

**Summary Report for Individual Task
101-92M-4301
Manage Theater Mortuary Evacuation Point (TMEP)
Status: Approved**

DISTRIBUTION RESTRICTION: Approved for public release; distribution is unlimited.

DESTRUCTION NOTICE: None

Condition: You are a Mortuary Affairs NCO assigned to a Quartermaster Mortuary Affairs Company (Echelons Above Corps). You are managing Theater Mortuary Evacuation Point (TMEP) tasks and are given JP 4-06, FM 4-20.64 all equipment and personnel necessary to set up, operate, and maintain a TMEP under the current death program. This task should not be trained in MOPP 4.

Standard: Manage Theater Mortuary Evacuation Point within guidelines established in JP 4-06.

Special Condition: None

Safety Level: Low

MOPP: Never

Task Statements

Cue: None

DANGER

None

WARNING

None

CAUTION

None

Remarks: None

Notes: None

Performance Steps

1. Direct the establishment of a Theater Mortuary Evacuation Point (TMEP).
 - a. Coordinate with S2/S3 for general location.
 - b. Coordinate with S4 for additional supplies and equipment.
 - c. Coordinate with S1 for the theater SITREP.
 - d. Check maps to determine which areas would have an available transit site, such as airport facilities, shipping dock, and/or rail system.
2. Ensure TMEP is structured into four sections:
 - a. Receiving section.
 - b. Processing section.
 - c. Evacuation section.
 - d. Administration section.
3. Ensure the TMEP is task-organized to provide the following capabilities:
 - a. Ability to receive remains and accompanying PE from any theater location.
 - b. Performance of quality assurance on existing documentation.
 - c. Documentation is initiated, completed, or obtained (see task # 101-92M-3302).
 - d. Human remains are prepared for evacuation or refrigerated until transportation out of theater can be arranged.
 - e. Operate a PE transfer point (when tasked as a secondary mission).
 - f. Coordinate with Air Mobility Command (AMC) for aircraft to evacuate remains and PE.
 - g. Ensure transfer cases are loaded, palletized, and transported to AMC special cargo handling area.
4. Calculate the square footage of space requirements for administrative, security and storage area.
5. Ensure TMEP site selection is based on the following factors:
 - a. Close proximity to flight lines and helipads without interfering with base operations.
 - b. Easy access to AMC operations, transportation, and special handling/cargo areas.
 - c. Ability to use existing facilities or build/install necessary cold storage units.
 - d. Ability to use existing road network or build necessary road network capable of handling and regulating heavy traffic flow.
 - e. Ability to use existing (or install necessary) utility lines (water, phone, electricity, etc.).

- f. Ability to restrict access to unauthorized personnel and provide security for PE.
 - g. Access to special cargo or special handling areas.
 - h. Access to temporary fixed facilities, such as trailers, refrigerator vans, and cold storage units.
6. Ensure TMEP facility layout is based on the following factors:
- a. Aircraft and vehicle traffic flow to include parking requirements.
 - b. Helipad location.
 - c. Refrigeration container requirements.
 - d. Electrical power source/generator location.
 - e. Life support.
 - f. Communications and maintenance support.
 - g. EOD, and security personnel support.
 - h. Waste disposal (including HAZMAT) support.
 - i. Supply, equipment, and publication storage.
 - j. Field services, Class VI, and MWR facilities.
 - k. Supplies and services available through host-nation support.
7. Ensure TMEP personnel are assigned duties and cross trained to serve in all sections.
8. Ensure TMEP personnel are regularly counseled for mental health and professional development.
9. Ensure TMEP personnel maintain updated medical, dental, and shot records.
10. Ensure TMEP personnel work/rest plans are developed, initiated, and strictly adhered to.
11. Ensure communications with higher headquarters and TMAO are maintained:
- a. Update commander on TMEP capabilities/shortfalls.
 - b. Assist in the development of contingency plans.
 - c. Provide accurate and timely reports.

(Asterisks indicates a leader performance step.)

Evaluation Guidance: Score the NCO a Go if all steps are passed (P). Score the NCO a NO-GO if any step is failed (F). If the NCO fails any step, show what was done wrong and how to do it correctly.

Evaluation Preparation: Use a predetermined site. Provide the NCO with required personnel and equipment to perform the task. If mannequins will be used for training purposes ensure they are handled as actual fatalities.

