

FM 10-64
MORTUARY AFFAIRS
OPERATIONS

HEADQUARTERS, DEPARTMENT OF THE ARMY

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FIELD MANUAL
NO. 10-64

HEADQUARTERS
DEPARTMENT OF THE ARMY
Washington, DC, 16 February 1999

MORTUARY AFFAIRS OPERATIONS

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*This publication supersedes FM 10-296, 10 February 1986, FM 10-297, 25 April 1986.

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PREFACE

PURPOSE

This manual serves as a planning and operations guide for all personnel involved in MA within the theater of operations. These personnel must ensure the mission is done with available personnel and equipment. They must also know the types of problems they face in performing the mission to specified standards. This manual will assist in determining operational capabilities and limitations and help guide the allocation of resources to do the mission.

OPERATIONS

This manual gives existing doctrine, relates procedures and policies, and outlines standards. It is designed for use as a guide to operations and procedures by commanders and supervisors of Active Army, NG, and USAR units. The use of AIS that are used to execute business functions is common throughout the CSS mission area. The specific automation requirements and functional software applications that will support MA operations for the total army are under development. Automated systems include the GCSS the DCIPS, and the necessary interfaces among the CSSCS, and other related AIS at all force levels. These automated systems will provide the automated means to do the MA requirements given in this manual.

SCOPE AND USE

This manual is a doctrinal guide to MA operations within the theater. As such, it gives the mission and organization of the MA force structure. The role of the various levels of command in the theater of operations is also given. This manual should be used with JTTP 4-06.

ENVIRONMENTAL STEWARDSHIP

The Armed Forces are charged with defending the nation and its people. This extends to safeguarding the natural environment. The Chief of Staff, General Dennis Reimer, has stated "Environment responsibility involves all of us". The environment ethic must be part of how we live and how we train. We must seize the opportunities to do things smarter and better. By working together, we can forge a premiere Environmental Stewardship Program. Protection of the environment is the key to ensuring we can continue to conduct tough, realistic training and keep the Army trained and ready in the future. All leaders are expected to serve as the Army's environmental stewards and have a personal and professional responsibility to understand and support the Army's environmental program. Violations of environmental laws and regulations can lead to civil and criminal liability, as well as liability under UCMJ. Leaders should ensure that unit personnel are properly trained and equipped to achieve environmental legal compliance. Special considerations should be given to the storing, handling, and transporting of hazardous materials and wastes. Pollution-prevention techniques should be followed wherever possible. Such methods are preferred because they cost less than environmental cleanup and prevent adverse public opinion. Related publications are listed in the References of this publication.

USER INFORMATION

The proponent of this FM is HQ, TRADOC. Users of this manual are encouraged to recommend changes and submit comments for its improvement. For each change, key comments to the specific page and paragraph in which the change is recommended. Provide justification for each comment to ensure understanding and complete evaluation. Send comments and recommendations on DA Form 2028 directly to:

Commander
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REFERENCES

Users should not view this manual as a sole source of information. Other supporting publications are referenced throughout this manual. A list of publications supporting this manual is provided in the References. Unless this publication states otherwise, masculine nouns and pronouns do not refer exclusively to men.

CHAPTER 1

OVERVIEW OF MORTUARY AFFAIRS IN A THEATER OF OPERATIONS

MISSION

As today's Army transitions into the force of the twenty-first century, Force XXI, the role of MA personnel (MOS 92M) is important as the DOD and the American public continue to emphasize the expeditious return of deceased personnel. The role of the (92M MOS) MA Specialist in a theater of operation is to search, recover, tentatively identify, and coordinate evacuation of remains through a structured evacuation system to the CONUS. The 92M NCO's function is to ensure subordinate personnel and unit leaders are trained, to standard, on current MA policies and procedures. Current MA policy states that the remains of all members of the Armed Forces of the United States be returned for permanent disposition according to the desires of the PADD. The MA program provides for the care and disposition of deceased personnel and their personal effects. Subprograms which MA personnel operate under are Current Death, Concurrent Return, and Graves Registration subprograms. The Army is the executive agent for MA and maintains a current MA force structure.

THEATER OF OPERATIONS RELATIONSHIPS

A theater is defined as the total area of land, air, and sea that is or could become involved in the conduct of war. Figure 1-1, page 1-2, shows an example of a territorial organization within a TO. It consists of a zone of interior and one or more theaters of operations. A zone of interior supports the TO. It includes industries, mines, farms, natural resources, and supply depots. The zone of interior consists of all national territory (CONUS including Hawaii and Alaska). It may also include foreign territory if the territory becomes an area where food is raised, supplies and equipment are manufactured, and personnel replacements are trained. A TO is that portion of the theater of war necessary for the conduct of military operations including CSS.

THEATER OF OPERATIONS

TO

A TO is usually divided into a COMMZ and a CZ. The COMMZ will be setup when control of the rear area of the theater by the tactical commander becomes unmanageable. FM 100-10 provides a detailed discussion of the territorial organization of a theater.

Communications Zone

The COMMZ is that portion of the TO that serves as an operational area for the theater commander. Also, it provides for the movement of material and personnel forward to the corps rear area, or as with MA, the return to CONUS/OCONUS of deceased personnel and personal

effects. The COMMZ physically occupies the space between the combat force and its sources of personnel and materiel replacement. It includes the area to the rear of the combat zone. The QM MA company (EAC) is located in this area, but subject to the theater conditions, elements of this company may be located in other areas of the theater.

Combat Zone

The CZ is that area where combat units are actually located and where combat occurs. The QM Collection Company MA is located in this area. The CZ begins at the corps rear boundary and extends to the FEBA/FLOT as shown in Figure 1-1.

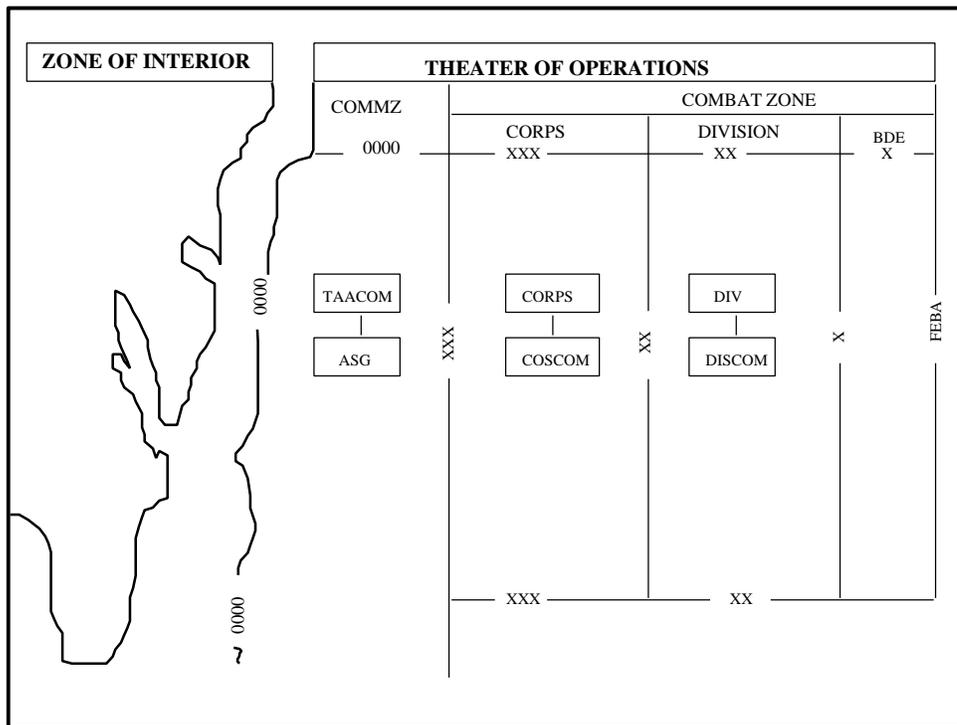


Figure 1-1. Territorial organizations within a TO

- The CZ is subdivided into a corps rear and division area. The corps rear area is the territory providing direct supply support to the division and both DS and GS support to nondivisional troops in the corps rear area. Figure 1-2, page 1-3, shows the theater army organization (mature theater).
- The division area is the territory required by division forces for combat, CS, and CSS. It extends from the FEBA, which includes the FLOT to the forward boundary of the corps rear area.

COMMAND STRUCTURES IN A THEATER OF OPERATIONS

The theater commander is responsible for the proper employment of the theater army. Figure 1-2 shows the theater army organization (mature theater). The theater army command operates in the COMMZ to distribute forces and logistical support to the corps based on priorities set by the operational commander. The theater commander has area-oriented organizations with geographic responsibilities and mission-oriented organizations with functional responsibilities. The theater army commander will delegate geographic responsibilities to the TAACOM. They in turn delegate responsibility to area support group commanders. The major functional and area commands in the theater army are the TAACOM, ENCOM, TRANSCOM, MEDCOM, and PERSCOM. The PERSCOM, ENCOM, TRANSCOM, and MEDCOM provide GS CSS to the corps and to units passing through the COMMZ. The TAACOM is also responsible for providing DS and GS supply, maintenance, and services support to forces and units located in or passing through the COMMZ. TAACOM GS units may provide backup supply, maintenance, and services support for the corps when directed by the theater army headquarters. The TAACOM is also responsible for battle operations in the COMMZ.

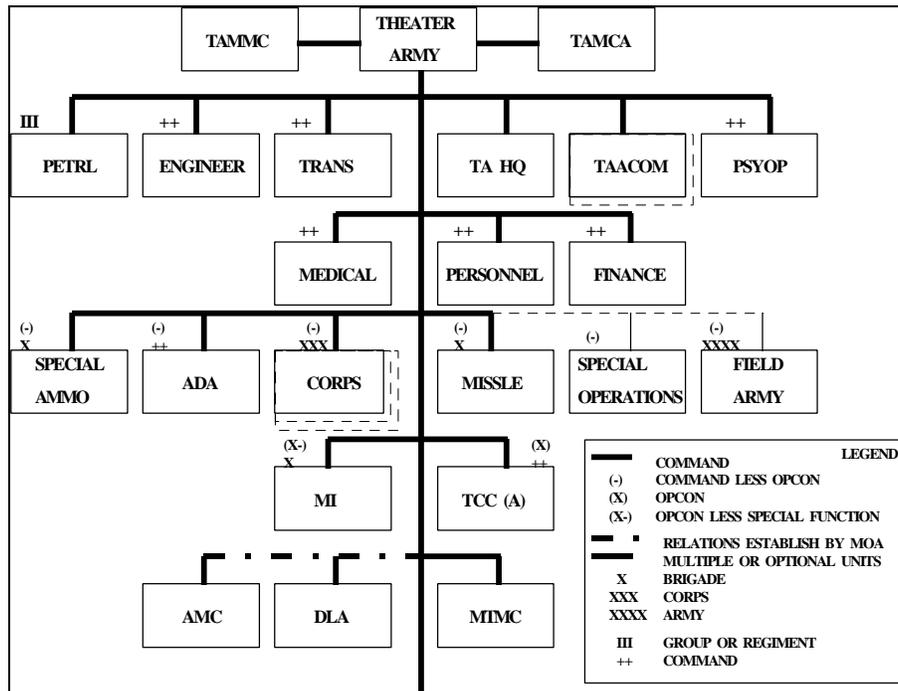


Figure 1-2 Theater Army organization (Mature Theater)

MORTUARY AFFAIRS IN A THEATER OF OPERATIONS

MA support is provided in all areas of a TO. The MA program provides for the search, recovery, tentative identification, coordinated evacuation, decontamination of remains and personal effects to the COMMZ, and further coordinated evacuation to CONUS/OCOUS mortuary facilities. TMEPs and MACPs are setup throughout the TO to create channels of coordinated evacuation. Remains recovered by units or by search and recovery teams, are

brought to the nearest MACP. From that MACP, coordination for further evacuation is made by routing the remains, to either another MACP or to the TMEP. The preferred means of evacuation is through-shipment from the first MACP directly to the TMEP. However, the tactical and logistical situation may require shipping remains through several MACPs. For example, remains recovered in the brigade area, might be evacuated from the BSA to the DSA, then to the corps support area, and finally to the TMEP for evacuation to OCONUS/CONUS mortuary facilities. The MA teams, sections, and platoons do not have organic transportation assets to evacuate the remains. Those assets must be provided through and coordinated with the supported unit.

ASSIGNMENT AND RESPONSIBILITY OF MORTUARY AFFAIRS UNITS IN TO

- The MACOM with control of the theater assigns MA units and responsibilities in the TO. This gives the MACOM commander the flexibility to taskorganize within the theater. To obtain MA assets, the MACOM with responsibility for the TO, must request MA support through FORSCOM, before deployment.
- MA operations in the COMMZ are the responsibility of the MA QM Company (EAC) in the TAACOM once deployed to the theater. If the Corps Collection Company or the EAC Company is not in theater, the TAACOM is responsible for MA operations.
- MA operations in the combat zone are the responsibility of the QM MA Collection Company which is assigned to a CSG (Rear) in the COSCOM. An MA collection platoon is doctrinally assigned to each division. A forward collection section from one of the unit's collection platoons may be doctrinally assigned to an ACR or separate Combat Brigade. Figure 1-3 shows the command organization of MA activities in the TO.

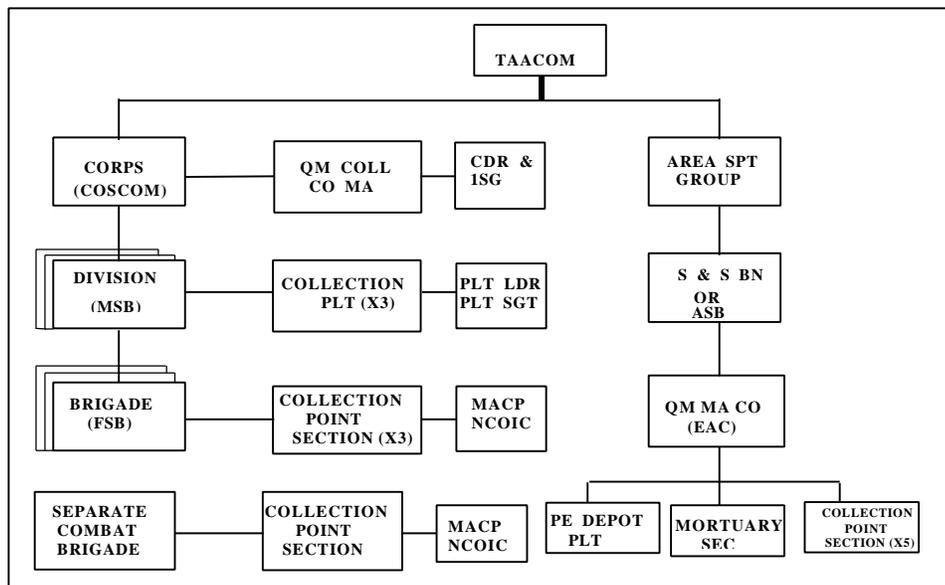


Figure 1-3 Command organization of MA in the TO.

