass-fatality disasters and sudden onset of hostilities.

- **Providing technical assistance to the other Service components** and ground force collection point support to naval units when requested, whether or not Army forces are involved.

- **Providing** on order to any operational commander, whether or not Army forces are involved, **a cadre to supervise the establishment of a Mortuary Affairs Collection Point(s) (MACP[s]) as designated by the appropriate commander** and to provide technical assistance for acceptance and disposition of remains, including interment, interment records, and temporary interment site maintenance until such other provisions are made for subsequent custody.

- **In operations in which Army forces are involved, the Army component commander ordinarily is assigned the responsibility of operating area MACPs** and, if required, temporary area interment sites. The area MACP accepts and makes further disposition of remains of all Services evacuated to the area MACPs.

- **In operations in which Army forces are involved, the Army commander normally is assigned the responsibility for operation of PE depots** for the receipt, storage, safeguarding, and further disposition of PE of personnel of all Services and others for whom the US is responsible. Effects depots process the effects for permanent disposition from within the combatant command or further evacuation to a CONUS effects depot for permanent disposition.

- In coordination with the other Services, **establish and perform mortuary support services for remains at port of debarkation**.

h. **Joint Mortuary Affairs Office. Commanders of geographic combatant commands will establish a JMAO** within their commands to provide oversight of mortuary affairs support. During military operations other than war, peacetime mass-fatality, or politically sensitive incidents, the commander determines if, when, and for how long the JMAO will be activated. **The JMAO oversight responsibilities include** the following.

- **Providing procedures concerned with search for, recovery and evacuation, tentative identification, and return of remains and personal effects.** This includes providing guidance to Service components and to subordinate joint force or single-Service commands on the disposition of remains of those personnel assigned or attached to multinational forces.

- **Maintaining inventory data on Service component command mortuary affairs equipment and materials.**

- **Coordinating** with Service component commands **for data on the recovery status of deceased and missing personnel** when requested by combatant command casualty reporting agencies.

- **Coordinating interment, disinterment, and reinterment of remains within the AOR.** In wartime, this includes providing a recommendation to the respective geographic combatant commander regarding when remains can no longer be returned to CONUS.

- **Coordinating the establishment of suboffices**, as required, to supervise mortuary affairs activities on a Service component, subordinate joint force, or geographic basis.

Deceased personnel are quickly evacuated to the Mortuary Affairs Collection Point.

- **Providing procedural guidance concerning transfer of enemy, enemy and friendly civilian, allied, and allied civilian remains and their PE to the custody of another government**, including maintenance of records required by the Geneva Convention for the Protection of War Victims.

- **Designating port of embarkation holding facilities and surface and aerial evacuation of remains and PE.**

- **Coordinating with the CJMAO, USCINCTRANS, and the AFME** to determine the CONUS port-of-entry military mortuary for Service component's return of remains.

- **Coordinating the development of the mortuary affairs support plan.**

- **Maintaining a central records point for deceased and PE.**

- **Maintaining liaison with the Joint Public Affairs office.** This ensures that appropriate public affairs guidance is followed. This will, in turn, ensure that the media is provided accurate and up-to-date information.

- The JMAO will continue to function after periods of military operations to oversee Service efforts to resolve the status and effect the evacuation of remains and PE not previously accomplished. The geographic combatant commander determines if the JMAO will continue to function in support of efforts to process remains and PE of non-US military personnel. The JMAO ensures that Service components forward all records to respective Service headquarters. The component's Service headquarters

coordinates transfer of remains and records to parent Service control in CONUS. Parent Service headquarters are responsible for final archiving of records. The JMAO assists Service headquarters in coordinating these actions.

i. **Mortuary Affairs Facilities.** There are several different mortuary affairs facilities that function to support the mortuary affairs program. These facilities and their missions are as follows.

- The **MACP provides direct support (DS) and/or GS in the receipt, processing, tentative identification, and evacuation of remains and their accompanying PE to a mortuary affairs facility behind a theater combat zone.** When tasked, the CP conducts or provides personnel to supervise post-combat search and recovery missions. CPs can be highly mobile to support combat maneuver elements or fixed to support a general area. CPs are located throughout the theater from the forward support areas of combat maneuver brigades and/or regiments (combat zones) to the theater support area (communications zone).

- **The TMEP provides GS in the receiving and evacuating of all remains and their accompanying PE to a CONUS military mortuary.** The TMEP performs quality assurance checks on existing processing documentation and initiates any additional processing documentation that is required. The TMEP initiates all shipping documents needed to coordinate for the evacuation of the remains. TMEP(s) is/are located at major aerial ports of embarkation.

- **The PE depot receives, safeguards, inventories, stores, and processes PE.** The depot also ensures the proper disposition of PE for deceased and missing personnel.

- **CONUS port-of-entry military mortuary facilities provide GS in the identification, care, and preservation of remains.** It provides general mortuary services as allowed by regulation. CONUS port-of-entry mortuary facilities coordinate transportation for the deceased to the place designated by the PADD. Existing Armed Forces of the United States mortuaries and forensic laboratories are used to support mortuary affairs operations. Additional facilities could be established if the situation warrants and capabilities permit.

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APPENDIX A
MORTUARY AFFAIRS PROCEDURES FOR THE SEARCH, RECOVERY, TENTATIVE IDENTIFICATION, EVACUATION, AND ACCOUNTABILITY OF REMAINS

1. Purpose

To provide mortuary affairs procedures for the search, recovery, tentative identification, evacuation, and accountability of remains.

2. Overview

This appendix provides procedures for the search, recovery, tentative identification, and evacuation of US military, friendly, and enemy dead as well as deceased civilians under US military jurisdiction and the maintenance of appropriate records and reports. Detailed procedures associated with the recovery and evacuation of contaminated remains are provided in Appendix D, "Decontamination of Human Remains."

3. General Guidance

a. **Standard Procedures.** Policies, procedures, and reports required for mortuary services must be uniform among the Services. To that end, the Army develops coordinated doctrine, procedures, and training materials for tasks common to all Services. Each Service invests considerable time, effort, and resources in developing and maintaining its own search and rescue capability. Each Service also has the latitude to use existing training expertise, operational capability, procedural knowledge, or accepted technique to continue to develop and use its search and rescue procedures. The JTTP contained in this appendix applies primarily to ground forces and the procedures the Army uses for its operations when backup GS support is requested.

b. **Responsibilities**

- **Geographic Combatant Commander.** The geographic combatant commander is responsible for the control and coordination of mortuary affairs support for personnel of all Services in the commander's AOR. The search, recovery, evacuation, tentative identification and, when necessary, interment of deceased personnel who are under the jurisdiction of the Armed Forces are the combatant commander's responsibilities. Geographic combatant commanders normally establish a JMAO. The commanders of units in areas not under US control are responsible for providing control and coordinating mortuary affairs support.

- **Service Component Commander.** Services are responsible for providing or arranging for mortuary affairs support for their personnel. During major operations, each Service component commander establishes a mortuary affairs office to provide control and coordination of mortuary affairs activities. Each Service is responsible for collecting and maintaining information concerning the deceased and missing of its Service. The Service component provides information concerning deceased and missing personnel to the JMAO.

- **Subordinate Commanders.** Unit commanders at all levels are responsible for the initial search, recovery, tentative

identification, and evacuation of all deceased unit personnel within their area of operation. Remains should be evacuated to the most convenient mortuary affairs activity.

c. **Unique Requirements (Ships at Sea).** When death occurs aboard ship, it is DOD policy that the remains will be preserved for burial on land. Committal at sea is permissible only when refrigerated storage facilities cannot be made available aboard ship and transfer to shore cannot be accomplished within a reasonable time. When committal is made at sea, the PE are processed in accordance with established procedures and further disposition will be made in accordance with current regulations.

4. Search, Recovery, Tentative Identification, and Evacuation Operations

a. **Introduction**

- Search, recovery, tentative identification, and evacuation is the four-phased activity which is the first step in the care and handling of deceased personnel. It is the systematic process of searching for remains and PE, plotting and recording their location, and evacuating them to a mortuary affairs facility. These missions are conducted by unit level organizations and mortuary affairs personnel. In situations when a unit is unable to recover their own remains, the unit coordinates with the appropriate higher headquarters to request search and recovery support.

- To ensure successful mission accomplishment, the Officer in Charge (OIC) or Noncommissioned Officer in Charge (NCOIC) of the unit tasked to conduct the search and recovery must gather all information available for the mission. The safety of the search and recovery team members is of the utmost importance to ensure a successful mission. When the mission requires the recovery of remains from or near damaged combat aircraft, vehicles, and other military equipment, it is vital to coordinate with individuals who are familiar with the particular item(s) (i.e., explosive ordnance disposal [EOD] and nuclear, biological, and chemical [NBC] personnel, pilots and crews). This will help to determine if any potentially hazardous conditions exist.

b. **Search Operations**

- The success of a search and recovery mission depends on a well-organized search pattern that fits the particular situation. Additionally, strict discipline during the search must be maintained. This means that all team members must perform their duties and follow the established plan unless the tactical situation dictates otherwise. During the search phase of the mission, the duties of the team leader are as follows.

•• Obtain all reports concerning the incident from the casualty section, intelligence sections, and the unit which suffered the losses.

•• If possible, perform map or aerial reconnaissance of the search area before the mission.

•• Determine the requirements for personnel and equipment to conduct the search.

•• Arrange for suitable transportation to and from the recovery site.

•• Arrange for a security force, if necessary.

•• Arrange for EOD, if necessary.

•• Brief team members on all aspects of the mission.

•• Inspect team members and equipment for readiness.

•• Assign team members to complete the necessary paperwork.

•• Make sure local inhabitants are questioned.

•• Know where team members are at all times.

•• Control where and how team members search.

•• Take appropriate blank forms.

•• Be sure all records prepared at the recovery site are complete and accurate before leaving the area.

•• Complete and forward necessary after-action reports when the mission has been completed.

- The duties of team members during the search phase are outlined below.

•• Understand the mission requirements.

•• Question local inhabitants.

•• Search only during daylight hours.

•• Always search with other team members.

•• Search places such as ditches, riverbanks, bushes, foxholes, trees, damaged structures, and disabled vehicles.

•• Check for booby traps before moving remains.

•• Tag each remains and portion with a search and recovery number tag.

•• Make a sketch or photograph of the recovery site.

•• Double-check azimuths and distances. Use a global positioning system device, if available.

•• Complete the required reports for each remains.

•• Search area around remains for PE.

•• Inventory PE.

•• Keep PE secured to the remains.

•• Keep remains covered except when they are being checked for identification.

•• Evacuate remains feet first.

- When searching for remains, follow a systematic method. This allows for team members to thoroughly cover a large area. One of the recommended methods is the “straight-line box” (Figure A-1). This method incorporates an open and closed formation. Use the open formation in open areas or areas with sparse vegetation where visibility is good. This formation places team members side-by-side at a double arm interval. Use the closed formation in areas where visibility is obstructed or limited due to dense vegetation or other terrain features. This formation places personnel on line at a close arm interval.

- The straight-line box method starts with the team on a straight line at the top left corner of the area to be searched. The team then proceeds to move forward maintaining a straight line until reaching the other side of the area to be searched. Once the other

side of the search area is reached, the team guides around the pivot person until facing the opposite direction. The team then proceeds forward in a straight line until reaching the side they started from. This process is continued until the entire area is searched.

- Team members search until they find remains or until the team leader determines that there are no remains in the area. Team members must be aware of areas where remains may be located. Team members should also search unusual ground disturbances which may be due to emergency interments, collapsed bunkers, or fighting positions. Unusual odors, congregation of insects, scavenger birds, or animals should be investigated as they might lead to hidden remains.

- If no remains are found or if the team must suspend operations for tactical reasons, the team leader will record this

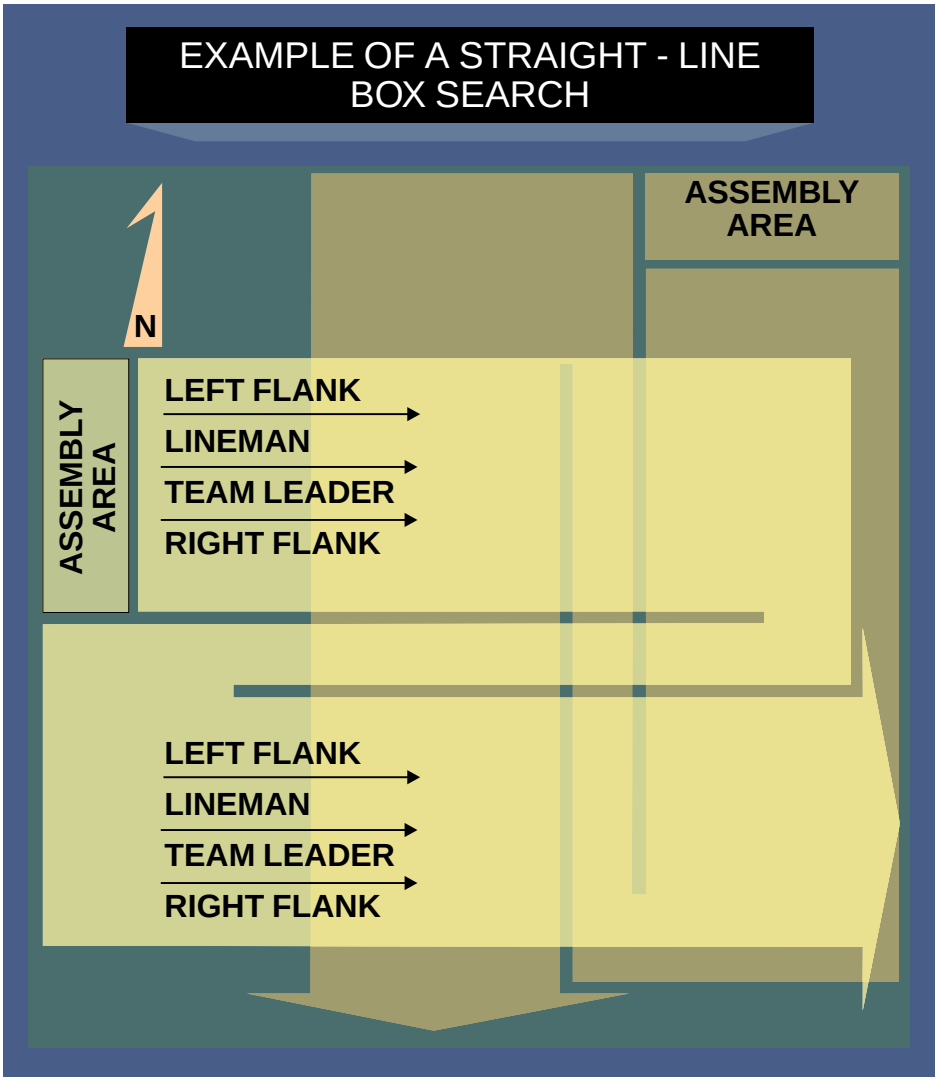


Figure A-1. Example of a Straight-Line Box Search

information and the extent of the search to higher headquarters. The team leader includes as much detailed information as possible to aid any future search and recovery missions.

c. **Unit Recovery Operations**

- Units conducting battlefield recovery operations during the combat phase must take special precautions to preserve all items that might be useful in establishing a tentative identification for a remains. When performing recovery operations, use any means available to cover all remains and portions of remains recovered. Units that do not have human remains pouches can use ponchos, blankets, large plastic bags, or other suitable items. Safety and sanitation factors should be considered. Diseases can easily be transmitted through the body fluids from the remains to individuals handling the remains. Units should use all means available to provide personnel who conduct recovery operations with gloves and protective clothing for the mission and adequate washing facilities after the mission.

- When personnel conducting a recovery missions encounter a remains, they must first check to ensure that the remains is safe to evacuate. Remains must be free of the risk of spreading harmful contamination and must have all unexploded ordnance, explosives, booby-traps, and other hazardous items removed. Coordination should be made with a NBC or EOD specialist for assistance or guidance when biological or chemical agents or hazardous items are suspected. Once the remains is determined safe to handle, proceed with the recovery. Pay particular attention during the recovery to ensure that the identification tags and the identification card, if present, are not removed from the remains under any conditions. Safeguard other identification media found on the remains from destruction by body fluids, weather conditions, and other environmental factors. This may be done by storing these items in a waterproof plastic zip lock bag or by wrapping these items in a dry article of clothing. After these items are protected, they are secured to the remains. Keep all personal equipment found on the remains with the remains until these items can be inspected for identification value. If time permits, inspect equipment and record any identifying markings. Once inspected and documented, only serviceable equipment is removed and segregated until the equipment can be returned to the appropriate supply activity. Check the immediate area for unassociated PE and equipment that could aid in identification. Do not place unassociated items on the remains. Instead, evacuate these items with the remains as unassociated PE and equipment.

- In cases when personnel encounter a remains that is missing major portions, they will thoroughly search the immediate area to the maximum extent possible for the missing portions. If the missing portions are not located, the pertinent information on the incident is reported through channels to the MACP when the remains is evacuated. When dealing with multiple remains in the same area that have severed portions, do not attempt to associate any portions found to a particular remains. Instead, tag each individual portion separately for evacuation. Finally, in cases when fragmented remains are encountered, attempt to recover as much of the remains as possible. No piece or portion is considered too small. As the overall percentage of body tissue recovered for a particular remains increases, so does

the chance of positive identification. Pay particularly close attention in attempting to locate hands, individual fingers, teeth, and dental work for identification by fingerprint and dental chart comparison. In addition to traditional methods, deoxyribonucleic acid (DNA) testing may make it possible to make positive identification based on body tissue, skin samples, hair samples, and other items. Pay close attention in the search for PE and equipment in the immediate area. These items could provide significant clues as to the identity of the remains.

- Personnel performing the recovery should record the following information on a tag or piece of paper:

  •• Believed-to-be (BTB) name of the deceased or unidentified;

  •• Unit of deceased if known; and

  •• Grid coordinates (map location) of recovery.

- This recorded information should be protected from body fluids and evacuate with the remains. Upon completion of recovery operations, personnel who perform the recovery will coordinate for transportation to evacuate all remains, personal effects, and equipment to a unit marshalling area or the nearest MACP.

d. Mortuary Affairs Recovery Site Operations

- Recovery involves a thorough search, video and/or sketch, and still photographs of the area. The recovery must be accomplished with care to retain all evidence to the identity of the remains. The video, sketch, and/or photographs should include wreckage, location of remains, PE, and their relationship to each other. Team members must pay particular attention to accurately documenting the recovery.

- When recovering a single remains, conduct the recovery using the following procedures.

  •• Ensure that the remains is safe to handle.

  •• Prepare two search and recovery tags (Figure A-2). A search and recovery tag consists of: the search and recovery mission number, the branch of Service letter designator, the unit conducting the search, and the number of this remains of the total number remains found. Attach one tag to the remains so that it will not fall off during handling. If paper tags are used, mark the tag with waterproof ink. Attach the other tag to the human remains pouch.

  •• Check to see if a DD Form 1380 (US Field Medical Card, Figure A-3) is present. If present, ensure that it is securely fastened to the remains.

  •• Prepare DD Form 567 (Record of Search and Recovery, Figure A-4), for each remains found. If no remains are found, prepare one DD Form 567 to document the mission. When time constraints prevent completing a DD Form 567 on site, at a minimum, record the following information: (1) Date of recovery; (2) Full name, rank, and social security number (SSN) of the deceased; (3) Organization of deceased; (4) Identification media found on deceased; (5) Place of recovery; and (6) Name, rank, and organization of the individuals making the recovery.

  •• Prepare DD Form 565 (Statement of Recognition of Deceased, Figure A-5) if possible.

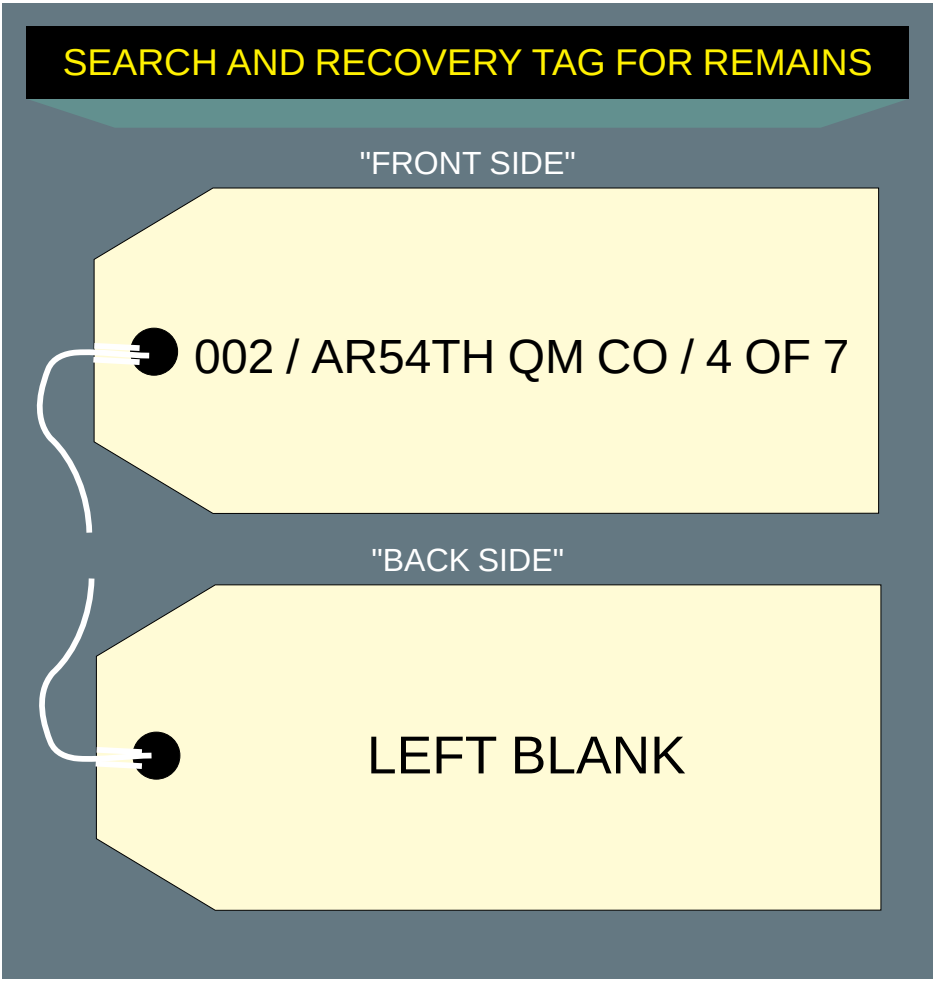


Figure A-2. Search and Recovery Tag for Remains

•• Prepare a Recovery Site Sketch (Figure A-6) for a single remains utilizing the following procedures. (1) Orient the sketch to the recovery site by annotating magnetic north on the sketch. (2) Record the baseline on the sketch by shooting an azimuth with the compass aligned with the left side of the remains or grave from foot to head. (3) Indicate the recovery site or grave site by drawing a rectangular box on the right side of the baseline. Record the search and recovery number in the box. (4) Determine the grid coordinates for the recovery site. Use a global positioning system (GPS) when available. (5) Plot and record azimuths and distances to prominent features used as reference points to tie in the location of the recovery site.

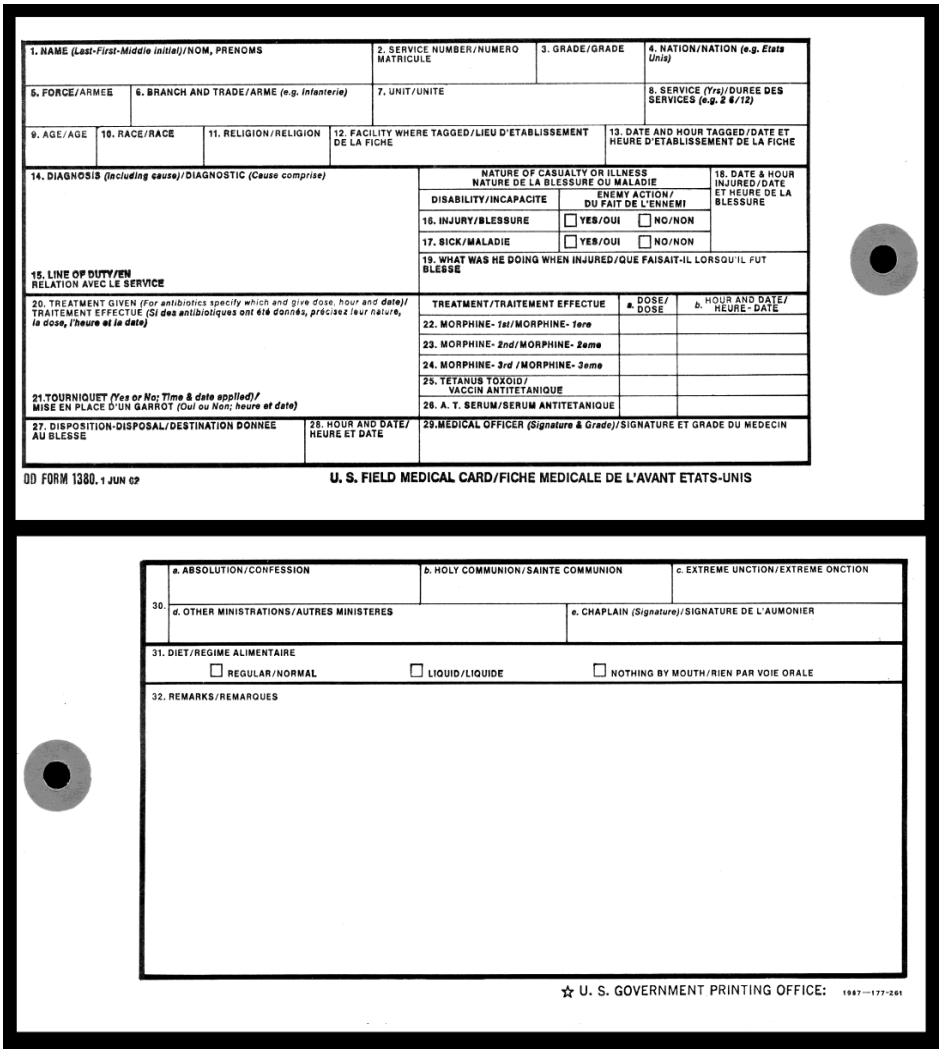
NOTE: If a large boulder or tree is used as a reference point, ensure that it is blazed, painted, or marked for easy recognition.

- Prepare an information and title box at the lower portion of the sketch. Include pertinent information about the sketch in these boxes.

•• Prepare DD Form 1074 (Questionnaire of Local Inhabitants, Figure A-7) as applicable.

•• Assign a sequential "P" number for each portion. Prepare a recovery tag for each portion (Figure A-8). Record the assigned number on the tag. Record the search and recovery mission number, the branch Service letter designator, and the unit conducting the search. Place each portion in a separate clear plastic bag with the recovery tag. Do not under any circumstances associate any portion to a particular remains.

•• Treat PE found in the immediate area of the remains as unassociated PE. Assign a sequential "E" number for each personal effect. Prepare a recovery tag for each effect (Figure A-9). Record the assigned "E" number. Record the search and recovery number, the Service letter designator, and the unit conducting the search. Place each effect in a zip lock bag along with the recovery tag. Do not under any circumstances try to



1. NAME (Last-First-Middle initial)/NOM, PRENOMS
2. SERVICE NUMBER/NUMERO MATRICULE
3. GRADE/GRADE
4. NATION/NATION (e.g. Etats Unis)
5. FORCE/ARMEE
6. BRANCH AND TRADE/ARME (e.g. Infanterie)
7. UNIT/UNITE
8. SERVICE (Yrs)/DUREE DES SERVICES (e.g. 2 6/12)
9. AGE/AGE
10. RACE/RACE
11. RELIGION/RELIGION
12. FACILITY WHERE TAGGED/LIEU D'ETABLISSEMENT DE LA FICHE
13. DATE AND HOUR TAGGED/DATE ET HEURE D'ETABLISSEMENT DE LA FICHE
14. DIAGNOSIS (including cause)/DIAGNOSTIC (Cause comprise)
15. LINE OF DUTY/EN RELATION AVEC LE SERVICE
NATURE OF CASUALTY OR ILLNESS NATURE DE LA BLESSURE OU MALADIE
DISABILITY/INCAPACITE
ENEMY ACTION/ DU FAIT DE L'ENNEMI
16. INJURY/BLESSURE ☐ YES/OUI ☐ NO/NON
17. SICK/MALADIE ☐ YES/OUI ☐ NO/NON
18. DATE & HOUR INJURED/DATE ET HEURE DE LA BLESSURE
19. WHAT WAS HE DOING WHEN INJURED/QUE FAISAIT-IL LORSQU'IL FUT BLESSE
20. TREATMENT GIVEN (For antibiotics specify which and give dose, hour and date)/ TRAITEMENT EFFECTUE (Si des antibiotiques ont été donnés, précisez leur nature, la dose, l'heure et la date)
21. TOURNIQUET (Yes or No: Time & date applied)/ MISE EN PLACE D'UN GARROT (Oui ou Non; heure et date)
TREATMENT/TRAITEMENT EFFECTUE
a. DOSE/ DOSE
b. HOUR AND DATE/ HEURE - DATE
22. MORPHINE- 1st/MORPHINE- 1ere
23. MORPHINE- 2nd/MORPHINE- 2eme
24. MORPHINE- 3rd /MORPHINE- 3eme
25. TETANUS TOXOID/ VACCIN ANTITETANIQUE
26. A. T. SERUM/SERUM ANTITETANIQUE
27. DISPOSITION-DISPOSAL/DESTINATION DONNEE AU BLESSE
28. HOUR AND DATE/ HEURE ET DATE
29. MEDICAL OFFICER (Signature & Grade)/SIGNATURE ET GRADE DU MEDECIN
DD FORM 1380, 1 JUN 62
U. S. FIELD MEDICAL CARD/FICHE MEDICALE DE L'AVANT ETATS-UNIS
30.
a. ABSOLUTION/CONFESSION
b. HOLY COMMUNION/SAINTE COMMUNION
c. EXTREME UNCTION/EXTREME ONCTION
d. OTHER MINISTRATIONS/AUTRES MINISTERES
e. CHAPLAIN (Signature)/SIGNATURE DE L'AUMONIER
31. DIET/REGIME ALIMENTAIRE
☐ REGULAR/NORMAL ☐ LIQUID/LIQUIDE ☐ NOTHING BY MOUTH/RIEN PAR VOIE ORALE
32. REMARKS/REMARQUES
☆ U. S. GOVERNMENT PRINTING OFFICE: 1987—177-261

Figure A-3. DD Form 1380, US Field Medical Card

RECORD OF SEARCH AND RECOVERY

For use of this form see FM 10-63. Proponent agency is TRADOC.

1. DATE OF REPORT

SAMPLE

2. INFORMATION ON DECEASED

a. NAME *(Last, First, Middle Initial)*	b. RANK	c. SSN	d. NATIONALITY	e. ORGANIZATION

3. TYPE OF SEARCH	4. DATE OF MISSION	5. FIELD SEARCH NO	6. SEARCH AND/OR RECOVERY NO.

7. EVACUATION NO.	8. DATE OF RECOVERY	9. ESTIMATED DATE OF DEATH

10. PLACE OF RECOVERY *(Indicate map sheet number; grid coordinates; name of nearest village or town; name, description or number of roads, mountains or other landmarks; type of grave (shallow - deep - surface); type of position (infantry, artillery, etc.). If recovered from a vehicle, tank or plane, give position therein.)*

11. IDENTIFICATION MEDIA FOUND IN GRAVE AND/OR SURROUNDING AREA *(Include serial numbers found on vehicles, tanks, aircraft and weapons.)*

12. OTHER REMAINS RECOVERED ON THIS MISSION *(Use continuation sheet if additional space is needed)*	13. RECOVERY TEAM MEMBERS

[redacted]

Figure A-4. DD Form 567, Record of Search and Recovery

associate any unassociated PE to a particular remains.

•• Secure PE found on the remains. Place them in a PE bag and secure it to the remains prior to movement.

•• Prepare an incident report containing all pertinent information on the recovery.

•• Place the remains in a human remains pouch or suitable shrouding material and prepare to evacuate.

e. When recovering multiple remains, conduct the recovery in the same manner as a single remains recovery with the following exceptions.

STATEMENT OF RECOGNITION OF DECEASED

For use of this form see FM 10-63. Proponent agency is TRADOC.

PRIVACY ACT STATEMENT

AUTHORITY: 10 USC Sections 1481 through 1488.

PRINCIPLE PURPOSE: To establish initial identification of deceased personnel.

ROUTINE USE: For documentation of visual identification of deceased personnel.

DISCLOSURE: Disclosure of required information is voluntary and will in no way affect or jeopardize the individual effecting the visual identification of the deceased person.

1. INFORMATION ON DECEASED

a. NAME *(Last, First, Middle Initial)*	b. RANK	c. SSN
d. ORGANIZATION	e. SERVICE COMPONENT	

2. I HAVE PERSONALLY VIEWED THE REMAINS IDENTIFIED ABOVE. RECOGNITION IS BASED ON THE FOLLOWING:

a. SEX	b. APPROXIMATE AGE *(Years)*	c. APPROXIMATE HEIGHT	d. RACE
e. HAIR COLOR *(If brown, indicate light or dark, as applicable)*		f. BUILD/MUSCULARITY *(Slender, medium, heavy or obese)*	

g. IDENTIFYING MARKS *(Fully describe by type and location ALL known scars, tattoos, birthmarks, amputations or other body markings/criteria to support the identification [if none, so state])*

h. RELATIONSHIP TO DECEASED *(CDR, ISG, Friend, Brother, etc.)*	i. LENGTH OF TIME YOU KNEW DECEASED *(Number of months or years)*

j. REMARKS

3. DETAILS OF VIEWING

a. DATE	b. TIME	c. PLACE

4. PERSON MAKING VISUAL IDENTIFICATION

a. NAME *(Last, First, Middle Initial)*	b. RANK / GRADE	c. SSN	d. ORGANIZATION
e. SIGNATURE		f. DATE SIGNED	

5. WITNESS

I CERTIFY THAT THE INDIVIDUAL IDENTIFIED IN ITEM 4 HAS VIEWED THE REMAINS IN MY PRESENCE, THAT TO THE BEST OF MY KNOWLEDGE THE ABOVE STATEMENTS ARE TRUE, AND THAT THE REMAINS HAVE BEEN PROPERLY TAGGED AS THE ABOVE NAMED DECEASED.

a. NAME *(Last, First, Middle Initial)*	b. RANK	c. TITLE
d. SIGNATURE	e. DATE SIGNED	f. ORGANIZATION

DD Form 565, AUG 84 *Previous editions are obsolete.*

Figure A-5. DD Form 565, Statement of Recognition of Deceased

- Prepare a multiple remains recovery site sketch (Figure A-10) utilizing the following procedures.

