



UNITED STATES MARINE CORPS  
MARINE CORPS RECRUIT DEPOT/EASTERN RECRUITING REGION  
PO BOX 19001  
PARRIS ISLAND, SOUTH CAROLINA 29905-9001

DepO 5360.1D  
ADJ  
22 Mar 21

DEPOT ORDER 5360.1D

From: Commanding General  
To: Distribution List

Subj: MILITARY FUNERALS

Ref: (a) MCO 3040.4  
(b) DOD Instruction 1300.15, Military Funeral Support, October  
22, 2007

Encl: (1) Points of Contact

1. Situation. This Order provides instructions for the handling and conduct of official military Funeral Honors Support (MFH) by Marine Corps Recruit Depot, Parris Island (MCRDPI). Reference (a) provides detailed guidance regarding eligibility to receive MFH support, composition of Funeral Honors Details and procedures for ceremonies.

2. Cancellation.

a. DepO 5360.1C W/Ch 1.

b. Summary of Revisions. This Order has been revised and should be reviewed in its entirety. Major changes include updating procedures and unit rotation regarding Military Funeral details conducted by this Command.

3. Mission. When tasked by Headquarters Marine Corps (HQMC), Marine Family Casualty Section (MFCS), MCRDPI provides MFH support to deceased Marines within the local Beaufort, South Carolina area.

4. Execution

a. Commander's Intent and Concept of Operations

(1) Commander's Intent. HQMC will task MCRDPI with funerals during the dates of 1 December to 31 May and MCRDPI will render appropriate honors to our fallen Marines by providing MFH support when requested by their families. Within the capabilities of this command and the constraints of our operational requirements, we will provide a full Military Funeral Detail to fulfill this sacred duty.

(2) Concept of Operations

(a) Military honors are provided by MCRDPI and Marine Corps Air Station (MCAS), Beaufort for funeral and burial details. The Depot and Marine Corps (active duty, reserves, retired, and honorably discharged veterans) who are buried in the Beaufort National Cemetery or within the counties of Beaufort, Jasper, Hampton and Colleton in South Carolina. This includes former Marines who subsequently served in the other services, if the Primary Next of Kin (PNOK) requests support. Additionally, active, reserve, retired, or former service members of other branches who had documented service with a Marine unit (i.e., corpsmen, chaplains, etc.) will, upon request of the PNOK, be afforded the honors by Marines. This Command will also provide military honors for other branches of the service when requested by the PNOK and when the parent service is unable to provide support. The Depot or MCAS Adjutant, as appropriate, will verify via telephone that the parent service is unable to provide the requested service utilizing the points of contact listed in enclosure (1). Only after verification has been made will we provide the requested service, or in the event of unusual circumstances that would bring discredit upon the Armed Services if Military Funeral Honors were not rendered.

(b) Requests for military honors outside the Beaufort area will be referred to the military activity nearest the funeral site, see enclosure (1).

b. Tasks

(1) Commanding Officers. Ensure those responsible for conducting funeral details are well versed in the spirit and intent of this Order.

(2) Depot Adjutant. Assigned as coordinator of military honors for deceased members of the Armed Forces. Upon receiving a request for military funeral services from HQMC Casualty Branch, the adjutant's office will coordinate and communicate with the rotating funeral honors unit aboard MCRDPI. The Adjutant is responsible for the cognizance of all funeral escorts from each unit. Once funeral honors are complete, the Adjutant will complete the tasker by submitting a Personnel Casualty Report (PCR) via Defense Civilian Intelligence Personnel System (DCIPS).

(3) Assistant Chief of Staff, Religious Ministry. Provide chaplain support when required.

(4) Assistant Chief of Staff, G-4. Provide adequate transportation for funeral details whenever Marines from Parris Island are assigned to the detail.

(5) Depot Band Officer. When personnel are available, the Depot Band will support funerals with a bugler, for the sounding of

taps in accordance with reference (b). If none is available, the Service representative may authorize the playing of a high quality recording of Taps on a stereo player or ceremonial bugle and shall ensure that it is available. In general, whereas a bugler sounds Taps in a prominent position, to include a member using the ceremonial bugle, sound systems should be out of sight of the funeral party. Requests for the Depot Band for U. S. Navy funerals will be sent through the Depot Adjutant. The detail staff commissioned officer will coordinate with the Depot Adjutant.

c. Coordinating Instructions

(1) Unit Rotation for Military Funeral Honors. Each commanding officer will ensure personnel are properly trained to provide military honors for funeral and burial details and will provide personnel as defined in this Order. Responsibility for providing military honors are directed by HQMC for funeral/burial requirements are as indicated:

(a) Commanding Officer, Recruit Training Regiment 1  
December - 31 January.

(b) Commanding Officer, Weapons and Field Training  
Battalion 1 February - 31 March.

(c) Commanding Officer, Headquarters and Service  
Battalion 1 April - 31 May.

(d) Commanding Officer, Marine Corps Air Station,  
Beaufort 1 June - 30 November.

(2) Pre-requisites for Marines Assigned to Military Funeral  
Detail

(a) At the time of assignment, Marines must have a minimum of six months' time remaining on station.

(b) Must be in a full duty status.

(c) Must meet Marine Corps body composition and military appearance standards.

(d) Marines assigned to rifle detail must be able to lift 50 pounds with either hand.