PLANNING CONSIDERATIONS FOR MORTUARY AFFAIRS OPERATIONS

- During any military operation, MA must be planned in detail, from the joint command to the brigade level, and included in OPLANs, contingency plans, and TACSOPs. These plans should cover procedures for employing, shifting, and resourcing MA personnel and equipment throughout the TO. Including MA issues in a staff's detailed logistics estimate will provide an overview of CSS factors impacting a proposed COA and prepare the command to handle the anticipated fatalities. MA staff planners must be able to reply to any staff or command concern. Not every theater is the same; each has its unique aspects. MA staff planners must create a base plan and modify it for different areas where the command may operate. From the base plan, the staff planner can tailor his plans and annexes to meet the needs of a specific mission. Not one plan fits all situations. DCSOPS must plan, write, coordinate, develop, and publish a MACOM OPLAN for MA support. The DCSLOG is responsible for the MA annex, yet all staff sections will contribute. Subordinate commands will also develop supplements to the OPLAN. Lack of MA support during the initial stage of an operation will cause confusion and failure to recover deceased personnel in a timely manner.

FUNCTIONS AND RESPONSIBILITIES OF AN NCO/OFFICER STAFF PLANNER

The 92M NCO must-

- Ensure subordinate units and personnel develop their plans and procedures, at all levels of command, and are trained and prepared to conduct operations in a TO.
- Advise commanders, at all levels, concerning MA operations.
- Coordinate MA support at all levels within the TO. Units being deployed or units that are forward deployed should be kept informed of reporting procedures, current OPORDs, annexes, SOPs, and command guidance.
- Assist in logistical estimate planning (FM 101-10-1/1 and FM 101-10-1/2) to support contingency operations for combat, OOTW, or mass fatality incidents.
- Monitor daily operations, and SITREPs, update the SITMAPs, (local command guidance dictates format) for MA activities. Refer to FM 101-5-1 for information relating to situation maps.
- Develop OPLANs, OPORDs, and Annexes which meet the commander's intent at the next higher level.
- Develop, coordinate, and complete required mission analysis, formulate recommendations, present the plan for decision, and prepare the MA support annex to the OPLAN.

- Obtain the MA support concept of the unified commander, (for example CENTCOM, SOUTHCOM, EUCOM, PACOM). From this point, obtain the major Army command support concept down to the level where the planner is assigned. Depending on the level of command, always get the higher HQ MA support plan. These plans must be developed and trained on before deployment.

ROLE OF MORTUARY AFFAIRS COMMAND STRUCTURE

Successful completion of the MA mission will depend on qualified personnel holding key positions within command structures, at all levels. Their role is to primarily act as a SME for the Commander and staff. They also have other responsibilities.

- MA company commanders continue to control elements of the company that have not been detached. They will also provide staff guidance at the appropriate level.
- These subject matter experts should be positioned to provide the most effective and timely input to MA plans and operations.
- In a fully developed theater with an operational JMAO and Army sub-JMAO, the EAC Company commander would generally provide input to ARFOR G4 or TAACOM staff. The collection company commander would provide guidance at Corps G4 or COSCOM support operations. The collection platoon leader would remain at Division G4 or DISCOM support operations as an advisor.
- In an undeveloped theater where there is no unified command, JMAO, or Army Sub-JMAO, it is possible to have only one or two platoons of mortuary affairs assets supporting the one or two Army divisions and other units participating in a joint operation. In this instance, the platoon leader may be a key advisor to the G4 staff while the teams are assigned to subordinate elements.
- The key in all situations is to ensure the MA leaders are positioned appropriately to provide information on the most effective use of mortuary affairs without circumventing normal command and staff channels.

MORTUARY AFFAIRS STAFF PLANNING

The staff planner is the key individual in the operational concept. This individual actually starts the entire process. The staff planners duties are given below.

- Prepare a staff estimate for each proposed course of action. Refer to FM 101-5.
- Resolve mortuary affairs logistical problems as soon as the situation permits. Refer to FM 101-5

- In staff planning for mortuary affairs activities, there are several considerations:
 - The focus should be on the type of conflict; regional, involving only a specific geographic location or global, involving several geographic locations simultaneously.
 - The size and location of the COMMZ or CZ will have a large impact on the type of support that will be allocated.
 - In a theater, logistical support is influenced by resources available in the AOR, including material that is pre-positioned ashore or afloat. The level of infrastructure development (for example port mortuary, inter-theater lines of communications, airfields, and other facilities) will affect logistical operations. Resources not available must be brought into the theater using strategic lift resources.
 - Facts and figures on casualty support will assist with plans made if the conflict intensity increases.
 - When a MA support plan for the COMMZ or CZ must be created, MA support requirements must be tailored to operational requirements. In some cases, the operation may not require a full MA Company, so only a portion of the company may be employed. Some operations are politically sensitive and the number of troops allocated may require special consideration.
 - Modularity of Required Support MA activities will be needed in both small and large-scale operations. The challenge of deploying MA assets in support of variably sized operations, from a location in CONUS to anywhere in the world can be met through force modularity. QM Collection Company assets can be deployed in modular seven man teams (collection points) to meet the theater support requirements.
- When operational plans at the TAACOM level and below are being created, the tactical operation, strategic operation, unit structure and capabilities, unit locations/relocations, and the number of troops being supported must be considered. Outline unit responsibilities for the search, recovery, and evacuation of remains to MACPs or the TMEP. This part of the support plan is the most crucial and needs to be meticulously considered. This is based on the fact that most theaters have a high planning factor for the numbers of fatalities during initial stages of conflict. The high number of projected fatalities and lack of MA assets will lead to catastrophic problems if the base plan does not address the how and who until MA support arrives. Normally the 92M staff NCO and 4V qualified officer are responsible for this product.
- Every non-MA company level unit in theater should identify at least five soldiers, formed as a team, to support internal MA operations for that unit such as search and recovery, tentative ID and evacuation to a collection point. See Appendix E for a list of recommended materials and equipment. Special considerations for OPLAN development are:

- Set procedures for handling deceased local nationals. These procedures may vary widely by TO. Consult JAG, and Civil Affairs on matters pertaining to deceased local nationals (for example, personal effects and responsibility for disposition). Deaths of persons in US care, such as displaced civilians seeking help at a site under US control, create other obligations such as the medical certification and recording of deaths. When the host government has the capability, death records should be registered with the host government. If not, US forces should maintain records for later transmittal to host governmental officials.

- Develop procedures for MA activities to follow when conducting MADCP Operations.

- Document procedures for the transfer of remains of local nationals to local national control.

- Set procedures for reporting war crimes and violations of the Articles of War and/or Geneva Hague Convention.

PLANNING THE EMPLOYMENT OF MA ASSETS IN A TO

• NCOs (92M) or 4V qualified officers, assigned to one of the many positions within a TO (for example, Corps G4; COSCOM ACofS, Services; Division G4; MSB in the division area, or FSB in the brigade area), must ensure policies and procedures for MA are executed. Part of this responsibility entails tasking staff members, managing MA operations, and developing and coordinating plans and operations for these activities within the TO. Also, the staff member is required to plan the employment of MA assets assigned to the command in support of a designated geographic area

• One of the first considerations is to identify the size and location of friendly forces. Second, make an assessment that identifies the MA support and capabilities needed to meet the mission requirements in that particular geographic area. These functions are done by:

- Evaluating each unit that has mortuary affairs assets assigned.
- Determining the readiness posture, capabilities and limitations of each unit.
- Ensuring units are training according to plans.
- Ensuring that additional training of personnel is provided when required.
- Ensuring equipment and personnel shortages are filled.
- Providing guidance on estimated times for unit deployments.
- Providing guidance on constraints and restrictions.
- Providing information relating to the NBC threat.
- Ensuring deploying unit(s) are certified as “ready”.
- Ensuring appropriate military personnel and units are organized under the authorized TOE.

- During TPFDL movement into your command’s AOR, develop and publish policy directives. These will ensure an effective transition to MA operation by:

- Establishing liaison with other MA staff within the TO.
- Coordinating and providing a personal effects evacuation system.

- Coordinating with movement control personnel for surface and aerial transportation of deceased personnel. FM 55-65 gives information on surface transportation. FM 55-9 gives information on aerial transportation.
 - Providing guidance on pre-stocking essential MA items of equipment, supplies, forms, and publications.
 - Initiating a reporting system within the TO or the appropriate level of command.
 - Providing input to the appropriate staff concerning MA operations. This can be done by:
 - ❖ Attaching an overlay to the Command's situation map IAW plotting techniques outlined in FM 21-26, and FM 101-5-1.
 - ❖ Preparing input to OPLANS/OPORDS according to FM 101-5.
 - ❖ Comparing mission requirements to on-hand MA assets and prioritizing allocation of resources.
- Review higher headquarters OPLAN/OPORD IAW FM 100-5 and FM 101-5 to determine resource allocation.
- Know and use support that can be provided by OCONUS/CONUS force structure.
 - Perform a rear area threat evaluation and plan for the possible acquisition and use of land for temporary interment sites.
 - Setup communications within the appropriate commands' AOR with all supporting, supported and subordinate MA units, and higher headquarters
- Prepare a situation map as MA units transition into the commands AOR which must show:
- Areas of proposed MA unit locations.
 - Major road networks, alternate routes, rail routes, choke points, bridges, river-fording sites, and any other potential obstacle to mission success.
 - Friendly units as needed
- Recommend unit assignments by assigning geographical areas within the theater and corps area to MA units.
- At the unified or MACOM level, draft a contingency support plan for a OOTW or domestic support operation that may escalate into a conflict.
 - Recognize the threat to military peacekeeping operations which may escalate to hostilities and armed conflict.
 - Assess the NBC threat and prepare plans to deal with such events.
 - Coordinate with HQ and determine if there are any mutual cooperation agreements (for example, between US Forces and the host nation, local authorities, officials, or present representatives from the foreign government).
 - Know the status of the MA structure. (How many 92M MA specialists are required in theater or will be deployed; limitation on the number of CSS soldiers permitted to support the operation; and can a modular concept be applied to a fixed number of troops in a theater).
- Determine, at the MACOM to corps levels, the factors involved in making a mission analysis:
 - The size and location of the AOR.
 - The number of troops supported and the geographical deployment of the units in an AOR.

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- A flow chart to show how remains and effects are routed throughout the AOR for MA.
- Develop plans and policies to setup and implement search and recovery, MACP, TMEP, MADCP, interment, disinterment, and personal effects depot operations.
- During multinational operations:
 - Ensure joint doctrine takes precedence over all other doctrine.
 - Use the same records and reports for all deceased regardless of nationality.
 - Process remains and personal effects IAW applicable international agreements.
 - Maintain accountability records for transfer of remains and PE to host nation country or allied nation.
 - Transport to OCONUS/CONUS mortuaries.
 - Coordinate among unified commands.
 - Process co-mingled US, allied, and enemy remains.
 - Ensure information requests from the media go through the Public Affairs Officer.
 - Ensure matters concerning family members and information requests go through the sub-JMAO, JMAO, or higher HQ depending upon the level to which the situation rises.

CHAPTER 2

QUARTERMASTER COLLECTION COMPANY (MORTUARY AFFAIRS)

MISSION

The mission of the QM Collection Company (MA) is to carry out the Army MA program. The Collection Company sets up, operates, maintains MA collection points and coordinates evacuation operations for deceased US military, US civilians and allied personnel for whom the US Army is responsible (AR 638-2, Table 1-1). It may be tasked to assist in search and recovery. Also, the company evacuates PE and maintains essential records and reports.

RESPONSIBILITIES

The QM Collection Company (MA) will setup and operate MACPs. The MACPs can receive, process, and coordinate evacuation of deceased US military and certain US civilian personnel and their accompanying personal effects. Their duties are to:

- Conduct limited search and recovery missions, as required.
- Set up and operate collection points with refrigeration capability in the corps area.
- Set up and operate a corps main collection point with refrigeration capability.
- Conduct MADCP operations, on order, with equipment sets not organic to the company.
- Be prepared to setup and operate a TMEP until arrival of the QM Company (EAC).
- The MADCP and TMEP operations will reduce the mission capabilities of the Collection Company since two of the six platoons are conducting TOE nonresourced missions.
- Conduct temporary interments and disinterments when directed by the geographic combatant commander. This mission is also nonresourced by the TOE and reduces the capabilities of this unit to perform its primary mission.
- Maintain essential records and reports.
- Respond to peacetime mass fatality incidents as requested and authorized IAW DOD Directive 3025.1 (for CONUS, United States, or US Territories) or DOD Directive 5100.46 (for OCONUS).

ASSIGNMENT AND ALLOCATION

The QM Collection Company (MA) is assigned to a Supply and Service Battalion, TOE 42446L000 or a (CSB), TOE 63426L000. The company commander and 1SG may serve as valuable subject matter experts and advisors to COSCOM and G4/DISCOM staffs for input and guidance. The forward collection platoons is attached to the DISCOM. Forward collection sections are attached to the FSB and may be attached to a separate combat brigade or an ACR. The basis of allocation for the QM Collection Company (MA), with a personnel strength of about 221 personnel, is one per corps supporting a notional strength of approximately 179,000 soldiers.

CAPABILITIES

- TOE Level 1. At full strength (TOE strength level 1) the company can:
 - Set up approximately 20 MACPs, receive, process and coordinate evacuation of about 400 remains per day from the 20 MACPs (about 20 remains per MACP per day) and receive, inventory, and coordinate evacuation of all PE with the remains.

NOTE: The MACP operations capability drops significantly if the Collection Company is also operating the TMEP, conducting decontamination operations, or conducting interment/disinterment.

- TOE Level 2. At TOE strength level 2, operational capacities of the unit are reduced to about 90 percent.
- TOE Level 3. At TOE strength level 3, operational capacities of the unit are reduced to about 80 percent.

Individuals of this organization can assist in the coordinated defense of the unit's area. When consolidated, they can provide unit level food service support and maintenance on all organic equipment except communication security equipment. Personnel strength levels determine other capabilities, which are prescribed by the TOE 10498L000.

ORGANIZATION

The QM Collection Company (MA) (Figure 2-1, page 2-3) is comprised of six platoons (five forward collection platoons, a main collection platoon) and a headquarters element, with a total of about 221 personnel. The forward collection platoons setup MACPs which receive, process, and coordinate evacuation of remains and accompanying personal effects, with a total of about 31 personnel in each platoon. The five forward collection platoons are organized into four collection sections each, with a total of about seven personnel per section. Each forward collection section can receive, process, and coordinate evacuation of about 20 remains and associated PE per day. The company, as a whole, can process about 400 remains per day.

- The five forward collection platoons will provide DS support to forward units. The doctrinal basis of allocation is one forward collection platoon per division, assigned to the DISCOM. This concept gives the division commanders the flexibility to employ the collection sections as the mission dictates, consolidating or shifting assets as needed. One forward collection section is doctrinally attached to the MSB and one section to each of the three brigades, or separate combat brigade, or ACR. The fifth forward collection platoon would divide among four CSB (forward) to provide DS to Corps level units and backup support to their supported units.