  •• Orient the sketch to the recovery site by annotating magnetic north on the sketch.

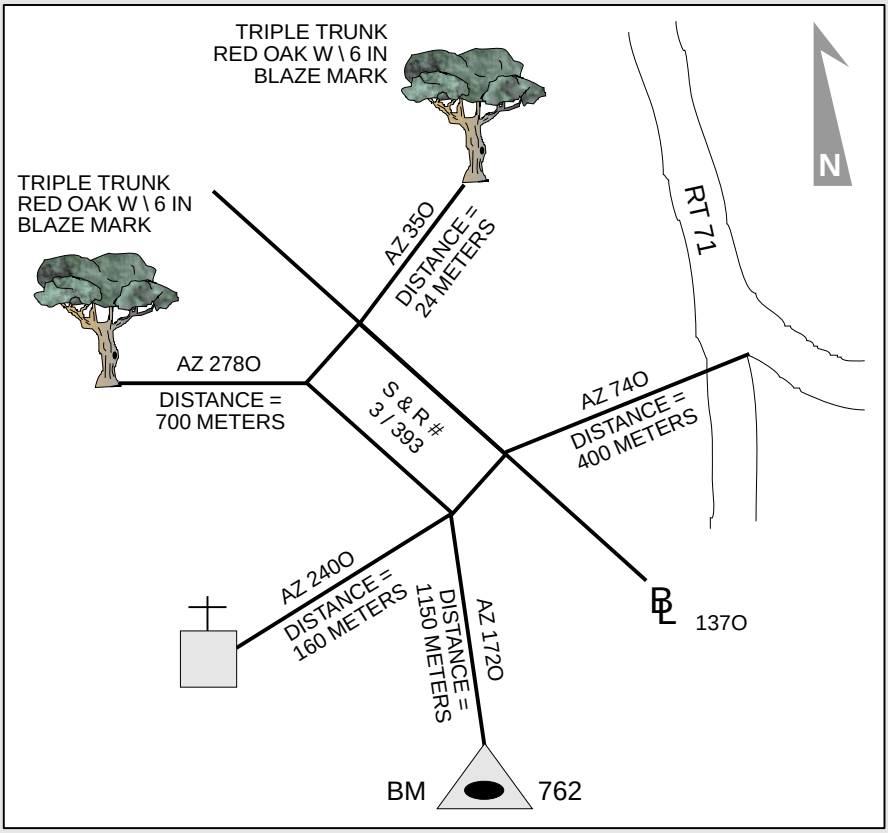
  •• Determine the grid coordinates for the area where the remains were found. Use a GPS device to determine the grid coordinates if available.

  •• Mark the location where intact remains were found by recording an "R" for the intact remain followed by the recovery number.

•• Mark the location where portions were found by recording the assigned "P" number for the portion.

•• Mark the location where PE were found by recording the assigned "E" number for the unassociated personal effect.

SAMPLE RECOVERY SITE SKETCH



INFORMATION BOX
TEAM: 2
GRID COORDINATES: 45156070
PACE CONVERSION: FACTOR: 120 PACES PER 100 METERS
ALL AZIMUTHS ARE MAGNETIC
SKETCH NOT TO SCALE

INFORMATION BOX
DATE TIME GROUP 21 1015 OCT XXXX
MAP NAME AND SCALE NOTTINGHAM 1:50,000
MAP SHEET NUMBER 7064IV
NAME AND GRADE OF MAKER JOHN DOE E-4
ORGANIZATION OF MAKER 148TH S & S Co 26th ID

Figure A-6. Sample Recovery Site Sketch

QUESTIONNAIRE OF LOCAL INHABITANTS

For use of this form see FM 10-63. Proponent agency is TRADOC.

1. PERSON INTERVIEWED			
a. NAME *(Last, First, Middle Initial)*			b. ADDRESS
c. OCCUPATION	d. DATE INTERVIEWED		
2a. ARE THERE REMAINS BELIEVED TO BE U.S. FORCES BURIED IN THIS AREA? *(If yes, complete items 2b, c, d, and e)*		YES / NO	b. WHO BURIED REMAINS?
c. DATE OF DEATH	d. DATE OF BURIAL		e. WHERE ARE REMAINS BURIED? *(Include grid coordinates)*

[redacted]

Figure A-7. DD Form 1074, Questionnaire of Local Inhabitants

•• Annotate distinguishable reference points such as roads, buildings, or other easily recognizable objects.

•• Prepare an information box on the bottom of the sketch. Include pertinent information about the sketch in this box.

- All sites where multiple and/or incomplete remains have been recovered should be rechecked within 24 hours if combat conditions permit. If additional remains portions or PE are found, the appropriate field organization must be notified, who will in turn notify the port-of-entry military mortuary. Upon notification, the mortuary will delay shipment until all portions can be matched to the remains.

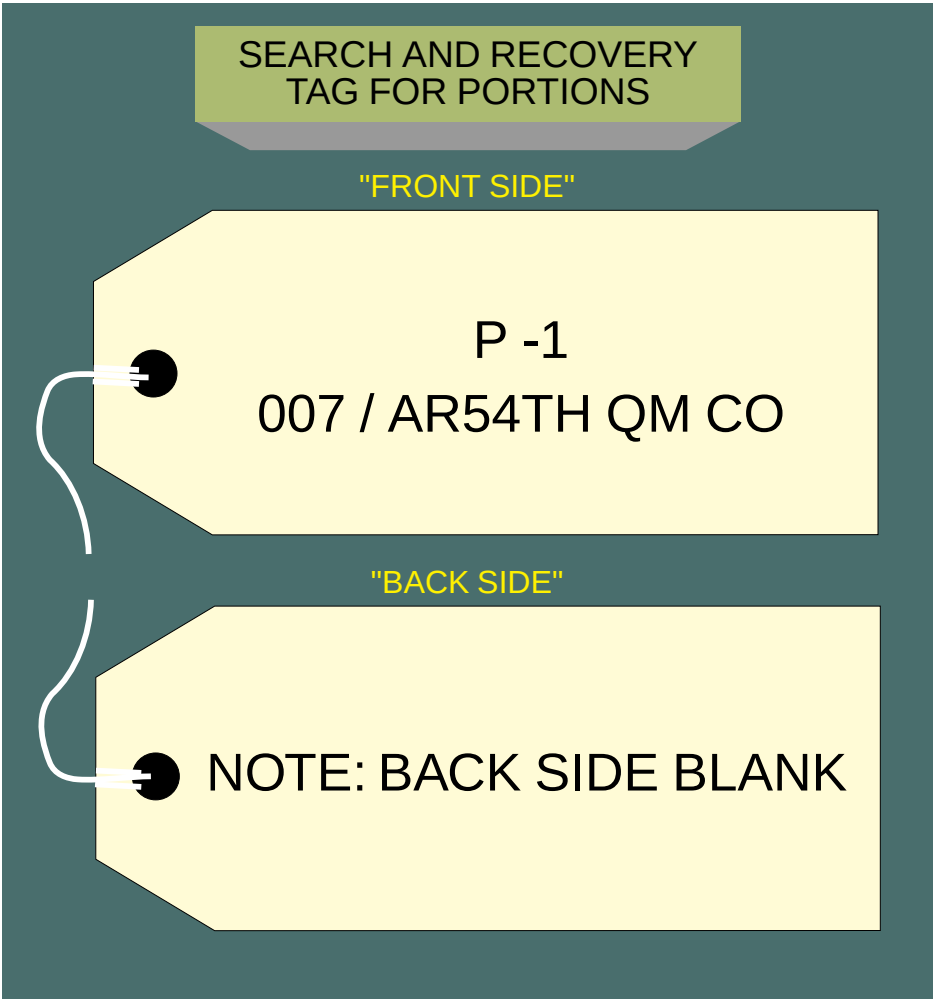


Figure A-8. Search and Recovery Tag for Portions

f. **Recovery of Remains From Aircraft Crashes**

- When recovering remains from a crash site, the procedures used are based on the current tactical situation for the area of the crash. Crash site recoveries under hostile conditions are not as involved as those under non-hostile conditions, due to time and security constraints. Recoveries after air crashes must be carefully planned and carried out due to the great amount of damage that normally results from such crashes. Conduct these recoveries in a manner similar to recovering multiple remains. Prepare a crash recovery site sketch (Figure A-11) following the same procedures for preparing a multiple remains recovery sketch with the following exceptions:

•• Annotate the direction of impact for the aircraft;

•• Annotate the location of the major section of the aircraft;

•• Record the exact location of remains, including remains that were found inside the wreckage; and

•• Record the tail number and type of aircraft in the information box.

- If the assets exist, photograph the recovery area showing the relationship of remains and portions to each other and to the wreckage. Recovery operations should not be terminated until all the remains are recovered. However, if changes in the tactical situation occur or if time is limited, more than one search and recovery mission to the same area may be warranted.

- Crash site or major disaster recoveries (i.e., terrorist activities, earthquakes, or major fires) under non-hostile conditions are more systematic as additional time, personnel, and resources can be allotted to conduct a more thorough search of the incident site. Follow the guidelines mentioned above when preparing for non-hostile crash site or major disaster recoveries. However, take full advantage of the additional time and resources to conduct a well-documented and thorough search. The recovery techniques used in

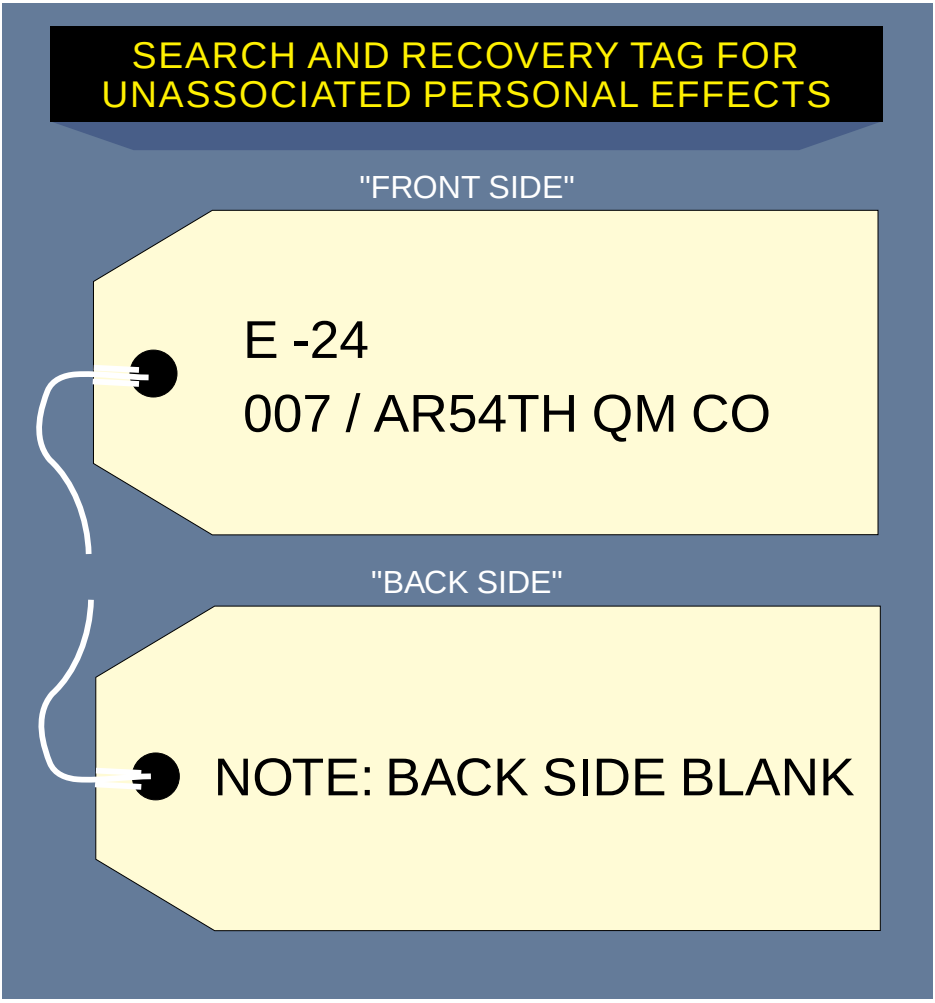


Figure A-9. Search and Recovery Tag for Unassociated Personal Effects

non-hostile recoveries are different from those used in hostile conditions. Use the following procedures upon arrival to the incident site.

•• Develop a grid system such as a 10 meter by 10 meter grid (100 square meters) for the area to be searched.

•• Mark the corners of each grid so that each grid square is recognizable. Use twine or other suitable material to section off each grid square when appropriate.

•• Assign a grid designator consisting of a letter and a number (Figure A-12) to each grid starting with the lower left corner.

•• Search each grid thoroughly for remains, unassociated portions, and loose PE.

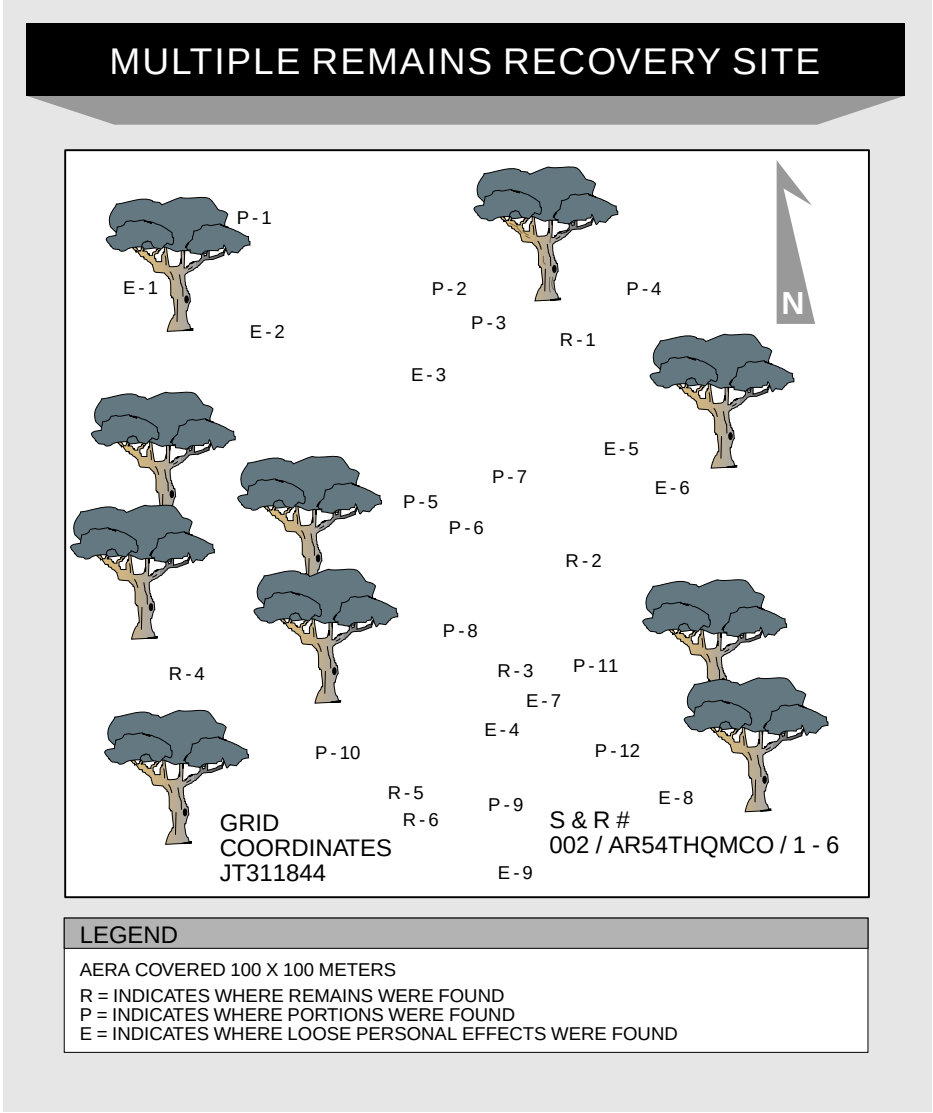


Figure A-10. Multiple Remains Recovery Site Sketch

•• Mark each area where remains, portions, or PE were found with stakes or other suitable items.

•• Tag remains, portions, and unassociated PE in the same manner as in recovering remains.

•• Photograph each grid square, showing the relationship of remains and portions to each other and any wreckage or other items that could aid in the identification process.

•• Prepare a grid recovery sketch for each grid in a manner similar to a crash site sketch.

•• Prepare a map overlay for the area being searched.

•• Recover and place remains in a human remains pouch. Recover portions and place them in a human remains pouch. Recover PE and place them in appropriate clear plastic bags.

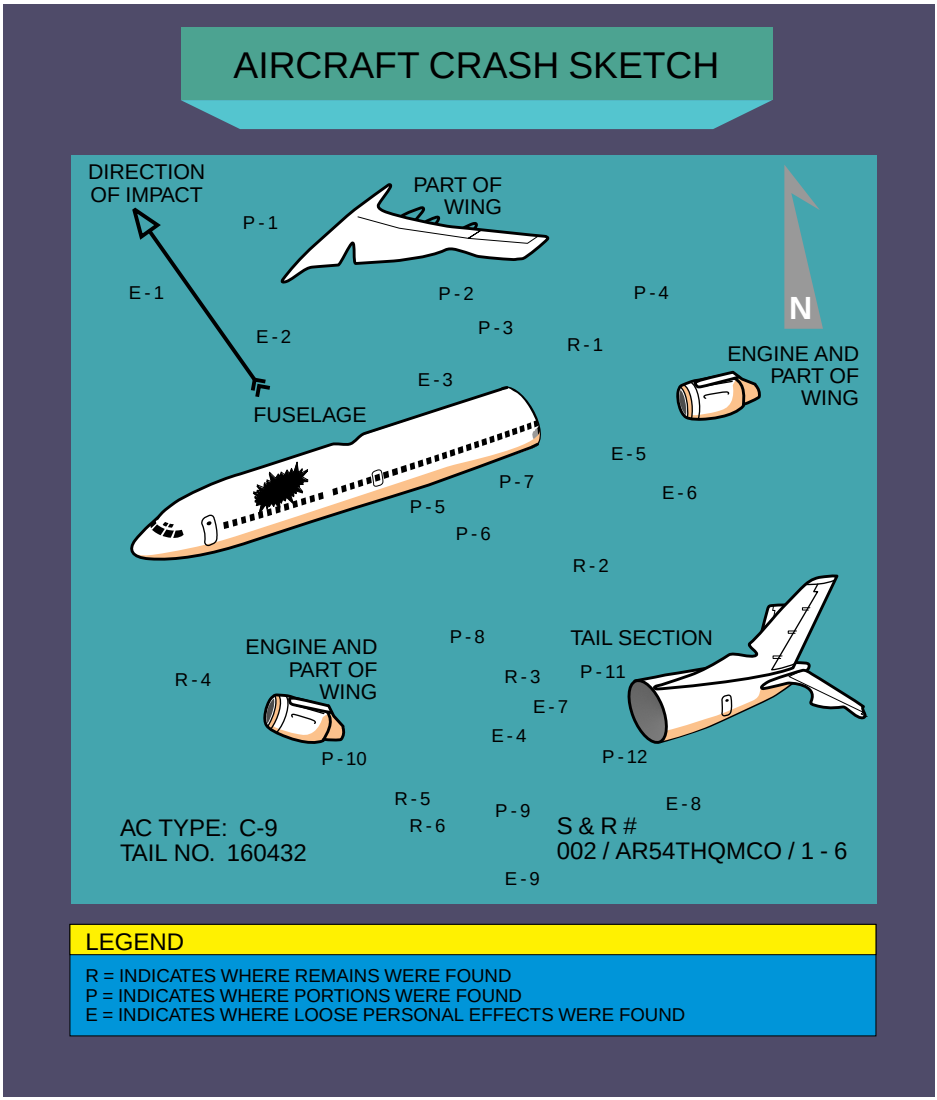


Figure A-11. Aircraft Crash Sketch

g. **Evacuation to a Mortuary Affairs Collection Point**

- **Movement of Remains**

•• Evacuate remains, portions, and PE from the recovery site to a mortuary affairs facility. Transport remains in the most expedient manner to prevent the loss of identification media due to decomposition of remains. Operational requirements may dictate the use of all available covered transportation assets. However, use of medical and food-bearing vehicles is not encouraged. Fixed- and rotary-wing aircraft are the preferred method to evacuate remains.

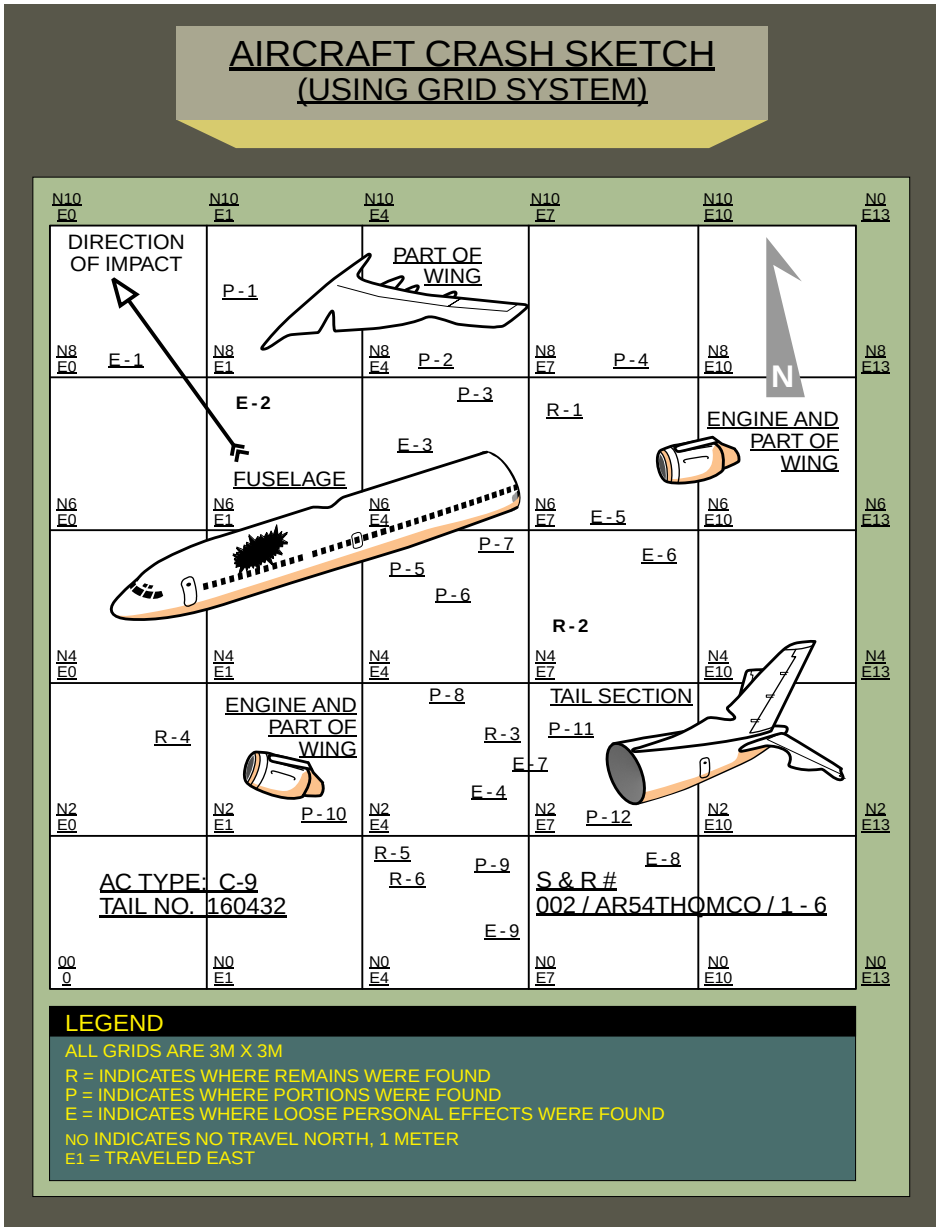


Figure A-12. Aircraft Crash Sketch (Using Grid System)

•• While waiting for transportation, lay remains shoulder to shoulder on the ground. Screen the remains to the extent possible to prevent them from being in public view. Post guards to prevent the theft of PE and equipment. Keep unauthorized persons away from the remains.

•• When transportation arrives, begin loading. Carry remains feet first at all times. While loading remains, maintain an attitude of reverence and respect. Load remains on vehicles and rotary-wing aircraft feet first. Load remains head first on fixed-wing aircraft. Place remains in such a manner that will prevent stacking. Secure remains in a manner that will prevent shifting during movement. Assign a team member to accompany the remains and PE during evacuation. Evacuate remains to the nearest MACP.

h. **Mortuary Affairs Collection Point Operations for Uncontaminated Remains**

- **Introduction**

•• The MACP is the basic building block for modern day mortuary affairs support. War and MOOTW operation planning provides for MACPs to be geographically located throughout the operational area. These MACPs provide DS and/or GS in the receiving, refrigerating, processing, and evacuating of remains and their accompanying PE. To accomplish this mission, MACPs are established in one of two ways. MACPs designed to provide DS of a combat maneuver element are highly mobile in structure. Locate these points in the forward logistical support area for the combat maneuver element. Deploy these points forward with the maneuver element as often as mission support requirements dictate. MACPs designed to provide GS to a given area or major command are more stable in structure. These points are at large logistical bases. Establish these points in a more fixed traditional manner. In providing GS, these points might be task-organized with increased receiving, processing, refrigeration, and evacuation capabilities to serve as a transit or intermediate point for MACPs providing DS to forward elements. While these points are more stable in nature, they maintain the capability to deploy forward as the logistical base or major command moves forward.

•• In addition to the MACP's primary mission, the CP has the secondary mission of conducting or providing personnel to supervise post-combat search and recovery missions. The appropriate higher headquarters generates the tasking for post-combat search and recovery missions. When tasked with this mission, the MACP must leave sufficient personnel to maintain and operate the point on a 24-hour a day basis. Although not specifically designed for or resourced to, a MACP may help conduct or assist in limited temporary interment operations. The geographic combatant commander through the JMAO is the approving authority for interment operations.

- **Evacuation Channels.** Figure A-13 depicts the evacuation channels for the flow of remains. Depending on transportation support and the evacuation support plan in place, remains might be evacuated through several MACPs that serve as intermediate or transit points before they arrive at a TMEP.

- **Site Selection**

•• Site selection for establishing and operating a MACP depends on the structure and the support mission. A

highly mobile MACP that is structured to provide DS to a combat maneuver element should choose a site with consideration for area camouflage requirements based on the following features: (1) Close to a main supply route to capitalize on back haul operations for evacuation of remains; (2) Easily recognizable to combat units evacuating remains; (3) Accessible to mobile refrigeration containers; (4) Close to source of life support and/or personnel services but out of sight of medical treatment facilities; (5) Close to tactical communication support; and (6) Terrain potential for a nearby temporary interment site.

•• MACPs structured to provide GS to a given area or major command, or to serve as an intermediate or transit point should choose a site based on the following features: (1) Close to a main supply route; (2) Ability to build a road network on site or to use an existing road network; (3) Ability to build a helipad on site or to use an existing helipad; (4) Close to engineer support for construction and/or maintenance of a road network and helipad; (5) Close to a field landing strip or fixed airport; (6) Close to transportation or aviation support; (7) Close to source of life support and/or personnel services; (8) Close to tactical communication support; (9) Ability to screen area using natural screening or screening material; and (10) Terrain potential for a nearby temporary interment site.

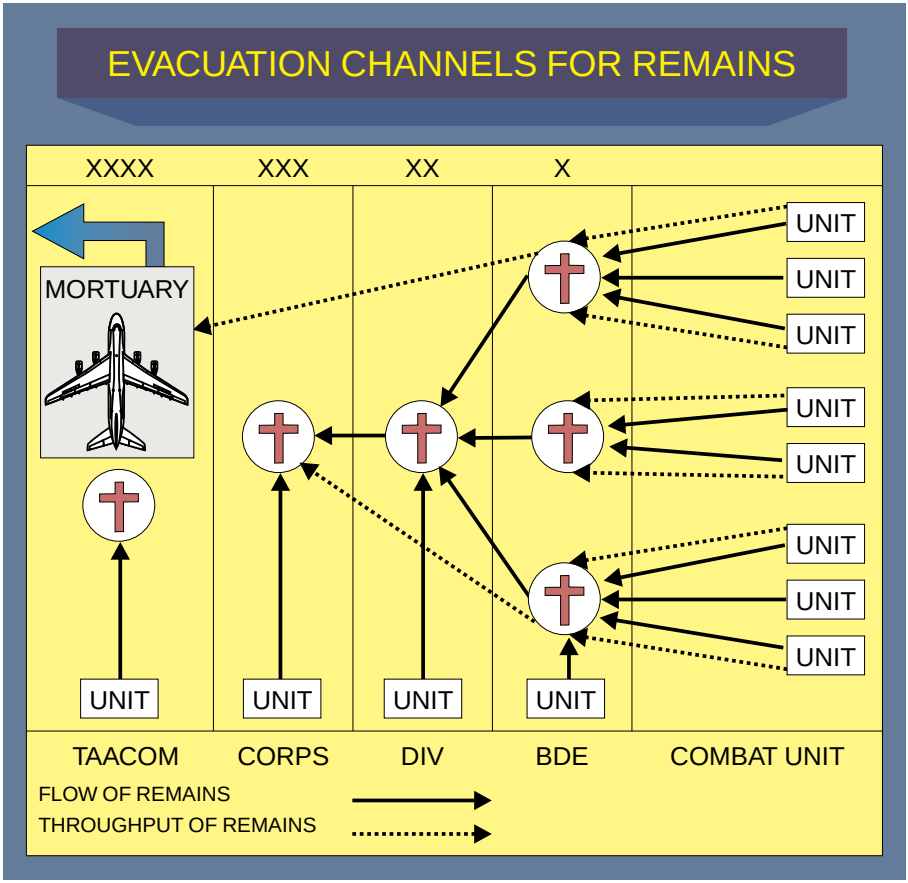


Figure A-13. Evacuation Channels for Remains

- **Facility Layout**

•• A MACP is composed of three basic sections: receiving, processing, and the evacuation sections. The facility layout is based upon the structure and the support mission of the MACP. Highly mobile MACPs might be forced to operate all sections out of the MACP's mobile refrigeration container, from the back of a vehicle, or a designated area on the ground. These points have the flexibility to tailor their facility layout based on the current tactical situation. The ability of these MACPs to establish a temporary facility depends directly on the maneuver scheme of the unit which the point is supporting.

•• A more stable MACP should be established in separate areas for each section to avoid confusion. Establish a road network with a designated parking area and construct directional signs to reduce congestion and confusion associated with heavy traffic flow. Erect screening material at the earliest possible moment to prevent the operations of the MACP from being in public view. Construct a perimeter to prevent unauthorized personnel and the news media from entering the area. Coordinate engineering support to construct a helipad near the MACP, if one does not already exist. Arrange engineering support to establish or improve a road network and perimeter for the point. Tailor the facility layout to the geographic and manmade features of the area to be used. Figure A-14 is an illustration of a MACP facility layout.

- **Receiving Operations**

•• Although remains should have been checked for unexploded ordnance explosives, booby traps, and other hazardous items prior to entering the receiving area, receiving personnel must verify this was accomplished by the unit receiving the remains. If items are found, EOD personnel must be notified at once and processing must cease until remains have been cleared for further processing by EOD.

•• Upon arrival of the remains, MACP personnel then record all required information on the DD Form 1077 (Collection Point Register of Deceased Personnel, Figure A-15). Confirm the actual number of remains being delivered. Remains should come with only those PE found on or near the remains and basic information to establish tentative identification.

•• Remains are checked for recovery tags and any other accompanying paperwork. Recovery tags, if present, are removed and placed in the case folder file. If no information is available, do what is necessary to obtain the missing information. Do not delay normal processing and evacuation for lack of information.

•• Complete two evacuation tags for each remains. Evacuation tags will have the remains BTB last name, first name initial, SSN, or "unidentified" on one side of the tag. On the reverse side the evacuation number issued to each remains is recorded on DD Form 1077. The evacuation number consists of a sequential number given to each remains during the current calendar year, the CP branch of Service, the CP unit and number, and seal number used to seal the human remains pouch. One tag is attached to the remains and the other to the human remains pouch (Figure A-16).

•• In cases when MACP personnel encounter body portions, the evacuation

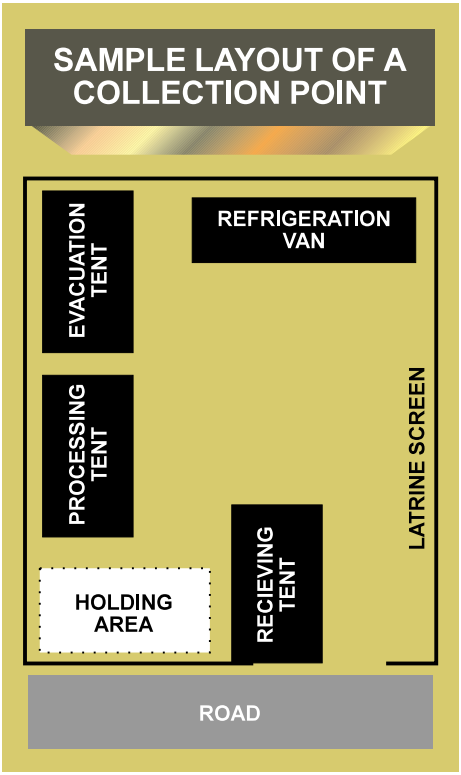


Figure A-14. Sample Layout of a Collection Point

tag is completed as follows: "portions" is written on one side of the tag, beneath "portions" the sequential number of portions is written as shown on Figure A-17. The reverse side is completed the same as for remains. When placing several portions into one pouch, each portion must be tagged. The pouch must also have an evacuation tag on the front on which the word "portions" is written, and beneath it the total number of portions contained in the pouch is recorded. The back of the tag is completed as all others (Figure A-18). Do not physically associate any portions with other portions or remains.

