



**APR 05 2016**

BASEBOSINST 5060.1A  
CGDONEINST 5060.1A  
SECTORBOSINST 5060.1A

BASE BOSTON INSTRUCTION 5060.1A  
CGDONE INSTRUCTION 5060.1A  
SECTORBOSINST 5060.1A

Subj: BOSTON METRO AREA HONOR GUARD DUTY

Ref: (a) Coast Guard External Affairs Manual, COMDTINST M5700.13 (series)  
(b) Marine Corps Drill and Ceremonies Manual, COMDTINST M5060.11 (series)  
(c) Uniform Regulations, COMDTINST M1020.6 (series)  
(d) COMDT COGARD Washington DC (ALCOAST 016/11)  
(e) Military Casualties and Decedent Affairs, COMDTINST M1770.9 (series)  
(f) COMDT COGARD Washington DC (ALCOAST 146/14)

1. PURPOSE. To establish policy and procedures for the Coast Guard Boston Area Honor Guard. The Honor Guard provides an honor platoon as requested for funerals, burials and internments in the greater Boston metro area.
2. ACTION. Coast Guard Base Boston, the First Coast Guard District, Sector Boston, all subordinate commands, as well as independent and detached duty USCG units located in the greater Boston metro area shall ensure compliance with this instruction. Base Boston will provide the MFH Coordinator function.
3. DIRECTIVES AFFECTED. BASEBOSINST 5060.1 and CGDONE INSTRUCTION 5060.1 are cancelled.
4. POLICY. All CG commands and units located in the greater Boston metro area (generally defined as the Sector Boston AOR) are to actively support the military funeral honors (MFH) program and adhere to the guidance provided in references (a) through (f). Base Boston will serve as the MFH coordinator. Base Boston, First District Offices and Sector Boston commands will rotate duties for assignment of senior MFH detail member when a CPO or an Officer is required for presentation of the flag to next of kin. All Boston-area units will provide support for MFH duties as called upon as a priority duty. Additionally, the Coast Guard Recruiting Offices and all other Coast Guard units located within the First Coast Guard District and Base Boston's Area of Responsibility will assist with the performance of MFH duties.
5. DISCUSSION.  
The sudden and unexpected nature of death requires all Coast Guard units be prepared to respond to MFH requests on short notice. The MFH program is mandated under authority of

10 U.S.C. § 1491, 38 U.S.C. § 101. The Military Funeral Honor Guard increases the Coast Guard visibility in the community by honoring those that have served before us and with us. Military funeral honors shall be provided to eligible beneficiaries upon request, and all CG units are expected to participate in providing these honors; only emergent operational duties will take precedence.

Commanders, Commanding Officers, and OICs at all levels must support paying a final tribute on behalf of a grateful nation to comrades in arms and must respond expeditiously and sensitively to requests for military funeral support.

6. RESPONSIBILITIES:

- a. Base Boston Decedent Affairs Officer (DAO) is responsible for the overall operation of the MFH's program, which is directly managed by Base Boston MFH Coordinator.
- b. Commanders, Commanding Officers, OICs and detachment supervisors located in the greater Boston metro area shall ensure compliance with this instruction by their respective units.
- c. The MFH Coordinator:
  - 1) Upon receipt of a request for MFH, the MFH Coordinator will task one of the MFH teams to provide the funeral honors. If a CPO or above is required (every attempt is made for the presenter to be equal or senior to the deceased) to be a flag presenter, the MFH Coordinator will assign that duty to the major command next in the rotation. That unit will immediately designate a flag presenter at the appropriate rank level and have that member contact the MFH Coordinator to get the team assignments.
  - 2) **No unit** is exempt from this duty.
- d. Military Funeral Honors Team Construct.
  - 1) Will consist three (3) teams of eight (8) personnel, for a total of twenty four (24) personnel.
    - (a) One team will be "On Call."
    - (b) One team will be on "Stand-by."
    - (c) One team will be "Off Duty."
  - 2) Local commands will assign members to the Honor Guard as follows:
    - (a) **Base Boston:** Sixteen (16) total personnel.








8. ENVIRONMENTAL ASPECT AND IMPACT CONSIDERATIONS.

- a. The development of this instruction and the general policies contained within have been thoroughly reviewed by the originating office in conjunction with the Office of Environmental Management, and are categorically excluded (CE) under current USCG CE # 1 from further environmental analysis, in accordance with Section 2.B.2 and Figure 2-1 of the National Environmental Policy Act Implementing Procedures and Policy for Considering Environmental Impacts, COMDTINST M16475.1 (series).
- b. This directive will not have any of the following: significant cumulative impacts on the human environment; substantial controversy or substantial change to existing environmental conditions; or inconsistencies with any Federal, State, or local law or administrative determinations relating to the environment. All future specific actions resulting from the general policies in this Manual must be individually evaluated for compliance with the National Environmental Policy Act (NEPA), Council on Environmental Policy NEPA regulations at 40 CFR 1500-1508, DHS and Coast Guard NEPA policy, and compliance with all other environmental mandates.

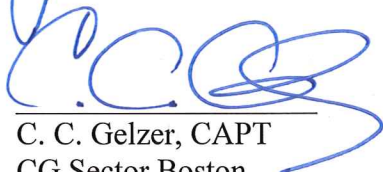
9. FORMS AVAILABILITY. The forms for submitting Military Funeral Honors and Burial at Sea requests are available at <http://www.uscg.mil/baseboston/p/MFH.asp>.



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