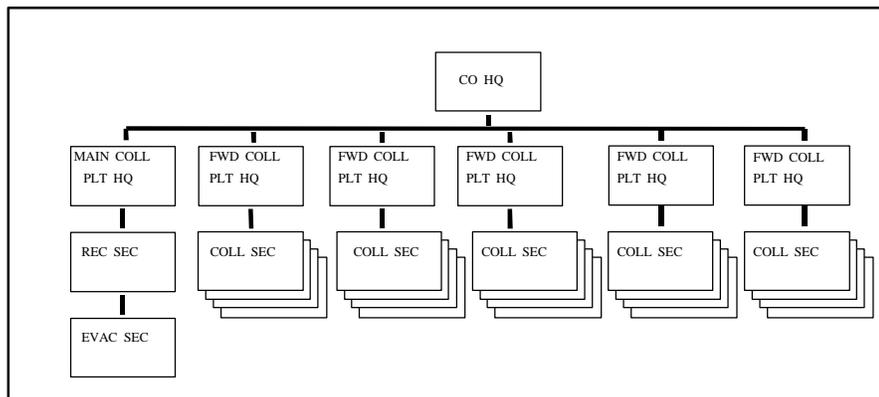


Figure 2-1 Quartermaster Collection Company (MA) structure

- The main collection platoon will provide DS to the corps. The main collection platoon is attached to the CSG. The main collection platoon sets up a corps main collection point, which receives remains and PE from the forward MACPs. The main collection platoon coordinates for evacuation of remains and PE to the TMEP. The main collection platoon may be needed to operate a TMEP until the Quartermaster Mortuary Affairs Company (EAC) is deployed into the theater. If the main collection platoon operates a TMEP, it is doctrinally located in the COMMZ rear. In this case, the platoon would not provide DS to the CSG. The main collection platoon is organized into a receiving section and an evacuation section.
- If required by the tactical situation, the Collection Company may have the responsibility to inter/disinter remains until the arrival of the QM MA Company (EAC) into theater. This is a TOE nonresourced mission and will drastically reduce the company's effectiveness in collection point operations.

MOBILITY

The QM Collection Company can move 100 percent of its TOE equipment and supplies in a single lift using its authorized organic transportation assets once all remains have been evacuated. The forward collection sections are 100 percent mobile using organic section equipment, to include the mobile refrigeration unit, once all remains have been evacuated. The main collection platoon is 33 percent mobile using organic platoon equipment. The main collection platoon may require external transportation support. Transportation requirements within the theater should be coordinated with the MCO of the supporting unit.

REQUIRED SUPPORT

This unit depends on appropriate elements of the corps for religious, legal, health service, finance, personnel and administrative services, engineer, and transportation support. The host unit must provide for food service and maintenance when collection platoons are deployed.

When the unit is collocated, the Collection Company can provide its own food service support, and maintenance on organic equipment

SITE SELECTION AND ESTABLISHMENT

Site selection will depend on the unit of attachment and the defensive structure of the unit's AOR. The base cluster commander needs to include the MACP in the overall defense plan. Additional site considerations can be found in JTTP 4-06. Upon arrival at the new site, notify the MA higher headquarters that the move was completed, and report the location of the site. Set up security in accordance with the base cluster defensive plan.

OPERATIONS

When a unit is deployed to a TO, coordination with the host unit is an important function. MA leaders must be prepared to seek support and identify operational shortfalls. This section will assist in focusing on those functions necessary to the unit to become fully capable and operationally prepared to conduct the mission.

Coordination

When the unit deploys into theater, the commander or representative must coordinate with TAACOM representatives for assignment. Equipment and personnel needs must be surfaced at this time.

Command and Control

- When the company is deployed to the corps area and beyond, the company commander and first sergeant work closely with the ACofS, Services, Field Service Branch and the ACofS for Support Plans and Operations. This will give the commander and first sergeant visibility over transportation, personnel, and logistics assets throughout the corps area for MA issues.
- The CDR and 1SG will oversee and coordinate the deployment of the unit to the divisions with the ACofS SPO. Once four collection platoons are attached to the DISCOM and deployed, the PLT LDR and PLT SGT work with the DISCOM Support Operations or G4 as liaison officer/NCO technical representative. The PLT LDR and PLT SGT of the fifth collection platoon operating in the CSA will serve as liaison to the CSG (F) S3 and maintain visibility over the collection platoon.
- The collection sections are further doctrinally assigned to the MSB and FSB in the divisions and Brigades. The collection point NCOIC will report to the FSB commander for command and control, also route all MA issues through the MA staff NCO. The collection section will maintain security over the collection point. The 92M (MA NCO) assigned to the brigade is the advisor for the commander on all MA issues.

- Reports are submitted based on the commander's intent as directed by the MA support annex. Reports may be required more than once a day and should be submitted through established reporting channels such as LOGSTAT, SITREP, or PERSTAT.
- Transportation is a high priority at all levels of the MA structure within the corps. Coordination must be made with movement control personnel on a continuing basis to make the MA mission a success. Collection points do not have organic assets to support evacuation operations.
- As the collection point is being setup, communications within the BSA and to the higher MA element must be established.
- Plotting and tracking the tactical scheme in the corps area is imperative. As the tactical situation changes, plans must be flexible to best deploy MA assets for support. The MA staff planner should be the individual plotting and tracking resources.
- Corps and division casualty sections are an excellent source of information for confirming reports and information.
- MA leaders, at all levels, should coordinate daily with the appropriate individuals who have oversight for MA issues and who attend recurring briefings to obtain current and vital information needed to make informed decisions. This will ensure the accurate flow of information on MA issues passed throughout the chain of command and ensure sound recommendations are given to personnel who make the decisions. Commanders direct who will attend briefings.
- The supporting unit provides logistics and maintenance support. Coordination must be made to support the MA sections and platoons.
- The collection point will require sufficient space within the BSA for a refrigeration unit, 5 ton cargo vehicle, a tent about the size of a GP medium and a GP small, HMMV, and screening to surround the entire operation.
-

Refrigeration

When refrigeration units are used, leaders must ensure the use of a "first-in, first-out" concept. This translates to the first remains placed in the refrigeration unit will be the first remains to be removed from the unit for processing or evacuation purposes. The refrigeration unit with its prime mover is used to transport organic section equipment when deploying to other locations. The MA Teams and platoons are equipped with refrigeration units as part of their TOE authorization. If additional refrigeration support is required, contact Corps G4 or Brigade G5.

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CHAPTER 3

QUARTERMASTER MORTUARY AFFAIRS COMPANY (ECHELONS ABOVE CORPS)

MISSION

The mission of the QM MA Company (EAC) is to carry out the Army MA program. This company will setup, operate, and maintain up to two TMEPs for movement of deceased US military and certain civilian, (AR 638-2) and allied personnel to CONUS/OCONUS military mortuaries (current death program.) or set up and operate one military mortuary in a theater of operations or setup and operate temporary interment sites in theater (graves registration program). This company will setup, operate, and maintain up to five MA collection points and can conduct limited search, recovery, and coordinate evacuation operations. It can make disposition of personal effects, maintain essential records and reports, and setup and operate a Personal Effects Depot.

RESPONSIBILITIES

Specific responsibilities of the QM MA Company (EAC) are given below.

- The QM MA CO (EAC) will setup and operate up to two TMEPs to receive, process, and coordinate evacuation of deceased US military and certain US civilian personnel to CONUS/OCONUS military mortuaries.
- The QM MA Company (EAC) will setup and operate five MACPs to receive, process and coordinate evacuation of deceased US military and certain US civilian personnel and their accompanying personal effects.
- When augmented with TDA personnel and host nation support, the company can operate one in-theater mortuary that will receive, process, embalm, and coordinate evacuation of deceased US military and certain US civilian personnel to CONUS/OCONUS military mortuaries.
- The QM MA Company (EAC) will setup and operate up to two temporary interment sites (with the express permission of the geographic combatant commander). The interment sites will receive, process, and inter deceased US military, certain US civilian, allied, local national (if disposition cannot be made), and enemy personnel, with associated PE.
- The QM MA Company (EAC) will setup and operate a PE depot to store, safeguard, and coordinate shipment of the PE of remains processed in theater.
- When supplied with the necessary equipment to operate a MADCP, the company is capable of decontamination operations. This is a non-resourced mission, which will degrade the unit's primary capabilities.

ASSIGNMENT AND ALLOCATION

The unit will be doctrinally assigned to a Supply and Service Battalion, TOE 42446L000, or an Area Support Battalion, TOE 63626L000 in an ASG. One QM MA Company (EAC), with a personnel strength of about 181 personnel, is allocated per about 165,000 Army soldiers supported in the theater area.

CAPABILITIES

- Unit personnel defend the unit area or installation. When co-located, personnel can also provide unit maintenance on all organic equipment except communication-electronics material. Personnel strength levels prescribed by the Table of Organization and Equipment (TOE) 10698L000 determine capabilities.
- TOE Level 1. At full strength (TOE Level 1), the company can setup and operate up to two TMEPs for the receipt, processing, and evacuation coordination of remains. When augmented, it can operate one in-theater mortuary to embalm and coordinate the evacuation of about 50 remains per day. When operating under the graves registration program (with engineer support) the company can inter about 400 remains a day in up to two temporary interment sites (about 200 remains per day per platoon).
- TOE Level 2. At TOE strength level 2, operational capacities of the unit are reduced to about 90 percent.
- TOE Level 3. At TOE strength level 3, operational capacities of the unit are reduced to about 80 percent

ORGANIZATION

- The QM MA Company (EAC) is organized as given in figure 3-1.
 - One company headquarters with about 23 personnel.
 - One PE depot platoon with a receiving, storage, and disposition section with about 54 personnel.
 - Two evacuation/mortuary/cemetery platoons. Each platoon has a processing, evacuation and interment section with about 76 personnel.
 - One collection platoon, with five collection sections with about 38 personnel. Each collection section receives, processes, and coordinates the evacuation of about 20 remains per day.
- The PE depot platoon will operate the PE depot for the theater of operations.
- The two TMEP/Interment platoons have various capabilities. These platoons are divided into a processing section and an evacuation/interment section. When under the concurrent return program, each platoon can operate a TMEP that can process and evacuate up to about 250 remains per day for a combined total of about 500 remains. With civilian augmentation

must be surfaced at this time. Unit of assignment and contact with that unit must be done before further deployment. When the company deploys into the theater, coordination must be made for an area of operations in close proximity to the APOE, which is managed by the AMC.

Command and Control

- When the company is deployed, the commander and first sergeant stay with the unit. This will give the commander and first sergeant visibility over transportation, personnel, logistics assets, and command and control throughout the TO for MA issues.
- The commander and first sergeant will oversee, and coordinate the deployment of the unit. Once the company is deployed and operations are set up the commander and first sergeant coordinate with the TSG for all matters concerning MA related issues.
- The EAC company will maintain security over the TMEP and associated facilities.
- Reports are submitted based on the commander's intent as directed by the MA support annex. Reports may be required more than once a day and should be submitted through established reporting channels such as the LOGSTAT, SITREP, or PERSTAT.
- Transportation is a high priority at all levels of the MA structure within the TO. Coordination must be made with movement control personnel from the Army and Air Force on a continuous basis to make the MA mission a success.
- When the TMEP is operational, communication must be setup within the TO and to CONUS.
- Plotting and tracking the tactical scheme in the TO is imperative. As the tactical situation changes, plans must be flexible enough to best deploy MA assets and support the TO. The MA staff planner should be the individual plotting and tracking.
- MA leaders, at all levels, should coordinate daily with the appropriate individuals who have oversight on MA issues and who attend recurring briefings to obtain current and vital information needed to make informed decisions. This will ensure the accurate flow of information on MA issues passed throughout the chain of command and ensure sound recommendations are given to personnel who make the decisions. Commanders direct who will attend briefings.
- The supporting unit provides logistics and maintenance support. Coordination must be made to support the MA sections and platoons.
- The collection point will require sufficient space within the BSA for a refrigeration unit, 5-ton cargo vehicle, a tent about the size of a GP medium and GP small, HMMV, and screening to surround the entire operation.

Refrigeration

- When refrigeration units are used, leaders must ensure the use of a “first in first out” concept. This translates to the first remains placed in the refrigeration unit will be the first remains to be removed from the unit for processing or evacuation purposes. The refrigeration unit with its prime mover is used to transport organic section equipment when deploying to other locations. The MA teams and platoons are equipped with refrigeration units as part of their TOE authorization. If additional refrigeration support is required, contact corps G4 or brigade G5.

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CHAPTER 4

OPERATIONS OTHER THAN WAR

PURPOSE

This chapter provides basic concepts and principles to guide MA personnel in preparing for and conducting OOTW. It describes operations and provides general guidance for MA in the conduct of joint OOTW. OOTW involves the use of military force structure across the range of operations short of war. These operations can be applied to complement any combination of the other instruments of national power. To understand OOTW, it is useful to understand how they differ from operations in war.

War

When instruments of national power are unable to achieve national objectives or protect national interests any other way, US national leadership may decide to conduct large-scale, sustained combat operations to achieve national objectives or protect national interests, placing the United States in a wartime state. In such cases, the goal is to win as quickly and with as few casualties as possible, achieving national objectives and concluding hostilities on terms favorable to the United States and its multinational partners.

OOTW focus on deterring war, resolving conflict, promoting peace, and supporting civil authorities in response to a domestic crisis. OOTW may involve elements of both combat and non-combat operations in a peacetime conflict, and war situations. OOTW involving combat, such as peace enforcement, may have many of the same characteristics of war, including active combat operations and employment of most combat capabilities. All military operations are driven by political considerations. However, OOTW are more sensitive to such considerations due to the overriding goal to prevent, preempt, or limit potential hostilities. In OOTW, political considerations permeate all levels and the military may not be the primary player. As in war, the goal is to achieve national objectives as quickly as possible and conclude military operations on terms favorable to the United States and its allies. However, the purposes of conducting OOTW may be multiple. The specific goal of OOTW may be a peaceful settlement, assistance rendered to civil authorities, or providing security for HA. The DOD is often in a support role to another agency, such as the DOS in HA operations. However, in certain types of operations DOD is the lead agency, such as in PEO. These operations usually involve interagency coordination and may also involve NGO or PVO. Finally, although OOTW are generally conducted outside of the United States, some types may be conducted within the United States in support of civil authorities consistent with established law.

Types of Operations Other than War

Generally there are 16 types of OOTW that Mortuary affairs personnel support

- Arms Control
- Combating Terrorism
- DOD Support to Counter-drug Operations
- Enforcement of Sanctions
- Enforcing Exclusion Zones
- Ensuring Freedom of Navigation and Over-flight
- Humanitarian Assistance
- Military Support to Civil Authorities
- Nation Assistance / Support to Counterinsurgency
- Noncombatant Evacuation Operations
- Peace Operations
- Protection of Shipping
- Recovery Operations
- Show of Force Operations
- Strikes and Raids
- Support to Insurgency

Humanitarian Assistance

- HA operations relieve or reduce the results of natural or manmade disasters or other endemic conditions such as human pain, disease, hunger, or privation in countries or regions outside the United States. These operations are generally limited in scope and duration; and are intended to supplement or complement efforts of HN civil authorities or agencies with the primary responsibility for providing assistance. DOD provides assistance when the relief need is gravely urgent and when the humanitarian emergency dwarfs the ability of normal relief agencies to effectively respond. The DOS is often the primary federal agency in HA operations.
- MA assets may be used in various missions during HA operations. Temporary morgues may be setup to assist in processing human remains. A temporary morgue operates the same as a corps collection point. The difference is in the processing required by the HN. Remains will be transported to the temporary morgue and processed in the manner requested by the HN and then placed in refrigeration units until the HN can inspect the remains. MA personnel can be asked to perform interment of remains. Interment would be in accordance with HN customs.

Military Support to Civil Authorities

- These operations provide temporary support to domestic civil authorities when permitted by law and are normally taken when an emergency overtakes the capabilities of the civil authorities. Authority to provide temporary support is contained in DOD 3025.1, MSCA. The Federal Emergency Management Agency is normally the primary federal agency in MSCA operations. MSCA operations are quite often multi-agency, multi-jurisdictional operations.