•• Prepare the DD Form 1077. (Figure A-15) The DD Form 1077 is a daily log of all remains received by a CP. Prepare a new register each day the CP is in operation. The reporting period starts at 0001 and ends at 2400 (local time). Retain a copy of all registers at the CP for internal records.

•• Based on the current work load, move the remains to the processing area or keep the remains at the receiving holding area under refrigeration to await further processing.

•• Initiate an original and duplicate individual case file. The top portion of the file should have tentative name, rank, SSN, seal number, and evacuation number. Create an alpha index card containing the following information: deceased name or unidentified, SSN, evacuation number, and other appropriate remarks (Figure A-19). This file is kept at the CP as a quick reference for questions about remains that pass through the CP.

- **Processing Operations**

•• The method and extent of processing conducted at the CP depends on the prevailing operational constraints and local mortuary affairs procedures. A highly mobile forward CP might not have the time or support to conduct full scale processing operations. When this is the case, the CP initiates minimum hasty processing operations. When the CP workload is overwhelming, the CP OIC may make the decision to follow the minimum hasty processing procedures. The minimum procedures that must be accomplished are: prepare evacuation tags, complete DD Form 1077, remove any ammunition, explosives or weapons, place evacuation tag on remains, place remains in pouch, and put evacuation tag on the pouch and seal it. The remains are then placed in the refrigeration container. A DD Form 1075 (Convoy List of Remains of Deceased Personnel,

COLLECTION POINT REGISTER OF DECEASED PERSONNEL

For use of this form see FM 10-63. Proponent agency is TRADOC.

1. DATE OF REPORT

2. PAGE _____ OF _____ PAGES

3. COLLECTION POINT NAME

4. COLLECTION POINT LOCATION *(Include grid coordinates)*

5. ORGANIZATION OPERATING COLLECTION POINT

6. EVACUATION NUMBER	7. INFORMATION ON DECEASED				8. SEARCH AND RECOVERY NUMBER	9. NAME OF PERSON AND/OR UNIT RECOVERING REMAINS	10. PLACE OF RECOVERY *(Include grid coordinates)*	11. DATE RECOVERED	12. UNIT RECEIVED FROM	13. REMAINS EVACUATED TO
	a. NAME *(Last, First, Middle Initial)* *(If unidentified, so state)*	b. RANK	c. SSN	d. ORGANIZATION						

DD Form 1077, JUL 84

Previous editions are obsolete.

Figure A-15. DD Form 1077, Collection Point Register of Deceased Personnel

Figure A-20) must be prepared. Finally, load remains on the transport vehicle. The driver must sign for the remains on the DD Form 1075.

•• When remains are taken to the processing area, personnel who operate the processing section examine all documents in the case file and the state of the remains. Check to see if a DD Form 1380 or DD Form 2064 (Certificate of Death Overseas, Figure A-21) is present. In cases when neither is present, attempt to coordinate with a medical officer to complete a certificate of death, if feasible. However, ensure that the remains are not detained from being evacuated to obtain a certificate of death.

•• Check the state of the remains to determine if the remains are intact. In cases when a remains is missing major portions, check to see if there is any documentation from the unit. If sufficient documentation does not exist, attempt to contact the unit for a report, if feasible. After obtaining information, generate a certificate of non-recoverability of missing major portions. Include this

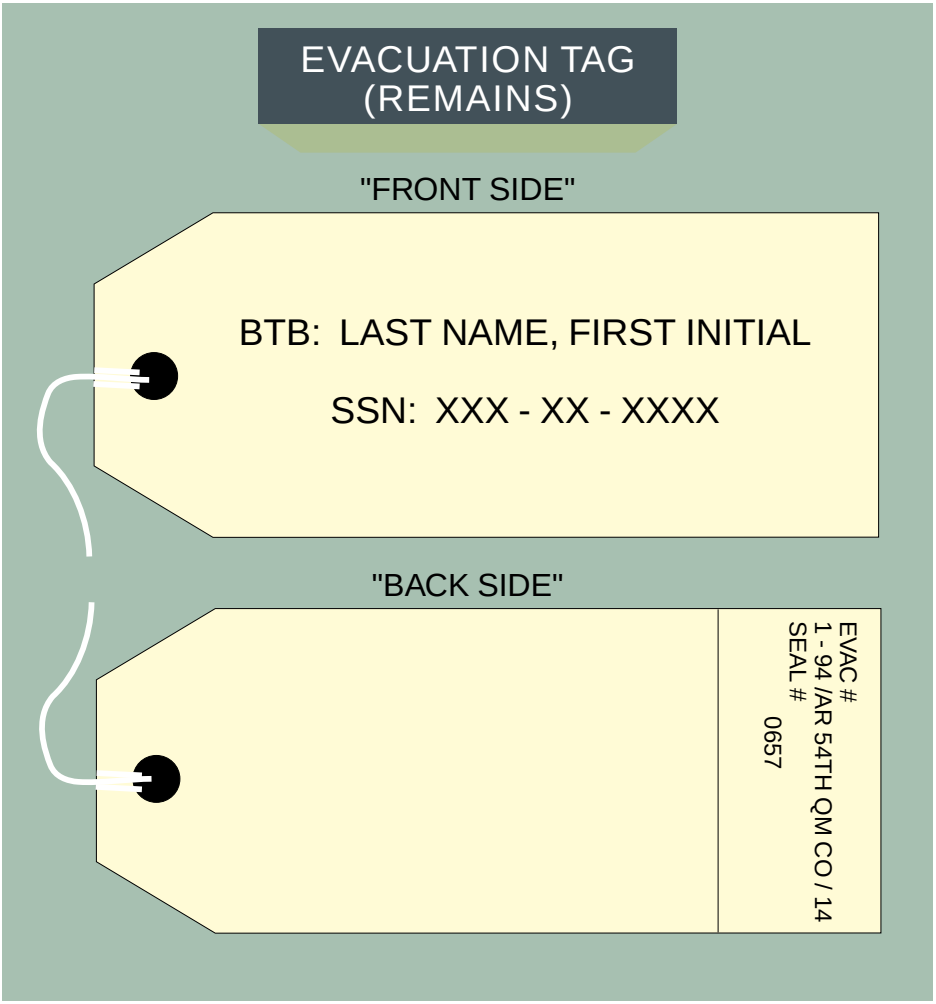


Figure A-16. Evacuation Tag (Remains)

certificate in the case file. If information is received after the remains has been evacuated, prepare a message stating all pertinent information and forward it through higher headquarters to the JMAO.

•• Upon completion of the initial examination, fingerprint, if possible, the remains using DD Form 894 (Record of Identification Processing-Fingerprint Chart, Figure A-22). Clean the fingers with soap and water or alcohol. Remove dirt, grease, and other foreign matter by using a soft bristled tooth brush or cotton swabs. This is done to obtain the highest quality print possible. Clear, smudge-free prints that can be read by identification specialists are necessary if the prints are to have any identification value. In addition to fingerprinting, take footprints for all remains recovered from air crashes using AF Form 137 (Footprint Record, Figure A-23).

•• Gather, inspect, and record all official military and personal identification media, PE, and personal equipment using DD Form 890 (Record of Identification Processing-Effects and

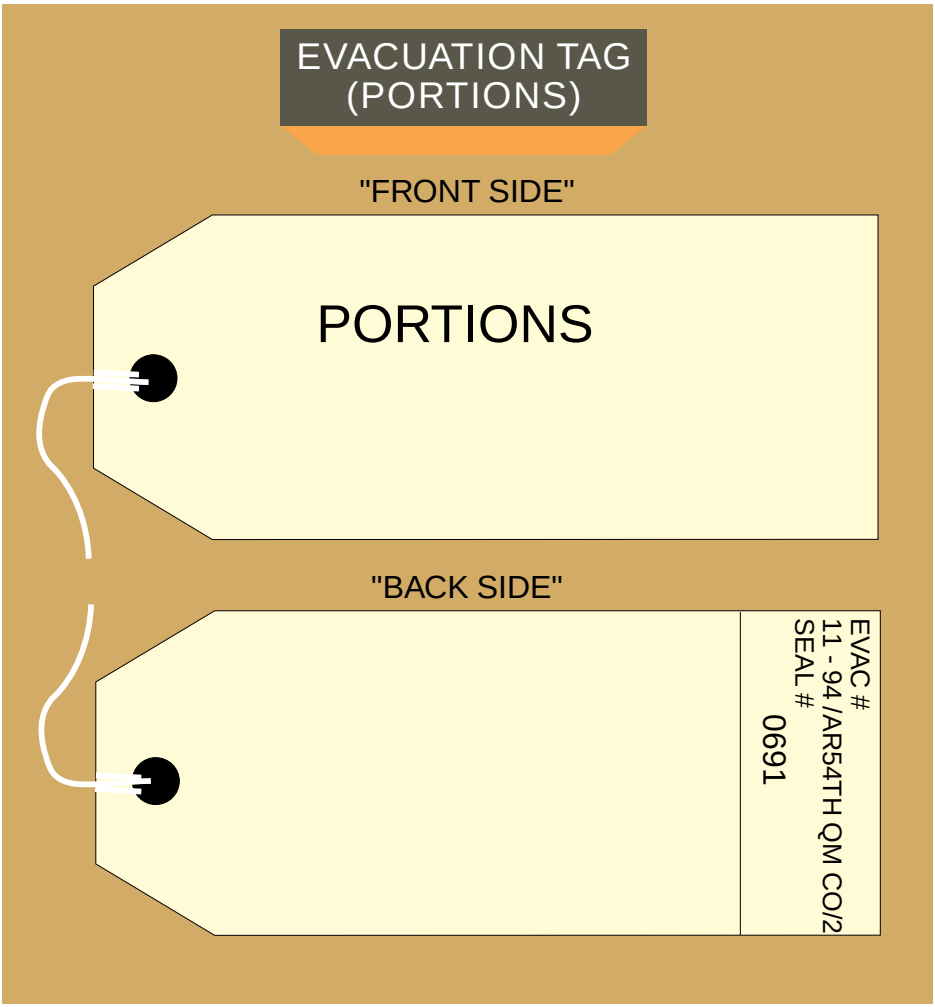


Figure A-17. Evacuation Tag (Portions)

Physical Data, Figure A-24) and DD Form 1076 (Military Operations-Records of Personal Effects of Deceased Personnel, Figure A-25). Search all personal equipment, clothing, pockets and the areas around the neck, wrists, and fingers for PE. Pay particularly close attention to locating the identification tags and the identification card. Use official identification media found as a basis for establishing tentative identification. Remove only serviceable organizational equipment from the remains and keep it segregated from the PE. Leave all other clothing and unserviceable equipment on the remains. Forward all serviceable organizational equipment to the appropriate supply activity. Inventory PE and record these items on DD Form 1076. Upon completion of the inventory, place the PE in a plastic zip lock bag to prevent the effects from being damaged by body fluids. Place zip lock bag in a PE bag. Secure the PE bag to the wrist

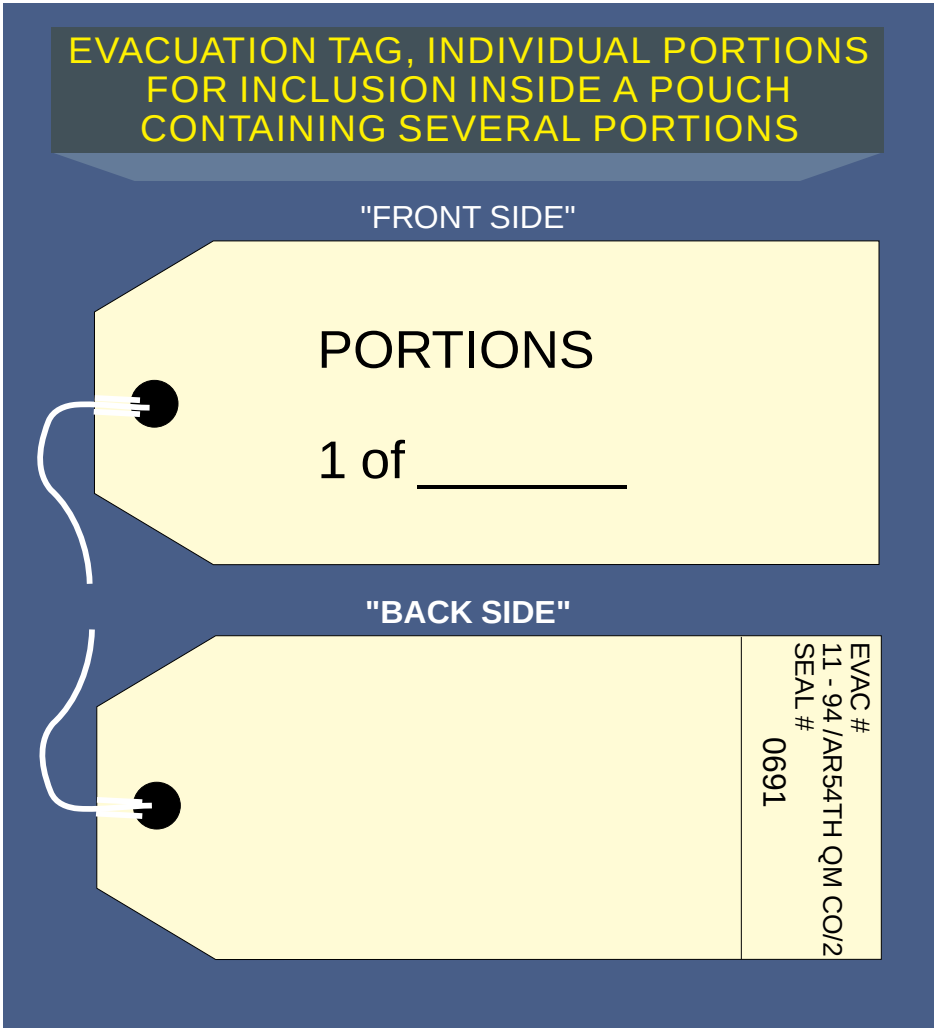


Figure A-18. Evacuation Tag, Individual Portions for Inclusion Inside a Pouch Containing Several Portions

or other suitable areas of the remains.

•• In cases when unassociated PE are received at a CP, do not attempt to associate them with a particular remains. Create a file using the DD Form 1076. Generate a unassociated PE tag (Figure A-26) for the unassociated PE. The tags will have the words "unassociated effects" written on one side. On the reverse side assign a sequential "E" number to each unassociated personal effect. Record Service letter designator, the unit operating the CP, and CP number designator. Place the unassociated PE, with one copy of the DD Form 1076 and the tag, in the zip lock plastic bag. Store in one or more PE bag(s) as needed. Place the other tag on the PE bag. Evacuate the loose PE when evacuating remains as a separate item.

•• The use of computers, when available at the CP, will help facilitate expedient processing of remains information throughout the theater.

•• Take two sets of pictures for each remains using a self-developing film camera. Take a full facial picture of both anterior and posterior views. Use these pictures to aid in the identification process and to document the state of the remains at the time the remains enter the mortuary affairs system.

•• The original, completed case file is placed in a plastic zip lock bag and placed in the remains pouch. The duplicate case file is kept at the CP. At a minimum, the file will contain the DD Form 894, with prints, if possible, of all available fingers and a statement as to whether PE were present on the remains and if they were evacuated from the CP. Additional documentation that could be in the file include a DD Form 1076, a DD Form 2064 or DD Form 1380, DD Form 565, and photos of the remains. The remains pouch is then sealed and stored or evacuated. The seal number should already be recorded on the case file and both evacuation tags.

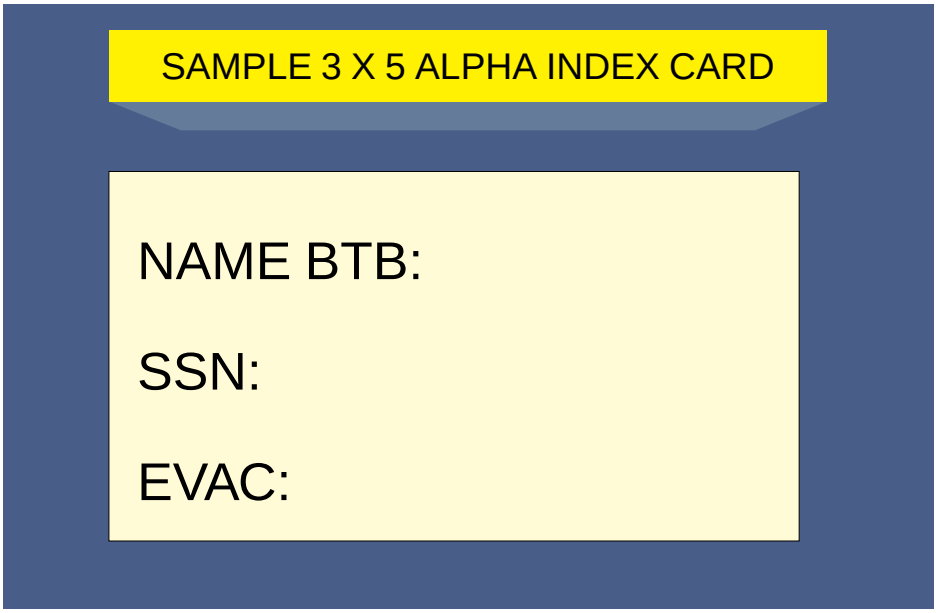


Figure A-19. Sample 3x5 Alpha Index Card

CONVOY LIST OF REMAINS OF DECEASED PERSONNEL

For use of this form see FM 10-63. Proponent agency is TRADOC.

1. FROM	2. TO	3. PAGE _____ OF _____ PAGES	4. DATE PREPARED

5. VEHICLE/AIRCRAFT IDENTIFICATION NUMBER	6. EVACUATION NUMBER	7. DECEASED (If unidentified, so state) a. NAME (Last, First, Middle Initial)	b. RANK	c. SSN	d. ORGANIZATION

8. CONVOY DEPARTED	9. CONVOY COMMANDER				
a. TIME	a. NAME (Last, First, Middle Initial)	b. RANK	c. ORGANIZATION	d. SIGNATURE	e. DATE SIGNED
b. DATE					
10. CONVOY ARRIVED	**11. RECEIVING OFFICIAL**				
a. TIME	a. NAME (Last, First, Middle Initial)	b. RANK	c. ORGANIZATION	d. SIGNATURE	e. DATE SIGNED
b. DATE					

DD Form 1075, JUL 84 *Previous editions are obsolete.*

Figure A-20. DD Form 1075, Convoy List of Remains of Deceased Personnel

- **Evacuation Operations**

  •• Coordinate with higher headquarters for transportation to evacuate the remains. When vehicles are used, they should be covered. Aircraft are the preferred method for evacuating remains.

  •• Remains awaiting evacuation must be kept under refrigeration. The temperature of the refrigeration container is maintained between 34 and 37 degrees Fahrenheit. Holding remains in a refrigeration container will minimize decomposition. Do not freeze remains under any circumstances. Ensure that the temperature is checked at periodic intervals. Additionally, ensure that maintenance checks are performed as prescribed in applicable technical manuals on the refrigerator unit and generator.

  •• Upon arrival of transportation, load the remains on a first in/first out basis to the extent possible. Ensure that the remains are handled in a proper and reverent manner. Carry remains feet first and face up. Position remains in such a manner that prevents the stacking of remains. Secure remains in such a manner that prevents shifting during movement.

  •• Initiate a DD Form 1075. List all remains that are being evacuated at the same time from the CP on the DD Form 1075. The driver signs on the DD Form 1075 for the remains. Give the original copy of DD Form 1075 to the driver. Maintain a signed copy at the CP for internal records. The evacuation location of the remains will be annotated on the appropriate DD Form 1077.

CERTIFICATE OF DEATH *(OVERSEAS)*
Acte de décès *(D'Outre-Mer)*

NAME OF DECEASED (Last, First, Middle) Nom du décédé (Nom et prénoms)	GRADE Grade	BRANCH OF SERVICE Arme	SOCIAL SECURITY NUMBER Numéro de l'Assurance Sociale
ORGANIZATION Organisation	NATION (e.g., United States) Pays	DATE OF BIRTH Date de naissance	SEX Sexe ☐ MALE Masculin ☐ FEMALE Féminin

RACE Race	MARITAL STATUS État Civil	RELIGION Culte
☐ CAUCASOID Caucasien	☐ SINGLE Célibataire	☐ PROTESTANT Protestant
☐ NEGROID Negroide	☐ MARRIED Marié	☐ CATHOLIC Catholique
☐ OTHER (Specify) Autre (Spécifier)	☐ WIDOWED Veuf	☐ JEWISH Juif
	☐ DIVORCED Divorcé	☐ OTHER (Specify) Autre (Spécifier)
	☐ SEPARATED Séparé	

NAME OF NEXT OF KIN Nom du plus proche parent	RELATIONSHIP TO DECEASED Parenté du décédé avec le survivant
STREET ADDRESS Domicile à (Rue)	CITY OR TOWN AND STATE (Include ZIP Code) Ville (Code postal compris)

MEDICAL STATEMENT Déclaration médicale

CAUSE OF DEATH (Enter only one cause per line) Cause du décès (N'indiquer qu'une cause par ligne)		INTERVAL BETWEEN ONSET AND DEATH Intervalle entre l'apparition et le décès
DISEASE OR CONDITION DIRECTLY LEADING TO DEATH[1] Maladie ou condition directement responsable de la mort.[1]		
ANTECEDENT CAUSES Symptômes précurseurs de la mort — MORBID CONDITION, IF ANY, LEADING TO PRIMARY CAUSE Condition morbide, s'il y a lieu, menant à la cause primaire		
ANTECEDENT CAUSES Symptômes précurseurs de la mort — UNDERLYING CAUSE, IF ANY, GIVING RISE TO PRIMARY CAUSE Raison fondamentale, s'il y a lieu, ayant suscité la cause primaire		
OTHER SIGNIFICANT CONDITIONS[2] Autres conditions significatives[2]		

MODE OF DEATH Condition de décès: ☐ NATURAL Mort naturelle; ☐ ACCIDENT Mort accidentelle; ☐ SUICIDE Suicide; ☐ HOMICIDE Homicide	AUTOPSY PERFORMED Autopsie effectuée ☐ YES Oui ☐ NO Non MAJOR FINDINGS OF AUTOPSY Conclusions principales de l'autopsie	CIRCUMSTANCES SURROUNDING DEATH DUE TO EXTERNAL CAUSES Circonstances de la mort suscitées par des causes extérieures
	NAME OF PATHOLOGIST Nom du pathologiste	
	SIGNATURE Signature / DATE Date	AVIATION ACCIDENT Accident d'Avion ☐ YES Oui ☐ NO Non

DATE OF DEATH (Hour, day, month, year) Date de décès (Heure, le jour, le mois, l'année)	PLACE OF DEATH Lieu de décès

I HAVE VIEWED THE REMAINS OF THE DECEASED AND DEATH OCCURRED AT THE TIME INDICATED AND FROM THE CAUSES AS STATED ABOVE.
J'ai examiné les restes mortels du défunt et je constate que le décès est survenu à l'heure indiquée et à la suite des causes énumérées ci-dessus.

NAME OF MEDICAL OFFICER Nom du médecin militaire ou du médecin sanitaire	TITLE OR DEGREE Titre ou diplôme
GRADE Grade	INSTALLATION OR ADDRESS Installation ou adresse
DATE Date	SIGNATURE Signature

[1]State disease, injury or complication which caused death, but not mode of dying such as heart failure, etc.
[2]State conditions contributing to the death, but not related to the disease or condition causing death.
[1]Préciser la nature de la maladie, de la blessure ou de la complication qui a contribué à la mort, mais non la manière de mourir, telle qu'un arrêt du coeur, etc.
[2]Préciser la condition qui a contribué à la mort, mais n'ayant aucun rapport avec la maladie ou à la condition qui a provoqué la mort.

DD FORM 1 APR 72 2064 REPLACES DA FORM 3565, 1 JAN 72 AND DA FORM 3565-R(PAS), 26 SEP 75, WHICH ARE OBSOLETE.

Figure A-21. DD Form 1380 or DD Form 2064, Certificate of Death Overseas

- **Personal Health and Sanitation.** Handling or working around remains in various stages of decomposition requires that strict health and sanitation procedures be enforced for the safety of all those involved. The potential for infection and the spread of contagious disease is always present. Therefore, CP personnel handling remains or working in the areas where remains have been should always be conscious of sanitation hazards and keep themselves and their work areas clean. Personnel handling remains should wear, at a minimum, rubber gloves and surgical masks.

(REMOVE, REVERSE AND RE-INSERT CARBONS BEFORE COMPLETING THIS SIDE)

DISPOSITION OF REMAINS			
NAME OF MORTICIAN PREPARING REMAINS	GRADE	LICENSE NUMBER AND STATE	OTHER
INSTALLATION OR ADDRESS	DATE	SIGNATURE	
NAME OF CEMETERY OR CREMATORY	LOCATION OF CEMETERY OR CREMATORY		
TYPE OF DISPOSITION ☐ BURIAL ☐ CREMATION ☐ REMOVAL *(Specify)*		DATE OF DISPOSITION	
REGISTRATION OF VITAL STATISTICS			
REGISTRY *(Town and Country)*	DATE REGISTERED	FILE NUMBER STATE	OTHER
NAME OF FUNERAL DIRECTOR	ADDRESS		
SIGNATURE OF AUTHORIZED INDIVIDUAL			

Figure A-21. DD Form 1380 or DD Form 2064, Certificate of Death Overseas (cont'd)

- **Transit Collection Point Operations.** Remains that arrive at the CP in transit to the TMEP are assigned a transit number, which is entered on the evacuation tag attached to the remains pouch. The transit number consists of the letters "TR," calendar year, CP branch of Service, CP unit, and CP number. To complete the DD Form 1077, enter "TR" in block 6, enter the evacuation number and seal number in block 7a, and complete block numbers 12 and 13. Normally, there is no need to open the remains pouch or break the seal. If, however, the remains pouch is opened or seal broken, a new seal is placed on the pouch. Note its number on the case file and evacuation tags.

i. **Theater Mortuary Evacuation Point Operations**

- **Introduction**

•• Future military operations may continue to afford combatant commanders the option to rapidly evacuate deceased US personnel. When this is the case, a TMEP will be established with the primary mission of evacuating all remains and accompanying PE to military mortuary. The TMEP is task organized to provide the following capabilities: (1) Receive remains and accompanying PE from any theater location; (2) Perform quality assurance checks on existing documentation and/or to initiate, complete, or obtain required processing documentation; (3) Prepare remains for evacuation and/or to hold and refrigerate remains until transportation out of the theater can be arranged; (4) Coordinate for aircraft and initiate all required shipping and special handling documents; and (5) Load, palletize, and tie-down transfer cases and transport pallets to the Air Mobility Command (AMC) cargo special handling area.

•• Locate the TMEP at or adjacent to a major aerial port of embarkation. This arrangement will capitalize on all available aircraft and corresponding logistical support. Additional TMEP might be established at other aerial ports of embarkation throughout the theater based on the following factors: (1) The geographical size, population, and location of units in the theater; (2) The projected number of remains and the availability of aircraft to evacuate

them; and (3) The operational concept and scheme of maneuver for all units in the theater.

•• The theater mortuary evacuation point can, when tasked, operate a PE transfer point. When tasked with this secondary mission, the TMEP is organized to provide the following: (1) Receive pre-inventoried and packaged PE from units in theater; (2) Store and safeguard PE until transportation is coordinated; and (3) Load, palletize, and tie-down PE and transport pallets to AMC cargo holding area for shipment to CONUS.

RECORD OF IDENTIFICATION PROCESSING
FINGERPRINT CHART

LAST NAME-FIRST NAME-MIDDLE INITIAL *(or unknown number)*	GRADE	SERVICE NUMBER	
NAME OF CEMETERY, EVACUATION NUMBER, OR SEARCH AND RECOVERY NUMBER	PLOT	ROW	GRAVE

LEFT HAND			RIGHT HAND	
	10. LITTLE FINGER	NOTE AMPUTATIONS, ABNORMALITIES, MISSING FINGERS, AND/OR DERMIS IN APPROPRIATE BLOCK	5. LITTLE FINGER	
	9. RING FINGER		4. RING FINGER	
	8. MIDDLE FINGER		3. MIDDLE FINGER	
	7. INDEX FINGER	IMPORTANT	2. INDEX FINGER	

[redacted]

Figure A-22. DD Form 894, Record of Identification Processing-Fingerprint Chart

FOOTPRINT RECORD

LAST NAME - FIRST NAME - MIDDLE NAME	SSAN
ORGANIZATION *(Location)*	
DATE FOOTPRINTED	SIGNATURE OF PERSON TAKING FOOTPRINTS

HEALED SCARS OR OTHER ABNORMALITIES	
TYPE	LOCATION

LEFT	RIGHT

AF FORM NOV 68 137

☆U. S. GOVERNMENT PRINTING OFFICE: 1988—217-903

Figure A-23. AF Form 137, Footprint Record

- **Site Selection**

  •• Location of the TMEP is key to the overall success of its mission. Choose a site based on the following factors: flight lines and helipads; (2) Quick, easy access to AMC operations, transportation, and cargo and/or special handling areas; (3) Ability to use existing facilities and/or to build or install temporary fixed

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RECORD OF IDENTIFICATION PROCESSING
(Effects and Physical Data)

DATE

LAST NAME - FIRST NAME - MIDDLE INITIAL (Or unknown number) | GRADE | SERVICE NO - SS AN | CIL CASE NUMBER *(If applicable)*

NAME OF CEMETERY, EVACUATION NUMBER, OR SEARCH AND RECOVERY NUMBER | PLOT | ROW | GRAVE

RECEIVED FROM

IMPRINT OF IDENTIFICATION TAG

OFFICIAL IDENTIFICATION FOUND WITH REMAINS *(Include personal effects aiding identification)*

ITEMS OF CLOTHING AND EQUIPMENT FOUND WITH REMAINS *(Indicate type, color, size, markings, service, etc. If laundry marks are indistinct, follow procedures outlined in TM 10-286)*

FINGERPRINTS TAKEN ☐ YES ☐ NO | X-RAYS MADE ☐ YES ☐ NO | FLUROSCOPE STATEMENT ATTACHED ☐ YES ☐ NO

PHOTOGRAPHS TAKEN ☐ YES ☐ NO | ANTHROPOLOGICAL STATEMENT MADE ☐ YES ☐ NO | CHEMICAL STATEMENT ATTACHED ☐ YES ☐ NO

PHYSICAL DESCRIPTION

ESTIMATED HEIGHT | MUSCULARITY | COLOR OF HAIR | RACE OR NATIVITY

TATTOOS, SCARS OR MARKS ON BODY

EVIDENCE OF HEALED FRACTURES AND BONE MALFORMATIONS

WOUNDS OR INJURIES

I HAVE PERSONALLY VIEWED THE REMAINS OF THIS DECEASED AND ALL RESULTING INFORMATION HAS BEEN RECORDED TO THE BEST OF MY KNOWLEDGE.

NAME, GRADE, AND ORGANIZATION | SIGNATURE

DD FORM 1 JAN 68 890 PREVIOUS EDITION OF THIS FORM IS OBSOLETE. ☆ U.S. GPO: 1984—421-646/8131

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Figure A-24. DD Form 890, Record of Identification Processing-Effects and Physical Data

vans, and cold storage units; (4) Ability to use an existing and/or build a road network to handle and regulate large traffic flow; and (5) Ability to use existing and/or to install cooling system, ventilation system, electrical lines, phone lines, and water lines.

•• Personnel from the TMEP must coordinate with the area commander prior to selecting a proposed site. This is done to ensure that the proposed site will not interfere with any ongoing flight line or base operations.

MILITARY OPERATIONS
RECORD OF PERSONAL EFFECTS OF DECEASED PERSONNEL
For use of this form see FM 10-63. Proponent agency is TRADOC.

1. DATE OF REPORT
2. PAGE _____ OF _____ PAGES

3. INFORMATION ON DECEASED

a. NAME *(Last, First, Middle Initial)*	b. RANK	c. SSN
d. ORGANIZATION	e. STATUS	f. DATE OF STATUS

4. PLACE OF RECOVERY *(Include grid coordinates)*
5. DATE OF RECOVERY

6. INVENTORY OF EFFECTS

a. QUANTITY	b. DESCRIPTION	c. RECEIVED	d. CONDITION	e. DISPOSITION

7. FUNDS / NEGOTIABLE INSTRUMENTS / OTHER HIGH VALUE ITEMS TRANSMITTED WITH EFFECTS

a. QUANTITY	b. DESCRIPTION	c. RECEIVED	d. CONDITION	e. DISPOSITION

8. EFFECTS INVENTORIED ABOVE REPRESENT *(X appropriate block)*

☐ ALL KNOWN EFFECTS ☐ ALL KNOWN EFFECTS RECOVERED FROM UNIT ☐ ALL KNOWN EFFECTS RECOVERED FROM REMAINS

9. PREPARING OFFICIAL

a. NAME *(Last, First, Middle Initial)*	b. ORGANIZATION	
c. SIGNATURE	d. RANK	e. DATE SIGNED

10. RECEIVING OFFICIAL

a. NAME *(Last, First, Middle Initial)*	b. ORGANIZATION	
c. SIGNATURE	d. RANK	e. DATE SIGNED

11. RECEIVING OFFICIAL

a. NAME *(Last, First, Middle Initial)*	b. ORGANIZATION	
c. SIGNATURE	d. RANK	e. DATE SIGNED

DD Form 1076, JUL 84 *Previous editions are obsolete.*

Figure A-25. DD Form 1076, Military Operations-Records of Personal Effects of Deceased Personnel

- **Organizational and Facility Layout**

  •• The facility layout is flexible so that it can be tailored to the geographical and manmade features of the site to be used. When developing a site layout, consider including the following: (1) Vehicle and helicopter traffic flow, to include parking; (2) Refrigeration containers; (3) Electrical power source or generators; (4) Water support; (5) Communications; (6) Ordnance and explosive dumps; (7) Waste disposal (regular and hazardous); (8) Supply, equipment, and publication storage; (9) Laundry and personal hygiene facilities; and (10) Morale and/or welfare recreation facilities.

  •• In establishing the actual layout for the facility, consideration should be given to structuring the facility in a manner that reduces the manual lifting of remains. Figure A-27 illustrates a suggested site layout for a TMEP.