(e) Must not be pending Temporary Additional Duty (TAD), legal issues, or administrative separation. Additional appointments, assignments, and duty shall not conflict with the Marine's obligations to the detail. Exceptions may be granted by the Assistant Chief of Staff (AC/S), G-1 on a case-by-case basis.

(f) Must possess all required uniforms.

(3) Uniforms and Equipment. Ceremonial participants will wear the Blue Dress "B" uniform with a mourning band, if available, on the left sleeve. All other military personnel in attendance should wear the Service "A" uniform or equivalent. To facilitate a greater number of personnel to provide military funeral honors, if assigned personnel do not possess the Blue Dress uniform, then the Service "A" uniform is authorized as an exception.

(a) Officer in charge/escort commander wears a mourning band and mourning sword knot, if required; noncommissioned officer, if required to carry the sword, will wear the mourning sword knot.

(b) Escort commanders may also authorize the wear of the all-weather coat, when appropriate.

(c) Dry cleaning services for Marines assigned to this detail will be coordinated by the unit through Marine Corps Community Services (MCCS) during the period assigned to the detail.

(d) Funeral rehearsals may be conducted at Beaufort National Cemetery. Such rehearsals will be coordinated by the officer in charge/escort commander with the administrative office of the cemetery.

(4) Classification of Funerals

(a) By size of escort and type of ceremony:

- (1) Full honors.
- (2) Simple honors.
- (3) Modified.

(b) By location of ceremony:

- (1) Depot Chapel.
- (2) Civilian church.
- (3) Beaufort National Cemetery.
- (4) Civilian cemetery.

(5) Composition of Funeral Escort. The composition of the funeral escort is determined by the rank of the deceased and the expressed wishes of the PNOK. The Commanding General has directed funeral escorts as described below:

(a) Full Honors Funeral

General Officers

Officer in Charge (General/Flag Officer)  
Escort Commander (General/Flag Officer)  
Two Officers for the Staff  
Section of the Depot Band  
Color guard  
Six body Bearers (Officers)  
NCOIC w/ Seven-Marine Firing Detail  
Personal Flag Bearer w/flag  
Three Six-Man Squads  
Supernumerary  
Two Companies, each with:  
Company Commander  
Guidon Bearer  
First/Gunnery Sergeant  
Two Platoons, each with:  
Platoon Commander  
Platoon Sergeant  
Platoon Guide

Note: The Officer in Charge and the Escort Commander will be of equal rank or senior to the deceased, if a Marine of that rank is reasonably available.

(b) Colonel through Second Lieutenant, Chief Warrant Officer 5 through Warrant Officer 1

Officer in Charge  
(Equal rank or senior to the deceased)  
One Field Music  
Six Body Bearers  
NCOIC w/Seven-Marine Firing Detail

(c) Sergeant Major/Master Gunnery Sergeant through Private

Officer in Charge/SNCOIC  
(Equal rank or senior to the deceased)  
One Field Music  
Six Body Bearers  
NCOIC w/Seven-Marine Firing Detail

Note: Fewer personnel can conduct funeral honors when assigned personnel perform more than one function, i.e.; pallbearers also perform as members of the firing detail, etc.

(d) Simple Honors Funeral. When the PNOK does not desire full honors, the simple honors funeral escort for all ranks will consist of:

Escort Commander  
One field Music  
NCOIC w/Firing Party

5. Administration and Logistics

a. Once funeral honors are complete, the Adjutant will complete the tasker by submitting a Personnel Casualty Report via Defense Civilian Intelligence Personnel System.

b. Recommended changes to this Order will be submitted via the AC/S G-1.

6. Command and Signal. AC/S G-1 will coordinate and task all requests for Military Funeral Honors support directed by HQMC Funeral Honors Support Division.

a. Command. This Order is applicable to Marine Corps Recruit Depot Parris Island and the Eastern Recruiting Region.

b. Signal. This Order is effective the date signed.



J. L. NETHERCOT

DISTRIBUTION: A

POINTS OF CONTACT

U. S. Marine Corps

Casualty Branch

DSN: 278-9512  
Funeral Honors Comm: (866)826-3628  
Casualty Section Comm: (800)841-1597  
Fax: (703)432-9248

U. S. Navy

Comm: (202)433-6982

Naval Hospital Beaufort

DSN: 335-5388  
Comm: (843)228-5388  
Comm: (904)-542-9807/1536

U. S. Army:

Comm: (800)325-4986

Ft. Jackson

Comm: (803)451-4519

Ft. Stewart

DSN: (454)7520/7555  
Comm: (912)370-7520

U. S. Air Force and Space Force

Comm: (800)531-5803

Charleston Air Base

DSN: 673-3398  
Comm: (843)767-2134

U. S. Coast Guard

Comm: (202)795-6637

USMC INSPECTOR-INSTRUCTOR UNITS

I-I Charleston, SC	DSN: 563-2702 Comm: 843-743-2221
I-I Albany, GA	DSN: 567-5475 Comm: 912-439-5475
I-I Augusta, GA	Comm: 706-736-1401/2
I-I Marietta, GA	Comm: 404-578-6814/5
I-I Greenville, SC	Comm: 864-299-3937
I-I Savannah, GA	Comm: 912-351-0242
I-I Eastover, SC	Comm: 803-783-0759
Beaufort National Cemetery 1601 Boundary Street Beaufort, SC 29902	Comm: 843-524-3925