- The support provided by MA personnel will be tailored to the needs of the requesting authority. The request could vary from personnel transporting remains, an identification process, or a complete excavation of a disaster site. Federal and local laws regulate operations that are conducted in CONUS. Before MA personnel provide support, one should ensure that the request is not in violation of any local, state, or federal law.
- After living casualties are removed from the disaster scene, the local ME, in CONUS and local authorities OCONUS, normally controls the scene. Remains should not be removed from the scene until the ME grants authorization to do so. The ME will approve any activities conducted on the site.
- The site must be safe for recovery personnel. Safety is the number one priority in these operations. Hazardous conditions are normal after a disaster has occurred. Upon discovery of a hazard, cease operations until the hazard can be neutralized or procedures are developed to reduce the potential hazard.
- A boundary should be placed around the site. This could vary from transportable fencing material to yellow “DO NOT CROSS” ribbon. An entrance and exit point should also be setup. Only authorized individuals should be allowed into the site. The ME provides a list of authorized individuals. Often a badge system is in place to facilitate this.
- There should be no media allowed on the site. The ME approves requests for entry to the site. If necessary, coordinate with local flight control or the Federal Aviation Administration to establish a “NO FLY ZONE” for non-essential aircraft.
- The location of every remains should be documented prior to removing remains from the site. A weatherproof, indelible recovery number tag should be placed on the remains before removal from the site as well. The recovery numbering system should be simple and is normally setup by the ME. A wooden or metal stake, pinflag, or paint for a hard surface should be placed at the original location of the remains. The remains number should be placed on the stake.
- Upon approval of the ME, the remains may be removed from the site. Ensure that all identification media is safeguarded. If there is any chance that dentition may be lost during transport, wrap the head with gauze or place a plastic bag over the head of the remains (this is very important with severe burning or head trauma). Leave all clothing and PE with the remains. The remains should be shrouded from view or placed in remains pouches before transport.

Recovery Operations

Recovery operations are conducted to search for, recover, and evacuate remains for return to the United States. These operations are generally sophisticated activities requiring detailed planning. These operations may be clandestine, covert, or overt in nature. Often recovery operations are conducted in friendly areas where the HN does not have the means to provide the technical expertise needed to conduct a recovery. DOD is the primary federal agency with personnel trained in recovery operations.

Preparation and Planning

The CJMAO provides files associated with the incident. Review casualty data and case file for pertinent information. A map reconnaissance of the area should be conducted. Coordinate with higher headquarters to determine problem areas (for example, mine fields, contaminated areas, security risk areas, aircraft crash, multiple remains, weather conditions, additional support requirements.) Determine special personnel and equipment needed for the mission, (for example, life-support, security forces, EOD, NBC, transportation, engineers, medical personnel, additional MA personnel, special digging equipment, type of recovery, and/or additional search and recovery teams). Assign responsibilities to mortuary affairs team members before deployment. Some team members may need to make advance coordination and/or preparation on their specific duties. Responsibilities for key personnel, who may be part of a team, are given below:

- Team commander. He is the senior representative for the command, and responsible for the mission. Due to the sensitive nature of OOTW, this position is normally held by a commissioned officer.
- Senior team sergeant. The MA NCO is responsible for the overall conduct of the operation and the mission in the absence of the team commander.
- Archeologist/anthropologist. He supports the team operation and provides technical advice on the excavation of the recovery site. He also ensures the recovery methods and recording techniques used will assist with identification process. This position may not be available in a combat situation/environment.
- Mission specific support personnel. These personnel include medical support, EOD, NBC, linguists, life support technicians (USAF), aircraft support specialist, and intelligence analyst personnel.
- PE custodian or chain of custody NCO. The MA NCO is detailed to safeguard, record, pack, and account for any remains or portions and PE recovered. In cases where multiple remains are involved, a large number of anatomical portions and/or PE are found, more than one PE custodian or chain of custody NCO may be needed.

Recovery Site Procedures

- It may be necessary to coordinate with the HN to employ laborers to assist in the recovery. They should be briefed on search techniques, what they are looking for, and what to do when they find remains, PE, or ordnance. Close supervision is the key. Remember, only US forces should be responsible for handling US dead. The team anthropologist will assist in monitoring the search procedures. Coordinate with host nation officials or your higher headquarters to locate and/or question local inhabitants or any witnesses to the incident. Ensure the witnesses are available to help locate the burial or incident site.

- Do not disturb or move remains, PE, portions of remains, or aircraft /disabled vehicle(s) wreckage. Once items have been recorded, marked and approved for removal you can search underneath. The area of search will be extended beyond the immediate impact or incident area (distance to be determined according to the site) to locate remains or wreckage. Extreme caution must be taken to watch for ordnance at all times. Only trained EOD personnel will remove ordnance.
- If the direction of impact can be determined from the wreckage, the path offflight or the direction the vehicle was heading should be searched for missing portions of the aircraft or disabled vehicle, if the combat environment permits.
- After the boundaries have been set up, the team commander/NCOIC in coordination with the anthropologist will determine the best method of search and the type of site to be excavated. However, this is usually done during the planning phase. If this is the first time the site has been visited, the leadership must decide, after carefully examining the boundaries of the site, which method of search can be used.
- The scope of work depends upon many factors: the type of site, the distribution of wreckage, artifacts, PE, remains, and the terrain.

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APPENDIX A

SUGGESTED FORMAT FOR STANDING OPERATING PROCEDURES

1. **PURPOSE:** To provide guidance concerning MA operations and outline responsibilities.
2. **GENERAL:** <Unit> will be prepared to receive MA assets from the MA Collection Company. The corps will receive a Collection Company, which will further be divided so that each division receives a collection platoon, and thus each brigade receives a collection point team. The MA team will operate a collection point in the BSA/DSA. The main collection platoon will operate a corps main collection point or TMEP as required by mission.
3. **APPLICABILITY:** The policies and procedures set up in this annex are applicable to all personnel assigned to manage MA operations.
4. **RESPONSIBILITIES:**
 - a. The Supply and Services Officer/Field Services NCO will:
 - (1) Monitor, assist, advise, and coordinate all MA operations conducted by the corps/brigade/battalion.
 - (2) Keep the Services/Support Operations Officer informed daily of the situation, circumstances, and problems concerning MA operations.
 - (3) Maintain all relevant publications and regulations dealing with MA operations.
 - (4) Monitor transportation requirements and assist as needed.
 - (5) Conduct periodic visits to MA collection points/TMEP for quality control and mission readiness.
 - (6) Maintain current internal/external SOP and monitor unit activities.
 - (7) Establish contacts and affect liaison with supported units to determine MACP locations and POC for MA issues.
 - (8) Coordinate external support for operations to include but not limited to EOC, Engineer, Security, CA, MI, PAO, NBC, Medical, and transportation.
 - (9) Advise the commander of anticipated workload requirements for MA personnel.
 - b. Mortuary Affairs Team, NCOIC:
 - (1) Maintain current internal/external SOP.

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- (2) Ensure that the team complies with applicable regulations.
- (3) Maintain publications and regulations dealing with MA.
- (4) Enforce standards of operation and conduct of all soldiers within the unit.
- (5) Ensure equipment maintenance and training is conducted. Coordinate with maintenance personnel for replacement parts, services, and repairs.
- (6) Provide technical advice to Support Operations/S3 for continuity of operations and any special requirements for movement planning.
- (7) Report workload and daily activities IAW unit LOGSTAT
- (8) Maintain and calculate support requirements for team. Coordinate with supporting unit supply for replenishment as required
- (9) Maintain liaison between supported units as required.
- (10) Report shortages to supporting unit supply for inclusion on LOGSTAT to ensure no operational shortfalls occur.
- (11) Monitor and report the status of MA mission essential personnel to support operations daily.
- (12) Monitor and report the maintenance status of all mission essential equipment to support operations daily.
- (13) Report any movements to S3 before departure.

c. Unit Commander:

- (1) Be prepared to assume administrative, maintenance, and logistics responsibility for MA assets.
- (2) Incorporate team into sleep and security plan for unit.
- (3) Include MA personnel in daily personnel status report.
- (4) Include MA equipment in daily maintenance report.

5. OPERATIONS:

a. Collection Point:

(1) Collection point support is on an area basis for any and all units operating in unit AOR.

(2) US military, civilian, allied, and enemy remains will be processed IAW current doctrine and policies.

(3) Unauthorized personnel are not allowed in or around collection point operational or storage areas.

(4) MA OIC/NCOIC will report any and all extraordinary events as they occur.

(5) MA personnel will ensure efforts are made to keep operations and processing screened from soldiers' living and working in area.

(6) All efforts will be made to process and evacuate remains as quickly as possible and at least within 24 hours.

(7) MA personnel will identify any delays or support shortfalls to support operations in a timely manner.

(8) All coordination for transportation and all status reports will be processed through Support Operations.

b. Theater Mortuary Evacuation Point:

(1) Support operations will coordinate necessary air and ground transportation as required.

(2) MA personnel will evacuate remains as quickly as possible.

(3) Transportation assets will back-haul remains from forward collection points to TMEP.

(4) Support operations will coordinate with JMAO as required on status of operations.

(5) MA personnel will maintain accurate and concise records of all remains received, processed, and evacuated.

(6) S4 will coordinate for 463L pallets as required from D/AACG team. TMEP personnel will palletize the load. USAF personnel will inspect the load.

(7) MA personnel will locate close to departure airfield to reduce transportation requirements.

(8) Supported units will provide or arrange for transport of remains to TMEP. MA personnel do not pick up or coordinate pick up of remains from unit areas or medical facilities.

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(9) If operating an in-theater PE depot in conjunction with the TMEP, 24-hour security is maintained on PE holding area.

c. Search and Recovery missions:

(1) S&R is a primary responsibility of all units in theater

(2) The unit OIC/NCOIC will identify and request any required augmentation for MA team S&R missions through the S3/Support operations.

(3) S&R missions are conducted as required by current operations orders after cessation of hostilities.

d. Temporary interment/disinterment:

(1) No individual will be allowed to enter processing or storage areas without taking necessary protective measures.

(2) MA hazardous refuse will be bagged in RED medical waste bags for special handling by individuals disposing of unit wastes.

(3) Processing areas will be thoroughly cleaned at least once daily.

(4) Temporary interment/disinterment operations will only occur if directly authorized by the geographic combatant commander.

(5) Temporary interment or disinterment of local nationals or enemy remains are coordinated through higher HQ and approved, in writing, through the JMAO before execution.

(6) Use separate rows for US, enemy, allied, and local national interments.

e. NBC:

(1) Contaminated remains are to be processed at a MADCP. If a MADCP is not established in theater contact higher HQ for guidance

(2) Contaminated remains are decontaminated on-site or evacuated via approved dirty route to an approved MADCP.

(3) The MADCP, if setup, is operated IAW JTTP 4-06, Appendix D.

(4) S3/support operations will coordinate for required augmentation to operate a MADCP.

f. Hygiene:

(1) MA personnel will be given priority for use of laundry and shower facilities.

(2) All precautions will be taken to limit contamination of work areas and ensure proper hygiene practices are followed in work areas.

(3) Coordination will be made with preventative medicine to assist in pest control.

g. Media:

(1) PAO support, if available, will be coordinated through S1 and support operations.

(2) No cameras are permitted in the collection point or TMEP areas of operations unless specifically authorized by higher HQ.

(3) No names of deceased or identifying information will be released to the news media from the MA activities.

(4) If approached by news media from any source, contact higher HQ immediately and advise individuals to wait until the PAO representative can be contacted.

6. REFERENCES:

- a. AR 638-2, Care and Disposition of Remains and Disposition of Personal Effects
- b. CJCS MOP 16, Interim DOD Policy for Mortuary Affairs
- c. DA PAM 638-1, Guide to Escorts of Deceased Army Personnel
- d. FM 10-286, Identification of Deceased Personnel
- e. JTTP 4-06, Joint Tactics, Techniques, and Procedures for Mortuary Affairs in Joint Operations

7. REQUIRED FORMS:

- DD Form 565, Statement of Recognition
- DD Form 567, Record of Search and Recovery
- DD Form 890, Record of ID Processing, Effects and Physical Data
- DD Form 891, Record of ID Processing, Dental Chart
- DD Form 892, Record of ID Processing, Skeletal Chart
- DD Form 893, Record of ID Processing, Anatomical Chart
- DD Form 894, Record of ID Processing, Fingerprint Chart
- DD Form 1074, Questionnaire of Local Inhabitants
- DD Form 1075, Convoy List of Remains of Deceased Personnel
- DD Form 1076, Military Operations, Record of Personal Effects of Deceased Personnel
- DD Form 1077, Collecting Point Register of Remains of Deceased Personnel
- DD Form 1079, Interment/Disinterment register

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DD Form 1384, Transportation Control and Movements Document
DD Form 1387, Military Shipment Label
DD form 1387-2 Special Handling Data Certificates

APPENDIX B**SUGGESTED FORMAT FOR AN OPERATIONS PLAN**

(CLASSIFICATION)

APPENDIX 7 (MORTUARY AFFAIRS) to ANNEX I (SUPPLY AND SERVICES) to OPLAN 1234-5

1. **PURPOSE:** The purpose of this appendix is to set procedures, assign responsibilities, and provide guidance for the development of MA plans to support combat operations under all conditions.

2. **SITUATION:**

a. **Enemy Reference Annex B (Intelligence).**

(1) **Terrain:** Identify all terrain features that will affect MA evacuation of remains, temporary interment operations, decontamination operations or search and recovery missions. For example, mountainous terrain with limited improved roads; no fixed wing landing strips; or swamp conditions that prevent digging.

(2) **Weather:** Identify how weather may affect MA operations especially evacuation, temporary interment, decontamination operations, or search and recovery missions; For example, monsoon season and flooding prevent digging; arid conditions and limited water affect sanitation.

(3) Identify enemy capabilities, which may affect MA operations; for example NBC capability and the likelihood of use; offensive posture and likelihood of MACP being overrun; air posture and possibility of loss of air superiority for evacuation of remains; likelihood of deep artillery operations and their effect on temporary interment operations.

b. **Friendly.**

(1) Identify which units will be operating in the Area of Operations in particular multinational forces, Marine, Air Force, Naval, and any unconventional forces. Since MA operations are provided on an area support basis, it is essential that you be aware of all forces in your area of support.

(2) Identify support agencies that MA personnel will be required to coordinate with for disposition of other than US military remains.

c. **Attachments and Detachments.** Identify exactly which MA units will be assigned/attached to you for operational support. Typically this will be one company to theater/corps (COSCOM), which will be further allocated, one platoon (from the Corps Company) to each division (DISCOM). The exact relationship should be defined here.

3. EXECUTION:

a. Scheme of Support. FORSCOM MA units will be assigned/attached to subordinate commands to provide MA DS support as far forward as the brigade support area to evacuate remains from forward areas and process them quickly for return to their families for final disposition. Units will be responsible for evacuation of remains to the closest MACP, where MA units will receive, process, and evacuate remains to a TMEP and then on to receiving mortuary for preparation and return to family. Units unable to recover remains due to the tactical or logistical situation will document information pertaining to the situation and the location of the remains and forward it through the chain of command to the JMAO. Recovery operations will be completed as soon as possible following cessation of hostilities. Units are not authorized to inter their own remains unless all communication, support, and transportation is lost, and will not be regained in the foreseeable future.

b. Assignment of Tasks.

(1) The geographic combatant commander will -

(a) Activate the JMAO to facilitate the coordination and handling of the increased number of remains during wartime. The JMAO will be jointly staffed and responsible for overall policy, planning, coordination, and staff supervision of MA activities in the area of operations.

(b) Ensure subordinate commanders comply with all published guidance and regulations concerning MA operations at their unit level.