  •• Consider the supplies and services which a host nation can provide when establishing and equipping a TMEP. Depending on the theater of operation and contractual agreements which are

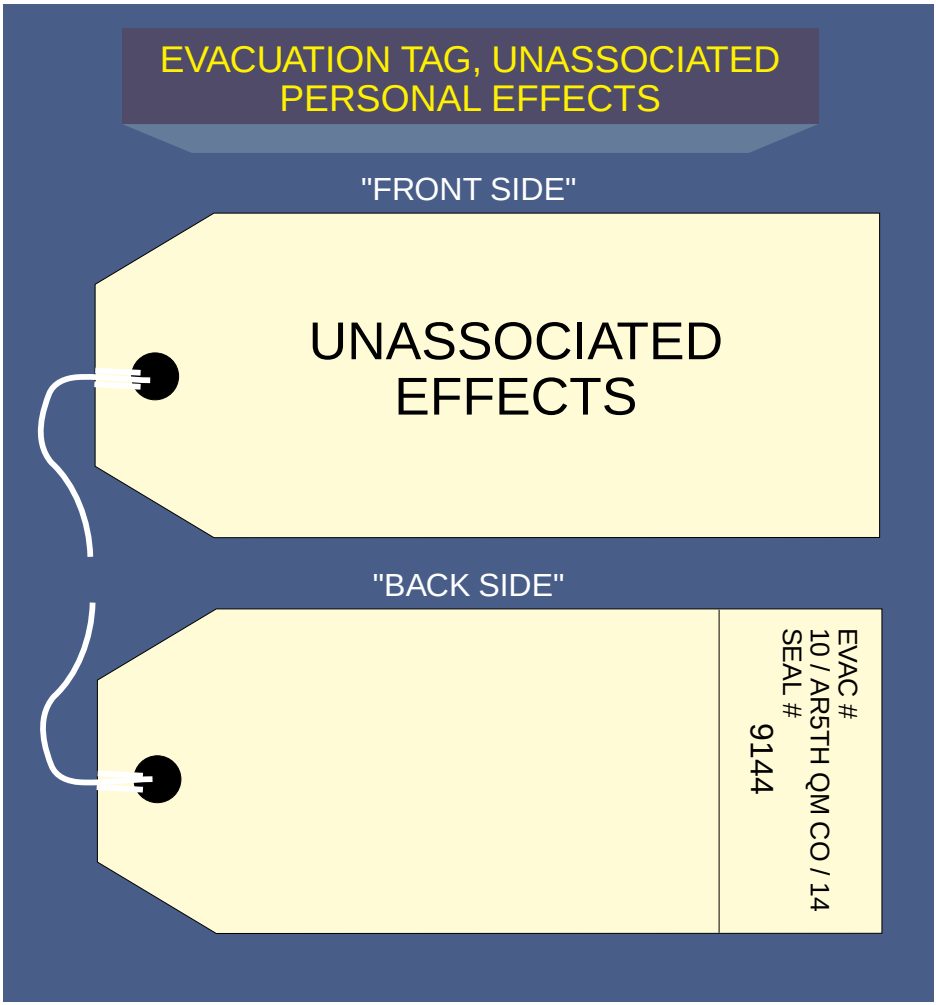

Figure A-26. Evacuation Tag, Unassociated Personal Effects

in place, the host nation might be in a better position to provide support. Supplies and services often available through host-nation support include: (1) Office, communication, and publication supplies and equipment; (2) Medical and sanitation supplies and equipment; (3) Sanitation and waste disposal treatment and removal; (4) Refrigeration vans or trucks; (5) Commercial vehicles and materials handling equipment with drivers; (6) Bagged crushed ice delivery or equipment to produce ice; (7) Maintenance personnel (mechanics, carpenters, electricians, and plumbers); and (8) Aircraft cargo loading specialists or laborers.

•• TMEP personnel must remember the overall sensitivity of their mission when they use host-nation labor.

•• A TMEP is structured into four sections. These sections are: receiving, processing, administrative, and shipping sections.

•• **Receiving.** Receiving location personnel must meet the driver or persons transporting the remains and/or PE. The Receiving Clerk: (1) Obtains DD Form 1075 from driver; (2) Checks off remains on DD Form 1075 as they are offloaded and ensures that seal number on remains pouch matches evacuation tag and case file; (3) Prepares two TMEP evacuation tags using a TMEP evacuation number, which is the same as an evacuation number with the exception that the CP number is replaced with TMEP and name; (4) Makes log book entry (Figure A-28) based on convoy list data and enters name data on TMEP case folder; (5) Enters location of remains (i.e., processing tent, holding tent or reefer trailer number) onto case folder; (6) Removes CP evacuation tags, places in case folder, and secures one TMEP evacuation tag to remains and one to remains pouch; and (7) Upon completion, gives case folder to processing section.

•• **Processing Operations.** The processing section uses a four station (inspection, processing, fingerprint, and quality control) procedure to process the remains. The processing leader receives the case folder from the receiving section and: (1) Verifies that all paperwork and evacuation tag numbers match remains; (2) Verifies that DD Form 2064 is present. If no DD Form 2064 is present, one is prepared using all available information. Request a medical doctor from the nearest medical unit view the remains and sign the DD Form 2064. No remains will leave the theater without a completed DD Form 2064; and (3) Directs transfer of remains from storage racks (reefer trailers, reefer container, or receiving area storage racks) to processing area. (Note: Use litter bearers to carry remains.)

The following explains the four station procedures.

<u>STATION 1: INSPECTION</u>

- Remove DD Form 1380 and place into case file.
- Ensure that TMEP evacuation tag is attached to remains and pouch.
- Verify that paperwork matches remains and TMEP evacuation number.
- Put TMEP evacuation number on all paperwork (upper right corner).
- Move remains to processing station.

STATION 2: PROCESSING

- Verify that paperwork matches remains and TMEP evacuation number.
- Carefully search remains, clothing, and equipment for explosives. If it is safe to remove them, put them into an explosives container; if it is not safe to remove them, take the remains outside and have EOD personnel remove any questionable explosive(s). Then continue processing.
- Move any load carrying field gear that has identification media on it with the remains. Store and evacuate the remains.
- Put serviceable load carrying field equipment that has no identification media into equipment box and return to the supply system.
- Do not remove clothing from the remains.
- Search remains' clothing and equipment (inside out, cut or strip all pockets) for PE or identification media.
- Complete DD Form 1076.
- Attach PE bag to remains. Put original DD Form 1076 into case folder.
- If remains head has been traumatized or any skull bones or teeth are loose, wrap the head with gauze or other material to preclude movement of bones or teeth.
- Move remains to next station.

STATION 3: FINGERPRINT

- Verify that paperwork and TMEP evacuation number matches the remains.
- If case file does not already contain a legible DD Form 894, complete one and place into TMEP case folder.

STATION 4: QUALITY CONTROL

- Verify that paperwork and TMEP evacuation number matches the remains.
- Inspect remains for explosives and/or flammables and PE to ensure that remains are ready for transfer case.
- Inspect the remains pouch for serviceability. If the pouch is unserviceable or unsightly replace it. Carefully inspect unserviceable bag for any PE or body portions that might remain. Remove and replace with remains.
- Close bag and move to shipping station or refrigeration trailer and add reefer trailer number to front of case folder.
- Upon completion, take case folder with paperwork to administration section.

•• **Administrative Operations.** The administrative section has responsibility for the decedent case file and establishment of the TMEP case file. The administrative section performs the following functions. (1) Receives case folder and paperwork from processing section, Quality Control (Station 4). (2) Makes Alpha card file. (3) Photocopies DD Form 2064/DD Form 1380/DD Form 1076/DD Form 565/ or other records that arrived with remains. Places in TMEP case folder, which has been created for the files. (4) Calls air terminal operations center (ATOC) to determine flight schedules, flight time, and date. Informs them of how many pallets (i.e., 12 deceased to a pallet, five pallets to a C-130 aircraft, 12 pallets to a C-141, and 36 pallets to a C-5) are ready for

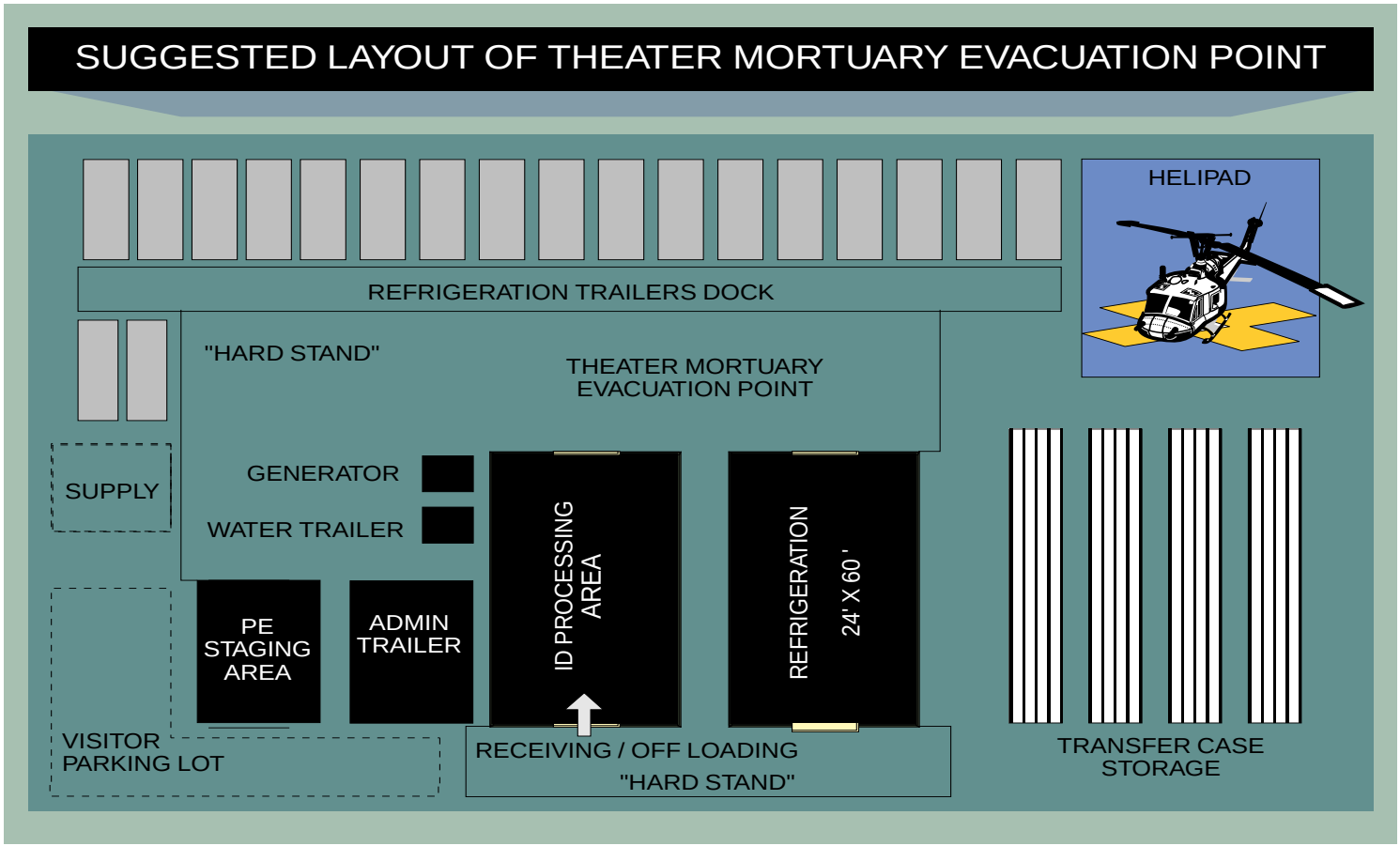

Figure A-27. Suggested Layout of Theater Mortuary Evacuation Point

LOG BOOK

OPERATINGORGANIZATION MAC/ARTMEP/1		THEATER MORTUARY EVACUATION POINT LOG BOOK LOCATION:						DATE OF REPORT 25 JAN XX	
EVAC	TIME	DECEASED INFORMATION	EVAC	TRANSFER	MISSIO	AIRCRAF	DEPART	DESTINATIO	PROCESSING REMARKS
NO.	RECEIVED	NAME, SSN, BRANCH OF SERVICE	DATE	CASE NO.	NO.	TAIL NO.	TIME		
									DELIVERED BY: SSN: UNIT:
									DELIVERED BY: SSN: UNIT:
									DELIVERED BY: SSN: UNIT:
									DELIVERED BY: SSN: UNIT:
									DELIVERED BY: SSN: UNIT:
									DELIVERED BY: SSN: UNIT:
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									DELIVERED BY: SSN: UNIT:

Figure A-28. Suggested Format for Theater Mortuary Evacuation Log Book

shipment. ATOC should provide the information and type aircraft arriving or departing. Remains should not be held longer than 24 hours. If a longer wait time is projected, a flight diversion should be requested. (5) Obtains mission number, estimated time of departure from ATOC and informs the shipping section leader. (6) Prepares transportation documents: DD Form 1384 (Transportation Control and Movements Document, Figure A-29), DD Form 1387 (Military Shipment Label, Figure A-30a), DD Form 1387-2 (Special Handling Data/Certification, Figure A-30b) and AF 127 (Traffic Transfer Receipt, Figure A-31). Uses date remains will be shipped on forms. (7) Places transportation documents and original decedent documents (e.g., DD Form 2064, DD Form 565) in case folder to be shipped with remains. Places photocopies of same in the TMEP case folder. (8) Takes case folder that is to be shipped with remains to the shipping NCOIC. (9) Prepares and inputs required information into Mass-Fatality Field Information Management System (MFFIMS). (10) Transmits data to CONUS military port-of-entry military mortuary via modem. (11) Receives signed AF Form 127 from shipping driver and places in TMEP case folder. (12) Prepares CONUS military mortuary shipping priority message (DD Form 173/2). (13) Dispatches shipping priority message to message center within two hours after actual flight departure. Message, at a minimum, must be addressed to: USTRANSCOM, Air Mobility Command, Scott AFB; Destination CONUS military mortuary; and JMAO. (14) Reviews and completes TMEP case folder. Case folder is to be filed sequentially using TMEP evacuation number.

•• **Shipping Operations.** The shipping section's primary functions are to prepare remains for evacuation and transport remains to the AMC transportation section for evacuation to CONUS. The shipping section: (1) Receives remains from Station 4 (Quality Control [QC]) or from reefer. (2) Verifies that the case folder paperwork from administration matches remains and remains tags. (3) Places remains into transfer case. (4) Gives transfer case serial number to administrative section for completion of transportation documents message/ automation entry. (5) Secures remains with tie down straps in transfer case. (6) Places case file in a plastic zip lock bag and secures, with tape, to the top side of remains pouch. (7) Places ice (approximately 40 pounds) in transfer case around remains. (8) Secures lid to transfer case and put on seals. (9) Places one copy of DD Form 2064, protected in a plastic zip lock bag, on top of transfer case. (10) Places DD Form 1387 on top of transfer case at the "head end" approximately six inches from the edge (Do not cover transfer case number). (11) Places DD Form 1387-2 (last copy) into plastic packing list and affixes to head end of transfer case under tube. (12) Palletizes transfer cases. (Maximum 12 per pallet.) (13) Places cargo net and tie down straps on or over cargo. (14) Lifts pallet onto truck. (15) Provides driver with copies of transport control movement document, AF Form 127 and DD Form 1387-2 for each remains (One packet per pallet). (16) Delivers remains to US Air Force (USAF) flight line cargo section. (17) Turns over paperwork and remains to USAF. Obtains USAF signature on each AF Form 127. (18) Returns to TMEP and gives signed AF Form 127 to administration NCOIC/OIC.

•• **PE Operations.** When the TMEP is tasked to handle PE, it processes the PE of deceased or missing personnel. Units are responsible for transporting pre-inventoried (with signed inventory form) and packaged PE to the TMEP. See Appendix B, "Personal Effects," for TMEP property procedures.

•• **Personal Health and Sanitation.** Handling or working around remains in various stages of decomposition requires that strict health and sanitation procedures be established for the safety of all those involved. The potential for infection and/or the spread of contagious disease is always present. Therefore, all personnel handling remains or working in the areas where remains have been must always be safety conscious. Appendix E, "Personal Health and Sanitation," discusses in greater detail personal health and sanitation issues and should be continuously referred to when conducting any mortuary operations.

•• **Automated Procedures.** (1) MFFIMS is an automation system designed to provide near-real-time automated tracking of remains within the theater. It involves the use of laptop computers at each CP. Each CP collects personal data on remains and electronically transmits that data to a TMEP. The operator inputs data pertaining to location, and condition of the remains; personal data, inventory of PE on the remains; and date the remains was received and shipped. The TMEP electronically transmits that data to the CONUS port-of-entry military mortuary. (2) At the CONUS port-of-entry military mortuary, the information is received prior to the arrival of the remains. Information provided includes: whether or not the remains is contagious, previously contaminated or not and, if so, what decontamination has taken place; if medical and dental records accompany the remains or if they need to be forwarded from home station or deployment site; what type of documentation is being forwarded; and when to expect arrival of the remains. This information helps the mortuary in scheduling their workload and being ready to process remains upon arrival. Ideally, all systems are linked together and share data. It is a secure system in that a password is required for entry into the system.

•• **Unrecovered Remains.** When operational constraints prevent a unit from recovering its own remains, the unit commander must submit a report of unrecovered remains to higher headquarters. The unit commander also provides an incident report containing of the incident. Unit commanders consider all missing-in-action as unrecovered remains until their status is known. Depending on the current tactical and logistical situation, an indeterminable period of time could elapse before a post-combat mortuary affairs search and recovery operation can begin. Therefore, detailed information from the unit is vital for the proper planning and coordinating of subsequent search and recovery operations.

TRANSPORTATION CONTROL AND MOVEMENT DOCUMENT | PAGE NO.

1. Doc Id	2. Trir Cont	3. Consignor		4. Comm-Spec Hdlg	5. Air Dim	6. POE			7. POD	
8. Mode	9. Pack	10. Trans Control No.		11. Consignee	12. Pri	13. RDD	14. Proj	15. Date Shpd	16. ETA	17. Tr Acct
18. Carrier		19. Flight-Truck-Voy Doc No.	20. Ref	21. Remarks				22. Pieces	23. Weight	24. Cube

25.a. Tranship Point (1)	b. Date Rec	c. Bay Whse	d. Date Shpd	e. Mode Carrier	f. Flight-Truck-Voy Doc No.	g. Ref.	h. Stow Loc	i. Split	j. Cond	k. Signature-Remarks

[redacted]

Figure A-29. DD Form 1384, Transportation Control and Movements Document

MILITARY SHIPMENT LABEL		Form Approved. OMB No. 0704-0188
1. TRANSPORTATION CONTROL NUMBER 1.		2. POSTAGE DATA
3. FROM		4. TYPE SERVICE
5. SHIP TO/POE		6. TRANS PRIORITY
7. POD		8. PROJECT
9. ULTIMATE CONSIGNEE OR MARK FOR	10. WT. *(This piece)*	11. RDD
	12. CUBE *(This piece)*	13. CHARGES
	14. DATE SHIPPED	15. FMS CASE NUMBER
	16. PIECE NUMBER	
	17. TOTAL PIECES	

DD Form 1387, NOV 86 *Previous editions are obsolete.*

Figure A-30a. DD Form 1387, Military Shipment Label

ITEM NOMENCLATURE	NET QUANTITY PER PACKAGE	TRANSPORTATION CONTROL NO.
	CONSIGNMENT GROSS WEIGHT	DESTINATION

SUPPLEMENTAL INFORMATION	LOAD STORAGE/GROUP
	FLASH POINT

This is to certify that the above named materials are properly classified, described, packaged, marked and labeled, and are in proper condition for transportation according to the applicable regulations of the Dept of Transportation. THIS IS A MILITARY SHIPMENT! (Complete applicable blocks below)

	This shipment is within the limitations prescribed for PASSENGER AIRCRAFT / CARGO AIRCRAFT ONLY (Delete nonapplicable aircraft)		ATA/IATA/IMCO REGULATIONS	
	AFR 71-4, TM 38-250, NAVSUPPUB 505, MCO P4030.19, DLAM 4145.3, Paragraph _____	49 cfr	PARAGRAPH	EXEMPTION
	DOD 4500.32R (MILSTAMP)		173.7 (a)	DOT-E 7573

ADDRESS OF SHIPPER	TYPED NAME, SIGNATURE AND DATE

DD Form 1387-2, JUN 86 *Previous editions are obsolete.* *Form Approved / OMB No. 0704-0188*

SPECIAL HANDLING DATA/CERTIFICATION

Figure A-30b. DD Form 1387-2, Special Handling Data/Certification

TRAFFIC TRANSFER RECEIPT	POUCH, VOUCHER, GBL OR TCN

This form is unclassified and covers material that is:

(CHECK ONE BLOCK)

☐ SECRET ☐ SENSITIVE

☐ CONFIDENTIAL ☐ OTHER

This form will not be attached to shipment.

CONSIGNEE		
DESTINATION	NO. PCS	WEIGHT
RECEIVED FROM	STATION	
DATE	SIGNATURE	

FOR INTERNAL USE

RECEIVED FROM	STATION
ORGANIZATION	
DATE	SIGNATURE
RECEIVED FROM	STATION
ORGANIZATION	
DATE	SIGNATURE
RECEIVED FROM	STATION
ORGANIZATION	
DATE	SIGNATURE
RECEIVED FROM	STATION
ORGANIZATION	
DATE	SIGNATURE

AF FORM JUL 72 127 PREVIOUS EDITIONS WILL BE USED.

Figure A-31. AF Form 127, Traffic Transfer Receipt

APPENDIX B
PERSONAL EFFECTS

1. Purpose

To provide unit and mortuary affairs procedures for the accountability of PE and government property.

2. Overview

This appendix specifies procedures for unit recovery, collection, inventory, and transfer of PE of deceased unit personnel. It also details the collecting, inventorying, storing, and processing of PE of deceased and missing US personnel and deceased friendly and enemy personnel through a PE depot. This includes PE of both military and civilian personnel.

3. General Guidance

a. **Procedures.** Disposition of PE includes the collection, receipt, recording, accountability, storage, and disposal of the PE of US military personnel, civilians under US military jurisdiction, personnel officially accredited to the Armed Forces of the United States, and all deceased persons for whom the US provides mortuary services. The handling of PE begins at the time of initial collection by representatives of the Armed Forces and extends to the time of receipt by the person eligible to receive effects (PERE) or representatives of the host country or allied nation or until other disposition is made in accordance with applicable regulations.

b. **Geographic Combatant Commander's Responsibilities.** The geographic combatant commander is responsible for the control and coordination of mortuary affairs support. This includes PE support for all US, allied, and enemy personnel. PE of friendly personnel will be processed in accordance with standing agreements. In the absence of agreements, PE should be processed in the same manner as for US personnel. Processing of PE of prisoners of war should be in accordance with the Geneva Conventions. PE of enemy dead not afforded prisoner of war status should be evacuated to the theater PE depot. When arrangements are made to transfer PE to the host country or a friendly nation, commanders will maintain accountability records and provide information for all enemy or allied deceased for which they have responsibility.

4. Personal Effects

a. **Personal Effects on Remains.** When remains arrive at the unit marshalling area, personnel operating the area should check for PE and organizational equipment that may be on the remains. Leave all PE that are found on the remains in such a manner that protects the effects from destruction by body fluids. Remove serviceable organizational and government equipment from the remains and return serviceable equipment to the appropriate supply activity. Unserviceable equipment and all clothing is left on the remains. Do not remove the identification tags and identification cards under any conditions. Keep them in the original location on the remains that they were found at the time of recovery, if there is no risk that they will become unsecured or lost. During current death program, mortuary affairs personnel ensure that all PE found on remains not needed for identification purposes are returned to the unit for disposal in accordance with Service regulations. During graves registration and concurrent return programs, PE on remains are shipped to the PE depot, when established.

b. **Personal Effects in the Unit Area**

- **Personal Effects**

•• During the graves registration program, PE of persons deceased or missing may be found in unit rear areas, storage points, hospitals, and other locations. These effects are collected, safeguarded, inventoried, and evacuated to the PE depot, when established. The inventory should show the status of the individual as deceased or missing, as appropriate.

•• When the concurrent return program is implemented, the unit's role in disposition of PE changes. The unit is responsible for gathering, inventorying, and evacuating the PE to the depot. The unit is responsible for sending a representative with the PE to conduct a joint inventory with depot personnel. In cases when the TMEP serves as an intermediary transfer point between the units in theater and the PE depot, the unit is responsible for gathering, inventorying, and packaging the PE. The unit should package PE in such a manner that the package will pass customs packaging requirements (i.e., no explosives, flammables, or contraband). The unit coordinates for packaging supplies through the appropriate unit supply channels. The outside of the package is marked "EFFECTS OF DECEASED/ MISSING PERSON (NAME, GRADE, SSN, and ORGANIZATION OF DECEASED SERVICE MEMBER)." A copy of the inventory is placed on the outside of the package. Once the PE is packaged, the unit arranges for transportation to the TMEP. The TMEP is responsible for coordinating the shipment of all packages to the PE depot. However, it is important to note that the unit maintains responsibility for the contents inside all packages, since sealed packages will not be opened for a joint inventory at the theater evacuation point. If or when the package is found unsealed or open, a joint inventory by unit representatives and TMEP PE representative should be immediately conducted before the TMEP accepts the package.

•• During the current death program, it is the unit's responsibility to coordinate final disposition of PE in accordance with applicable Service regulations.

- **Organizational Equipment.** All serviceable organizational clothing and equipment and other government property to which the individual is not entitled is withdrawn at unit level and turned in to the appropriate supply activity. Unserviceable equipment and all clothing is to be left on the remains. Personal military clothing, as defined in Service regulations, is not withdrawn.

5. Personal Effects Depot

a. **Introduction**

- The handling of PE in a theater is based on the mortuary affairs support structure which is in place. While the current death program is in effect, the unit is responsible for collecting, safeguarding, and final disposition of PE of deceased personnel. PE include all personal items the individual owns at the time of death excluding government property. PE on the remains are first processed for identification value at a mortuary affairs facility prior to being turned over to the respective unit for disposition.

- When a PE depot is established during MOOTW, armed conflicts, or emergencies, the need for the Service to handle the final disposition of PE is eliminated. The primary mission of the

PE depot is to receive, safeguard, inventory, store, process, and make final disposition of PE for deceased and missing personnel. In addition, the PE depot must have necessary Summary Court jurisdiction to determine the eligible recipient. When the PE depot is located in the theater of operation, the depot processes the PE of deceased allied and enemy personnel that come into custody of the US military.

- When the TMEP is tasked to handle PE, it processes it in the following manner. Upon arrival, TMEP personnel verify that packages are sealed and properly labeled. The label consists of the phrase "EFFECTS OF DECEASED/MISSING PERSON (NAME, GRADE, and SSN and ORGANIZATION OF DECEASED SERVICE MEMBER)." Personnel verify that the name on the package matches the name of the signed inventory sheet and annotate on the inventory sheet that the package was sealed at arrival. The signing of the inventory sheet only certifies liability for the actual sealed package and not the contents inside the package.

  •• Establish a case file for each package of PE received. Assign an evacuation number for all packages pertaining to a particular individual. The evacuation number consists of three parts: a numerically sequential case number, the location of the TMEP, and the number of packages containing PE for the particular individual (Figure B-1). Record the evacuation number on the case file and on all applicable inventory sheets and/or DD Form 1076 inside the file. Prepare and secure an evacuation tag to each package pertaining to a particular individual. Place a plastic packing list envelope on each package and place a copy of the inventory sheet for that package inside the envelope.

  •• Make the appropriate entries to the TMEP log book and establish an alpha file for each individual. Use the TMEP log book and alpha file as a reference for any inquiries and reports dealing with the handling of PE. Use computer automation, when available, to promote efficiency.

  •• Secure all packages until transportation is coordinated to ship the packages to the PE depot. Initiate the required shipping documentation as determined by previous coordination with the appropriate transportation office. When transportation is to be by air, take the documentation to AMC transportation and coordinate for an aircraft. Prepare the packages for shipment by palletizing the packages on a 463L pallet. Coordinate for transportation to transport all pallets to the AMC cargo section. Assign personnel to carry all required documentation to accompany the pallets. Upon arrival, the documentation is turned over to the AMC cargo section. A copy of AF Form 127, signed by an AMC representative, is returned to the TMEP.

b. **Flow of Personal Effects**

- When the PE depot is located in the theater of operations, PE are forwarded to the depot from the following organizations or activities:

  •• Individual units and medical facilities;

  •• CP and TMEP; or

  •• In-theater mortuary when established.

  Organizations are responsible for including an inventory sheet listing all items being forwarded.

- In cases when the PE depot is not located in the theater of operations, the TMEP

serves as the transfer point between the theater and the depot. Once again, organizations are responsible for generating the appropriate inventory documents prior to forwarding PE to the TMEP.

- Mortuaries that receive deceased personnel and their accompanying PE examine the effects for identification value. After examining the effects, the mortuary forwards the effects and accompanying inventory documents to the PE depot.

- From the PE depot, PE are shipped to the eligible recipient according to the applicable Service regulations. Figure B-2 illustrates the flow of PE from the theater to the eligible recipient.

c. **Depot Operations**

- A PE depot is structured into four main sections: receiving, administration, processing, and shipping sections. The primary functions for these sections are as follows.

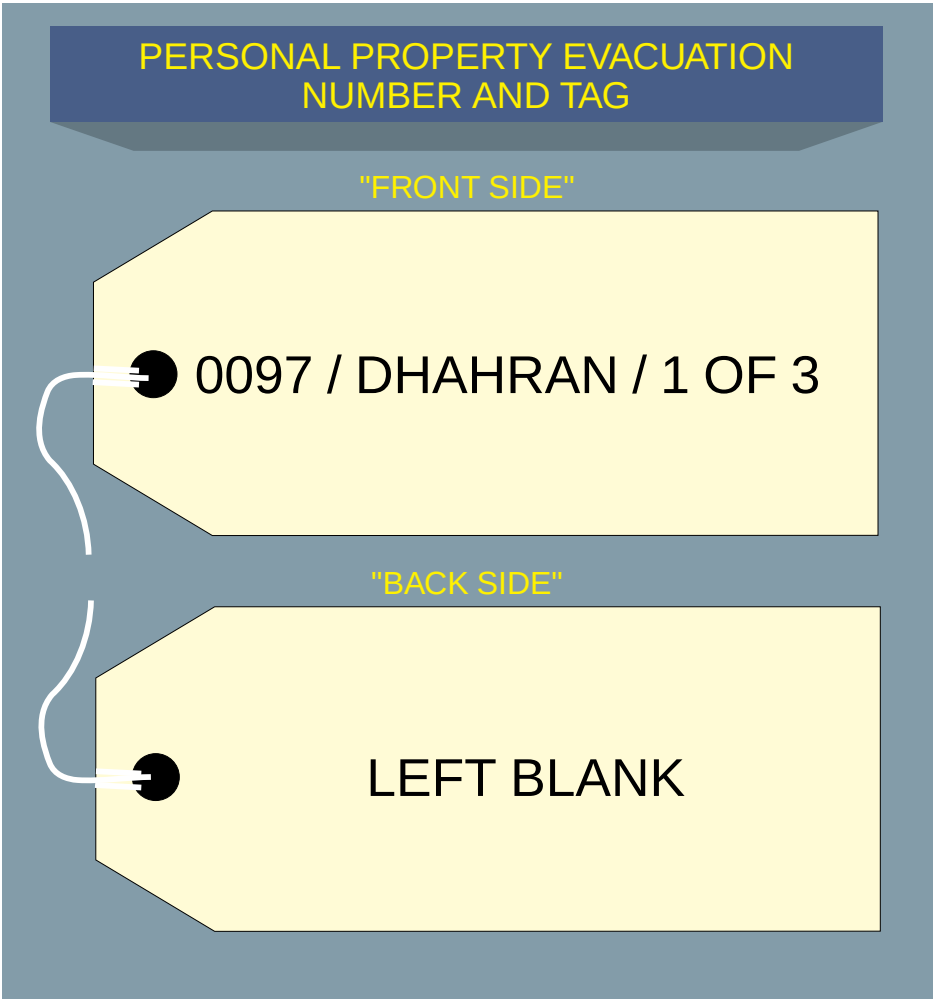

Figure B-1. Personal Property Evacuation Number and Tag

•• RECEIVING SECTION: Receive, account for, and store all PE.

•• ADMINISTRATIVE SECTION: Prepare and maintain all required reports and case files and provide administrative assistance to the Summary Court.

•• PROCESSING SECTION: Screen, clean, inventory, and package PE.

•• SHIPPING SECTION: Initiate required shipping documents, coordinate for transportation, and prepare packages for shipment.

• The PE depot is established in a permanent or temporary facility. The following planning factors should be considered when selecting a site and developing a site layout.

•• Ability to establish separate areas for each section with sufficient space to accomplish its designed function.

•• Ability to establish controlled drop-off and pick-up points.

•• Ability to build or emplace storage bins or shelves.

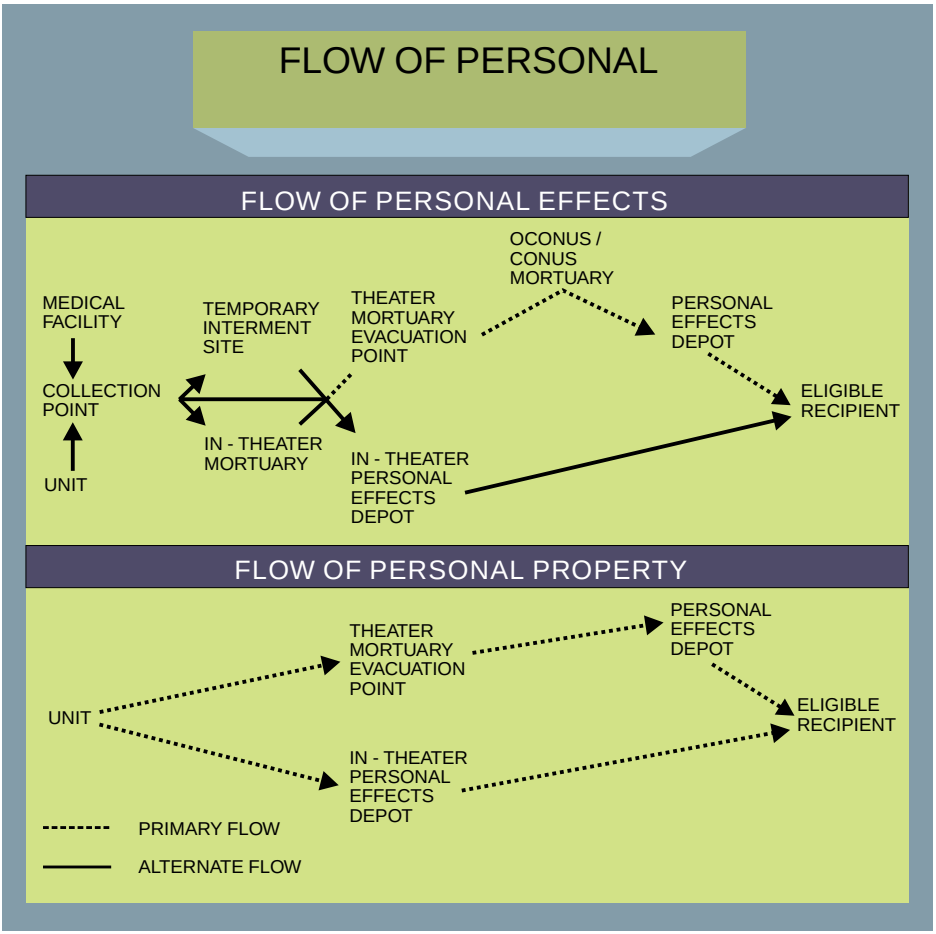

Figure B-2. Flow of Personal Effects and Property

•• Ability to secure high dollar value items.

•• Ability and facilities to clean PE.

•• Ability to store oversized or bulky items.

•• Ability to provide office space for outside agencies (i.e., Summary Court, finance, and criminal investigation) as appropriate. While there is no mandated layout for a PE depot, Figure B-3 illustrates a suggested layout.

- **Receiving**

•• When the PE depot is located in the theater of operation, personnel who operate the depot accomplish the following tasks: (1) Meet with organizational representatives; (2) Obtain all inventory sheets or DD Form 1076 from the unit representative; (3) Establish a case file for each individual; (4) Record the name, rank, SSN, and branch of Service of the individual on the top of the case file; (5) Conduct a joint inventory to verify and account for all items on the inventory sheets or DD Forms 1076; (6) Record any discrepancies on the inventory sheet or DD Form 1076 and initiate an investigation; (7) If the discrepancy cannot be resolved internally, turn the case over to the appropriate criminal investigation agency and continue to monitor progress of the investigation; (8) Obtain the correct casualty status of the individual for each package of PE; (9) Separate the PE for deceased personnel from those of missing, medically evacuated, and long-term hospitalized personnel; (10) Process the PE of deceased personnel for shipment to the PERE; and (11) Store the PE until shipment to the PERE can be effected.

•• When the PE depot is located outside the theater, personnel operating the depot accomplish the following tasks: (1) Conduct an inventory immediately upon receipt of PE to verify the contents against the accompanying records; (2) Record any discrepancies on the inventory sheet or DD Form 1076 and initiate an investigation; (3) If the discrepancy cannot be resolved internally, turn the case over to the appropriate criminal investigation agency and continue to monitor progress of the investigation; (4) Obtain the correct casualty status of the individual for each package of PE; (5) Separate the PE for deceased personnel from those of missing; (6) Process the PE of deceased personnel for shipment to the PERE; and (7) Store the PE until shipment to the PERE can be effected.

•• During the inventory, segregate high dollar value items, official personal papers, monetary funds, and oversized items from the remaining PE. Withdraw any organizational clothing, equipment, and other government property still with the PE. Forward these items to the appropriate supply activity. Remove all ordnance, explosives and flammable items. Dispose of these items in a proper manner. Prepare a memorandum listing all items withdrawn and place this memorandum in the case file.

•• Upon completion of the inventory, place high dollar value items and official personal papers in an individual container and store in a safe or in a locked security cage. Convert monetary funds, both US and foreign (in the amount of five dollars or more) to a US treasury check. Store the treasury check with the rest of the high dollar value items for that particular individual. Place monetary funds of less than five dollars with the rest of the high

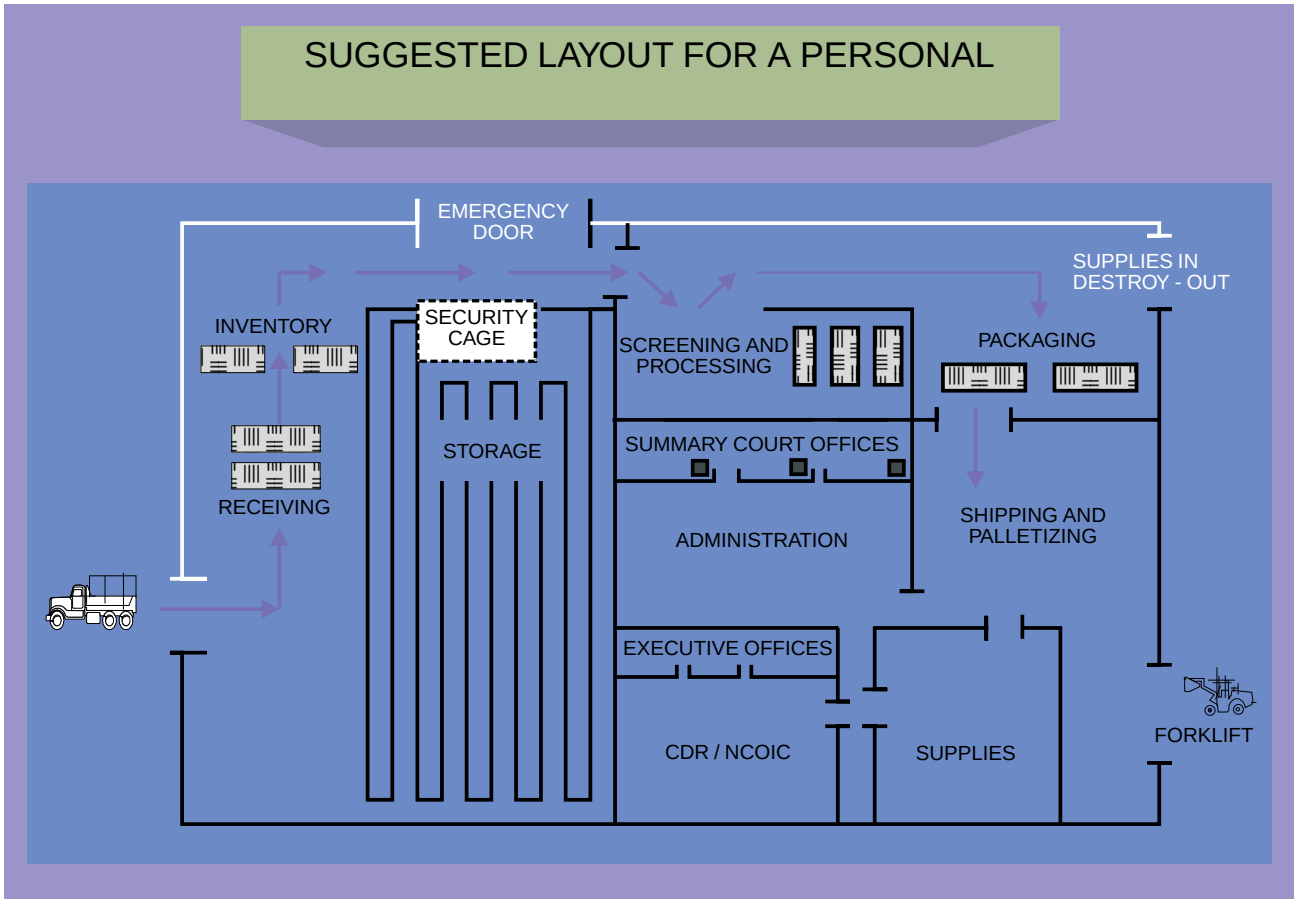

Figure B-3. Suggested Layout for a Personal Effects Depot

dollar value items to be shipped. Place the remainder of the PE in an appropriate container and store in a controlled area. Annotate the location of all PE on the applicable DD Form 1076 or inventory sheet. Finally, forward the case file to the administrative section for filing until the processing section is ready to handle the case.

- Upon the receipt of PE, log the case in the Personal Effects Depot Log Book (Figure B-4). Assign a case number for each case. The case number consists of

a sequential number and the current year. Record the case number on all processing documentation and on all containers when the PE are packaged for shipment. In addition, personnel who operate the administrative section perform the following functions: (1) Maintain the original case files until disposition is made on the PE; (2) Maintain an internal copy of each case file to document all events pertaining to each case; (3) Monitor the status and request disposition instructions on the PE of missing personnel; (4) Initiate and monitor investigations pertaining to missing PE; (5) Request disposition instructions for oversized items of PE; and (6) Coordinate the return of any allied and enemy personnel PE that may be the custody of the depot through command channels to the appropriate government.

•• Provide administrative assistance to the Summary Court(s) in the depot. Coordinate with the appropriate Service's casualty and/or mortuary affairs office to determine the PERE and to obtain disposition instruction for the PE. In addition, provide administrative assistance in completing the required Summary Court reports for the Summary Court's signature, according to applicable Service regulations.

- **Processing**

•• Check the case file to determine the exact location of all the PE for the individual. Locate and move all PE to a controlled processing area. Screen and re-inventory all items. During the screening, remove items of questionable sentimental or salable value for reviewing and determination by a Summary Court. In addition, remove items which may cause embarrassment (pornographic material or letters) or added sorrow if forwarded to the eligible recipient. These items include, but are not limited to, PE that are contaminated, mutilated, burned, blood stained, damaged beyond repair, or unsanitary. Follow the applicable Service regulations closely for guidance in the removal and destruction of the above mentioned items. Annotate all items that are destroyed on a certificate of destruction (Figure B-5). Prepare a memorandum listing all items removed. Include the disposition of these items on the memorandum. Finally, clean, launder and/or repair all items designated for shipment to the eligible recipient.

•• Re-inventory and document all PE designated for shipment on DD Form 1076 or an appropriate Service form. Ensure that the correct status (deceased or missing) for the individual is entered on the inventory form. Place the new and original inventory documents along with any certificates of destruction, memorandum of items withdrawn, and any other documentation in the case file. Ensure that a copy of all items in the case file is made for internal records. Place oversized items back in storage until disposition instruction can be obtained.

•• The Summary Court assigned to the case oversees the processing and inventory operations according to the applicable Service regulations. The Summary Court is the final authority in determining if any items are to be withdrawn, destroyed, or held from shipment. The Summary Court verifies for accuracy and signs all processing documentation.

- **Storage and Shipping**

•• Prepare the PE for shipment by completing the following: (1) Select

PE LOG BOOK

OPERATINGORGANIZATION MAC/ARTMEP/1		PERSONEL EFFECTS DEPOT LOG BOOK #1 LOCATION:						DATE OF REPORT 25 JAN XX	
EVAC	TIME	DECEASED INFORMATION	EVAC	TRANSFER	MISSIO	AIRCRAF	DEPART	DESTINATIO	PROCESSING REMARKS
NO.	RECEIVED	NAME, SSN, BRANCH OF SERVICE	DATE	CASE NO.	NO.	TAIL NO.	TIME		
									DELIVERED BY: SSN: UNIT:
									DELIVERED BY: SSN: UNIT:
									DELIVERED BY: SSN: UNIT:
									DELIVERED BY: SSN: UNIT:
									DELIVERED BY: SSN: UNIT:
									DELIVERED BY: SSN: UNIT:
									DELIVERED BY: SSN: UNIT:
									DELIVERED BY: SSN: UNIT:

Figure B-4. Suggested Format for Personal Effects Depot Log Book

proper size containers for shipment; (2) Line all containers with packing material; (3) Coordinate for a customs inspection to coincide with the actual packing of PE; (4) Wrap all items that may be damaged in shipment; (5) Place items in the container in reverse order from that appearing on the inventory to allow for the unpacking of the items in the order shown on the inventory; (6) Place the original case file inside on the top of the PE prior to closing the container; and (7) Close and seal the container for shipment.

•• After the containers are closed and sealed, label the containers. Include the phrase "EFFECTS OF DECEASED PERSON" or "EFFECTS OF MISSING PERSONS" and the name, rank, SSN, and status of the particular individual. Verify that the status on the container matches the status shown on the inventory documents. Attach a plastic packing list envelope to each container. Place a copy of the inventory for that container inside the envelope.

•• Complete the required shipping documents based on previous coordination with AMC transportation personnel and coordinate for an aircraft. Palletize the containers on a 463L pallet. Arrange to transport the pallets to the AMC cargo section. Send a representative with the pallets to the AMC cargo area. Upon delivery of the pallets, have the representative obtain a signature on the AF Form 127 from AMC cargo representative. Instruct the representative to return a signed copy of AF Form 127 to the depot administrative section for internal records.

•• The assigned Summary Court supervises the packing and shipment operations to include: (1) Verifying the contents packed against the inventory sheet for accuracy; (2) Verifying that all items are packed in a professional manner according to applicable Service regulations; (3) Ensuring that containers are securely sealed and in good working order upon completion of packing; (4) Ensuring that proper labels and shipping documents are placed on the container; (5) Verifying that the items are shipped to the eligible recipient at the correct address for the recipient; (6) Ensuring that the containers are shipped on a government bill of lading or by registered or insured mail; (7) Ensuring that disposition instructions are requested and implemented for oversized items; and (8) Completing all required reports and correspondences with the eligible recipient according to the applicable Service regulations.

(SUGGESTED FORMAT)

Evacuation number/case number 101-94/ar54THQMCO/TMEP1

Date 10/02/03

THE FOLLOWING ITEMS OF PERSONAL EFFECTS/PROPERTY HAVE BEEN DESTROYED FOR THE REASON(S) INDICATED.

Name of Deceased Last, First, MI	Grade/Rank	SSN	DATE & PLACE OF DEATH
Pilot, Pat D.	O5	440442	Riyahd, Saudi Arabia

ITEMS	CONTAMINATED	BURNED	SOILED	UNSANITARY	DAMAGED	REMARKS
Jacket, Desert Camou	X		X	X		Bloody
Trousers, Desert Camou	X		X	X		Bloody
Boots, Tropical	X		X	X	X	Bloody
Helmet, Kevlar	X				X	Crushed
Undergarmet (shorts)			X	X		Bloody
Undergarmet (T-shirt)			X	X		Bloody

WITNESS: Sam E. Doe

SAM E. DOE

DESTROYING OFFICER: Mike O. Riley

2LT MIKE O. RILEY

Figure B-5. Suggested Format for Certificate of Destruction

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APPENDIX C
INTERMENT AND DISINTERMENT

1. Purpose

To provide mortuary affairs procedures for the interment and disinterment of remains.

2. Overview

This appendix provides guidance on standardized procedures and commanders' responsibilities. It describes temporary interment and disinterment operations and procedures for temporary burial. Temporary interment of remains OCONUS is permitted as a last resort. Every effort should be made to return remains to CONUS as soon as possible.

When interment is required, separate interment sites should be established for burial of allied and enemy deceased. When arrangements are made to transfer remains to the host country or to a friendly nation, commanders will maintain accountability records and provide information for all enemy or friendly deceased transferred from temporary interment sites for which they have responsibility.

3. General Guidance

a. The expedient and respectful repatriation of deceased personnel to their PADD is the top priority of the joint mortuary affairs program. However, during extreme situations when the tactical and logistical situation leave no alternatives, a program of temporary interment may be implemented. All interments, whether performed at the unit level or by mortuary affairs personnel, are considered temporary except for committal at sea. Temporary interments are a last resort used for health, safety, sanitation, and morale reasons at unit level. Unit commanders must obtain permission from the geographic combatant commander to conduct temporary interment operations. In extreme circumstances, when a unit is cut off and has no means to communicate with higher headquarters, the senior commander is responsible for deciding whether temporary interment will be utilized after all known support options have failed. When circumstances warrant the interment of remains, conduct recovery operations as soon as possible.

b. **Special Considerations**

- **Religious.** Chaplain support should be available to hold memorial services at temporary interment sites. If unavailable, see Appendix F, "Memorial Ceremony for Non-Clergy Use in Temporary Interment Situations," for a non-clergy memorial ceremony for use by non-clergy personnel.

- Commanders should be aware of customs followed by various ethnic groups in their AORs. Many cultures have various customs for care of the dead.

c. **Responsibilities**

- **Geographic Combatant Commander.** The geographic combatant commander is responsible for control and coordination of mortuary affairs support in the AOR. The commander may authorize temporary interments only when operational constraints prevent the evacuation of remains out of the AOR.

- **Service Component Commander.** Each Service component commander in the combatant command must provide or arrange support for its deceased personnel. The prime objectives of these

operations are to maintain morale and field sanitation and to comply with the rules of land warfare, international law, and international agreements. However, remains are to be evacuated as long as the operational situation permits.

4. Site Selection

The burial site should be on high ground with good drainage. Avoid areas which have high water tables or that can flood easily. Ensure that during the survey of the site that pilot holes are dug to check for underlying rock formations and ease in digging.

5. Interment Procedures

a. **Opening the Burial Site.** The burial site may consist of any number of rows. Each row holds 10 remains, head to foot, lengthwise (see Figure C-1). The rows are approximately 70 feet long, 3½ feet deep, and as wide as the earth-moving equipment blade (minimum of 2.5 feet). Earth-moving equipment should be used if possible, as it can open all types of soil with relative ease. Ideally, rows should be side by side, but may not be if terrain conditions prohibit.

b. **Processing**

- When remains are received, interment site personnel meet the personnel transporting the remains. All documentation and information is turned over to interment site personnel. If a list of remains is present, verify the list as remains are offloaded. Upon verification, mortuary affairs personnel sign for the remains.

- Assign each remains an interment processing number by using the next available sequential number from DD Form 1079 (Interment/Disinterment Register, Figure C-2), Block 5. Use one page of DD Form 1079 for each row of 10 remains. The number consists of an accumulative number and the current calendar year, e.g., 00024-94.

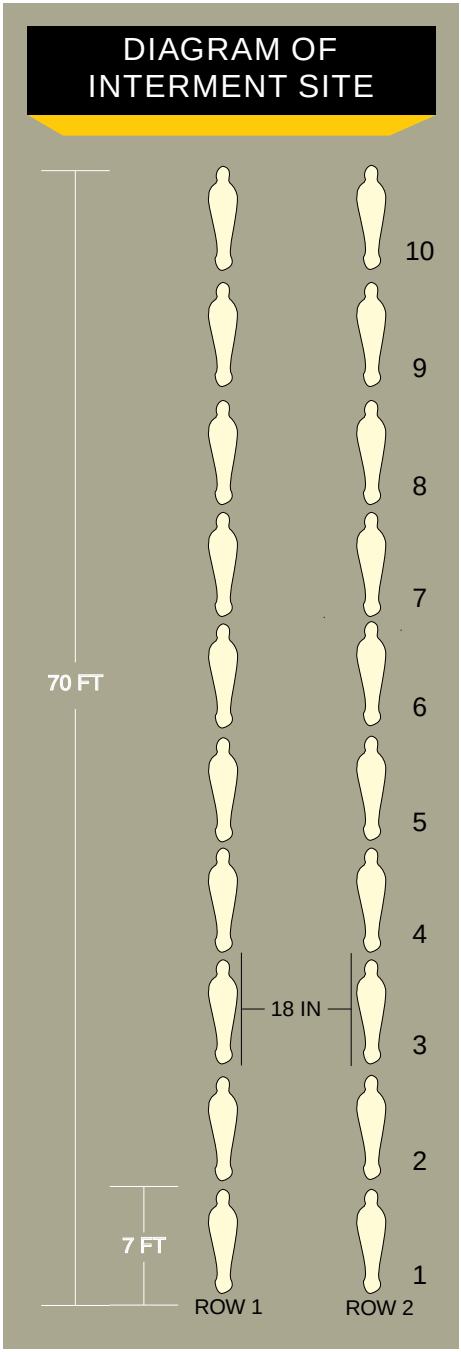

Figure C-1. Diagram of Interment Site

CEMETERY REGISTER

For use of this form see FM 10-63. Proponent agency is TRADOC.

1. DATE OF REPORT

2. PAGE _____ OF _____ PAGES

3. NAME OF CEMETERY

4. LOCATION OF CEMETERY (Include grid coordinates)

5. ORGANIZATION OPERATING CEMETERY

6. CEMETERY PROCESSING NUMBER	7. INFORMATION ON DECEASED					8. UNIT DELIVERING REMAINS	9. DATE RECEIVED	10. DATE OF INTERMENT	11. GRAVE SITE		
	a. NAME (Last, First, Middle Initial) (If unidentified, so state)	b. RANK	c. SSN	d. BRANCH OF SERVICE (Nationality if Allied or Enemy)	e. ORGANIZATION				a. PLOT	b. ROW	c. GRAVE

DD Form 1079, AUG 84

Army-Perk Lex., Vol-2767-87-(Bk-1)

Figure C-2. DD Form 1079, "Interment/Disinterment Register"

- Prepare two metal interment tags (Figure C-3). Write or etch the processing number on each tag and attach both tags to the remains. One tag will later be attached to the burial shroud. Finally, initiate a case file for each remains, labeling the file with the interment processing number and the name, rank, SSN, and branch of Service for each remains. Include any documentation generated at the CP as part of the interment case file.

- Search remains for ID media, i.e., ID tags, ID card, billfold items with name, clothing name tags. Establish tentative identification based on one or more of the above ID media. Complete blocks 6 through 9 of DD Form 1079. Use "unidentified" if tentative ID cannot be established. Complete DD Form 1076, time permitting. PE found on the remains are placed in a plastic bag and attached to the remains for interment. Personnel should ensure that the plastic bag is sealed securely. Do not remove identification tags or ID card from remains.

- Complete DD Form 894 by printing all available fingers. Ensure that the DD Form 894 is placed in the case folder.

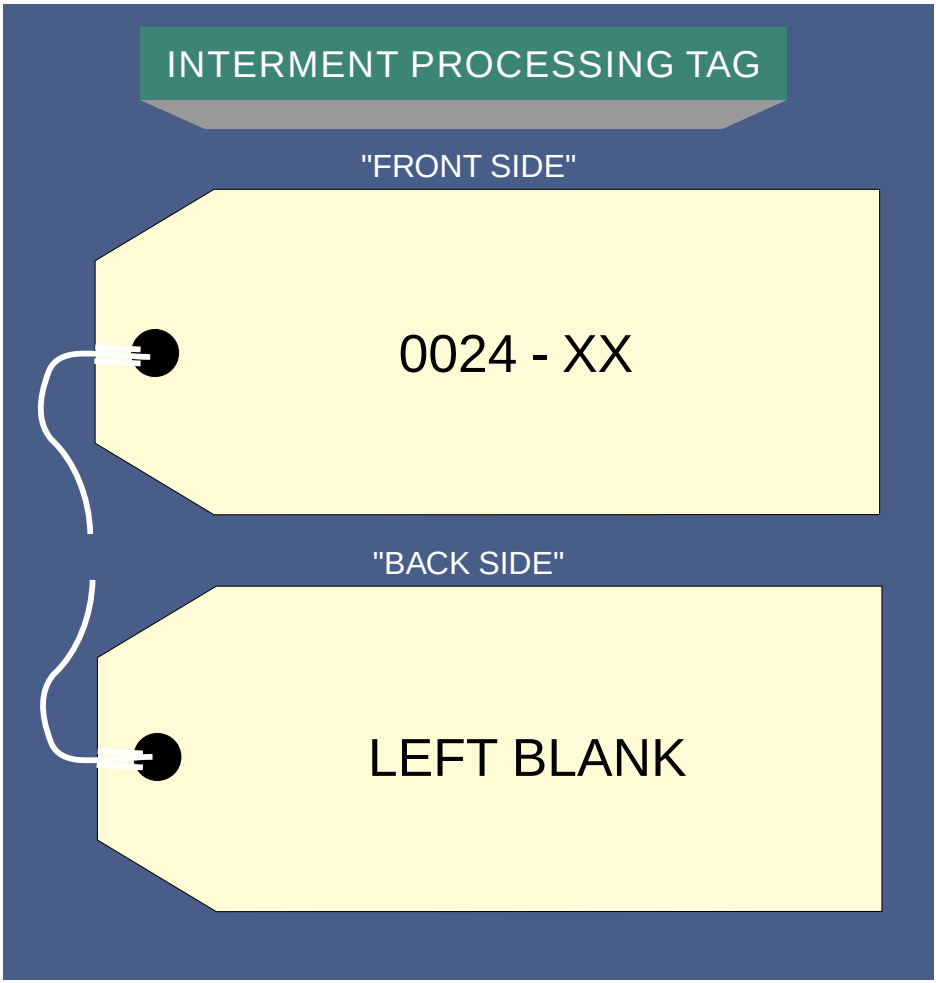

Figure C-3. Interment Processing Tag

- Place the remains in a remains pouch or wrap with shrouding. Remove one metal tag from the remains and attach it to the outside of the remains pouch or shroud.

- The assignment of the actual row and space number to the remains should not take place until the remains is at the interment site. Then assign the next available interment site row and space number, i.e., Row 10, Space 6, on DD Form 1079, Block 11 a. and b. Enemy, allied, and Armed Forces of the United States should be interred in separate rows to aid in later disinterment operations.

- Enter the row and space number on the top right hand corner of DD Form 894 and DD Form 1076. Place the remains in the assigned row and space, in a head to foot relationship to other remains. Place all completed forms in the case folder. Write the name and SSN of the remains on the folder label, along with the processing number.

c. **Closing the Site**

- When all burials have been completed in each row, the row may be refilled. A bucket loader-type vehicle should be used for refill. Care should be taken not to drive over the rows, even after dirt has been refilled.

- Mark the beginning and end of each row with a metal stake. The stake should extend into the ground at least two feet, and two feet should be left above ground. Securely affix a metal tag to each stake indicating the row number. Use a GPS device (if available) to determine the location of each row, and record it on DD Form 1079, Block 2. All forms and records will be hand-carried by special courier to the JMAO.

6. Committal at Sea

a. When a death occurs aboard a ship at sea and prevailing operational constraints do not permit evacuation, the remains may be committed at sea. To perform this procedure, use the applicable regulations upon authorization from the appropriate Service component commander. Prior to committal, the ship's commanding officer ensures that the remains are positively identified. Examine identification tags and then securely place them on the remains. Remove PE from the remains and examine them for identification value. Establish an identification case file which consists of a statement of recognition from two individuals and a certificate of death signed by a medical officer. If assets permit, take and place into the identification case file fingerprints and dental x-rays. Include in the identification case file any onboard medical and/or dental records.

b. The ship's commanding officer appoints an officer to be in charge of the committal. The OIC is responsible for accurately recording all facts on the committal in the ship's log and for ensuring that due respect and honors be paid to the deceased. Prepare the deceased for committal by covering or shrouding the remains with a human remains pouch or other suitable material. The remains are then weighted to ensure rapid submersion. Drape the remains with the US flag, hold religious services, and conduct military honors as authorized according to applicable regulations. The OIC acts or appoints the Summary Court to process the PE. The OIC is also responsible for ensuring that all PE belonging to the deceased are gathered, inventoried, packaged, sealed, and safeguarded until proper disposition is arranged. Depending on the mortuary affairs program and the support structure that is in place, the PE are either shipped to the PE

depot, to the TMEP, or if the PE have been properly screened, directly to the eligible recipient. Upon committal at sea, the OIC sends the identification case file and a report containing the facts of the committal, to include the distribution of the PE, through higher headquarters to the joint mortuary affairs office.

7. Isolated Interments

a. When the tactical situation requires a unit to move out of an area in an expedient manner without evacuating remains, a unit may request permission through command channels from the geographic combatant commander to conduct isolated interments. Isolated interments are individual shallow graves constructed to prevent leaving remains unattended in open areas. Inter all PE and other identification media with the remains. Do not remove the identification tags or the identification card from the remains under any circumstances. Attempt to mark the interment site in a manner that is easily distinguishable for future recovery teams.

b. The unit prepares and submits an incident report on the isolated interment to higher headquarters as soon as time permits. This report should then be forwarded through channels to the joint mortuary affairs office. Timely and accurate documentation from the unit is vital in ensuring that all remains are recovered and evacuated in a timely manner. At a minimum, the incident report should include the following: ten digit grid coordinates (by GPS), the number of isolated graves, the tentative identification of each remains, and how each isolated grave is marked.

8. Disinterment

a. **Purpose.** To provide guidance for the disinterment of remains temporarily interred in a theater of operations.

b. **Responsibilities**

- **Geographic Combatant Commander.** The geographic combatant commander is responsible to ensure that all temporary interments are disinterred and US remains are returned to CONUS for disposition. This responsibility is carried out by the JMAO. The JMAO is responsible for monitoring, coordinating, and providing special guidance during disinterment operations.

- **Service Component Commander.** It is the responsibility of the designated Service component commander to coordinate and supervise disinterment operations within the operational area. Service component commanders provide specialized equipment, personnel, and other support as necessary to accomplish the mission. The component commander's mortuary affairs office coordinates with the JMAO and obtains records and reports of burials which will be necessary during the disinterment.

c. **Trench Disinterment Procedures**

- Whenever personnel are conducting disinterment operations they should wear protective clothing, such a surgical masks, gloves, aprons, and other types in accordance with Occupational Safety and Health Administration requirements.

- Once in the general area of the burial site the GPS device, in conjunction with maps, may be used to determine the exact location of each row.

- The row may be opened from either end. Using a backhoe and digging with care, the operator may dig down approximately one and one half feet. Multiple rows may be opened

simultaneously depending on the availability of equipment. Dig the remaining depth with hand tools so as not to mutilate the remains.

- Remove the dirt from all sides of the remains carefully. Look for the metal tag that was pinned to the outside of the remains pouch or shroud.

- Match the number on the tag to the DD Form 1079 processing number recorded during interment operations.

- Complete the DD Form 1079 and prepare processing tag in the same manner as in interment operations. Attach this tag to the pouch or shroud.

- If the pouch or shroud are not intact, the soil in the immediate area should be sifted for skeletal anatomy and PE.

- Place remains and pouch on a litter and remove them from the row or interment site.

- Evacuate the remains to a MACP for processing and further evacuation to the TMEP. It may be beneficial to establish a CP at or near the disinterment site.

- After all rows have been opened and remains removed, refill all rows and return the area as close as possible to the original condition. Report through command channels to the JMAO when all remains have been disinterred from the interment site. Include the condition of the restored land being vacated in this report. Once a site has been evacuated, the JMAO is responsible for turning the land back to the appropriate host government agency. If the remains of deceased personnel from other nations are still buried at the site, maintain the site if operationally feasible or until custody of the site can be turned over to the appropriate government.

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APPENDIX D
DECONTAMINATION OF HUMAN REMAINS

1. Purpose

To provide procedures for the decontamination of human remains.

2. Overview

This appendix outlines the procedures for decontaminating human remains and precautions to protect personnel involved in recovering and processing contaminated remains. It identifies responsibilities of combatant commanders and the Service component commanders as well as the procedures required to establish and operate a Mortuary Affairs Decontamination Collection Point (MADCP). The guidance in this appendix are the general procedures for safely decontaminating most nuclear, chemical, and biologically contaminated remains and PE. As no major NBC event is going to be the same, exact procedures for each event can not be addressed. These are the general procedures to be followed. In no way is this document meant to replace the involvement of NBC experts in the decontamination process. It serves as a guide which can be tailored for each individual event. Subject matter experts will always need to be involved in these processes. In the case of an NBC event, both military and civilian experts from the medical, chemical/biological/nuclear science community, and public health service will be consulted. The Centers for Disease Control and Prevention and the Office of Emergency Response Coordinator have reviewed these procedures and concur that, with technical experts monitoring the process, the procedures outlined in this appendix are effective and will render the remains safe for transport into the United States and for release to mortuaries. These procedures do not discuss or establish parameters for invasive procedures (autopsy and embalming) once the remains have left the theater (with the exception of biological contamination, which calls for in-theater embalming and transport in sealed transfer cases). No remains leave the theater until such time as they are safe for handling and importation into the US. In order to follow the national policy of returning all remains to the PADD, the remains of US personnel who die in a theater of operations from contamination must be effectively decontaminated. These procedures minimize the risk of personnel who come into contact with the remains. Special attention should be paid to the sections on safety and sanitation. When a NBC event occurs on the battlefield, there is a very high probability that many of the deceased personnel have been exposed to contaminating agents. At the time of recovery, trained NBC personnel determine if a NBC hazard exists. If a NBC hazard cannot be determined on an individual basis, all remains within the affected area are treated as contaminated. If the Joint Force Command Surgeon determines the presence of biological agents, all remains are treated as biologically contaminated.

3. Concept of the Operation

a. A MADCP may become operational whenever the threat of NBC warfare exists. The JMAO acts as the theater central point of coordination for this operation. The handling of contaminated remains is a three-phase process consisting of the following.

- Recovery from the place of death to a MADCP, where decontamination and field verification occur.

- Movement to the Theater Quality Control (QC) Station, where a second verification check is made using

specialized monitoring equipment. Positive verification of decontamination must be made prior to shipment of remains out of theater.

- Final verification within the theater or upon arrival at CONUS military mortuary, prior to preparation of the remains for release to PADD.

b. In operations where the scale of contaminated remains does not warrant the employment of a MADCP, personnel from the nearest MACP are tasked to decontaminate and evacuate remains. The MACP Decontaminating and Processing Team reports to the tasking POC and follows the procedures outlined in paragraph 12.

c. The JMAO determines the number of equipment sets (Annex A, "Operation Project Stock") required to support MADCP operation and requests immediate delivery of the sets from operational project stocks (OPS) to the theater. Equipment sets are maintained in the theater materiel management system until needed. The JMAO also coordinates for specialized monitoring equipment and personnel to support the second quality control and verification step at the Theater QC Station.

d. The Executive Agent for theater mortuary affairs support, in coordination with the JMAO, develops a plan to establish the necessary task force to:

- Support the MADCP;
- Position the necessary equipment; and
- Provide additional guidance and support for the decontamination operations.

e. The Executive Agent for theater mortuary affairs support, in coordination with the JMAO, authorizes pick up of equipment necessary to support MADCP operations. This equipment is picked up by the mortuary affairs company task force and moved to a location adjacent to the contaminated area.