(2) The JMAO will -

(a) Maintain data concerning interment and recovery status of all dead and missing.

(b) Coordinate the provision of technical assistance for search, recovery, evacuation, tentative identification, and interment/disinterment operations.

(c) Supervise the setup and maintenance of a personal effects depot and all temporary interments.

(d) Serve as a clearing point for MA information for all field elements.

(e) Supervise setup and operation of collection points, temporary interment sites, theater personal effects depot system, and POE/APOE holding facilities in the FO.

(f) Provide technical supervision and assistance for search, recovery, tentative identification, and interment/disinterment operations in the theater of operation.

(g) Provide guidance for surface and aerial evacuation of deceased personnel from theater collection points operated under JMAO direction in the TAACOM area.

(h) Determine priority of support for assets to augment MA operations to include engineer, EOD, chemical, transportation, civil affairs, and public affairs as required.

(1) Coordinate for the acquisition of land for use as interment sites under the laws of war or the country in which operating.

(2) Ensure MA operations, particularly retrograde movement of remains, are integrated into all support plans and operations to maximize use of resources.

(3) TAACOM will -

(a) Provide for DS support of search, recovery, tentative identification, and evacuation of deceased US military personnel, specified civilians, allied, and enemy dead (as authorized) within geographic areas of responsibility.

(b) Be prepared to receive and incorporate QM MA Company (EAC) TOE 10698L000 and QM Collection company (MA) TOE 10498L000 or their components into operations. Assign or attach as required to subordinate commands for life support and administrative control based on the tactical situation.

(c) Be prepared to open and operate MACP for use by all services operating within the command's area of responsibility.

(d) Be prepared to open and operate TMEP as the primary evacuation point for all remains from theater. Provide adequate operational area near the FLS, or helipad to accommodate the anticipated number of remains to be evacuated.

(e) Be prepared to negotiate with host nation authorities for necessary real estate, excavation capability, cold storage facilities, sanitation, and general labor to assist in opening and operating TMEP or temporary interment sites.

(f) Be prepared to open and operate a PE depot for all PE collected in the theater that is to be retrograded to CONUS.

(g) Be prepared to setup a MADCP IAW Tab A in the event of a NBC attack. Ensure all necessary assets are identified for complete decontamination of remains.

(4) The Corps commander will -

(a) Provide for the search, recovery, tentative identification, and evacuation of deceased US military personnel, specified civilians, allied, and enemy dead (as authorized) within geographical areas of responsibility.

(b) Be prepared to receive and incorporate a QM Collection company (MA) TOE 10498L000 or its components into the operation. Attach platoons or teams as required to

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subordinate commands for life support and administrative control based on tactical situation. See FM 10-64 for recommended attachments.

(c) Be prepared to open and operate MA collection points for use by all services operating within the command's area of responsibility.

(d) Be prepared to open and operate an interim TMEP near the FLS, or helipad to accommodate the anticipated number of remains to be evacuated before the arrival of Theater MA assets.

(e) Be prepared to negotiate with host nation authorities for necessary real estate, excavation capability, cold storage facilities, sanitation, and general labor to assist in opening and operating collection points, interim TMEP, or temporary interment sites.

(f) PE from unit areas should be evacuated directly to the Theater PE depot after it is setup. PE on the remains will stay with the remains and be evacuated to the TMEP or directly to the CONUS mortuary if operating as an interim TMEP.

(g) Be prepared to setup a MADCP IAW Tab A of this OPLAN in the event of an NBC attack. Ensure all necessary assets are identified for complete decontamination of remains.

(5) The Division commander will -

(a) Provide for the search, recovery, tentative identification, and evacuation of deceased US military personnel specified civilians, allied and enemy dead (as authorized) within geographical areas of responsibility.

(b) Be prepared to receive and incorporate a collection platoon from the QM Collection company TOE 10498L000 or its components into operations. Attach teams as required to subordinate commands for life support and administrative control based on tactical situation. Typical attachment is one team per FSB and one team to the MSB.

(c) Be prepared to open and operate MACPs for use by all services operating within the command's area of responsibility.

(d) Be prepared to open and operate an interim TMEP near the FLS, or helipad to accommodate the anticipated number of remains to be evacuated before the arrival of corps or theater MA assets.

(e) Be prepared to negotiate with host nation authorities for necessary real estate, excavation capability, cold storage facilities, sanitation, and general labor to assist in opening and operating collection points, interim TMEP or temporary interment sites.

(f) Personal effects from the unit area should be evacuated directly to the Theater PE depot after it is set up. PE on the remains will stay with the remains and be evacuated to the TMEP or directly to the CONUS mortuary if operating as an interim TMEP.

(g) Be prepared to set up a MADCP or MA decontamination contact team IAW Appendix C of FM 10-64 in the event of an NBC attack. Ensure all necessary assets are identified for complete decontamination of remains.

c. Coordinating Instructions.

(1) MA is the unit command's responsibility.

(2) Basic policies contained in JTTP 4-06 (FM 10-64) will be adhered to by all personnel concerned with, or responsible for, MA activities.

(3) All aspects of MA activities are to be conducted as expeditiously as possible.

(4) Remains will be handled in a solemn and reverent manner at all times.

(5) Every effort will be made to establish tentative identification at the earliest time and all identifying data will be recorded.

(6) Local national labor, under the supervision of MA personnel, may be available to assist in the MA program.

(7) Local national labor will not be used to perform identification functions, nor will they be responsible for the security/accountability of personal effects.

(8) Emergency or mass interment procedures are authorized only in exceptional circumstances and require the approval of the geographic combatant commander.

(9) All units will identify/pre-stock MA equipment, supplies, blank forms, and references required for MA operations.

(10) All units will ensure unit MA teams are identified and trained to do unit level search, recovery, and evacuation operations.

(11) Procedures for emergency interment of personnel from another nation and enemy dead will be IAW current regulations and policies in effect.

(12) Unrecovered remains:

(a) When military units are required to move prior to recovery of remains, sufficient personnel will be detached to complete the recovery and evacuation process.

(b) When recovery becomes impossible as a result of the tactical or logistical situation, grid coordinates of the last known location of suspected fatalities will be reported through channels to the JMAO.

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(c) The exact grid location of uninterred remains or hasty and isolated interments of US deceased personnel will be promptly reported through MA channels to the JMAO.

(d) Search and recovery operations will be conducted as soon as possible after cessation of hostilities. After the search has been completed, a Report of Unrecovered Remains, as appropriate will be executed by the commander and forwarded through command channels to JMAO and subsequently to HQDA.

(13) US Forces MA policy does not, as a matter of course, authorize cremation of remains.

(14) Retrograde handling and disposition of personal effects of deceased personnel will be IAW applicable references.

4. SUPPLY AND SERVICES:

a. MA teams/platoons will be attached to a company in a support battalion that will be responsible for providing all life support including subsistence, general supplies, fuel, water, medical support, and repair parts.

b. MA supplies.

(1) All units will requisition a 30-day basic load of appropriate expendable supplies.

(2) GSO at the MMC, will ensure DS requirements for MA support missions are available in all DS Class II SSA designated to support MA unit operations.

(3) DMSO must be prepared to supply the MACP's personal protective equipment requirements.

c. Personal hygiene:

(1) MA personnel will receive priority for field showers and laundry.

(2) Hazardous waste will be disposed of in red trash bags or marked in red for special handling

(3) All personnel handling remains must use personal protective equipment to include gloves, mask, eye protection and aprons. This material must be resupplied through Class VIII channels and appropriate plans and estimates must be in place and exercised before deployment into theater.

d. MACPs will maximize use of retrograde transportation. Corps and theater throughput transportation assets when available should be used to speed movement to the rear area TMEP operated by corps. Coordinate with MCC for any additional assets required.

e. EOD assets will be made available for MACP when required for disposal of ordnance found on remains being processed.

f. Postal assets will provide technical assistance for PE depot, as required, for packing and shipment of PE to the CONUS PE depot.

g. Engineers provide digging equipment and operators necessary to conduct interment and disinterment operations and to concentrate sumps and decontamination pits at MADCP.

h. Chaplain support will be dedicated to MA activities to assist with job stress. The support battalion chaplain will concentrate support in this area.

i. Maintenance:

(1) The host unit will provide unit level maintenance support. Theater and corps level support may include organic maintenance teams from the MA companies.

(2) DS support is provided by the nearest DS maintenance company. Refrigeration, generator, and 5-ton tractor support will be required. Battalions that do not have these DS assets must identify the nearest support available and coordinate for necessary repairs and services for the attached teams/platoons.

(3) The supporting unit provides Class IX maintenance. MA teams do not bring a separate PLL with them.

5. COMMAND, CONTROL, AND COMMUNICATIONS:

a. MA is a command responsibility; the standard chain of command will be followed. JMAO and MA staff officers will provide technical guidance to commanders and MA activities, but are not in the command channel.

b. Temporary interment authority lies with the geographic combatant commander and will not be delegated to a lower level. Requests will be forwarded through standard command channels with advice and information provided by the MA officers and JMAO.

c. Local commanders have disinterment authority. All disinterments will be immediately reported through MA channels.

d. Records and reports:

(1) The CJMAO is the office of records and reports for all military services when MA procedures are placed in effect during major military operations.

(2) Detailed procedures applicable to the preparation and distribution of reports are contained in JTTP 4-06.

(3) MA activities will be reported daily through established reporting formats (LOGSTATS) and command and staff channels.

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(4) Any politically or tactically sensitive incidents will be reported immediately using the serious incident report format.

c. Dissemination of information:

(1) Location of MA collection points and TMEP will be published and updated in supply and services paragraph/annex of OORDER and will be maintained on all situational overlays. All movement of MACP will be published in advance and briefed during situational updates at all levels of command.

(2) Inquiries relating to recovery, identification, interment, or location of remains will be referred to the JMAO and if necessary, to the CJMAO for appropriate action.

(3) Photographing remains is prohibited unless specifically authorized by JMAO for official use.

(4) Any and all inquiries by the media will be immediately directed to the PAO and the JMAO; no media will be allowed without PAO representation into any MA operational areas. MA operations are considered sensitive and information will not be released without command approval.

6. REFERENCES:

a. JTTP 4-06, Joint Tactics, Techniques, and Procedures for Mortuary Affairs in Joint Operations

b. AR 638-2, Care and Disposition of Remains and Disposition of Personal Effects

c. FM 10-64 Mortuary Affairs Operations

APPENDIX C

MORTUARY AFFAIRS DECONTAMINATION COLLECTION POINT STAFFING AND MOBILITY

The MADCP is a contingency decontamination operation for NBC fatalities consisting of an equipment set staffed by augmentees from theater and put into service at the direction of the geographic combatant commander with the recommendation of the JMAO. The MADCP is manned by approximately 38 personnel including MA, chemical, and medical specialists. It is capable of processing about 30-48 fatalities per 12-hour shift and will require significant logistics support including water, decontaminant and disposal of contaminated wastes.

With augmentation the QM Collection Company (Corps) can be tasked to perform the decontamination mission until the QM MA CO (EAC) is deployed and operational. When the QM MA CO (EAC) becomes operational, it may then assume this mission for the theater.

Assets from both companies may be used to staff the MADCP. Coordination between the companies must be done before activation. Manning for the MADCP is outlined in JTTP 4-06. MA units charged with the decontamination mission do not have the required transportation or personnel assets to deploy and operate the MADCP without seriously degrading their MA capabilities. Leaders in these companies must request sufficient transportation and personnel from their unit of attachment to do decontamination operations as well as their primary mission of processing remains. Remember, once vehicles and personnel working at the MADCP are exposed to contamination they, too, must be decontaminated before leaving the area.

If an NBC event occurs in the theater, JMAO will recommend whether to activate the MADCP capability and provide guidance on decontamination operation. If the MADCP is not active, follow the decontamination procedures outlined in JTTP 4-06.

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APPENDIX D

DOCUMENTATION OF A MASS FATALITY INCIDENT SITE

Record Information

When MA operations are finished, there are few ways to convey what actions occurred. It is important to record data about MA operations as they occur. Take detailed notes, make extensive digital or video photography, and make sketches. Preparing detailed documentation of the site is extremely important. Once operations have ceased and personnel have redeployed, it is too late to gain additional information about the operation. The field notes, photographs, and sketches must have enough detail to develop all reports of the operation. When recording information about a site or operation, use these four rules:

- Never assume anything.
- You can never have too much data.
- It is easy to have too little data.
- When in doubt, record everything.

Record Field Notes

The OIC and NCOIC are responsible for the documentation of the site and should maintain field notebooks, recording all information. It is also recommended that other individuals be tasked to maintain notes in the event one or more field notebooks are lost or destroyed. Preliminary information should include:

- Name, rank and duty position of all members of the operation and their assigned responsibilities.
- The date and time the original operations order were received.
- Dates and times for movement to the site, and initial setup of the operational site.
- It is also important to record the method used to arrive at the site (for example, helicopter insertion, vehicle or foot march).

Upon arriving at a site, MA specialists should immediately begin recording information about that site before it is disturbed.

- Determine the location of the site by using a GPS receiver. It may be necessary to use map resection if vegetation or weather hampers the use of the GPS receiver. Record the location and method used to determine it. Also record the number of satellites tracked by the GPS receiver to determine the location. Record the distance to the nearest village or town. Mark and record the nearest permanent landmark (building, rock formation). Annotate if a water source (river, stream or pond) is available. This information will become necessary if water screening is required

- Perform a visual search of the site for material or biological evidence. Upon arrival at the site, you will photographically document remains and portions found on the surface. Once the remains/portions have been photographed, they may be removed from the site. A stake is placed in the location of the remains/portions. The evacuation number assigned to the remains/portions will then be annotated on the stake.
- All search team members will get on line and perform a skirmish search of the area if possible. The vegetation at some locations will prohibit this. If this is the case, assign each individual an area to search.
- Material evidence might be aircraft debris, military equipment, or personal effects. Aircraft debris and military equipment should be examined for the possibility of any identification numbers or serial numbers.
- Biological evidence can be skeletal, dental, or tissue remains. Without the presence of forensic experts (anthropologists, odontologists, pathologists), items of this nature may not be classified as human remains.

Use Color-Coded Pin Flags

The use of color-coded pin flags will facilitate the search. An example of a color-coded pin flag system is as follows:

- Red Ordnance
- Blue Life support equipment
- Green Military equipment/aircraft debris
- Yellow Personal effects
- White Biological evidence

Use colored pin flags to give an evidence distribution pattern for the site that is easily photographed or videotaped. It will also help develop the scope of work for the site.

Question Witnesses.

Oftentimes there are witnesses or other informants that have knowledge of the incident. Using HNS and linguists to canvas the local population may provide information leading to the discovery of more remains. Ask the witness specific questions that will verify his knowledge of the incident. Take caution not to lead the witness. Ask, "What color was the hair?" rather than, "Was it blonde hair?"

Determine the Site Type

Determining the characteristics of a site will aid in determining personnel, equipment, and time required to complete the mission. The following are site characteristics:

- Primary or secondary burial site. This is an initial or follow-on burial location. This site may be general or specific in location. A specific burial or isolated burial site can be excavated.
- Multiple grave site. This is a site that may contain multiple remains or multiple burial locations within the boundaries of the site. A cemetery is an example of this.
- Small crash site. The location of a helicopter, single engine aircraft, or any aircraft that occupies an area which is contained in the surface of the soil.
- Large aircraft site. An aircraft crash site that covers a large area that may extend below the surface of the soil.
- Disturbed site. A site that was disturbed. It was either excavated or a natural disturbance occurred, such as a landslide or erosion that affected the site.