4. Responsibilities

Geographic combatant commanders are responsible to search, recover, tentatively identify, and evacuate remains from their area of responsibility. They must ensure that the proper resources and management are provided for this mission. Commanders at this level must coordinate the use of available mortuary affairs and chemical assets to support an entire theater of operations. Component commanders ensure that the support requirements described below are fulfilled.

a. **Training.** All personnel assigned to the MADCP must be trained according to these procedures. They must be skilled in the use of the equipment, safety, and sanitation procedures and, above all, NBC protective measures.

b. **Staffing.** Special personnel requirements exist for the operation of a MADCP. The MADCP is task force organized. The geographic combatant commander establishes the task force using organic mortuary affairs and chemical decontamination personnel. The theater mortuary affairs unit is the operational element. NBC and medical specialists and augmentees may be attached to the task force from supporting units. However, use of these personnel should be done after all other options are exhausted. Military occupational specialty (MOS) immaterial personnel may be tasked from any unit or activity.

c. **Equipment.** The MADCP has unique equipment which is maintained as kits in OPS. The mortuary affairs unit assigned the decontamination mission maintains the OPS equipment when issued from theater stock. A detailed list of equipment requirements is

in Annex A, "Operation Project Stock." Note that this list also contains equipment not in the OPS kits. Equipment not in the OPS kits is obtained from in-theater assets prior to deployment of the MADCP. Early identification of the mortuary affairs unit assigned the MADCP mission assists in planning for stocking supplies and equipment and requesting OPS from depot stock. The mortuary affairs operational commander fills shortages resulting from operation of the MADCP.

d. **Guidance.** The geographic combatant commander establishes and publishes in the appropriate OPLANs guidance on the employment and operation of the MADCP.

e. **Command and Control.** The MADCP should be under the operational control of the theater executive agent for mortuary affairs. The MADCP follows command-established mortuary affairs reporting channels.

5. Planning Considerations

Component and subordinate commands must develop support plans to implement MADCP operations. They should integrate the support plan into an existing OPLAN. A separate Letter of Instruction or Standing Operating Procedures may be developed as well. The areas to consider when planning MADCP operations are as follows.

a. **Capabilities.** For planning purposes, 30-48 remains can be processed during a 12-hour period for each MADCP site.

b. **Supplies and Equipment.** Supplies and equipment arrive in the theater as OPS. Since some items necessary for the operation of the MADCP are not in the project stock, prior planning is essential for the stockage and replenishment of supplies and equipment (Annex A., "Operation Project Stock").

c. **Personnel.** Figure D-1 shows the required personnel for the operation of the MADCP. These personnel must be thoroughly trained in NBC operations, and the use of personnel protective measures. Operational personnel should be from the Army; however, the requirement may be filled by personnel from other Services that have different codes for specialties.

d. **External Support**

- **Transportation.** Planners should consider dedicated transportation assets to reduce confusion and avoid the spread of contamination. Equipment used to evacuate remains to the MADCP must be decontaminated prior to leaving the MADCP site.

- **Engineer Support.** Engineer support is required to prepare the MADCP site, which includes a sump. Coordinate for engineer support through the logistics channels.

- **Communications.** Communications equipment, such as long-FM radios, wire, and hand-held sets, is imperative in this operation because this mission must be isolated.

- **Decontamination.** Personnel support is required after completion of the mission. Detailed troop decontamination takes approximately one hour. The MADCP site will require a complete detailed decontamination by a chemical decontamination unit.

- **Security.** Plan for security forces to protect against enemy action and/or to prevent unauthorized personnel from entering the MADCP operational area.

- **Medical Support.** Medical support is necessary for MADCP personnel, not

QUANTITY	PAY GRADE	TITLE/JOB	STATION
1	03/02	Mortuary Affairs Officer, OIC	Release
1	E7	Mortuary Affairs Specialist, NCOIC	Dismount
1	E6	Mortuary Affairs NCO	Dismount
4	Immaterial	Litter Bearer	Dismount
1	E5	NBC NCO	Reception
2	E1-4	Mortuary Affairs Specialist	Reception
2	Immaterial	Litter Bearers	Reception
1	E5	Station NBC NCOIC	Wash/Rinse
2	E1-4	Mortuary Affairs Specialist	Wash/Rinse
2	Immaterial	Station Operators	Wash/Rinse
1	E5	Mortuary Affairs NCO	Wash/Rinse
5	Immaterial	Litter Bearers	Detection QC
1	E1-4	Mortuary Affairs Specialist	Detection QC
1	E6	NCOIC/Chemical NCO	Detection QC
1	E5	Mortuary Affairs NCO	Release
2	Immaterial	Litter Bearer	Release
1	E1-4	Mortuary Affairs Specialist	Release
2	E5	Medical NCO	Release
1	E6	Mortuary Affairs NCO	(Theater QC Station)
1	E1-4	Mortuary Affairs Specialist	(Theater QC Station)
1	E6	NBC NCO	(Theater QC Station)
4	Immaterial	Litter Bearers	(Theater QC Station)
38 (Total)			

Figure D-1. Personnel Required for the Mortuary Affairs Decontamination Collection Point

only for combat-related injury but for occupational hazards resulting from working in such an environment. There will be medics assigned to the MADCP task force to provide this support.

- **Maintenance.** Maintenance support should be provided by nearby DS or GS maintenance units.

- **EOD Support.** EOD support is required to clear unexploded ordnance which is removed from the remains and the work site. Coordination should be made to have EOD personnel "on call" to support this operation.

- **Life Support and/or Personnel Services.** MADCP personnel should be supported by the nearest unit for subsistence, laundry, bath, and billeting.

6. Site Selection

A MADCP kit may be prepositioned to support an operational sector in anticipation of the need to process contaminated remains or deployed to support a known contaminated area. Proximity to the contaminated area or the sector to be supported is the primary factor for site location, followed by environmental and terrain considerations. The MADCP site should be located upwind of the contaminated area. NBC staff should be consulted in picking a MADCP location, as they can advise on expected flow of contamination.

a. **Environmental Considerations.** Factors to be considered are the runoff of contaminated water and the proximity to a populated area (civilian or military). Restoration of a MADCP site is not a mortuary affairs concern; detailed decontamination site clearing will have to be accomplished by chemical company units. NBC staff and local governments will have to decide when to declare an area safe for reentry.

b. **Terrain Considerations.** Natural concealment and shading, such as small hills, sand dunes, buildings, and trees, are ideal factors when planning to locate the MADCP. Proximity to a good road network and availability of landing zones and airfields is also important.

7. Facility Layout

The layout of the MADCP follows a strict configuration to ensure that no steps in the decontamination process are overlooked. The site should be protected by concertina wire with access at the dismount and release points. NBC markers are employed around the entire MADCP perimeter. Figure D-2 shows the suggested hotline layout of the MADCP. The clean-side of the hot line should be located upwind of the contaminated area. The processing line (from dismount point to detection point) should be in a straight line parallel to the wind direction. This will reduce the hazard of vapor contamination of the clean area.

a. The layout sequence is as follows.

- Dismount point
- Holding station
- Reception station
- Wash/Rinse station
- Detection/QC station
- Release point

b. The MADCP is approximately 250 meters long and 100 meters wide. These dimensions can be increased or decreased as needed.

8. Chemical Decontamination Operations

This paragraph describes the operation of a MADCP, station by station, when chemical contamination is present. Surface decontamination procedures of biological

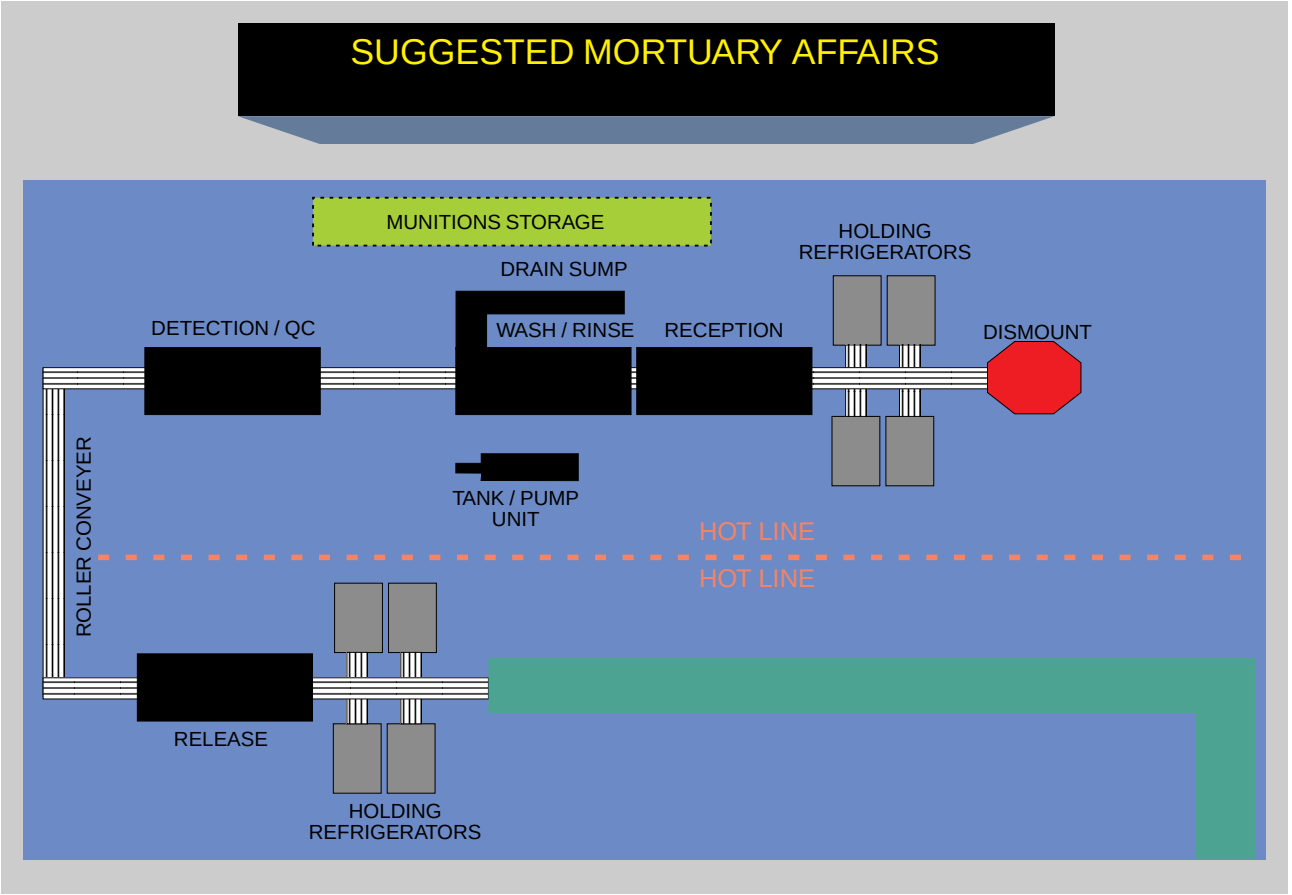

Figure D-2. Suggested Mortuary Affairs Decontamination Hotline Layout

agents and the removal of nuclear contamination are similar but do have some differences. They are discussed in more detail in paragraphs 10 and 11. Contamination monitoring and test equipment used is dependent on the type of contamination. NBC staff will have to determine the type of agent(s) used and the appropriate monitor and/or test equipment needed for a particular contamination. In the event that more than one type of contamination (i.e., chemical vs. biological) exists, first conduct chemical decontamination and then any other required steps as listed in paragraphs 10 or 11. Remains and PE flow through the MADCP in a specific sequence to complete decontamination and ensure accountability. When the remains and PE reach the final stage of processing, QC checks are made to ensure the effectiveness of the process.

a. **Dismount Point.** The dismount point is the point of delivery for contaminated remains. It is located outside the MADCP perimeter, in close proximity to the holding area. Remains which are not contaminated are processed through normal CP channels; they are not accepted at the MADCP.

- **Personnel**

  •• Mortuary Affairs NCO, E7, one each.

  •• Mortuary Affairs NCO, E6, one each.

  •• Litter bearers, MOS immaterial, four each.

- **Duties.** The duties of personnel at the dismount point are described below.

  •• Mortuary Affairs NCO (E7): Serves as NCOIC of the dismount point and supervises all aspects of the MADCP operation.

  •• Mortuary Affairs NCO (E6): Assigns evacuation number to each remains and makes entries on DD Form 1077. Enters evacuation number on a metal tag and attaches the tag to the remains. Ensures that any unused munitions, such as grenades or small arms, are placed in the munitions holding area. This is a sandbagged area at least 20 meters from any processing area. If any unexploded ordnance is found, EOD personnel will be called. Ensures that all remains are handled with dignity and respect. Takes actions required to ensure that remains are moved efficiently through the process. Ensures that refrigerated containers are maintained between 34 and 37 degrees Fahrenheit and that proper preventive maintenance is performed daily.

  •• **Litter Bearers:** Receive remains from the delivering organization. Assist in offloading the vehicle if necessary. Remove unused munitions and place it in the munitions storage area. Move remains to the designated holding area or reception station as directed by the mortuary affairs NCO.

- **Procedures.** The driver and the assistant driver of the evacuation vehicle unload the remains and PE. The mortuary affairs NCO assigns an evacuation number and records information on DD Form 1077. The evacuation number is written on a metal tag and tied to a boot or foot, if present, of the remains. Remains are then placed on a litter, strapped down, and moved to the holding area where they are placed in refrigerated storage. If the reception station is free of remains, the first remains are taken directly there. The remainder are placed in the holding area.

- **Equipment.** Equipment quantities will vary, but they are based on 300 remains requirement. Items and quantities are as follows.

•• Tent, general purpose small, one each (Tent light will come from line from TEMPER tent.)

•• Screen, latrine, three each.

•• Desk, field, one each.
•• Chair, folding, five each.

•• Litter, 150 each.

•• Roller conveyors, 10 each.

•• Stand/Litter, 20 each.

•• Heater, space, 45,000 BTU.

•• Clipboard, 9 by 12, five each.

•• Flashlight, three each.

•• Book, Memo, two each.

•• Lantern, gasoline, one each.

•• Telephone, TA 1035, one each.

•• Back belt, five each.

•• Tags, metal with ties, 500 each.

•• Scriber, metal, hand held, 10 each.

b. **Holding Station.** This is a holding area at which remains await processing at the reception station.

- **Personnel.** No personnel are allocated for this station.

- **Procedures.** Remains are brought here from the dismount station and should remain in refrigeration until moved to the reception station. This station is used to keep backlog out of the processing areas. As remains are taken from the holding area, they are placed on a spine board which is placed on the roller conveyor. Remains may then be moved easily on the roller conveyor system.

- **Equipment.** Equipment is as follows.

•• Four each, container, refrigerated 8x8x20', with litter racks.
•• Six roller conveyors.

•• 30 litters.

•• 12 litter stands.

•• 30 spine boards, painted, wood/chemical resistant.

c. **Reception Station.** Here the remains are prepared for decontamination. Remains are brought to the reception station on a spine board and rolled on the roller conveyor. Recommended reception station layout is shown in Figure D-3.

- **Personnel.** Reception station personnel are as follows.

•• NBC NCO, E5, one each.

•• Mortuary Affairs Specialist, E1-4, two each.

•• Litter bearer, skill/grade immaterial, two each.

- **Duties.** The duties of personnel at the reception station are described below.

•• **NBC NCO.** Supervises all activities of station operation. Supervises the removal and disposal of clothing and equipment and ensures proper protective posture is maintained during processing. Ensures the proper work and rest cycle is maintained and that rehydration policies are followed. Provides guidance on care and operation of the various monitoring and/or detection devices and/or kits, and ensures that proper operating

procedures are followed. Ensures efficient flow of remains through the station.

•• **Effects and Remains Handler 1.** Removes clothing, equipment, and PE from the remains. Inspects clothing and equipment for identification media and describes PE and other identification media to the recorder. Places contaminated PE in a plastic bag and gives it to a litter bearer. Reattaches the metal tag to remains. Places equipment and clothing in hazardous waste containers.

•• **Effects and Remains Handler 2.** Records PE on DD Form 1076. Puts the completed DD Form 1076 in the case folder and gives it to the litter bearer.

•• **Litter Bearers.** Move remains and PE from holding area to reception station. Ensure that remains are positioned on the litter to allow rolling on the conveyor system. Move the remains and PE to the wash and rinse station when processing is complete. Give contaminated PE and case file to the wash and rinse station mortuary affairs specialist.

• **Procedures.** A team of two personnel inventory the PE. The mortuary affairs specialist removing the PE calls out the effects to a second mortuary affairs specialist, who records them on DD Form 1076. They cut open all pockets to ensure that they recover all effects. They cut off all clothing for ease in removal. Identification tags found around the neck are left on the remains. The metal tag with the evacuation number is reattached to the remains. Because of the "wicking" effect of clothing and other porous items (such as wooden splinters), all visible fragments of clothing or foreign debris or similar substances are removed from wounds. All PE are checked with the appropriate monitor and/or test kit device for chemical contamination. Effects which test negative are placed in a plastic bag along with a tag with the evacuation number on it. Durable PE (such as watches or rings) which test

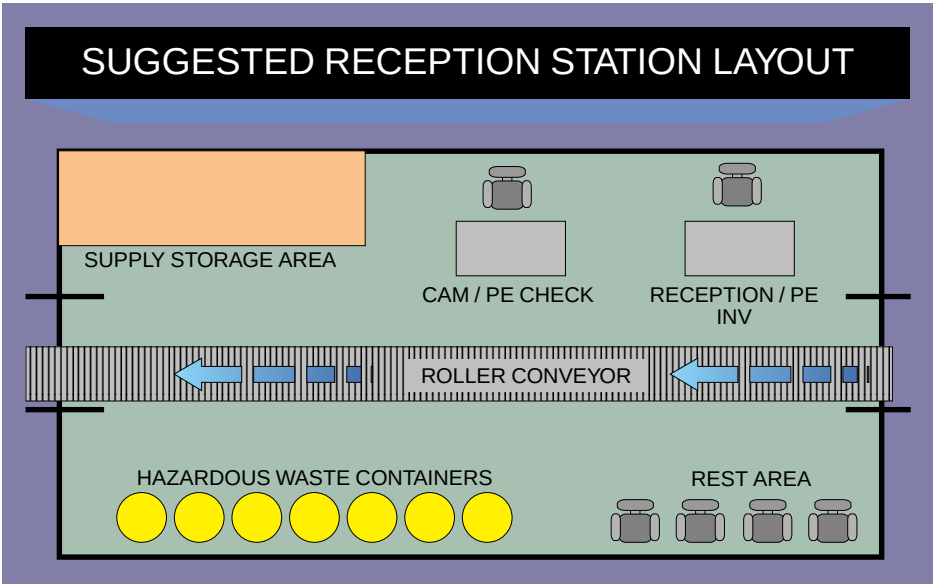

Figure D-3. Suggested Reception Station Layout

positive are also placed in a plastic bag with an evacuation number tag. Nondurable items which test positive are entered on a certification of destruction and placed in the contaminated waste barrels with all contaminated clothing and equipment. The MADCP NCOIC or OIC signs this certificate. The certificate of destruction becomes a document in the remains' case file. Items of intelligence value are placed in a plastic bag, tagged with the same evacuation number as the remains, and set aside. An intelligence officer is contacted to determine proper disposition of the items. A check is made to ensure that the evacuation number tag is still attached to the remains. As soon as clothing is removed and PE inventoried and cared for, the PE which has not been removed for destruction and the case file are given to the litter bearer who hand carries them to the next station with the remains. To ensure the proper dignity and respect due the remains, private areas are kept covered during processing.

- **Equipment.** Equipment is as follows.

  •• Tent, TEMPER, tropical, 32x20'.

  •• Light, Bruce, 4 sets.

  •• Strap assembly (for light system), 1 set.

  •• Environmental control unit, 1 each.

  •• Scissors, bandage, 15 each.

  •• Scissors, heavy-duty, 15 each.

  •• Bag, plastic, self-sealing, 500 each.

  •• Drum, hazardous waste, 20 each.

  •• Table, field, 2 each.

  •• Chair, folding, 5 each.

  •• Roller, conveyors.

  •• Back belt, 2 each.

  •• Tags, blank with string, 500 each.

  •• Spine boards, 10 each.

d. **Wash and Rinse Station.** On arrival at the station, the litter bearers move the remains to the wash and rinse portion of the tent. The remains are left on the spine board and roller conveyors. Recommended layout is shown in Figure D-4.

- **Personnel**

  •• Station NBC NCO, E5, one each.

  •• Mortuary Affairs NCO, E5, one each.

  •• Mortuary Affairs Specialist, E1-4, two each.

  •• Station operator, skill or grade immaterial, two each.

- **Duties.** The duties of personnel at the wash and rinse station are described below.

  •• **Station NCOIC.** Supervises all activities of the wash and rinse station. Ensures efficient flow of remains through the station. Ensures that remains are washed, rinsed, and drained properly. Directs the mixing of the sodium hypochlorite solution IAW Figure D-B-1.

  •• **Mortuary Affairs NCO.** Ensures that case file and PE accompany each remains during movement. Maintains security over case file and PE. Monitors the wash and rinse process, maintaining accountability over each remains.

Ensures that remains are handled with dignity and respect at all times.

•• **Remains Handlers.** Assist in decontamination process by positioning and washing remains. Brush remains during sodium hypochlorite wash. Move remains and PE to the detection/QC station.

•• **Station Operators.** Operate spray device.

•• **Procedures.** The litter bearers escorting the remains give the case file and all PE to the Mortuary Affairs NCO. The remains are sprayed with soapy water. Then the entire remains are washed with a sponge. Personnel must be sure to wash between the legs and under the arms, and pay particular attention to the hair, eyes, mouth, and ears. The remains must be rolled on the side to ensure that they are completely washed. When this is completed, a sodium hypochlorite solution is used. Figures D-B-1 and D-B-2 provide proper mixing instructions for sodium hypochlorite and other decontaminating solutions. A sponge or soft-bristle brush is used in conjunction with the spray. (Again, the remains will have to be rolled on the side to brush the back portions.) Particular attention must be paid to hair, scalp, pubic areas, and fingernails. A moderate pressure spray is used. The spray is directed into wounds, the mouth, and nostrils. The sodium hypochlorite solution must be in contact with the remains for at least five minutes prior to washing off. Finally, a clear water rinse is used to remove the residue from the remains. The spine board must be cleaned and decontaminated in the same manner as the remains. Run-off is captured in a sump as shown in the layout diagram. The sump is lined with an NBC protective cover to prohibit seepage of run-off into the ground. The contaminated PE is decontaminated in the same manner as the remains. PE is placed in a clean plastic bag after decontamination and moved with the

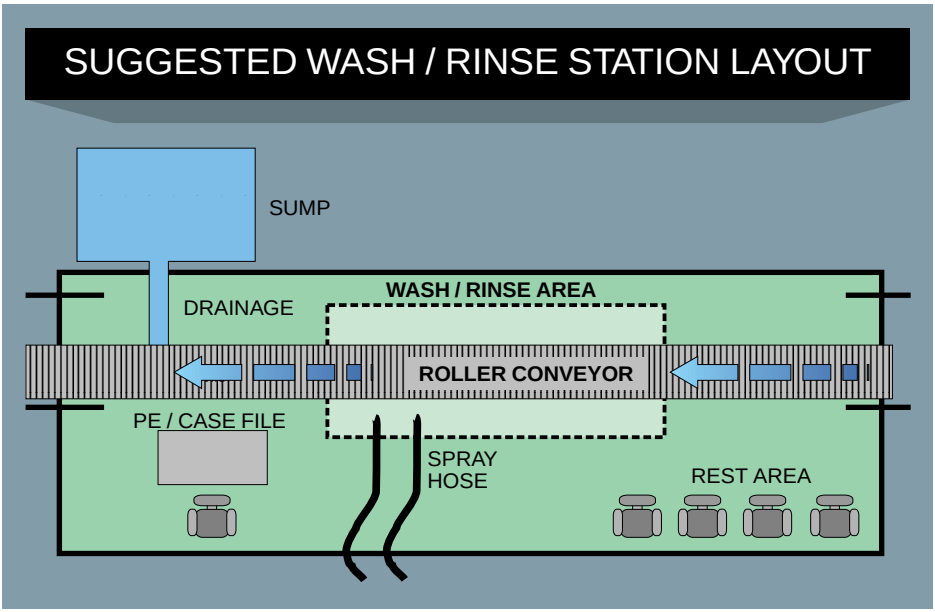

Figure D-4. Suggested Wash/Rinse Station Layout

remains. A tag with the remains' evacuation number on it is placed in the plastic bag with the effects. The remains are allowed to drain completely before being moved to the detection/QC station. The remains handlers move the remains, case file, and PE to the detection/QC station. At the wash and rinse station, the sides of the tent must be rolled up to allow for ventilation.

- **Equipment.** The principal decontamination apparatus is a modified tank pump unit (TPU). This consists of two 600-gallon tanks and a 50-gallons-per-minute (GPM) pump, plus hoses. This assembly is loaded on a 5-ton cargo truck, making it a self-contained, transportable system. Although this item is primarily used for petroleum, it will work well for this application. If it has been previously used for petroleum, the system must be purged with soapy water before using. (Soapy water must not be run through the filter and/or separator. The hoses are changed so that the filter separator is bypassed.) One tank is filled with clear water. The other tank is used for the sodium hypochlorite solution. An alternative to a TPU is the Decontaminating Apparatus M17 or M12A1, Power Driven Decontaminating Apparatus (PDDA). Both require modification of an additional 50 gallons-per-minute-pump, so that soapy wash water can be pumped directly into the wash station and a tank for holding the soapy water. As these items come with all necessary components, a detailed listing is not provided in the operational project stock list. Either a modified TPU or M12A1/M17 will work. See Figure D-5 for details on set up of the TPU. Items and quantities of equipment are as follows.

•• Tent, TEMPER, tropical, 32x20', 1 each.

•• Sodium hypochlorite.

•• Roller conveyor, 6 each.

•• Table, field, folding, 2 each.

•• Chair, folding, 4 each.

•• PDDA or TPU two 600-gallon tanks, 50 GPM pump.

•• Pump, 65 GPM, 1 each.

•• Desk, field, one each.

•• Hose assembly (1 1/2 inch with spray attachment).

•• Brush, soft bristle, and sponges, 10 each.

•• NBC protective cover (for sump liner).

•• Back belt, 2 each.

•• Light, Bruce with strap assembly, 4 sets.

•• Strap assembly, 1 set.

•• Detergent, disinfectant.

•• Truck, cargo, 5-Ton.

•• Spray attachment, 1 each.

•• Apron, TAP, 4 each.

e. **Detection/QC Station.** Litter bearers move the remains, PE, and case file from the wash and rinse station and bring them to the detection/QC station. Here the remains are checked to ensure that all contamination has been eliminated. Recommended layout is shown in Figure D-6.

- **Personnel.** Personnel are as follows.

  •• NBC NCO, E6, one each.

  •• Mortuary Affairs Specialist, E1-4, one each.

  •• Litter bearers, skill or grade immaterial, five each.

- **Duties.** The duties of personnel at the detection/QC station are described below.

•• **NBC NCO.** Checks each remains with the appropriate monitoring and/or test kit and/or device. Directs that remains which test positive be returned to the wash and rinse station. Enforces the protective posture procedures for all personnel.

•• **Mortuary Affairs Specialist.** Maintains chain of custody over remains and PE. Monitors the handling of remains and PE during processing, ensuring that the remains are treated

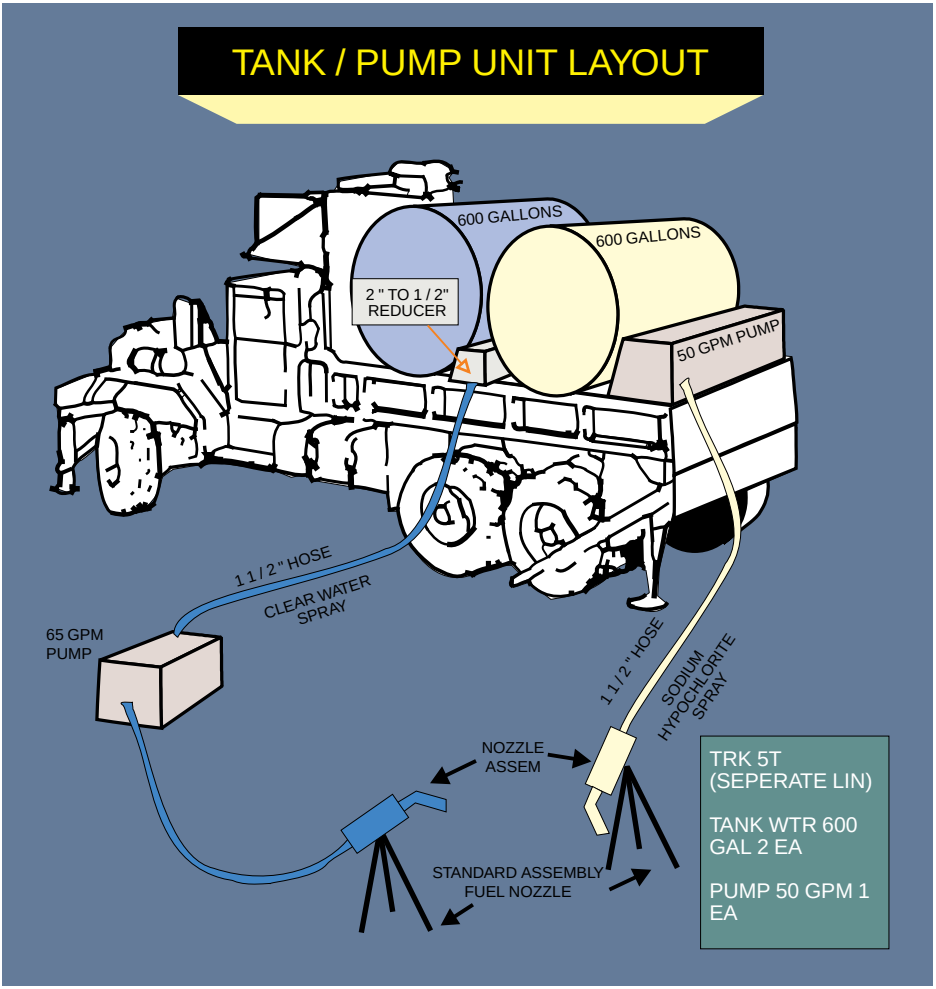

Figure D-5. Tank/Pump Unit Layout

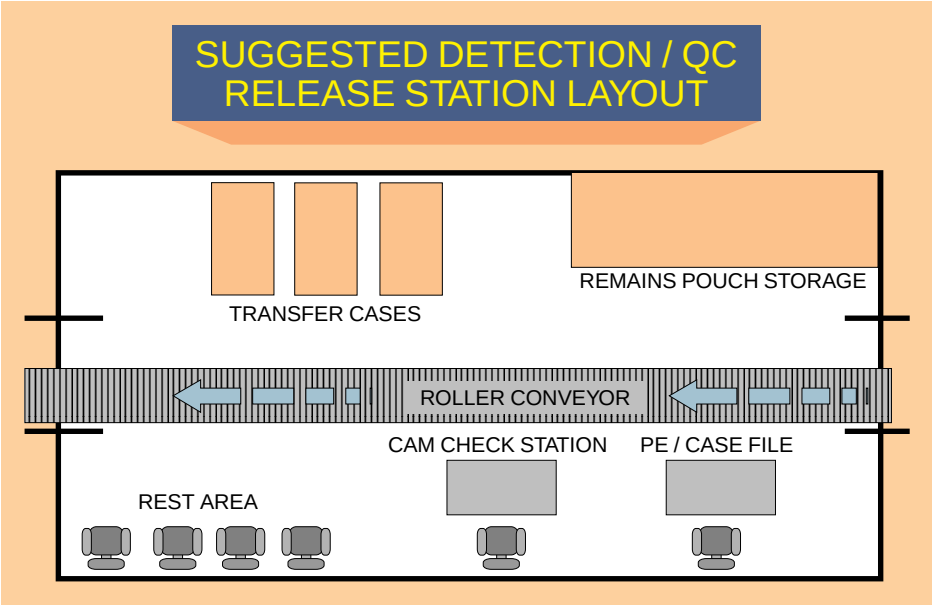

Figure D-6. Suggested Detection/QC Release Station Layout

with dignity and respect. Ensures that metal tag with the evacuation number is attached to each remains. Attaches a paper tag with the same evacuation number on it to remains pouch before it is moved from the station. Gives PE and case file to litter bearer to move with the remains to the hot line.

•• **Litter Bearers.** Receive remains, PE, and case file from the wash and rinse station. Ensure that remains are positioned securely on roller conveyor. Give PE to mortuary affairs specialist. Move the remains, case file, and PE to the hot line.

- **Procedures.** The mortuary affairs specialist ensures that the PE and case file are secure. As the remains lies on the spine board on the roller conveyor, the litter bearers place the top half of a transfer case over the remains. The NBC NCO then raises the side of the transfer case and checks the remains with the appropriate test and/or monitor kit and/or device. The PE is then checked with the appropriate monitoring and/or test kit and/or device. The top half of the transfer case is then removed. It is cleaned with decontaminating solution as needed. The remains is then placed in a human remains pouch, and the remains, effects and case file are moved to the hot line. If the remains or effects register contamination, they are returned to the wash and rinse station to repeat the decontamination process. If remains or PE continue to register contamination after a second decontamination, they will once again be decontaminated. If after three decontamination attempts the remains and/or PE still register contamination, they are segregated in the holding area and technical experts are consulted. If remains can not be decontaminated, they are interred in theater, with the geographic combatant commander's concurrence. At the hot line, litter bearers are met by litter bearers from the release station. The remains are transferred to a clean litter brought from the release station. The litter bearers return the spine board to

the reception station. The case file and PE are transferred to the litter bearers from the release station. The hot line is the point where the remains are moved from a contaminated area to a noncontaminated area. Personnel from the contaminated area do not cross to the noncontaminated side without completing the personal decontamination process.

- **Equipment.** Items and quantities of equipment are as follows.
  - Tent, TEMPER, tropical, 32x20'.
  - Environmental Control Unit.
  - Human remains pouch, 300 each.
  - Stand, litter, folding, 12 each.
  - Roller conveyor, 6 each.
  - Trash can, 2 each.
  - Chair, folding, 7 each.
  - Light, bruce, 4 sets.
  - Back belt, 2 each.
  - Strap assembly, 1 each.
  - Case transfer, 1 each.

f. **Release Station.** Since this station is located in a clean area, personnel are not required to wear mission-oriented protective posture (MOPP) ensemble. However, it should be readily available in the work area. Litter bearers from the release station meeting litter bearers from the side detection/QC station should wear MOPP gloves and carry their mask in its carrier. Personnel from the detection/QC station should be in MOPP 4. Recommended layout is shown in Figure D-7.

- **Personnel**
  - Mortuary Affairs OIC, O2/3, one each.
  - Mortuary Affairs NCO, E5, one each.
  - Mortuary Affairs Specialist, E1-4, one each.

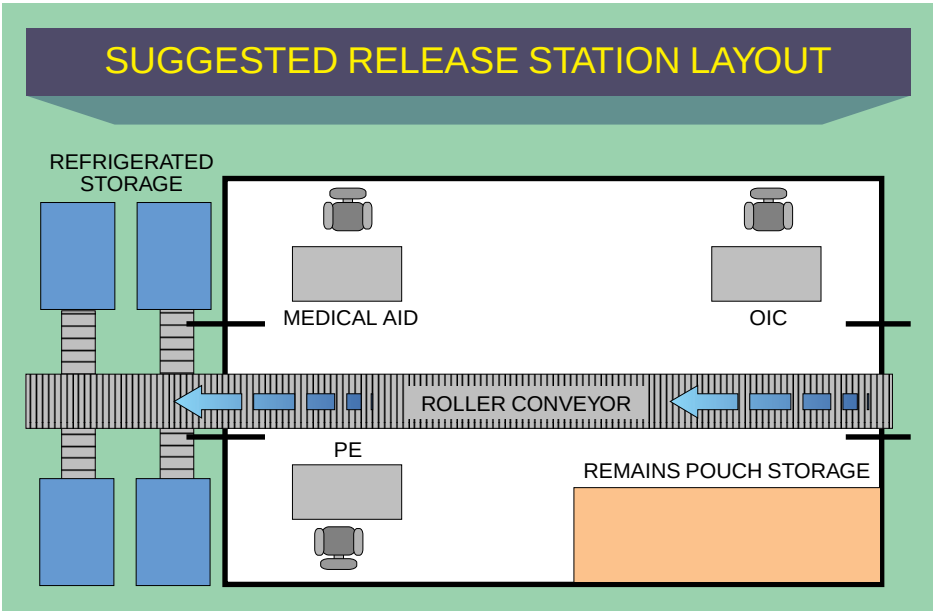

Figure D-7. Suggested Release Station Layout

•• Litter bearers, skill or grade immaterial, two each.

•• Medical NCO, E5, two each.

- **Duties.** Duties of personnel at the release station are described below.

•• **OIC.** Oversees the operation of the entire decontamination point. Monitors the health and welfare of all personnel. Certifies that all remains are decontaminated and ready for further evacuation. Reports status of operation to higher headquarters.

•• **Mortuary Affairs NCO.** Serves as station NCO, directing all aspects of the mission. Ensures proper handling of remains. Ensures that remains are properly stored in refrigerated container and prepared for evacuation. Monitors the handling of PE and preparation of all recorded data for accuracy and completeness. Briefs transportation driver concerning handling of remains, accountability for remains, and delivery instructions.

•• **Mortuary Affairs Specialist.** Makes entries on the MFFIMS system and checks accuracy of PE inventories. Attaches seal to remains pouch. Makes entries on DD Forms 1076 and 1075.

•• **Litter Bearers.** Place remains in second remains pouch. Place remains in refrigerated storage, as directed by station NCO. Load remains on evacuation vehicles.

•• **Medical NCOs.** Provides first aid and preventive medicine to MADCP personnel as needed. Monitors personnel for symptoms of dehydration, heat stress, or psychiatric stress, and treats accordingly. Coordinates for additional medical personnel as needed.

- **Procedures.** Remains, PE, and the case file are taken to this station by litter bearers from the hot line. The remains and pouch are placed in a second remains pouch. The PE and case file are given to the mortuary affairs specialist, who makes the appropriate entries on the MFFIMS. The specialist also performs a second inventory of PE and checks them against the DD Form 1076. If the inventory is correct, the mortuary affairs specialist signs the DD Form 1076. The specialists places the PE and case file in a large plastic bag, selects a seal, and enters the number on the top of DD Form 1076. The PE bag is placed inside the remains pouch with the remains. The seal is then placed through the zipper of the outside remains pouch and secured. If the inventory is incorrect, shortages are investigated with previous processing stations. Overages are added to the DD Form 1076. If unable to resolve the discrepancy, the mortuary affairs specialist annotates the shortage on the form, then signs for the remainder of the items. The remains are then placed in refrigerated storage to await evacuation. Prior to evacuation, DD Form 1075 is prepared. The seal number is also placed in block 7a. after the name. Prior to release of the remains for evacuation, the OIC signs a certification of decontamination statement for each remains. The following statement, which may be in locally devised format, is included in the case file of each remains. "This remains, evacuation number _____ has been processed through all stations of the decontamination process on _____ (date). The remains has tested negative for chemical/nuclear contamination and is certified eligible for further evacuation." When remains are evacuated, the escort (driver, assistant driver, pilot, crew chief) signs for the remains and PE.

- **Equipment.** Equipment is listed below.

  •• Tent, TEMPER, tropical, 32x20'.

  •• Light, bruce, 4 sets.

  •• Strap assembly, 1 set.

  •• Container, refrigerated, 8x8x20', 4 each.

  •• Laptop computer with MFFIMS system, 1 each.

  •• Stand, litter, 12 each.

  •• Human remains pouch, 300 each.

  •• Seal, numbered, wire, 300 each.

  •• Table, field, 2 each.

  •• Chair, folding, 2 each.

  •• Tag, paper, 300 each.

  •• DD Form 1076, 600 each.

  •• DD Form 1075, 600 each.

  •• Back belt, 2 each.

  •• Telephone, TA 1035, with data port.

  •• Litter, 130 each.

  •• Medical aid bag with chemical agent antidote injectors.

g. **Theater Quality Control Station.** This station is the final decontamination check before remains are sent to the TMEP for return to CONUS. It should be located near the TMEP to ease the transfer of remains and further evacuation.

- **Personnel**

  •• NBC NCO, E6, one each.

  •• Mortuary Affairs NCO, E6, one each.

  •• Mortuary Affairs Specialist, E1-4, one each.

  •• Litter bearers, skill or grade immaterial, four each.

- **Duties.** Duties of personnel at the theater QC station are described below.

  •• **NBC NCO.** Oversees the QC procedures; certifies that the remains have tested negative for contamination.

  •• **Mortuary Affairs NCO.** Ensures the proper receipt, processing, accountability, and evacuation of remains and PE. Ensures that the remains are moved to the TMEP when cleared.

  •• **Mortuary Affairs Specialist.** Inventories all PE and fills out block 11 of DD Form 1076; ensures that PE and the case file stay with the remains. Lists each remains on DD Form 1077 (Collection Point Register of Deceased Personnel), and ensures that the certificate of clearance is placed in the case file. Ensures that remains are handled with dignity and respect at all times.

  •• **Litter Bearers.** Unload vehicles and place remains and litters on litter stands within the station, assist in decontaminating any remains which tests positive, and load remains on vehicles during evacuation.

- **Procedures.** Decontamination and/or QC procedures are established by personnel operating the check station. Remains are checked at this station using the appropriate monitor and/or test kits and/or devices. Many government and civilian contractors have used specialized air monitoring samplers to monitor the air in large storage areas for residue chemical and nuclear contamination (i.e., Johnston Atoll, chemical plants, nuclear power plants, nuclear weapons facility). State-of-the-art systems should be acquired and used at this station if a large number of remains are expected to pass through the area and remain for any length of time. Civilian contract technical equipment operators and the operating system will have to be procured from outside the theater. Remains arrive at the station, where litter bearers unload vehicles and move remains into the facility. Litters are placed on litter stands as directed by station operating personnel. The mortuary affairs specialist re-inventories PE of each remains and completes block 11 on DD Form 1076. Effects are left in the pouch with the remains during the final check procedures. However, they are opened to expose them for the decontamination check. After DD Form 1076 is verified, it is placed with the case folder in the remains pouch. Should any remains test positive at this point, they must be moved to an adjacent area. There they are washed again with a hypochlorite solution, rinsed, and rechecked. An area should be prepared for this in advance. If after three attempts at decontamination, the remains continues to register contamination, they are segregated from other remains and the appropriate agencies are contacted. If remains can not be decontaminated, they will be interred in-theater with the geographic combatant commander's concurrence. Prior to evacuation from this station, the NCOIC signs a statement certifying that the remains and PE have been tested and are clear for further evacuation. The statement should read as follows: "I certify that the remains and accompanying PE, evacuation number _____ have tested negative for contamination at the theater quality control station on _____ (date). The remains are cleared for evacuation to the continental United States."

9. Safety and Sanitation

Safety is a major concern in all operations. Leaders must be aware of safety-related factors involving contamination, the wearing of MOPP overgarments, and lifting requirements. Sanitation of the site and personnel is another major concern. Not only are MADCP personnel working in contaminated areas, but they are exposed to human remains with all the health-related problems associated with this type of environment.

a. **Heat Stress.** Heat stress is a vital aspect when working under conditions found in a MADCP. Supervisors must watch for signs of heat injury. Medical NCOs are assigned to the MADCP to monitor personnel closely for signs of heat injury and to provide first aid. The medical NCOs need to be well versed in the treatment of heat injuries. One of them moves throughout the entire site monitoring personnel for symptoms of injuries.

b. **Work and Rest Cycles.** Work and rest cycles may be found in Army Field Manual (FM) 3-4 and FM 3-5, "NBC Decontamination." When operating in temperatures above 75 degrees Fahrenheit, leaders must consider the ability of personnel to accomplish the mission. Once personnel reach their maximum work load for heat stress, they cannot recover quickly enough to accomplish the decontamination mission.

c. **Lifting Requirements.** MADCP personnel must follow proper lifting techniques when moving remains. They should be instructed on how to lift with their legs and not with their back. Back belts should be used where strenuous lifting occurs.

d. **Hazardous Waste Disposal.** Disposal of contaminated waste is a major concern for the MADCP. All uniforms, equipment, overgarments, and bandages should be considered contaminated. The MADCP must dispose of this waste properly. The MADCP, with proper NBC support, must close out operations and complete a thorough decontamination as specified in NBC decontamination manuals, just as any other unit operating in a contaminated environment would. General procedures should follow those listed below.

- All clothing should be placed in the same sump into which the water from the wash and rinse station was drained. The sump is located adjacent to the wash and rinse station. It should be large enough to accommodate approximately 1,000 gallons of water. When decontamination operations are finished, a sufficient amount of high test hypochlorite (HTH) is added to ensure that any residual chemical or biological agents are neutralized. The amount is determined by the local NBC authority. This is mixed thoroughly and allowed to sit for one hour. The sump is then refilled with the excavated dirt. In the event of nuclear decontamination, the site must be marked and reported in accordance with NBC doctrine.

- Implement an alternate means of disposal when the sump cannot be used. Burning waste is not preferred, as burning causes downwind vapor hazards. (See Army FM 3-5, "NBC Decontamination," for more information.) If burning is the method selected, the following procedures must be followed.

  •• An NBC-3 report must be prepared prior to burning waste, and all units downwind must be notified through command channels.

  •• The fire must be started before the contaminated materials are added.

  •• After burning is completed, three parts super tropical bleach (STB) are mixed with two parts ashes, and the mixture is buried. Regardless of the method of destruction, the area must be marked with standard NBC warning triangles. Clothing or protective gear worn by MADCP personnel must be disposed of in the same way as those of the remains, to include gloves and aprons.

e. **Blood-Borne Pathogens.** During the handling of remains, care is taken to avoid exposure to blood or body fluids. Rubber gloves, aprons, surgical masks, and eye protection must be worn when working with remains. If contact is made, the area is washed immediately with disinfectant and/or soap solution.

10. Biological Contamination

The use of biological agents may not be known prior to the recovery and decontamination operations. If it is suspected that biological agents have been employed, all remains recovered in the contaminated area will be decontaminated IAW this paragraph. All personnel must follow strict guidance for the wearing of personal protective equipment when handling remains when a biological hazard is suspected. With some modification, (mostly lowering or raising the pH balance of the decontaminating solution) the same procedures which are effective for the

decontamination of chemical agents are effective for the removal and surface decontamination of biological agent contamination. Once the biological agent is known, the pH of the decontaminating solution will be changed to a level required by the Theater Command Surgeon. (Instructions for this are included in Figure D-B-1.) However, additional precautions are necessary because active biological agents may persist internally in the remains. Remains contaminated with any agent listed in the Code of Federal Regulations Title 42, Chapter 1, § 71.32 (b) (cholera or suspected cholera, infectious tuberculosis, plague, suspected smallpox, yellow fever, or suspected viral hemorrhagic fevers) will require embalming, shipment in a hermetically sealed case, and/or a Centers for Disease Control and Prevention (CDC) Biosafety Branch, Office of Health and Safety permit prior to the shipment of remains. In such a case, decontamination procedures must be modified to include the required additions. Procedures are developed based on the type of biological agent. If a theater mortuary is necessary for the embalming of remains, it should be set up outside the contaminated area. Remains leaving the MADCP have no surface contamination. Normal procedures now used by civilian morgue and funeral workers for the processing of “biologically infected” remains are safe and adequate in protecting the workers and the public.

a. Remains suspected of biological contamination must be placed in two human remains pouches and marked "(BIOLOGICAL [BIO])" prior to evacuation to a MADCP. These remains must be kept separate from other remains during the processing and while awaiting transportation. The top of all case file forms must be marked "BIO."

b. Non-durable PE considered to be contaminated with biological agents must be entered on a certificate of destruction and placed in separate contaminated waste barrels marked "BIO." Durable PE are treated the same as those for chemical agent contamination.

c. Verification with the chemical agent monitor (CAM) at the end of the decontamination process is omitted.

d. The theater senior medical advisor should, based on the type of contamination, establish specific procedures for further handling of remains.

11. Nuclear Contamination

When the potential for the use of nuclear weapons exists, MADCP personnel must be prepared to process mass fatalities. Deaths can occur from the immediate effects of the nuclear explosion (blast and shock, initial nuclear radiation, and thermal radiation) or from exposure to the residual nuclear radiation (primarily fallout).

a. The MADCP must take special precautions in the recovery and decontamination processes. Radiation surveys must be added to all MADCP operations. These include routes of travel, MADCP sites, and all remains brought to the MADCP.

b. An important difference between chemical and nuclear decontamination is that nuclear contamination is not neutralized by the decontaminant solution. It is merely moved. Thus, the wastewater becomes contaminated and must be managed. The MADCP must use time (minimize), distance (maximize), and shielding (maximize) from radiation to reduce its nuclear radiation exposure.

c. The unit commander is responsible for the recovery and evacuation of remains to an MACP. Unit personnel may be assisted by mortuary affairs personnel if the situation

allows. Recovered remains must be placed in a human remains pouch and marked with a tag displaying the letters NUCLEAR. Remains should be moved to the decontamination site in a covered vehicle.

d. Before entering a nuclear-contaminated area to recover remains, personnel must monitor the area to determine the parameters under which recovery personnel may work, (how long, where, with what protection or special equipment). MADCP personnel must take the appropriate precautions IAW NBC avoidance and handling regulations dependent upon the type of radiation contamination. It is not intended that commanders needlessly subject their personnel to extreme hazards to recover the dead. Retain the outer clothing on the remains during transportation to the MADCP to assist in tentative identification. (Place remains on clean cloth, remove outer clothing and place in plastic bag, place remains in human remains pouch, close and tag both pouch and clothing bag, and transport both on same vehicle to preclude loss.)

e. Nuclear-contaminated remains are decontaminated using the chemical procedures outlined in paragraph 8, except that the sodium hypochlorite wash is not needed. Remains are cleaned with soap and water and brushing. Water is used to rinse the body. Shielding is used to minimize exposure to MADCP personnel. Normal MOPP gear, such as personal protection ensemble, rubber aprons, gloves, and masks should be used for shielding. Wastewater is directed into a sump, where it is contained to minimize the spread of contamination and protect MADCP personnel. Before leaving the area, personnel fill the sump and mark it with standard nuclear contamination markers.

f. Any clothing on the remains is removed and placed in metal drums. The drums are placed at least 10 meters outside the work area. The metal lids are kept on the drums when they are not removed for depositing clothing. Remains need to be surveyed with a appropriate monitor at this point. The remains are moved on the roller conveyor on a spineboard. PE are removed and placed in a plastic bag. The evacuation number assigned the remains is written on a paper tag and placed in the bag with the effects. The litter bearer hand carries the PE and the case folder as the remains is moved to the wash and rinse station.

g. At the wash and rinse station, the remains are decontaminated using the same procedure as chemical or biological contamination, with the exception of the hypochlorite wash. The remains are washed and brushed with the soapy water spray, then immediately rinsed with the clear water spray. As remains are washed and brushed, close attention is paid to face, hands, fingernails, and hair. Small brushes (such as a toothbrush) are used to remove fallout particles from under fingernails. PE are removed from the plastic bag. Metallic or durable items (not adversely affected by water) are hand washed using a small brush. Nondurable items such as paper and wallets and their contents, are brushed thoroughly. All PE are placed in a clean plastic bag and accompany the remains to the detection/QC station. Once the washing process is complete, the remains are removed to the detection/QC station.

h. On arrival at the detection/QC station, the remains and PE are surveyed separately with the appropriate monitor. If remains or PE registers contamination, they are returned to the holding area. Based on the amount of radiation registered, the remains and PE are left in the holding area for a period of time specified by the NBC NCO. (The time is based on standard decay rates for radiation.) After the stated time has passed, the remains return to the wash area and are processed again. If after three attempts at decontamination the remains still register

contamination, they are segregated from other remains and technical experts are consulted. If no resolution is reached, remains will be interred in-theater with the geographic combatant commander's concurrence. Remains which register no contamination are placed in a remains pouch and moved to the release point. These remains are considered free of any radiation hazard and are handled the same as any other remains.

12. Collection Point Decontamination Team Procedures

For use when a CP is tasked to recover contaminated remains outside of a MADCP area.

a. **Personnel.** Team size dependent on number of remains.

b. **Equipment.** Equipment is as follows.

- 2 human remains pouches per deceased.
- 2 percent solution of sodium hypochlorite.
- Other normally required processing supplies.

c. **Procedures.** CP receives tasking with POC name and location. A decontamination team assembles required supplies and moves to POC location. The team meets with unit POC, NBC personnel, and receives a local situation report and/or NBC report. The team, NBC personnel, and POC move to the edge of the contaminated area where the unit has brought the remains. Mortuary affairs personnel, using the MADCP wash and rinse procedures, process remains and effects. Remains and effects are placed in a human remains pouch moved outside the contaminated area. The remains and effects are then placed in another human remains pouch and marked with a "C" for contaminated. Remains are moved back to the CP, segregated, and tested for contamination. Remains are moved to the Theater QC Station at the Theater Evacuation Point where MADCP procedures in paragraph 8g are followed.

13. Collection Point Procedures for Decomposed, Fragmented or Mutilated Remains Exposed to NBC Contamination

The following procedures are for use when contaminated remains arrive at the dismount point and are mutilated, fragmented or in advanced stages of decomposition.

a. **Personnel.** Team size is dependent on the number of remains.

b. **Procedures.** The remains are segregated from other remains and are interred in-theater, with the geographic combatant commander's concurrance. The wash and rinse procedures will not be applied to these categories of remains.

ANNEX A TO APPENDIX D
OPERATION PROJECT STOCK

NOMENCLATURE	LIN	NSN	QTY
AIR CONDITIONER, 54,000 BTU	A26852	4120-01-150-8112	3 EA
BAGS PLASTIC ZIP-LOCK		8105-00-837-7757	1250 EA
BAG, PERSONAL EFFECTS		8105-00-174-0808	600 EA
BOOT, TAP		8430-00-820-6295	7 PR
BOOT, TAP		8430-00-820-6296	4 PR
BOOT, TAP		8430-00-820-6297	19 PR
BOOT, TAP		8430-00-820-6298	15 PR
BOOT, TAP		8430-00-820-6299	25 PR
BOOT, TAP		8430-00-820-6300	25 PR
BOOT, TAP		8430-00-820-6301	10 PR
BOOT, TAP		8430-00-820-6302	5 PR
BOOT, TAP		8430-00-820-6306	5 PR
BRUSH, HAND, SOFT BRISTLE		7920-00-282-2470	21 EA
CALCIUM HYDROXIDE, 50LB BAG		6810-00-656-1091	10 EA
CANS 32 GALLON		7240-00-160-0440	5 EA
CASE TRANSFER REMAINS	D72126	9930-00-823-9805	11 EA
CHEMICAL AGENT MONITOR	Z04910	6665-01-199-4153	4 EA
COLOR COMPARITOR		6630-01-044-0334	2 RS
COTS FOLDING		7105-00-935-0422	30 EA
DESK FIELD		7110-00-267-1999	3 EA
DETECTOR KIT M256A1		6665-01-133-4964	300 EA
DIST, BOX STAND		6110-01-242-6691	6 EA
DISINFECTANT DETERGENT		6840-00-598-7326	15 GL
DISPENSER, FERTILIZER LIQUID		COMMERCIAL ITEM	2 EA
DOCUMENT PROTECTOR		7510-00-286-1407	10 BX
DRUMS 55 GAL		8110-00-292-9780	30 EA
ELEC DISTRO BOX		5975-01-225-8018	6 EA
FLOODLIGHT 6 LIGHTS	H79221	6230-00-299-5642	1 EA
FLASHLIGHT STANDARD		6230-00-264-8261	20 EA
GENERATOR SET DSL ENG 5KW	G37273	6115-00-033-1373	2 EA
GLOVE ST CP BTYL SMALL		8415-01-033-3517	9 PR
GLOVE ST CP BTYL MEDIUM		8415-01-033-3518	25 PR
GLOVE ST CP BTYL XLARGE		8415-01-033-3520	35 PR
GLOVES RUBBER SOLVENT RESISTANT	J69845	8415-00-823-7455 (S)	40 PR
GLOVES RUBBER SOLVENT RESISTANT	J69845	8415-00-823-7456 (M)	40 PR
GLOVES RUBBER SOLVENT RESISTANT	J69845	8415-00-823-7457 (L)	40 PR
GLOVES LEATHER MENS WORKING	J68064	8415-00-268-7870 (S)	10 PR
GLOVES MENS LEATHER WORKING	J68064	8415-00-268-7869 (M)	10 PR
GLOVES MENS LEATHER WORKING	J68064	8415-00-268-7868 (L)	10 PR
GLOVES COTTON		8415-00-634-5026	180 PR
GLOVES BARBED WIRE HANDLER	J63886	8415-00-926-1674	6 PR
HAND MOP REFILL		7920-00-205-0426	20 EA

HEAVY DUTY SPONGE		7920-00-884-1116	20 EA
HOSE ASSY/DISCH, 1 1/2” X 25’		5330-01-174-8173	6 EA
HOSE ASSY/DISCH, 2” X 10’		4720-01-163-5088	2 EA
HOSE WATER		4720-00-585-2289	5 EA
LIGHT SET, BRUCE		6230-01-242-2016	6 EA
LITTER FOLDING RIGID POLE		6530-00-783-7905	41 EA
LITTER STANDS FOLDING		6530-00-660-0034	50 PR
LOCKER FOOT TRUNK	X65258	8460-00-243-3234	10 EA
LONG HANDLES		7920-00-240-7171	20 EA
MARKING RODS		9905-12-133-0113	2 PK
MASK SURGICAL DISPOSABLE		6518-00-982-7493	800 EA
METAL TAGS		COMMERCIAL ITEM	2O EA
METAL TIES		8135-00-263-9317	500 EA
MOP HANDLE AND FRAME		7920-00-205-1170	20 EA
NBC PROTECTIVE COVER		COMMERCIAL ITEM	10 EA
NOZZLE ASSY, DISTR ALUM W/SPOUT		2910-01-188-8198	3 EA
NOZZLE, WATER		3750-00-998-3555	5 EA
POUCH HUMAN REMAINS TYPE 2A		9930-01-331-6244	837 EA
PUMP, 65 GPM	P91756	4320-00-752-9466	2 EA
PUMP FUEL MANUAL	P96640	4320-00-913-7131	1 EA
REDUCER, 2” TO 1 1/2”		4730-00-951-3695	4 EA
REDUCER, PIPE 1 1/2” TO 1 1/4”		4730-01-088-4098	4 EA
REDUCER, PIPE 1 1/4” TO 3/4”		4730-01-009-0996	4 EA
ROPE FIBROUS 1/2”		4020-00-238-7732	2 CL
ROLLER CONVEYOR STRAIGHT		3910-00-141-7233	40 SEC
ROLLER CONVEYOR CURVE		3910-00-282-0590	12 EA
ROLLER CONVEYOR STANDS		3910-00-271-1864	120 EA
SAFE PERSONAL EFFECTS		7110-00-920-9341	1 EA
SCISSORS BANDAGE 7.25”		6515-00-935-7138	8 EA
SCRUB BRUSH		7920-00-240-7171	20 EA
SCRIBER MACHINIST		5120-00-224-9728	10 EA
SCISSORS HEAVY DUTY		8105-00-837-7757	4 PR
SEALS SELF LOCKING NUMBERED		5340-00-081-3381	1000 EA
SECURITY RING FASTENER 3”		7510-00-286-5790	1 EA
SHEARS TAILOR		5110-00-223-6370	10 EA
SHEARS TRIMMER		5110-01-278-4823	10 EA
SHOWER		8465-00-955-6649	1 EA
SIGN KIT CONTAMINATE		9905-01-346-4716	1 EA
SIGN KIT CONTAMINATE (BIO)		9905-12-132-2578	10 RL
SIGN KIT CONTAMINATE (CHEM)		9905-12-132-2580	10 RL
SIGN KIT CONTAMINATE (NUC)		9905-12-132-2579	10 RL
SPONGE		7920-00-884-1116	30 EA
SPINEBOARD (LONG)		6530-01-119-0012	30 EA
STRAP ASSEMBLY, LIGHT		8465-01-220-1419	30 EA
STAND ASSY, FUEL NOZZLE		4930-01-120-7426	3 EA
SUIT CHEMICAL BATTLEDRESS OVERGARMENT	U57960	8415-01-137-1703	40 EA
SUIT CHEMICAL BATTLEDRESS OVERGARMENT	U57960	8415-01-137-1704	50 EA
SUIT CHEMICAL BATTLEDRESS OVERGARMENT	U57960	8415-01-137-1705	60 EA

SUIT CHEMICAL BATTLEDRESS OVERGARMENT	U57960	8415-01-137-1706	40 EA
SUIT CHEMICAL BATTLEDRESS OVERGARMENT	U57960	8415-01-137-1707	10 EA
TABLE FOLDING LEG		7105-00-823-7218	6 EA
TAG BLANK W/STRING 3 X 5		8135-00-292-2355	50 BX
TAGS STAINLESS STEEL		COMMERCIAL ITEM	1000EA
TANK ASSY WTR 3000 GAL	T19033	5430-01-170-6984	2 EA
TENT GENERAL PURPOSE MEDIUM	V48989	8340-00-482-3963	6 EA
TENT GENERAL PURPOSE SMALL	V49126	8340-00-470-2335	1 EA
TENT TEMPER TROPICAL, 32’ X 20’	T71687	8340-01-185-2628	6 EA
TOOL KIT CARPENTERS	W34511	5180-00-293-2873	1 EA
TOOL KIT SERVICE	W51362	5180-00-596-1474	1 EA
REFRIGERATION UNIT GEN MAINT			
TOX AGNT PROTECT EQ-APRONS	A87412	8415-00-281-7813	18 EA
TOX AGNT PROTECT EQ-APRONS	A87412	8415-00-281-7814	28 EA
TOX AGNT PROTECT EQ-APRONS	A87412	8415-00-281-7815	18 EA
TOX AGNT PROTECT EQ-APRONS	A87412	8415-00-281-7816	18 EA
WIRE STAINLESS STEEL		9505-00-293-4208	5 RL
WIRE CUTTERS		5110-00-089-1240	2 EA

EQUIPMENT NEEDED IN ADDITION TO OPS

NOMENCLATURE	LIN	NSN	QTY
ALARM CHEMICAL AGENT M8	A32355	6665-01-105-5623	6 EA
AUTOMATIC PORTABLE MANPACK			
ANTENNA/W MATCHING UNIT	AS1729	5985-00-985-9024	2 EA
AN/VRC-90 LG RNGE VEH RADIO SET	R45203	5820-01-151-9919	2 EA
ASSEMBLY, STRAP LIGHT SET		8465-01-220-1419	24 ST
BATTERY D CELL		6135-00-835-7210	10 BX
BINDER 2” 3 RING		7510-00-530-8881	10 EA
BOOK MEMO		7530-00-243-9366	10 EA
BOOK RECORD		7530-00-290-5028	10 EA
CAMOUFLAGE SCREEN SUPPORT	C89213	1080-00-108-1173	40 EA
SYSTEM WOODLAND/DESERT PLASTIC POLES			
CAMOUFLAGE SCREEN SUPPORT	C89145	1080-01-266-1824	40 EA
WOODLAND LT WT RADAR SCAT W/O SPT SYS			
CARBON PAPER		7530-00-244-4035	4 HD
CARGO TIE DOWN STRAPS		1670-00-725-1437	20 EA
CHAIR FOLDING		7105-00-269-8463	15 EA
CLIP BOARD 9 X 12-1/2		7520-00-281-5918	20 EA
CONTAINER ASSEMBLY	C84541	8115-01-015-7039	8 EA
REFRIGERATED 8 X 8 X 20 W/9000			
COMPASS LENSATIC	E63317	6005-00-151-5337	1 EA
COMPUTER ZENITH 386 (OR EQUAL)		LOCAL PURCHASE	2 EA
EXTENSION CORD (100FT)		6150-00-485-6149	5 EA
FIRST AID KIT, GENERAL PURPOSE		6545-00-922-1200	7 EA
FILING CABINET FIELD		7110-00-823-7218	4 EA
FILE FOLDER STANDARD SIZE		7530-00-985-7012	300 HD
GENERATOR 100K	J35801	6115-00-394-9575	1 EA

HANDLE PICK		5120-00-596-6241	4 EA
HEATER SPACE 45,000 BTU		4520-00-927-4214	1 EA
HEATER IMMERSION LIQUID	K25342	4540-00-266-6834	2 EA
HOSE ASSY/DISCH, 1 1/2” X 25’		5330-01-174-8173	6 EA
HOSE ASSY/DISCH, 2” X 10’		4720-01-163-5088	2 EA
INDEX CARDS 3 X 5		7920-00-267-1218	800 EA
LANTERNS GASOLINE		6260-00-837-0996	6 EA
LEAD PENCIL #2		7510-00-281-5234	10 BX
M13 DECONTAMINATION APPARATUS	D81537	4230-01-133-4124	10 EA
MK-2564/VRC-97 INSTALL	J32997	5820-01-246-6872	2 EA
NAVIGATION SET SATELLITE SIGNAL		5825-01-357-6170	2 EA
NOZZLE ASSY, DISTR, ALUM W/SPOUT		2910-01-188-8198	3 EA
PEN BALL RETRACTABLE		7520-00-935-7135	200 EA
PENCIL WAX (BLACK)		7510-00-240-1526	2 BX
PENCIL WAX (RED)		7510-00-282-3375	2 BX
PICK		5120-00-928-8696	4 EA
POST HOLE DIGGER		5120-00-223-8426	1 EA
PRINTER, DICONIX 150 PLUS (OR EQUAL)		LOCAL PURCHASE	2 EA
RADIAC METER VDR-2	R20684	6665-01-222-1425	3 EA
REDUCER, 2” TO 1 1/2”		4730-00-951-3695	4 EA
ROPE FIBROUS 1/2”		4020-00-238-7732	2 CL
SCREEN LATRINE		8430-00-237-8749	24 EA
SEMITRAILER FLATBED:	S70027	2320-01-226-6679	8 EA
SHOVEL HAND		5120-00-293-3336	4 EA
SIGN PAINTING KIT		7520-00-375-9181	1 EA
SOAP HAND GRIT		8520-00-550-6417	20 EA
SODIUM BISULFATE		6810-00-281-2044	1 DRUM
SODIUM HYPOCHLORITE		6810-00-598-7316	25 CS
SLEDGE HAMMER		5120-00-243-2957	2 EA
SPONGE		7920-00-884-1116	30 EA
STAPLES SD 1/2”		7510-00-272-9662	8 BX
STAPLER DESK		7520-00-240-5727	2 EA
SUPER TROPICAL BLEACH	D12468	6850-00-297-6653	5 EA
TANK AND PUMP UNIT	V12141	4930-00-426-9900	1 EA
TAPE TEXTILE ENGINEER 2”		8315-00-255-7662	6 RL
TAPE GREEN 2”		7510-00-074-5124	10 RL
TAPE CELLOPHANE 1/2”		7510-00-551-9821	10 RL
TELEPHONE TA 1035 W/DATAPORT	T45408	5805-01-246-6826	5 EA
TRUCK, CARGO 5 TON	X40968	2320-00-055-9265	1 EA
TRUCK UTY CARGO TRP CARRIER 1-1/4T (HMMWV) M998	T61494	2320-01-107-7155	2 EA
TRUCK TRACTOR 5T 6 X 6 W/E	X59326	2320-00-055-9260	8 EA
TOWEL PAPER LG		7920-00-823-9772	6 BX

ANNEX B TO APPENDIX D
GUIDANCE FOR MIXING DECONTAMINATION SOLUTION

The following figures provide the proper mixing instructions for the use of STB, HTH, and sodium hypochlorite (common household bleach 5% solution). For further use, mixture strengths, or decontaminating agent types consult FM 3-5, NBC Decontamination Table F-1, Standard Decontaminates and Table F-2, Nonstandard Decontaminates.

1 Gallon	.24 pounds	These mixtures will provide a 1-2% (by weight) decontaminating agent
5 Gallons	1.2 pounds	
25 Gallons	6 pounds	
50 Gallons	12 pounds	
100 Gallons	24 pounds	

Figure D-B-1. Water to Decontaminating Chemical Mix (Supertropic Bleach or High Test Hypochlorite)

1 Gallon	.50 pounds	These mixtures will provide a 1-2% (by weight) decontaminating agent
5 Gallons	2.25 pounds	
25 Gallons	12.5 pounds	
50 Gallons	25 pounds	
100 Gallons	50 pounds	

Figure D-B-2. Water to Decontaminating Chemical Mix (Sodium Hypochlorite)

1. When these solutions are used for biological surface decontamination you will need to add Sodium Bisulfate (Sodium Hydrogen Sulfate), Dry to the solution in amount necessary to lower the ph level of the solution to between 5 and 6. The amount of Sodium Bisulfate needed is dependent on the amount of decontamination solution being modified. NBC NCO will provide the exact amount needed.

2. Personnel mixing any decontamination solution should be in MOPP4. Each of the chemicals used in the decontamination solution are classified as hazardous material and require careful handling by trained personnel.