Determine Measurements and Boundaries

Use a tape measure to determine the length and width of the site. Consider the amount of clearing that is necessary for excavation, the area for screening, and the rest area. If possible, mark the boundary by using engineer or surveyor's ribbon.

Determine soil composition.

- To do this, a test pit must be dug within the boundaries of the site. In the case of a large site, dig more than one test pit to ensure soil consistency. A test pit should be a minimum of 50 centimeters wide by 50 centimeters long and 50 centimeters deep.
 - The depth of the test pit should reach sterile soil. Soil will never go back into a hole or area the same way it was removed. The soil that has been moved is termed disturbed soil. Disturbed soil will have a distinctly visible difference from the natural soil layers or soil stratification. Sterile soil is where disturbed soil ends and natural soil stratification returns.
 - Placement of the test pit will also aid in determining the amount of subsurface aircraft debris present at the site.
 - The soil should be described in detail color, moisture, amount of sand, and ease of digging. Determine the depth of the humus (the organic top layer of the soil).

Describe Primary Vegetation

The vegetation will fall in the following general groups:

- Forest
- Jungle
- Bamboo stands
- Mixed (grassland with small trees)
- Grass-land
- Fallow (uncultivated cropland)

- Cultivated (active cropland)
- Cleared (vegetation removed)

Determine Slope

Use the Brunton Surveyor's compass to determine the slope of the site. Record the slope in degrees. Slope categories are as follows:

- Flat - 0 to 10 degrees slope
- Moderate - 10 to 25 degrees slope
- Steep - 25 degrees and higher
- Variable - The slope does not remain constant

Determine Logistics of the Operation

It is important to record your initial logistics appraisal. The initial scope of work is the baseline for recovery operations. As the site develops so will the scope of work. The logistics requirements will change as the scope of work changes. The following are factors that will aid in determining the logistical needs of the operation:

- Number of local laborers that will be used (if any).
- The number of days to complete the recovery of the site or location.
- Monetary compensation, if any, that may be required for workers or land usage.

Determine Other Variables

During mass fatality operations, other variables must be considered:

- Search and recovery operations to include site security, documentation, and investigation.
- Location, personnel, and materials for collection, processing, and security of personal effects and remains.
- The equipment required, including any special equipment (water pumps, chain saws).
- Coordination with OAFME, FBI, FEMA, DOD, port mortuary, NTSB, and other agencies impacted by a mass fatality incident.

Conclusion

When documentation of a mass fatality incident is completed, the case file is considered a historical reference, which could be used for future MA operations. As stated in this appendix, detailed notes and records must be kept to aid in planning for future missions.

APPENDIX E

RESPONSIBILITIES OF NON-MORTUARY AFFAIRS UNITS

Commanders of all units in the DOD have the responsibility to care for deceased personnel within their area of responsibility. This responsibility includes the search for, recovery, and evacuation of remains and PE to a MACP. To do this mission at least five personnel from the unit should be designated as a search and recovery team. The team must be led by at least one NCO designated as the team leader. Procedures to do this mission are outlined in JTTP 4-06. The team should be thoroughly trained and equipped. Training may be obtained from the 92M20/30 assigned to the FSB/MSB within the division, the 92M assigned to the COSCOM, or an MTT resourced and funded by the requesting unit, taken from one of the MA companies and requested through command channels at HQ TRADOC. Equipment and materials needed to do this mission are listed below:

- Pouch, human remains
- Bags, personal effects
- Litters
- Zip-lock bags (12" by 12")
- Metal pegs
- Paper or plastic tags
- Seals, car (railroad)
- DD Form 565
- DD Form 567
- DD Form 1075
- DD Form 1076

At a minimum, use 10 percent of the unit strength to calculate the needed stock levels of equipment and materials. Unit personnel should review their CTA authorizations.

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APPENDIX F

FORMS AND REPORTS

Documentation Required

When personnel search for, recover, and evacuate remains, forms and reports must be completed. This appendix will give the user a detailed set of instructions for completing the necessary forms and reports. All forms and reports in the appendix supersede forms or reports used prior to this publication. If a form does not appear in this list, it has been deleted. DD Forms 890, 891, 892, 893, and DD Form 894 are prescribed in FM 10-286 and are still current.

Required Forms

A list of forms required for MA is given below:

- DD Form 565 Statement of Recognition of Deceased
- DD Form 567 Record of Search and Recovery
- DD Form 1074 Questionnaire of Local Inhabitants
- DD Form 1075 Convoy List of Remains of Deceased
- DD Form 1076 Military Operations Record of Personal Effects of Deceased Personnel
- DD Form 1077 Collection Point Register of Remains
- DD Form 1079 Interment/Disinterment Register

A list of required transportation documents is given below. Additional forms may be necessary based on local directives. For guidance on completing these forms contact your supporting Movement Control Team.

- DD Form 836 Operator's Instructions
- DD Form 1384 Transportation Control and Movement Document
- DD Form 1387 Military Shipment Label
- Shippers Declaration of Dangerous Goods

DD Form 565, Statement of Recognition of Deceased See Figure F-1

NOTE: If any entry on this form cannot be verified, use the terms "UNKNOWN" OR "UNK" as applicable. The individual who completes this form should have known the decedent well, and have knowledge of the decedent's distinguishing physical characteristics.

1. Information on tentatively identified decedent.
 - a. Name--Self-explanatory.
 - b. Rank--Enter officer, warrant officer, or enlisted rank and alphanumeric grade (for example, O-3, WO-3 or E-7), allied, or enemy.
 - c. SSN--Enter the social security or service number.

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- d. Organization--Enter the deceased's unit of assignment.
- e. Service--Enter component: U.S. Air Force, U.S. Army, U.S. Navy, U.S. Coast Guard, U.S. Marines, allied, or enemy.

2. I have personally viewed the remains tentatively identified above. Recognition is based on the following:

- a. Sex--Enter the sex of the remains.
- b. Approximate age (years)--Enter the approximate age of the remains.
- c. Approximate height--Enter the approximate height in inches.
- d. Race--Enter the race of the remains if it can be determined: Caucasoid, Negroid, or Mongoloid.
- e. Hair color--Enter the hair color if it can be determined.
- f. Build/muscularity--Enter 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 tentative identification.
- h. Remarks-- Annotate any additional information.

3. Details of viewing.

- a. Date--Enter the date of the viewing.
- b. Time--Enter the time of the viewing.
- c. Place--Enter the location of the viewing.

4. Person making visual identification.

- a. Name--Self-explanatory.
- b. Rank--Enter officer, warrant officer, or enlisted and alphanumeric grade (for example, O-3, WO-3 or E-7).
- c. SSN--Enter social security or service number.
- d. Organization--Enter the person's unit of assignment.
- e. Relationship to deceased--Commander, 1SG, friend, brother, etc.
- f. Length of time you knew the deceased--Number of months or years.
- g. Signature--The person making the statement signs the form.
- h. Date signed--Enter the date this person signs the form.

5. Witness--Person certifying the form.

I certify that the individual identified in item four has viewed the remains in my presence, and that to the best of my knowledge the above statements are true.

- a. Name--Self-explanatory.
- b. Rank--Enter officer, warrant officer, or enlisted and alphanumeric grade (for example, O-3, WO-3 or E-7).
- c. Title--Enter the person's title or position.
- d. Signature--The person certifying signs the form.
- e. Date signed--Enter the date this person signs this form.
- f. Organization--Enter the person's unit of assignment.

STATEMENT OF RECOGNITION OF DECEASED			
PRIVACY ACT STATEMENT			
AUTHORITY: 10 USC Sections 1481 through 1488, EO 9397, Nov. 1943 (SSN).			
PURPOSE AND USE: This form is used to establish initial identification of deceased personnel.			
DISCLOSURE: Personal information provided on this form is given on a voluntary basis. Failure to provide this information, however, may result in improper identification of the deceased person and person making visual identification.			
1. TENTATIVELY IDENTIFIED DECEDENT			
a. NAME (Last, First, Middle Initial) (or Unidentified)	b. RANK	c. SSN	
Doe, John E.	E-5	111-11-1111	
d. ORGANIZATION	e. SERVICE		
HHD 1/37	U.S. Army		
2. I HAVE PERSONALLY VIEWED THE REMAINS TENTATIVELY IDENTIFIED ABOVE. RECOGNITION IS BASED ON THE FOLLOWING.			
a. SEX	b. APPROXIMATE AGE (Years)	c. APPROXIMATE HEIGHT	d. RACE
Male	25	75 inches	Caucasoid
e. HAIR COLOR (If brown, indicate light or dark, as applicable)		f. BUILD/MUSCULARITY (Slender, medium, heavy or obese)	
Light Brown		Medium	
g. IDENTIFYING MARKS (Fully describe by type and location ALL known scars, tattoos, birthmarks, amputations or other body markings to support the identification.)			
4 inch scar right knee (front) 10 inch dragon tattoo on left forearm 3" eagle tattoo right upper arm Birthmark on back left hip			
h. REMARKS			
3. DETAILS OF VIEWING			
a. DATE (YYYYMMDD)	b. TIME	c. PLACE	
19980618	1430	Collection Point #5 TL 5129 4372	
4. PERSON MAKING VISUAL IDENTIFICATION			
a. NAME (Last, First, Middle Initial)	b. RANK	c. SSN	
Smith, James B.	E-7	222-22-2222	
d. ORGANIZATION	e. SIGNATURE	f. DATE SIGNED (YYYYMMDD)	
HHD 1/37	James B Smith	19980618	
g. RELATIONSHIP TO DECEASED (CDR, ISG, Friend, Relative, etc.)	h. LENGTH OF TIME YOU KNEW DECEASED (Number of months or years)		
Platoon Sergeant	5 months		
5. WITNESS			
I certify that the individual identified in Item 4 has viewed the remains in my presence, and that to the best of my knowledge and belief the above statements are true.			
a. NAME (Last, First, Middle Initial)	b. RANK	c. TITLE	
Block, Jane R.	E-5	Collection Point NCOIC	
d. ORGANIZATION	e. SIGNATURE	f. DATE SIGNED (YYYYMMDD)	
54th QM Company	Jane R. Block	19980618	

DD FORM 565, JUL 1998 (EG)

PREVIOUS EDITION MAY BE USED.

Designed using Perform Pro. WHS/DIOR, Jun 98

DD Form 567, Record of Search and Recovery. See Figure F-2

1. Date of report--Enter the date the report was completed.
2. Decedent information.
 - a. Name--Self-explanatory.
 - b. Rank--Enter officer, warrant officer, or enlisted rank and alphanumeric grade (for example, O-3, WO-3 or E-7), allied or enemy.
 - c. SSN--Enter the social security or service number.
 - d. Race--Enter the race of the remains if it can be determined; use Caucasoid, Negroid or Mongoloid.
 - e. Organization--Enter the deceased's unit of assignment, allied or enemy.
3. Type of Search--Enter whether it is an initial or subsequent search.
4. Date of mission--Enter the date, the mission, occurred.
5. Field search number—If the is a field search number it will be assigned by the JAMO
6. Search and recovery number--Enter the search and recovery number.
7. Evacuation number--Enter the evacuation number assigned to the remains.
8. Date of recovery--Enter the date the remains were recovered.
9. Nationality--Enter country of citizenship and origin of the remains, if known.
10. Estimated date of death--Enter the estimated date of death.
11. Place of recovery--Enter grid coordinates and reference points.
12. Identification media--Enter description of ID media found with the remains.
13. Other remains recovered on this mission--Enter the names of other remains recovered on this mission.
14. Recovery team members--Enter the names of the recovery team members, the rank, and unit of assignment.
15. Team leader--Enter the team leader's information.
 - a. Name--Self-explanatory.
 - b. Organization--Enter the team leader's organization.
 - c. Signature--The team leader signs here.
 - d. Rank--Enter the team leader's rank.
 - e. Date Signed--Self-explanatory.

16. Receiving official--Enter the receiving official's information.
 - a. Name--Self-explanatory.
 - b. Organization--Enter the receiving official's organization.
 - c. Signature--Receiving official signs here.
 - d. Rank--Enter the receiving official's rank.
 - e. Date signed--Enter the date the receiving official signed the form.

RECORD OF SEARCH AND RECOVERY				1. DATE (YYYYMMDD)
19980618				
PRIVACY ACT STATEMENT				
AUTHORITY: 10 USC Sections 1481 through 1488, EO 9397, Nov. 1943 (SSN).				
PURPOSE AND USE: This form is used to establish initial identification of deceased personnel.				
DISCLOSURE: Personal information provided on this form is given on a voluntary basis. Failure to provide this information, however, may result in improper identification of the deceased person and person making visual identification.				
2. DECEDENT				
a. NAME (Last, First, Middle Initial) (or Unidentified)	b. RANK	c. SSN	d. RACE	e. ORGANIZATION
Doe, John E.	E-5	111-11-1111	Caucasoid	HHD 1/37
3. TYPE OF SEARCH	4. DATE OF MISSION (YYYYMMDD)	5. FIELD SEARCH NUMBER	6. SEARCH AND RECOVERY NUMBER	
Initial	19980617	N/A	007/HHD 1/37/1 of 1	
7. EVACUATION NUMBER	8. DATE OF RECOVERY (YYYYMMDD)	9. NATIONALITY	10. ESTIMATED DATE OF DEATH (YYYYMMDD)	
N/A	19980617	U.S.	19980618	
11. 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 (artillery, infantry). If recovered from a vehicle, tank or plane, give position therein.)				
TL 51384433 near AL jawf, hasty fighting position				
12. IDENTIFICATION MEDIA FOUND IN GRAVE AND/OR SURROUNDING AREA (Include serial numbers found on vehicles, tanks, aircraft and weapons.)				
M16A2 SN 123456789 Rack #12 M17A2 protective mask #38				
13. OTHER REMAINS RECOVERED ON THIS MISSION (Use continuation sheet if necessary.)		14. RECOVERY TEAM MEMBERS		
SEARCH AND RECOVERY NO. a.	SEARCH AND RECOVERY NO. b.	NAME (Last, First, Middle Initial) a.	RANK b.	ORGANIZATION c.
None	None	Keylon, Eddie	E-4	HHD 1/37
		Hillman, Greg	E-4	HHD 1/37
		Vo, John	E-4	HHD 1/37
		Thompson, Tommy	E-3	HHD 1/37
15. TEAM LEADER				
a. NAME (Last, First, Middle Initial)	b. RANK	c. ORGANIZATION		
Rawlings, John	E-5	HHD 1/37		
d. SIGNATURE				e. DATE SIGNED (YYYYMMDD)
<i>John Rawlings</i>				19980617
16. RECEIVING OFFICIAL				
a. NAME (Last, First, Middle Initial)	b. RANK	c. ORGANIZATION		
Block, Jane R.	E-5	54th QM Co.		
d. SIGNATURE				e. DATE SIGNED (YYYYMMDD)
<i>Jane R. Block</i>				19980618

DD FORM 567, JUL 1998 (EG)

PREVIOUS EDITION MAY BE USED.

Designed using Perform Pro, WHS/DIOR, Jun 98

DD Form 1074, Questionnaire of Local Inhabitants. See Figure F-3

Note: If any entry on this form cannot be verified, use the terms “UNKNOWN” OR “UNK” as applicable.

1. Person interviewed.
 - a. Name--Enter the name of the person being interviewed.
 - b. Address--Enter the street address of the person being interviewed.
 - c. Occupation--Enter the person's occupation being interviewed.
 - d. Date interviewed--Enter the interview date.