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ANNEX C TO APPENDIX D
TEST KITS AND MONITORING DEVICES

1. General

During the decontamination process, accurate measurements and results are critical steps in making an informed decision on whether or not remains are safe to release to the public. No test kit is foolproof, therefore users must ensure that they are operating the equipment within the parameters in which it was designed to operate. Additional parameters to follow are: test and/or monitoring kits and/or devices must have the appropriate technical manual (operators guide) available for the use, operators must have training and demonstrate proper use of the equipment prior to working in a MADCP. Supervisors must ensure that this happens. Test results must always be verified by a second doctor and/or monitor. The equipment listed below has been tested and proven to be accurate. Supervisors, users, and the public should have complete confidence in the decontamination process once verified by any of the equipment listed below.

2. Chemical Agent Monitors and Detectors

At this time no permissive safe level of exposure for chemical agents is listed. Any remains registering contamination, regardless of the level, must not leave the decontamination station. Geographic combatant commanders and government officials (see Annex D, "Subject Matter Expert Point of Contact List"), having the authority to set exposure limits, will have to (based on the contamination) determine if any contamination level is acceptable. There are current permissible safe exposure limits for use in the US for chemical agent contamination. (Various permissible safe exposure limits exist for humans and for the release of any equipment exposed to long term vapor and/or liquid contamination).

a. **M256 Series Chemical Agent Detector Kit (Army).** Capable of detecting both liquid and vapor concentration of chemical agents. For planning purposes, operation times are as follows: Nerve: G/VX agents 15 mins; Blister: H agents 10 min; Blood: AC agents 10 mins.

b. **ABC-MS Chemical Agent Detector Paper (Army).** Capable of Detecting liquid chemical agents. Does not detect vapors. Response time is immediate. Paper reacts and changes color in response to liquid Nerve (G & V agents) and Blister (H agents).

c. **M9 Chemical Agent Detector Paper (Army).** Capable of detecting liquid chemical agents. Does not detect vapors. Response time is immediate. Paper reacts and changes color in response to liquid Nerve (G & V agents) and Blister (H & L agents).

d. **Individual Chemical Agent Detector (ICAD) (USMC).** Capable of detecting chemical agent vapors. Does not detect agents in a liquid state. Response time is 1-2 minutes. Detector reacts to Nerve (G agents), Blisters (H & L agents), Blood (AC agents) and Choking (CG agents).

e. **Chemical Agent Monitor (CAM) (Army).** Capable of monitoring an area for chemical agent vapors. Does not detect agents in a liquid state. Is not a detector but a monitor. Can only monitor for Nerve (G agents) or Blister (H agents) individually. Response time is dependent on the amount of chemical agent vapor present, but is anywhere from 2-5 minutes.

3. Biological Contamination

Currently, no monitors or detectors exist for biological contamination. A remain suspected of contamination with a biological agent (Pathogen & Toxins) must be considered and treated as if contaminated. A true confirmation of contamination can only come from a laboratory test conducted on a sample from the remains.

4. Radiological Contamination

No permissive safe radiation exposure amount is set for remains. Any remains registering contamination regardless of the level must not leave the decontamination station. Geographic combatant commanders and government officials (see Annex D, "Subject Matter Expert Point of Contact List"), having the authority to set exposure limits, will have to (based on the contamination) determine if any contamination level is acceptable. There are current permissible safe exposure limits for use in the US for radiation contamination. (Various permissible safe exposure limits exist for humans and for the release of any equipment exposed to radiation contamination.)

a. **Geiger-Mueller Type Radiacmeter AN/PDR27 Radiac Set (Army/Navy).** Detects gamma and beta radiation. Measures gamma radiation, has four range scales, and detects intensities up to 5cGy per hour. This is a point source instrument used to detect low levels of radiation contamination.

b. **Radiac Set, AN/VDR2 (Army/Navy).** Detects and monitors gamma and beta radiation. Measures gamma radiation dose rates from .01 Gy per hour to 100 cGy per hour. Measures beta particle dose rates from 0.01 Gy per hour to 5 cGy per hour. Measures, stores, and displays accumulated does rates from 0.01 Gy to 9.99 Gy. Device contains a sensor mounted in the main unit and a sensor mounted in a probe for point monitoring.

ANNEX D TO APPENDIX D
SUBJECT MATTER EXPERT POINT OF CONTACT LIST

1. In response to an NBC event, the following agencies should be contacted for expert subject matter advice and recommendations in addition to the normal military NBC defense personnel and companies. Each one of these POCs can provide several subject matter experts for each area specified.

CENTERS FOR DISEASE CONTROL AND PREVENTION EMERGENCY
RESPONSE COORDINATION GROUP, 4770 BUFFORD HIGHWAY, MAILSTOP F-38
ATLANTA, GA 30341-3724

2. This office of the CDC can contact any other CDC office, other branches of the Public Health Services, and the National Institute for Occupational Safety and Health. Can answer or refer questions, provide subject matter experts on NBC contamination.

HEALTH SCIENCES RESEARCH DIVISION
OAK RIDGE NATIONAL LABORATORY
OAK RIDGE, TN 37831-6101

3. This office can answer technical questions and refer to other agencies with knowledge on specific chemical weapons. This office also has a key role in the chemical stockpile emergency preparedness plan. (Plan for destruction of chemical weapons in the US). Can answer or refer questions, provide subject matter experts on nuclear and chemical contamination.

4. Additional points of contact accessible within the DOD are provided below.

a. For questions concerning chemical and/or biological contamination contact:

US ARMY CHEMICAL BIOLOGICAL DEFENSE COMMAND
ABERDEEN PROVING GROUND, MD 21010-5423

b. For questions concerning biological contamination in the US contact:

US ARMY MEDICAL RESEARCH INSTITUTE OF INFECTIOUS DISEASE
FORT DETRICK, FREDERICK, MD 21701-5011

c. For questions concerning chemical contamination contact:

ARMY MEDICAL RESEARCH INSTITUTE OF CHEMICAL
DEFENSE
ABERDEEN PROVING GROUND, MD 21020-5423

d. For questions concerning chemical and/or biological contamination contact:

US ARMY MEDICAL RESEARCH, DEVELOPMENT, ACQUISITION &
LOGISTICS COMMAND
FORT DETRICK, FREDERICK, MD 21702-5012

e. For questions concerning NBC contamination contact:

ARMED FORCES MEDICAL EXAMINER/ARMED FORCES
INSTITUTE OF PATHOLOGY
WASHINGTON, D.C. 20306-6000

ARMED FORCES MEDICAL INTELLIGENCE CENTER (AFMIC/SADO)
FORT DETRICK, FREDERICK, MD 21701-5004

APPENDIX E
PERSONAL HEALTH AND SANITATION

1. Purpose

To provide personal health and sanitation practices to be used when conducting mortuary affairs.

2. Overview

This appendix provides the personal health and sanitation practices that individuals should follow when handling remains. Personal health and sanitation practices are important in the daily operation of any mortuary affairs facility. Handling remains in various stages of decomposition can result in medical hazards. Infectious organisms may be associated with human remains and the areas where remains are held or processed. The necessary handling of remains during receiving, processing, and evacuation operations may cause these organisms to spread from body openings. Therefore, each mortuary affairs activity needs to ensure that strict personal health, personal hygiene, and sanitation procedures are constantly followed. The successful implementation of personal health and sanitation procedures will prevent the facility from becoming a health and morale problem to mortuary affairs personnel and other units in the nearby vicinity by preventing the following.

a. The spreading of diseases from the human remains to personnel working in or located at a mortuary affairs facility.

b. The contracting of diseases from the mortuary affairs facility's environment (i.e., walls and floors, protective clothing, equipment and supplies that are used to handle or process remains) to individuals who work in, visit, or are located at a mortuary affairs facility.

c. The spread of a disease from an individual who has contracted or is a carrier of a disease to other susceptible individuals with whom the infected individual comes in contact.

3. Guidelines and Procedures

a. To reduce the chance of becoming infected, personnel conducting mortuary affairs functions should adhere to the following health and sanitation guidelines when dealing with remains.

- Always wear disposable surgical or rubber gloves when handling human remains. Discard the gloves after each use, especially when the remains is known to have an infectious disease.
- Always wear an outer protective garment, preferably one which prevents the penetration of liquids (i.e., a rubber or plastic wrap-around apron or gown).
- Wear a protective oral-nasal mask designed to prevent inhalation of infections or hazardous particles.
- Wear protective head and shoe coverings, especially in handling known infectious disease cases.
- Rinse gloved hands in appropriate disinfectant between actual uses during preparation of remains.
- Scrub hands and forearms with a suitable medicated soap or disinfectant after handling the last remains.
- Shower, cleansing the entire body surface, including shampooing of the hair at the end of the day.

- Incinerate all disposable protective clothing, bandages, dressings, sheets, towels, and other items coming into direct contact with the remains or body fluids.

- Take necessary steps to circulate the air in the entire facility, especially when working in an enclosed facility.

- Clean and disinfect all supplies, equipment and facility surfaces that came in contact with the remains or body fluids.

b. In addition to health and sanitation measures, mortuary affairs personnel should take the following medical precautions.

- Receive a thorough routine physical examination, including chest x-rays every six months.

- Adhere to a strict program of routine immunizations to include those immunizations required for all contagious and/or infectious diseases common to the area of operations. All mortuary affairs personnel should also be vaccinated for hepatitis B.

- Have periodic blood tests to check for the human immunodeficiency virus and other blood-related diseases.

- Contact a physician for proper preventive treatment prior to handling remains with a known infectious disease.

APPENDIX F
MEMORIAL CEREMONY FOR NON-CLERGY USE IN TEMPORARY INTERMENT SITUATIONS

OPENING SENTENCE: God is my light and my salvation, whom shall I fear? God is the stronghold of my life, of whom should I be afraid?

PRAYER: Almighty God, we commemorate these your servants, remembering with gratitude their courage and strength. We hold before you those who mourn them. Look upon your bereaved servants with mercy. As this day brings memories of those they have lost, may it also bring your consolation, and the assurance of your eternal care.

AMEN.

WORDS OF REMEMBRANCE: We gather to pay tribute to the memory of these dead who have paid the ultimate price for the defense of our nation. We are honored to have served with them. They were our friends and our compatriots, and we shall sorely miss them.

What grief we feel amid the shock of battle. We are people who know fear and death, yet we follow duty's call despite the uncertainty of the hours and days ahead.

We ask the blessing of God upon our nation, those who serve, and for the dead who no longer stand in our ranks.

MOMENT OF SILENCE: Let us pay tribute in a moment of silence.

TAPS: (If bugler or tape and player is available).

CLOSING PRAYER: God, as we honor these here fallen, protect those who carry on. Comfort, O God, both the living and the dead. Keep us safe from evil. Let us live with honor. Grant us courage. Be our guide, in your holy name.

AMEN.

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APPENDIX G
INTERNATIONAL AGREEMENTS AND MEMORANDUMS OF UNDERSTANDING

1. American, British, Canadian, and Australian (ABCA), QSTAG 655, "Handling Deceased Personnel in a Theater of Operations."

2. NATO STANAG 2070, "Emergency War Burial Procedures."

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APPENDIX H
MORTUARY AFFAIRS SUPPORT FOR FOREIGN HUMANITARIAN ASSISTANCE OPERATIONS

1. Geographic combatant commanders are responsible for administering and providing mortuary affairs support within their geographical area of responsibility. In Foreign Humanitarian Assistance Operations, the combatant commander is responsible for providing detailed technical guidance and oversight of mortuary affairs support. Memorandum of Policy No. 16, "Joint Mortuary Affairs Policy," states "The commander of a unified command is responsible for control and coordination of mortuary affairs support in the commander's AOR (IAW title 10, United States Code, section 164(c). This responsibility includes delineating Service component responsibilities within the AOR, giving authoritative direction on mortuary affairs to all assigned or attached forces, assigning responsibilities, tasks and assets, and organizing commands and forces as necessary to execute the mortuary affairs mission. Commanders of unified commands (less nongeographic commands) normally establish a Joint Mortuary Affairs Office (JMAO) within their commands to provide oversight of mortuary affairs support. During contingency operations, peacetime mass-fatality, or politically sensitive incidents, the commander of a unified command determines if, when, and for how long the JMAO will be activated."

2. Upon notification of a foreign humanitarian assistance mission, the tasked combatant command should task the J-4 to conduct a mission analysis and provide planning guidance for mortuary operations based on staff estimates of the mission requirements. During the analysis phase, the staff officer should contact the J-4 Logistics Directorate of the Joint Chiefs of Staff to determine if any bilateral, unilateral, or mutual cooperation agreements exists between the supported foreign government or coalition partners supporting the humanitarian assistance operation. During this phase, the logistical planners should coordinate with subordinate and supporting commands to determine their mortuary affairs force structure and capabilities. Most Services have mortuary affairs as an additional duty. The Army is the only Service that has an active duty mortuary affairs company specifically designed to support mass fatality incidents, military operations other than war (MOOTW), humanitarian assistance, and regional and global conflicts.

3. Once a course of action has been selected, the Plans Directorate begins to focus on selecting information from the staff estimates to assist the combatant commander in preparing the commander's estimate. Upon completion of the commander's estimate, an OPLAN is developed and forwarded to the CJCS for final review and approval.

4. Foreign humanitarian assistance missions will vary, each in its own unique way. Upon approval of the OPLAN the combatant commander should assign a staff officer as the JMAO. The JMAO has oversight responsibilities which include the following.

a. Implementing established procedures concerned with search for, recovery, evacuation, tentative identification, and disposition of remains. This includes providing guidance to Service components and to subordinate joint task forces or single-Service commands on the disposition of remains of those persons assigned or attached to allied forces or coalition partners.

b. Directing established procedures concerned with the recovery, collection, tentative identification, evacuation, inventory, and disposition of personal effects.

c. Maintaining inventory data on Service component command mortuary affairs and mortuary-related equipment and materials.

d. Providing coordination with Service component commands for data on the recovery status of deceased and missing personnel when requested by combatant command casualty reporting agencies.

e. Coordinating interment, disinterment, and reinterment of remains within its AOR. In wartime, this includes providing a recommendation to the respective combatant commander, if and when remains can no longer be returned to CONUS.

f. Coordinating the establishment of suboffices, as required, to supervise mortuary affairs activities on a Service component, joint task force, or geographic basis.

g. Providing procedural guidance concerning transfer of enemy, enemy civilian, allied, and allied civilian remains and their personal effects to the custody of another government, including maintenance of records required by the Geneva Convention, host-nation agreements, or cross-Service agreements.

h. Designating port of embarkation holding facilities and surface and aerial evacuation of remains and personal effects.

i. Agreements with allied nations and US Government and nongovernment agencies will be monitored and followed where established. Where not established, agreements are coordinated by the JMAO or appropriate agencies designated to conduct host-nation support negotiations. If agreement cannot be negotiated, mortuary affairs support is performed under current US military procedures.

5. Upon deployment of the joint task force (JTF), a Theater Mortuary Affairs Officer (TMAO) should be assigned to the J-4 and serve as the principal advisor to the command. He coordinates directly with the JMAO on all issues relating to mortuary affairs support. In humanitarian missions, the TMAO must coordinate with the JMAO to develop plans to process local nationals. We can assume that in most humanitarian missions the supported country will lack the necessary infrastructure required to support the local population. Prior to implementing plans for providing mortuary affairs support, the TMAO should contact the Staff Judge Advocate for legal guidance concerning the JTF's obligations for providing mortuary support to the local population. The JTF's legal obligations concerning dead and/or dead and buried bodies found in the JTF's controlled areas derive from the commander's responsibility for health and public hygiene.

a. For example, mass graves may be contaminating the ground water supply, or unburied bodies or bodies washed out of shallow graves may constitute a general health hazard in an area under the JTF's control. This may require interring or reinterring the remains in another location. If the local government will not or cannot perform the reinterment, the commander, following local religion and culture to the extent possible, should do so. Under such circumstances, no identification documentation is required. The affected commander should request assistance from the TMAO. Upon notification, the TMAO coordinates for a burial site in-theater and a mortuary affairs team will deploy to assist in the reinterment operation. Upon completion of the reinterment, a report is forwarded to the TMAO by the requesting commander. Sufficient information to identify burial sites and the names of persons buried there should be maintained and forwarded to

the TMAO. Upon termination of the operation, these records are turned over to the legal government representative.

b. Deaths of persons under the care of the JTF, such as displaced civilians seeking help at a site under JTF control, create other obligations such as medical certification and recording of death. Where there is an indigenous governmental infrastructure in being, death records should be registered with it. Where there is none, the JTF should maintain appropriate records for later transmittal to an appropriate governmental office. The same rules apply to persons killed by JTF forces. In these contexts, "identification" is a relative term. It is adequate to attempt to identify such persons through papers in their possession or by witnesses in the immediate area of their death. If the next of kin come forward requesting custody of the remains, the body should be turned over to the next of kin only after all legal requirements and processing of the remains have been completed. Copies of all records pertaining to the death and a signed receipt showing transfer of custody of the remains will be forwarded to the TMAO.

c. In general terms, legal obligations depend on whether we are simply dealing with a dead body found in a JTF-controlled area or we are concerned with death associated with JTF forces action. In either case, the handling of dead bodies should only be done by mortuary affairs specialists trained and equipped to avoid contamination from AIDS and other infectious diseases.

6. The TMAO should attempt to coordinate with the International Corps of the Red Cross or Red Crescent (ICRC) for the return of deceased local nationals to local governmental control. Depending on the mission and the political climate of the operation, the JTF may or may not receive assistance from the ICRC. If the JTF is viewed as an occupying force and hostile to the local populace, the assistance from the ICRC can be limited.

7. In addition to planning for processing of local nationals, the TMAO should develop an appendix to the OPLAN that provides for the overall concept of mortuary affairs support to the theater. He assigns tasks to subunits to provide mortuary affairs support and provide assets as required to ensure that the mortuary affairs mission is accomplished by ensuring that adequately trained personnel and other resources are available to perform the mortuary affairs mission. This appendix should include procedures for search, recovery, and evacuation of all JTF deceased personnel. The overall objective is to completely recover, positively identify, and transport in a dignified and respectful manner to the final destination determined by the next of kin the remains of deceased US military personnel and others eligible by law or executive order. Coalition forces and other non-US dead will be processed IAW existing international agreements or guidance from the combatant commander. In cases of foreign nationals or relief organizations requesting mortuary affairs support, the TMAO coordinates with the State Department representative in the affected area.

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APPENDIX J
REFERENCES

The development of Joint Pub 4-06 is based on the following primary references.

1. Title 10, as amended by the Goldwater-Nichols DOD Reorganization Act of 1986.

2. DOD Directive 1300.18, "Military Personnel Casualty Matters, Policies, and Procedures."

3. DOD Directive 3025.1, "Military Support to Civil Authorities."

4. DOD Directive 5100.1, "Functions of the Department of Defense and its Major Components."

5. DOD Directive 6010.16, "Armed Forces Medical Examiner System."

6. Assistant Secretary of the Army, (MRA) memorandum dated October 19, 1992 established CJCS MOP 16 as the Interim DOD Policy for Mortuary Affairs.

7. Joint Pub 1-01, "Joint Publication System, Joint Doctrine and Joint Tactics, Techniques, and Procedures Development Program."

8. Joint Pub 1-02, "DOD Dictionary of Military and Associated Terms."

9. Joint Pub 1-03 series, "Joint Reporting Structure."

10. Joint Pub 4-0, "Doctrine for Logistic Support of Joint Operations."

11. Joint Pub 5-03.2, "Joint Operation Planning and Execution System, Vol II: (Planning and Execution Formats and Guidance)."

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APPENDIX K
ADMINISTRATIVE INSTRUCTIONS

1. User Comments

Users in the field are highly encouraged to submit comments on this publication to the Joint Warfighting Center, Attn: Doctrine Division, Fenwick Road, Bldg 96, Fort Monroe, VA 23651-5000. These comments should address content (accuracy, usefulness, consistency, and organization), writing, and appearance.

2. Authorship

The lead agent for this publication is the US Army. The Joint Staff doctrine sponsor for this publication is the Director for Logistics (J-4).

3. Change Recommendations

a. Recommendations for urgent changes to this publication should be submitted:

TO: CSA WASHINGTON DC//DAMO-FDQ//
INFO: JOINT STAFF WASHINGTON DC//J4/J7-JDD//

Routine changes should be submitted to the Director for Operational Plans and Interoperability (J-7), JDD, 7000 Joint Staff Pentagon, Washington, D.C. 20318-7000.

b. When a Joint Staff directorate submits a proposal to the Chairman of the Joint Chiefs of Staff that would change source document information reflected in this publication, that directorate will include a proposed change to this publication as an enclosure to its proposal. The Military Services and other organizations are requested to notify the Director, J-7, Joint Staff, when changes to source documents reflected in this publication are initiated.

c. Record of Changes:

CHANGE NUMBER	COPY NUMBER	DATE OF CHANGE	DATE ENTERED	POSTED BY	REMARKS

4. Distribution

a. Additional copies of this publication can be obtained through Service publication centers.

b. Only approved pubs and test pubs are releasable outside the combatant commands, Services, and Joint Staff. Release of any classified joint publication to foreign governments or foreign nationals must be requested through the local embassy (Defense Attache Office) to DIA Foreign Liaison Branch, C-AS1, Room 1A674, Pentagon, Washington, D.C. 20301-7400.

c. Additional copies should be obtained from the Military Service assigned administrative support responsibility by DOD Directive 5100.3, 1 November 1988, "Support of the Headquarters of Unified, Specified, and Subordinate Joint Commands."

By Military Services:

Army:	US Army AG Publication Center 2800 Eastern Boulevard Baltimore, MD 21220-2898
Air Force:	Air Force Publications Distribution Center 2800 Eastern Boulevard Baltimore, MD 21220-2896
Navy:	CO, Naval Inventory Control Point 700 Robbins Avenue Bldg 1, Customer Service Philadelphia, PA 19111-5099
Marine Corps:	Marine Corps Logistics Base Albany, GA 31704-5000
Coast Guard:	Coast Guard Headquarters, COMDT (G-OPD) 2100 2nd Street, SW Washington, D.C. 20593-0001

d. Local reproduction is authorized and access to unclassified publications is unrestricted. However, access to and reproduction authorization for classified joint publications must be in accordance with DOD Regulation 5200.1-R.

GLOSSARY

PART I—ABBREVIATIONS AND ACRONYMS

AFB	Air Force Base
AFIRB	Armed Forces Identification Review Board
AFME	Armed Forces Medical Examiner
AMC	Air Mobility Command
AOR	area of responsibility
ATOC	Air Terminal Operations Center
BIO	biological
BTB	believed-to-be
C4	command, control, communications, and computers
CAM	chemical agent monitor
CDC	Centers for Disease Control and Prevention
CJCS	Chairman of the Joint Chiefs of Staff
CJMAO	Central Joint Mortuary Affairs Office
CONUS	continental United States
CP	collection point
DNA	deoxyribonucleic acid
DOD	Department of Defense
DS	direct support
EOD	explosive ordnance disposal
FM	Field Manual
GPM	gallons per minute
GPS	global positioning system
GS	general support
HTH	high test hypochlorite
ICRC	International Corps of the Red Cross
J-4	Logistics Directorate of a Joint Staff
JTF	joint task force
JMAO	Joint Mortuary Affairs Office
JTTP	joint tactics, techniques, and procedures
MACP	Mortuary Affairs Collection Point
MADCP	Mortuary Affairs Decontamination Collection Point
MFFIMS	Mass Fatality Field Information Management System
MOOTW	military operations other than war
MOPP	mission-oriented protective posture

MOS	military occupational specialty
NBC	nuclear, biological, and chemical
NCOIC	noncommissioned officer in charge
OAFME	Office of the Armed Forces Medical Examiner
OCONUS	outside continental United States
ODCSLOG	Office of the Deputy Chief of Staff for Logistics
OIC	officer in charge
OPLAN	operation plan
OPS	operational project stock
PDDA	power driven decontamination apparatus
PADD	person authorized to direct disposition of remains
PE	personal effects
PERE	person eligible to receive effects
POC	point of contact
QC	quality control
SSN	Social Security Number
STB	super tropical bleach
TAACOM	theater Army area command
TMAO	Theater Mortuary Affairs Officer
TMEP	Theater Mortuary Evacuation Point
TPU	tank pump unit
USACOM	US Atlantic Command
USAF	US Air Force
USTRANSCOM	US Transportation Command

area of operations. An operational area defined by the joint force commander for land and naval forces. Areas of operation do not typically encompass the entire operational area of the joint force commander, but should be large enough for component commanders to accomplish their missions and protect their forces. (Joint Pub 1-02)

antemortem identification media. Records, samples, photographs taken prior to death. These include, but are not limited to fingerprints, dental x-rays, body tissue samples, photographs of tattoos or other identifying marks. These "predeath" records would be compared against records completed after death to help establish a positive identification of a remains. (Approved for inclusion in the next edition of Joint Pub 1-02.)

area of responsibility. 1. The geographical area associated with a combatant command within which a combatant commander has authority to plan and conduct operations. 2. In naval usage, a predefined area of enemy terrain for which supporting ships are responsible for covering by fire on known targets or targets of opportunity and by observation. Also called AOR. (Joint Pub 1-02)

Believed-To-Be. The status of any remains until a positive identification. Used interchangeably with tentative identification. (This term and its definition are applicable only in the context of this pub and cannot be referenced outside of this publication.)

casualty. Any person who is lost to the organization by having been declared dead, duty status - whereabouts unknown, missing, ill, or injured. (Joint Pub 1-02)

collecting point. A point designated for the assembly of personnel casualties, stragglers, disabled materiel, salvage, etc., for further movement to collecting stations or rear installations. (Joint Pub 1-02)

combatant command. A unified or specified command with a broad continuing mission under a single commander established and so designated by the President, through the Secretary of Defense and with the advice and assistance of the Chairman of the Joint Chiefs of Staff. Combatant commands typically have geographic or functional responsibilities. (Joint Pub 1-02)

combatant command (command authority). Nontransferable command authority established by title 10 ("Armed Forces"), United States Code, section 164, exercised only by commanders of unified or specified combatant commands unless otherwise directed by the President or the Secretary of Defense. Combatant command (command authority) cannot be delegated and is the authority of a combatant commander to perform those functions of command over assigned forces involving organizing and employing commands and forces, assigning tasks, designating objectives, and giving authoritative direction over all aspects of military operations, joint training, and logistics necessary to accomplish the missions assigned to the command. Combatant command (command authority) should be exercised through the commanders of subordinate organizations. Normally this authority is exercised through subordinate joint force commanders and Service and/or functional component commanders. Combatant command (command authority) provides full authority to organize and employ commands and forces

as the combatant commander considers necessary to accomplish assigned missions. Operational control is inherent in combatant command (command authority). Also called COCOM. (Joint Pub 1-02)

combatant commander. A commander in chief of one of the unified or specified combatant commands established by the President. (Joint Pub 1-02)

contaminated remains. Remains of personnel which have absorbed or upon which have been deposited radioactive material, or biological or chemical agents. (Approved for inclusion in the next edition of Joint Pub 1-02.)

continental United States. United States territory, including the adjacent territorial waters, located within North America between Canada and Mexico. Also called CONUS. (Joint Pub 1-02)

emergency interment. An interment, usually on the battlefield, when conditions do not permit either evacuation for interment in an interment site or interment according to national or international legal regulations. (This term and its definition modifies the existing term "emergency burial" and its definition and is approved for inclusion in the next edition of Joint Pub 1-02.)

escort. 6. A member of the Armed Forces assigned to accompany, assist, or guide an individual or group, e.g., an escort officer. (Joint Pub 1-02)

graves registration program. A program which provides for search, recovery, tentative identification, and evacuation, or temporary interment. Temporary interment is only authorized by the geographic combatant commander. Disposition of personal effects is included in this program. (This term and its definition modifies the existing term "graves registration" and its definition and is approved for inclusion in the next edition of Joint Pub 1-02.)

group interment. An interment in a common grave of two or more individually unidentified remains. (This term and its definition modifies the existing term "group burial" and its definition and is approved for inclusion in the next edition of Joint Pub 1-02.)

hostile casualty. A person who is the victim of a terrorist activity or who becomes a casualty "in action." "In action" characterizes the casualty as having been the direct result of hostile action, sustained in combat or relating thereto, or sustained going to or returning from a combat mission provided that the occurrence was directly related to hostile action. Included are persons killed or wounded mistakenly or accidentally by friendly fire directed at a hostile force or what is thought to be a hostile force. However, not to be considered as sustained in action and not to be interpreted as hostile casualties are injuries or death due to the elements, self-inflicted wounds, combat fatigue, and except in unusual cases, wounds or death inflicted by a friendly force while the individual is in an absent-without-leave, deserter, or dropped-from-rolls status or is voluntarily absent from a place of duty. (Joint Pub 1-02)

joint mortuary affairs office. Plans and executes all mortuary affairs programs within a theater. Provides guidance to facilitate the conduct of all mortuary programs and to maintain data (as required) pertaining to recovery, identification, and disposition of all US dead and missing in the assigned theater. Serves as the central clearing point for all mortuary affairs and monitors the deceased and missing personal effects program. Also called JMAO. (Approved for inclusion in the next edition of Joint Pub 1-02.)

killed in action. A casualty category applicable to a hostile casualty, other than the victim of a terrorist activity, who is killed outright or who dies as a result of wounds or other injuries before reaching a medical treatment facility. Also called KIA. (Joint Pub 1-02)

military operations other than war. Operations that encompass the use of military capabilities across the range of military operations short of war. These military actions can be applied to complement any combination of the other instruments of national power and occur before, during, and after war. Also called MOOTW. (Joint Pub 1-02)

mortuary affairs. Covers the search for, recovery, identification, preparation, and disposition of remains of persons for whom the Services are responsible by status and Executive Order. (Approved for inclusion in the next edition of Joint Pub 1-02.)

nonhostile casualty. A person who becomes a casualty due to circumstances not directly attributable to hostile action or terrorist activity. Casualties due to the elements, self-inflicted wounds, and combat fatigue are nonhostile casualties. (Joint Pub 1-02)

organizational equipment. Referring to method of use, signifies that equipment, other than individual equipment, which is used in furtherance of the common mission of an organization or unit. (Joint Pub 1-02)

Person Authorized to Direct Disposition of Remains. A person, usually primary next of kin, who is authorized to direct disposition of remains. (Approved for inclusion in the next edition of Joint Pub 1-02.)

Person Eligible to Receive Effects. The person authorized by law to receive the personal effects of a deceased military member. Receipt of personal effects does not constitute ownership. (Approved for inclusion in the next edition of Joint Pub 1-02.)

personal effects. All privately owned moveable, personal property of an individual. (Approved for inclusion in the next edition of Joint Pub 1-02.)

remains. Whenever used within this publication, remains will mean a corpse, or a portion thereof. (This term and its definition are applicable only in the context of this pub and cannot be referenced outside this publication.)

search. 2. A systematic reconnaissance of a defined area, so that all parts of the area have passed within visibility. (Joint Pub 1-02)

temporary interment. A site for the purpose of: a. The interment of the remains if the circumstances permit or b. The reburial of remains exhumed from an emergency interment. (This term and its definition modifies the existing term “temporary cemetery” and its definition and is approved for inclusion in the next edition of Joint Pub 1-02.)

trench interment. A method of interment in which remains are placed head-to-toe. Used only for temporary multiple burials. (This term and its definition modifies the existing term “trench burial” and its definition and is approved for inclusion in the next edition of Joint Pub 1-02.)

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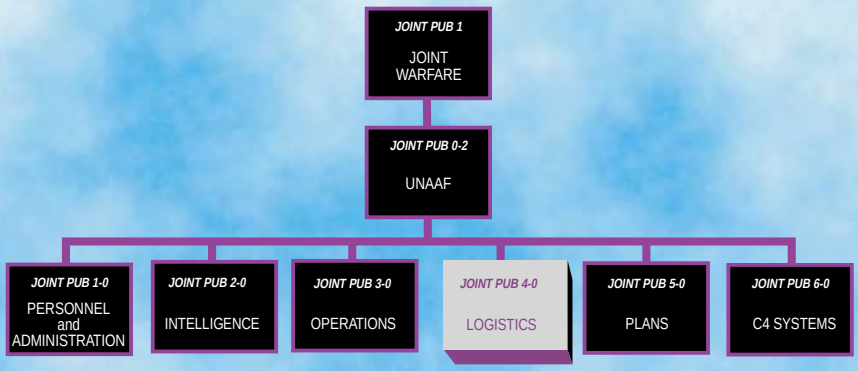


All joint doctrine and tactics, techniques, and procedures are organized into a comprehensive hierarchy as shown in the chart above. **Joint Pub 4-06** is in the **Logistics** series of joint doctrine publications. The diagram below illustrates an overview of the development process:

STEP #1
Project Proposal

- Submitted by Services, CINCS, or Joint Staff to fill extant operational void
- J-7 validates requirement with Services and CINCs
- J-7 initiates Program Directive

STEP #2
Program Directive

- J-7 formally staffs with Services and CINCS
- Includes scope of project, references, milestones, and who will develop drafts
- J-7 releases Program Directive to Lead Agent. Lead Agent can be Service, CINC, or Joint Staff (JS) Directorate

STEP #3
Two Drafts

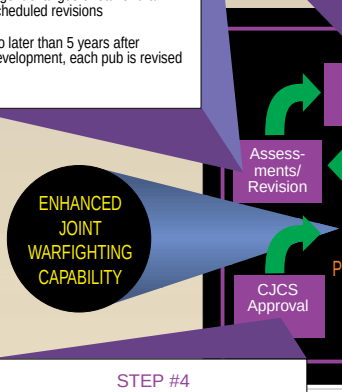
- Lead Agent selects Primary Review Authority (PRA) to develop the pub
- PRA develops two draft pubs
- PRA staffs each draft with CINCS, Services, and Joint Staff

STEP #4
CJCS Approval

- Lead Agent forwards proposed pub to Joint Staff
- Joint Staff takes responsibility for pub, makes required changes and prepares pub for coordination with Services and CINCS
- Joint Staff conducts formal staffing for approval as a Joint Publication

STEP #5
Assessments/Revision

- The CINCS receive the pub and begin to assess it during use
- 18 to 24 months following publication, the Director J-7, will solicit a written report from the combatant commands and Services on the utility and quality of each pub and the need for any urgent changes or earlier-than-scheduled revisions
- No later than 5 years after development, each pub is revised



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