- 2
 - a. Enter an X in the appropriate block.
 - b. Who interred the remains--Enter the name of the person(s) who interred the remains.
 - c. Date of death--Enter the date the person(s) who interred the remains gives as the date of death, if known.
 - d. Date of interment--Enter the date the deceased was interred.
 - e. Where were the remains interred--Enter grid coordinated and any information such as reference points.

- 3
 - a. Enter an X in the appropriate block.
 - b. Who found the remains--Enter the person(s) name who found the remains.
 - c. Where are the remains now--Enter location including grid coordinates.
 - d. Date of death--Enter the date of death given by the person being interviewed.

4. Enter an X in the appropriate block.

5. Enter an X in the appropriate block.

6. Enter an x in the appropriate block.

- 7
 - a. Enter an X in the appropriate block.
 - b. Person who identified remains.
 - (1) Name--Enter the person's last name, first name and middle initial.
 - (2) Address--Enter the person's street address.
 - (3) Title--Enter the person's professional title (for example, police officer).

- 8
 - a. Enter an X in the appropriate block.
 - b. Where are the effects now--Enter the location of the personal effects (for example, in the safe on the second floor of (street address) (business name)).

- 9
 - a. Enter an X in the appropriate block.
 - b. Where is the property now--Enter the location of the property (for example in the safe on the second floor of (street address) (business name)).

- 10
 - a. Enter an X in the appropriate block.
 - b. Who provided medical aid--Enter the person's name.

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c. Name of medical facility--Enter the name of the medical facility (if there is no name, give all information about the operation and staff).

d. Location of medical facility--Enter the location using grid coordinates and reference points.

11 a. Enter an X in the appropriate block.

b. Who mistreated the personnel--Enter the name(s) of person(s) who mistreated the deceased.

12. Witness to mistreatment.

a. Name--Enter the person's last name, first name, and middle initial who witnessed the mistreatment.

b. Address--Enter the person's street address.

c. Title-- Enter the person's professional title (for example, police officer).

13. Preparing official.

a. Name--Enter the person's name who is preparing this form.

b. Organization--Enter the unit designation of the person preparing this form.

c. Signature--The person preparing the form signs this block.

d. Rank--Enter the E or O grade or equivalent for allied and enemy.

e. Date signed--Enter the date the form was signed.

QUESTIONNAIRE OF LOCAL INHABITANTS				
PRIVACY ACT STATEMENT				
AUTHORITY: 10 USC Sections 1481 through 1488, EO 9397, Nov. 1943 (SSN).				
PURPOSE AND USE: This form is used to establish initial identification of deceased personnel.				
DISCLOSURE: Personal information provided on this form is given on a voluntary basis. Failure to provide this information, however, may result in improper identification of the deceased person and person making visual identification.				
1. PERSON INTERVIEWED		a. NAME (Last, First, Middle Initial)		
		Al-sala, Al-hazar		
b. ADDRESS		Al-jawf, Iraq		
c. OCCUPATION		d. DATE INTERVIEWED (YYYYMMDD)		
Merchant		19980617		
2a. ARE THERE REMAINS BELIEVED TO BE U.S. FORCES INTERRED IN THIS AREA? (If Yes, complete 2b., c., d., and e.)		b. WHO INTERRED THE REMAINS?		
<input checked="" type="checkbox"/> YES <input checked="" type="checkbox"/> NO		N/A		
c. DATE OF DEATH (YYYYMMDD)		d. DATE OF INTERMENT (YYYYMMDD)		e. WHERE WERE THE REMAINS INTERRED? (Include grid coordinates)
NA		NA		N/A
3a. ARE THERE REMAINS BELIEVED TO BE U.S. FORCES ABOVE GROUND IN THIS AREA? (If Yes, complete 3b., c., and d.)		b. WHO FOUND THE REMAINS?		
<input checked="" type="checkbox"/> YES <input type="checkbox"/> NO		Al-sala, Al-hazar		
c. WHERE ARE THE REMAINS NOW? (Include grid coordinates)				d. DATE OF DEATH (YYYYMMDD)
Approximately 1 mile East of Al-jawf				unknown
4. WAS THE PERSON WHO FOUND THE REMAINS A WITNESS TO THE DEATH?		<input type="checkbox"/> YES <input checked="" type="checkbox"/> NO	5. WERE REMAINS RECOVERED FROM AN AIRCRAFT OR ARMORED VEHICLE? (If Yes, describe type, marking, and crew position.)	
			<input checked="" type="checkbox"/> YES <input type="checkbox"/> NO	
6. IS THE AREA WHERE REMAINS ARE LOCATED MINED AND/OR BOOBYTRAPPED? (If Yes, describe in Item 12.)		<input type="checkbox"/> YES <input checked="" type="checkbox"/> NO		
7a. WERE THE REMAINS TENTATIVELY IDENTIFIED PRIOR TO BURIAL? (If Yes, complete 7b.)		<input type="checkbox"/> YES <input checked="" type="checkbox"/> NO		
b. PERSON WHO TENTATIVELY IDENTIFIED THE REMAINS: (1) NAME (Last, First, Middle Initial)		(2) TITLE	(3) ADDRESS	
8a. WERE PERSONAL EFFECTS RECOVERED WITH REMAINS? (If Yes, complete 8b. and describe in Item 12.)		<input checked="" type="checkbox"/> YES <input type="checkbox"/> NO	b. WHERE ARE EFFECTS NOW?	
			with the remains	
9a. WAS GOVERNMENT PROPERTY FOUND AND/OR RECOVERED WITH REMAINS? (If Yes, complete 9b. and describe in Item 12.)		<input checked="" type="checkbox"/> YES <input type="checkbox"/> NO	b. WHERE IS PROPERTY NOW?	
			with the remains	
10a. WERE U.S. FORCES PERSONNEL GIVEN MEDICAL TREATMENT PRIOR TO DEATH? (If Yes, complete 10b., c., and d.)		<input type="checkbox"/> YES <input checked="" type="checkbox"/> NO	b. WHO PROVIDED MEDICAL AID?	
c. NAME OF MEDICAL FACILITY		d. LOCATION OF MEDICAL FACILITY		
N/A				
11a. WERE U.S. FORCES PERSONNEL MISTREATED PRIOR TO OR AFTER DEATH? (If Yes, complete 11b. and c. and explain in Item 12.)		<input type="checkbox"/> YES <input checked="" type="checkbox"/> NO	b. WHO MISTREATED THE PERSONNEL?	
			N/A	
c. WITNESS TO MISTREATMENT (1) NAME (Last, First, Middle Initial)		(2) ADDRESS		
N/A		N/A		
12. ADDITIONAL INFORMATION (Use continuation sheet if necessary)				
N/A				
13. PREPARING OFFICIAL		b. RANK	c. ORGANIZATION	d. SIGNATURE
a. NAME (Last, First, Middle Initial)		E-5	HHD 1/37	John Rawlings
Rawlings, John				19980617
				e. DATE SIGNED (YYYYMMDD)

DD Form 1075, Convoy List of Remains of Deceased Personnel. See Figure F-4

Note: If any entry on this form cannot be verified, use the terms ‘UNKNOWN’ OR ‘UNK’ as applicable.

1. From--Enter the designation for the collection point or unit shipping remains.
2. To--Enter the destination of the remains.
3. Page__of__Pages--Enter the appropriate page number and total of pages.
4. Date prepared--Enter the date the form was prepared.
5. Vehicle/aircraft identification number--Enter bumper numbers, tail numbers (all information identifying the mode of transportation).
6. Evacuation number--Enter the evacuation number assigned during processing.
7. Tentatively identified decedent.
 - a. Name--Self-explanatory.
 - b. Rank--Enter officer, warrant officer, or enlisted rank by alphanumeric grade (for example, O-3, WO-3 or E-7), allied, or enemy.
 - c. SSN--Enter the social security, or service number of the decedent.
 - d. Organization--Enter the decedent’s unit of assignment.
8. Aircraft or vehicle departed.
 - a. Time--Enter the time the convoy departed the shipping unit.
 - b. Date--Enter the date the convoy departed the shipping unit.
9. Aircraft or vehicle commander.
 - a. Name--Enter the person’s name that is preparing this form.
 - b. Rank--Enter the individual’s rank.
 - c. Organization--Enter the name of the unit of the aircraft or vehicle commander.
 - d. Signature--The signature of the aircraft or vehicle commander.
 - e. Date signed--Enter the date the form was signed.
10. Aircraft or vehicle arrived.
 - a. Time--Enter the time the convoy arrived at the receiving unit.
 - b. Date--Enter the date the convoy arrived at the receiving unit.
11. Receiving official.
 - a. Name--Enter the person’s name that is preparing this form.
 - b. Rank--Enter the individual’s rank.
 - c. Organization--Enter the name of the receiving official’s unit.
 - d. Signature--The receiving official signs here.
 - e. Date signed--Enter the date the form was signed.

DD Form 1076, Military Operations Record of Personal Effects of Deceased Personnel. See Figure F-5.

Note: If any entry on this form cannot be verified, use the terms ‘UNKNOWN’ or ‘UNK’ as applicable.

1. Date of report--Enter the date this report was completed.
2. Page__of__pages--Enter the appropriate number and total of pages.
3. Information on tentatively identified deceased or unidentified
 - a. Name--Self-explanatory.
 - b. Rank--Enter officer, warrant officer, or enlisted rank by alphanumeric grade (for example, O-3, WO-3 or E-7), allied or enemy.
 - c. SSN--Enter the social security or service number.
 - d. Organization--Enter the deceased’s unit of assignment.
 - e. Status--Enter either “Missing” or “Deceased”.
 - f. Date of status--Enter the date the individual was placed in the missing or deceased status.
4. Place of recovery--Enter the name of the closest town or village, map name and grid coordinates.
5. Date of recovery--Enter the date from the DD Form 567, or obtain the information from the unit that recovered the remains.
6. Evacuation Numbers--Enter the evacuation number or subsequent evacuation number.
7. Inventory of effects.
 - a. Quantity--Enter the exact amount of each item inventoried.
 - b. Description--Enter a brief and complete description of each item (for example, “cigarette lighter, “Zippo,” silver in color, initials “WCC” on front”).
 - c. Received--Enter a check mark and the initials of the person receiving the property. If the item was not received, a line is drawn through the description, and both the person delivering and the person receiving initial the correction.
 - d. Condition--Enter the condition of the item (for example, soiled, blood stained, broken, or burnt).
 - e. Disposition--Enter the location where the items are stored. This entry may indicate the item was forwarded to a collection point or forwarded to the personal effects depot, or held for processing prior to shipment to next of kin.)
8. Funds/negotiable instruments/other high value items transmitted with effects--Enter items such as cash, credit cards, and other items of obvious high value. These items are not listed in block 7.
 - a. Quantity--Enter the exact amount of each item inventoried.
 - b. Description--Enter a brief but detailed description of each item. (for example, “two one-

dollar bills, U.S. currency, serial numbers D73083702H, E78839847I” or “ one ring, yellow in color with black stone, initials “WCC” inside of band”).

c. Received--Enter a check mark and the initials of the person receiving the property. If the item was not received, a line is drawn through the description, and both the person delivering and the person receiving initial this block.

d. Condition--Enter the condition of the item (for example, soiled, blood stained, broken, or burnt).

e. Disposition--Enter the location where the item(s) are stored. This entry may indicate that the item was forwarded to a collection point, forwarded to the personal effects depot, or held for processing prior to shipment to next of kin.)

9. Effects inventoried above represent (place an X in the appropriate block).

10. Preparing official.

a. Name--Self-explanatory.

b. Organization--Enter the official’s unit of assignment.

c. Signature--Enter the official’s signature.

d. Rank--Enter officer, warrant officer, or enlisted rank by alphanumeric grade (for example, O-3, WO-3 or E-7).

e. Date signed--Enter the date this form was completed.

11. Receiving official.

a. Name--Self-explanatory.

b. Organization--Enter the official’s unit of assignment.

c. Signature--Enter the official’s signature.

d. Rank--Enter officer, warrant officer, or enlisted rank by alphanumeric grade (for example, O-3, WO-3 or E-7).

e. Date signed--Enter the date the form was completed.

11. Receiving official.

a. Name--Self-explanatory.

b. Organization--Enter the official’s unit of assignment.

c. Signature--Enter the official’s signature.

d. Rank--Enter officer, warrant officer, or enlisted rank by alphanumeric grade (for example, O-3, WO-3 or E-7).

e. Date signed--Enter the date the form was completed.

MILITARY OPERATIONS RECORD OF PERSONAL EFFECTS OF DECEASED PERSONNEL			1. DATE (YYYYMMDD)	2. PAGE	
			19980618	1	OF 1 PAGES
PRIVACY ACT STATEMENT AUTHORITY: 10 USC Sections 1481 through 1488, EO 9397, Nov. 1943 (SSN). PURPOSE AND USE: This form is used to establish initial identification of deceased personnel. DISCLOSURE: Personal information provided on this form is given on a voluntary basis. Failure to provide this information, however, may result in improper identification of the deceased person and person making visual identification.					
3. TENTATIVELY IDENTIFIED DECEDENT					
a. NAME (Last, First, Middle Initial) (or Unidentified)	b. GRADE	c. SSN	d. ORGANIZATION	e. STATUS	f. DATE OF STATUS (YYYYMMDD)
Doe, John E.	E-5	111-11-1111	HHD 1/37	Deceased	19980618
4. PLACE OF RECOVERY (include grid coordinates)			5. DATE OF RECOVERY (YYYYMMDD)	6. EVACUATION NUMBERS	
Al-Jawf TL51389433			19980617	a. #1 AR54 th QM Co 15 b. #2	
7. INVENTORY OF EFFECTS					
a. QUANTITY	b. DESCRIPTION	c. RECEIVED	d. CONDITION	e. DISPOSITION	
1	Inscribed wcc Cigarette lighter silver in color inscribed 200 SN 224725	✓ LC	Partially Burned	FWD TMEP	
1	Winst. Watch, silver in color, inscribed Pulsar	✓ LC	soiled	FWD TMEP	
1	inscribed WWF RING yellow in color with stone green in color	✓ LC	soiled	FWD TMEP	
8. FUNDS/NEGOTIABLE INSTRUMENTS/OTHER HIGH VALUE ITEMS TRANSMITTED WITH EFFECTS					
a. QUANTITY	b. DESCRIPTION	c. RECEIVED	d. CONDITION	e. DISPOSITION	
2	one dollar bills, US DT8083702H E 788399471	✓ LC	bloodstained	FWD TMEP	
1	five dollar bill K90480420A	✓ LC	bloodstained	FWD TMEP	
9. EFFECTS INVENTORIED ABOVE REPRESENT (X as appropriate)					
<input type="checkbox"/> ALL KNOWN EFFECTS		<input type="checkbox"/> ALL KNOWN EFFECTS RECOVERED FROM UNIT		<input checked="" type="checkbox"/> ALL KNOWN EFFECTS RECOVERED FROM REMAINS	
10. PREPARING OFFICIAL					
a. NAME (Last, First, Middle Initial)	b. GRADE	c. ORGANIZATION			
Clairmont, Leroy	E-4	Collection Point #5 54th QM Co.			
d. SIGNATURE				e. DATE SIGNED (YYYYMMDD)	
<i>Leroy Clairmont</i>					
11. RECEIVING OFFICIAL					
a. NAME (Last, First, Middle Initial)	b. GRADE	c. ORGANIZATION			
Harris, Bob	E-6	246th QM Co. (EAC)			
d. SIGNATURE				e. DATE SIGNED (YYYYMMDD)	
<i>Bob Harris</i>				19980618	
12. RECEIVING OFFICIAL					
a. NAME (Last, First, Middle Initial)	b. GRADE	c. ORGANIZATION			
d. SIGNATURE				e. DATE SIGNED (YYYYMMDD)	

DD Form 1077, Collection Point Register of Deceased Personnel. See Figure F-6.

Note: If any entry on this form cannot be verified, an entry of 'UNKNOWN' or 'UNK' must be used.

1. Date of report--Enter the current date.
2. Page __ of __ Pages--Enter the page number and total number of pages.
3. Collection Point number--Enter the collection point number.
4. Collection Point location--Enter the location using map references and grid coordinates.
5. Organization operating collection point--Enter the unit designation.
6. Evacuation Number--Enter the evacuation number assigned by the collection point.
7. Information on the deceased.
 - a. Name--Self-explanatory.
 - b. Rank--Enter officer, warrant officer, or enlisted by alphanumeric grade (for example, O-3, WO-3 or E-7), allied or enemy.
 - c. SSN--Enter social security or service number.
 - d. Organization--Enter the deceased's unit of assignment.
8. Search and recovery number--Enter the S&R number assigned by the S&R team (obtain from DD Form 567).
9. Name of person or unit who recovered the remains--Enter the unit and NCOIC/OIC of the S&R team (obtain from DD Form 567).
10. Place of recovery--Enter the location from which the remains were recovered including grid coordinates (obtain from DD Form 567).
11. Date recovered--Enter the date the remains were recovered (obtain from DD form 567).
12. Unit received from--Enter the last unit shipping the remains to the collection point.
13. Remains evacuated to--Enter the unit to which the remains were shipped.

DD Form 1079, Interment/Disinterment Register. See Figure F-7.

Note: If any entry on this form cannot be verified an entry of ‘UNKNOWN’ or ‘UNK’ must be used.

1. Date of report--Enter the current date.
2. Page__of__Pages--Enter the current page number and total number of pages (use one form per row).
3. Unit operating interment/disinterment site--Enter the unit designation.
4. Location of site--Enter the location of the interment/disinterment site using grid coordinates and reference points.
5. Processing number--Enter the assigned processing number.
6. Information on the tentatively identified decedent.
 - a. Name--Self-explanatory.
 - b. Rank--Enter officer, warrant officer, or enlisted rank by alphanumeric grade (for example, O-3, WO-3 or E-7), allied or enemy.
 - c. SSN--Enter social security or service number.
 - d. Branch of service--Enter Army, Navy, Air Force, Marines, Coast Guard, or the equivalent of allied or enemy.
 - e. Organization--Enter the deceased unit of assignment.
7. Unit delivering remains--Enter the unit designation delivering remains.
8. Date received--Enter the date remains were received at the site.
9. Date of interment/disinterment--Enter the date the remains were interred or disinterred.
10. Interment/disinterment location.
 - a. Row--Enter the row number.
 - b. Space--Enter the space number.

Report of Atrocity

- If the Recovery teams inform the collection point of an atrocity, the collection point personnel will prepare an atrocity report in memorandum format (Figure F-13). In the report, reasons are given for believing an atrocity was committed. The memorandum is forwarded through channels to the JMAO.

(EXAMPLE)

HEADQUARTERS 54th Quartermaster Company 49th Special Troops Battalion Fort Lee, Virginia 23801	
ATSM-MAC	21 Sep 92
MEMORANDUM FOR Commander, Joint Mortuary Affairs Office SUBJECT: Report of Suspected Atrocity	
1. This collection point # ____ has received from the HHD, 2d Cavalry Regiment, the remains of five U.S. forces personnel.	
2. All remains were recovered from grid coordinates XT 97343575 by a search and recovery team dispatched from collection point # _____.	
3. All remains received were decapitated. The decapitations did not appear to be traumatic, as would be the case if they were a result of gunfire or explosives. The wounds were smooth in nature indicating the possibility that a sharp instrument such as a sword or machete may have inflicted them.	
FOR THE COMMANDER:	
DONALD S. SOLDIER SSG, USA NCOIC Collection Point #_____	

Figure F-13. Report of atrocity

Report of Unrecovered Remains

- The report of unrecovered remains (Figure F-14) is prepared in memorandum format by the responsible commander when he knows where unrecovered remains are located, but has no assets to recover the remains due to the tactical situation. The report includes, but is not limited to, the number and location of remains, reasons the remains were not recovered, and other relevant information. The responsible commander forwards this report through channels to the JMAO.

(EXAMPLE)

<p>HEADQUARTERS DEPARTMENT OF THE ARMY HHD, 2d Cavalry Regiment Fort Carson, CO 12345</p>	
ATSM-MAC	31 Oct 1990
MEMORANDUM FOR: Joint Mortuary Affairs Office	
SUBJECT: Report of Unrecovered Remains	
<ol style="list-style-type: none">1. This confirms verbal communication of 27 Oct 90.2. SSG THOMAS T. Train, 123-45-6789, of this unit reported the location of five U.S. forces' remains to me on 27 Oct 90.3. The remains are in a bunker complex located at grid coordinates CT 664332 near the town of Hafar Al Batine, Map Sheet 6628-I (Saudi Arabia 1:50,000).4. Because of the tactical situation and the degraded strength of this unit on that date, no action was taken to recover and evacuate remains. More detailed information is outlined in the commander's update for 27 Oct 90.5. If necessary, a recovery party can be led to the above-mentioned location.	
<p>HARRY P. HEDGES CPT, AR Commanding</p>	

Figure F-14. Report of Unrecovered Remains

Report of Incident

- The report of incident (Figure F-15) is prepared in memorandum format to help identify deceased personnel killed in an accident or by any incident that might make identification difficult. The report includes, but is not limited to, the following information:
 - Time and date.
 - Location of the incident (grid coordinates).
 - Name, rank, and SSN of each person who was directly involved.
 - Status of personnel involved and those who survived.
 - A muster was held and personnel were determined missing.
 - A narrative of what took place.
 - A statement that a thorough search was conducted of the area.

- The name, rank, SSN, and organization of the person making the report.

(EXAMPLE)

HEADQUARTERS A Company, 64 th FSB Fort Carson, CO 12345			
ATSM-MA			
MEMORANDUM FOR Joint Mortuary Affairs Office			27 Oct 90
SUBJECT: Report of Incident			
1. Incident helicopter accident involving a CH-46D Bureau Number 148422 on 24 Oct 90. 2. Date Time Group: 240400W Oct 90. 3. Location Grid coordinates AT943456, Basra, Iraq. 4. Circumstances. The helicopter described above was flying as the second of two CH-46Ds on a night medical evacuation mission. The subject helicopter was orbiting while the lead aircraft was in the landing zone picking up an emergency medivac. Radio contact with the orbiting helicopter was lost. A thorough search of the area was conducted on 24 and 25 Oct 90. An examination of the wreckage of Bureau Number 148422 indicated an engine fire resulting from a direct hit while in flight. The helicopter crashed and was burned. 5. Probable Cause - Engine fire resulting from a direct hit by enemy forces. 6. Crew members and their positions within the aircraft:			
1LT Henry A. Ford	104-89-1563	USA	Pilot
WO3 Alva A. Edison	102-13-7129	USA	Copilot
SGT James A. Mitchner	343-76-6456	USA	Crew Chief
7. SGT James A. Mitten 320-01-3494 survived the incident and was admitted to the 31st CSH.			
8. POC for this information is CPT Harrison E. Jones (471-13-8862).			
HARRISON E. JONES CPT, QM Commanding			

Figure F-15 Report of incident

Report of Area Clearance

- The report of area clearance (Figure F-16) is prepared in memorandum format when the final search of an area is complete. The OIC with the responsibility for that geographical area prepares and signs the report. The report is forwarded through channels to the JMAO.

(EXAMPLE)

HEADQUARTERS 2 ND CORPS SUPPORT COMMAND 7 TH CORPS APO AA 96814		
ATSM-MA		1 Nov 90
MEMORANDUM FOR: Joint Mortuary Affairs Office		
SUBJECT: Report of Area Clearance		
1. I certify that records of this office indicate this unit conducted a thorough search of the following area for remains of US forces, allied, and enemy personnel and, to the best of my knowledge all recoverable remains known to be in this area have been removed.		
6820 II MAP SHEET NUMBER	AMS SERIES 1751 SERIES	SAUDIA ARABIA 1:50,000 SCALE
The area identified by the map sheet listed above has been determined "CLEARED" and no further organized searches will be conducted in this area.		
CONRAD B. TRENT LTC, USA A C of S, SPO		

Figure F-16 Report of Area Clearance

Report of Nonrecoverability of Major Missing Portions

- When remains are missing portions, such as an arm or leg, a report of nonrecoverability of major portions in memorandum format (Figure F-17) is prepared. The person who prepares the report may be in the unit of the deceased person, or may be the leader of a recovery team. Tentative identification personnel in the collection points or theater mortuary evacuation point need to know that a thorough search was conducted and no additional portions of the deceased will be received. Forward this report to the JMAO.

(EXAMPLE)

HEADQUARTERS 198th MA Det, 725th MSB Schofield Barracks, Hawaii 96853		
ASTM-MA		12 Nov 90
MEMORANDUM FOR Commander, Joint Mortuary Affairs Office		
SUBJECT: Report of Nonrecoverability of missing major portions		
1. S&R number 1/A-30/1		
2. A thorough and systematic search covering a 100m radius of grid coordinate AT 12334345 was conducted. It was not possible to recover the complete remains, and no portions were found.		
3. The recovery was made under supervision of the commander's representative, 1LT Jack D. Gennner, who controlled the geographic area.		
4. SFC John Boone, of the 725th MSB, S3, verified that the mission was conducted and there were no major portions found during the search.		
ANDREW S. BARNES SSG, USA Search and Recovery Team Leader		

Figure F-17. Report of nonrecoverability of missing major portions

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GLOSSARY

ACRONYMS AND ABBREVIATIONS

ASG - Area support group

ACR - Armored Cavalry Regiment

ACofS. – Assistant Chief of Staff

AIS – Automated Information Systems

AMC – Air Mobility Command

AR – Army Reserve

AOR - Area of responsibility

APOE – Area port of embarkation

APOD – Area port of debarkation

ARFOR – Army force

A/DACG – Arrival/departure airfield control group

ATTN – attention

B

BSA - brigade support area

C

CAD - Computer aided design

CAO – Casualty Assistance Office

CJMAO – Central Joint Mortuary Affairs Office

COA - Course of action

COMMZ - Communications Zone

CONUS - continental United States

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COSCOM - Corps Support Command

CS - combat support

CSG – Corps support group

CSS - combat service support

CSSCS – Combat Service Support Control System

CZ - combat zone

D

DCIPS – defense Casualty Information Processing System

DCSLOG - Deputy Chief of Staff for Logistics

DCSOP - Deputy Chief of Staff for Personnel

DISCOM - Division Support Command

DOD - Department of Defense

DOS - Department of State

DSA - division support area

DS - direct support

E

EAC - echelons above corps

ENCOM - Engineer Command

EUCOM – European command

EOD - Explosive Ordnance Disposal

F

FBI – Federal Bureau of Investigation

FLS – field landing strip

FEBA - forward edge of the battle area

FEMA - Federal Emergency Management Agency

FLOT - Forward Line of own Troops

FRAGO – Fragmentary Order

FSB – forward support battalion

G

GCSS – Global Combat Service Support

GPS - Global Positioning System

GRREG - graves registration

GS - general support

G4 - Army component logistics staff (Army division or higher)

H

HA - humanitarian assistance

HN - host nation

I

IAW – in accordance with

J

JAG - Judge Advocate General

JMAO – joint mortuary affairs office

JTTP - Joint Tactics, Techniques, and Procedures

L

LOGSTAT- logistics statistics

M

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MACOM - Major Command

ME – medical examiner

MI – military intelligence

MTT – mobile training team

MA – mortuary affairs

MACP - mortuary affairs collection point

MADCP - mortuary affairs decontamination collection point

MCO - movement control office

MCT – movement control team

MEDCOM - Medical Command

MSCA - Military Support to Civil Authorities

MTOE – Modified Table of Organization and Equipment

MSB – main support battalion

N

NCO – Noncommissioned Officer

NG – national-guard

NTSB – National Transportation Safety Board

NBC - nuclear, biological, chemical

NCOIC - noncommissioned officer in charge

NGO – Non-governmental Organization

O

OAFME - Office of the Armed Forces Medical Examiner

OCONUS - outside the Continental United States

OIC - officer in charge

OOTW - Operations Other Than War

OPCON - Operational Control

OPLANS - Operations Plans

OPORDS - Operations Orders

OR - Operational Requirements

P

PACOM – pacific command

PADD - person authorized to direct disposition of remains

PAO – public affairs office

PE - personal effects

PEO - Peace Enforcement Operations

PERE – Person eligible to receive effects

PERSTAT – personnel statistics

PERSCOM - Personnel Command

POC – point of contact

PVO - Private Voluntary Organizations

S

SITMAP - situation map

SME – subject matter expert

SOP - Standing Operating Procedure

SOUTHCOM – southern command

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SPO – Support, Plans, and Operations

STANAG – standardized agreement

S&S – supply and service

S&R – search and recovery

SSAN – social security account number

SSN – social security number

T

TAACOM - Theater Army Area Command

TACSOP – tactical standing operating procedures

TMEP - theater mortuary evacuation point

TPFDL – time phased force and deployment list

TOE - Table of Organization and Equipment

TOPN – theater of operations

TRANSCOM - Transportation Command

TSG – theater support group

U

UCMJ – Uniformed Code of Military Justice

US – United States

W

WO – warning order

WHNS – Wartime Host Nation Support

Z

ZOI - Zone of Interior

TERMS

4V Officer-Commissioned or Warrant Officer qualified (School trained) to operate within the MA field

92M- Military Occupational Specialty of “Mortuary Affairs Specialist”

Area Port of Debarkation- Point at which personnel and equipment arrive at destination

Area Port of Embarkation- Point at which personnel and equipment depart from

Augmentation- additional personnel and equipment

Central Joint Mortuary Affairs Office-Functions as a coordinating group consisting of representatives from all the services

Combat Zone- Area where combat units are actually located and where combat occurs

Communications Zone- Is that portion of the Theater of Operations that serves as an operational area for the theater commander.

Decedents- Deceased or expired humans

Echelons above Corps- Units and commands at levels above Corps e.g. theater and CONUS based headquarters

Embalm- Preservation of a dead body against decomposition

Interment- Burial of human remains

Joint Mortuary Affairs Office- Provides oversight of MA support within each geographic combatant commanders area of responsibility

Mortuary- Organization which embalms and prepares remains for final disposition

Odontologist-Forensic dentist

Operations Other than War-OOTW involves the use of military force structure across the range of operations short of war.

Remains- Deceased human beings

Situation Maps- Representation of current positions of friendly and opposing forces

Subject Matter Expert- Soldier who is well versed in a particular area

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Task Organization- Element comprised of various types of units to perform a specific mission

Theater- A Theater is defined as, the total area of land, air, and sea that is or could become involved in the conduct of war.

Theater Mortuary Evacuation Point- The point where remains are evacuated, prepared, and evacuated from the theater.

Zone of Interior- A zone of interior supports the theater of operations. It includes industries, mines, farms, natural resources, and supply depots.

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16 FEBRUARY 1999

By Order of the Secretary of the Army:

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