PERFORMANCE MEASURES	GO	NO-GO	N/A
1. Directed the establishment of a Theater Mortuary Evacuation Point (TMEP).			
a. Coordinated with S2/S3 for general location.			
b. Coordinated with S4 for additional supplies and equipment.			
c. Coordinated with S1 for the theater SITREP.			
d. Checked maps to determine which areas had an available transit site, such as airport facilities, shipping dock, and/or rail system.			
2. Ensured TMEP was structured into four sections.			
a. Receiving section.			
b. Processing section.			
c. Evacuation section.			
d. Administration section.			
3. Ensured TMEP was task-organized and provided the following capabilities:			
a. Verified ability to receive remains and accompanying PE from any theater location.			
b. Ensured quality assurance was performed on existing documentation.			
c. Verified documentation was initiated, completed, or obtained.			
d. Ensured remains were prepared for evacuation or remains were refrigerated until transportation out of theater was arranged.			
e. Operated a PE transfer point (when tasked as a secondary mission).			
f. Coordinated with Air Mobility Command (AMC) for aircraft to evacuate remains and PE.			
g. Ensured transfer cases were loaded, palletized, and transported to AMC special cargo handling area.			
4. Calculated the square footage of space requirements for administrative, security and storage area.			
5. Ensured TMEP site selection was based on the following factors:			
a. Verified close proximity to flight lines and helipads without interfering with base operations.			
b. Verified easy access to AMC operations, transportation, and special handling/cargo areas.			
c. Verified ability to use existing facilities or build/install cold storage units.			
d. Verified ability to use existing road network or build necessary road network capable of handling and regulating heavy traffic flow.			
e. Verified ability to use existing or install necessary utility lines (water, phone, electricity, etc.).			
f. Verified ability to restrict access to unauthorized personnel and provide security for PE.			
g. Verified special cargo or special handling areas.			
h. Verified temporary fixed facilities, such as trailers, refrigerator vans, and cold storage units.			
6. Ensured TMEP facility layout was based on the following factors:			
a. Verified access to aircraft traffic flow to include parking requirements.			
b. Verified access to helipad location.			
c. Verified access to refrigeration containers.			
d. Verified electrical power source location.			
e. Verified access to life support.			
f. Verified access to communications and maintenance support.			
g. Verified access to EOD, and security personnel support.			
h. Verified access to waste disposal (including HAZMAT) support.			
i. Verified access to supply, equipment, and publication storage.			
j. Verified access to field services, Class VI, and MWR facilities.			
k. Verified access to supplies and services available through host-nation support.			
7. Ensured TMEP personnel were assigned duties and cross trained to serve in all sections.			

8. Ensured TMEP personnel were regularly counseled for mental health and professional development.			
9. Ensured TMEP personnel maintained updated medical, dental, and shot records.			
10. Ensured TMEP personnel work/rest plans were developed, initiated, and strictly adhered to.			
11. Ensured communications with higher headquarters and TMAO were maintained:			
a. Updated commander on TMEP capabilities/shortfalls.			
b. Assisted in the development of contingency plans.			
c. Provided accurate and timely reports.			

Supporting Reference(s):

Step Number	Reference ID	Reference Name	Required	Primary
	FM 4-20.64	MORTUARY AFFAIRS OPERATIONS	Yes	No
	JP 4-06	Mortuary Affairs in Joint Operations	No	No

Environment: Environmental protection is not just the law but the right thing to do. It is a continual process and starts with deliberate planning. Always be alert to ways to protect our environment during training and missions. In doing so, you will contribute to the sustainment of our training resources while protecting people and the environment from harmful effects. Refer to FM 3-34.5 Environmental Considerations and GTA 05-08-002 ENVIRONMENTAL-RELATED RISK ASSESSMENT. "Environmental protection is not just the law but the right thing to do. It is a continual process and starts with deliberate planning.

Always be alert to ways to protect our environment during training and missions. In doing so you will contribute to the sustainment of our training resources while protecting people and the environment from harmful effects."

Safety: In a training environment, leaders must perform a risk assessment in accordance with FM 5-19, Risk Management. Leaders will complete a DA Form 7566 COMPOSITE RISK MANAGEMENT WORKSHEET during the planning and completion of each task and sub-task by assessing mission, enemy, terrain and weather, troops and support available-time available and civil considerations, (METT-TC). Note: During MOPP training, leaders must ensure personnel are monitored for potential heat injury. Local policies and procedures must be followed during times of increased heat category in order to avoid heat related injury. Consider the MOPP work/rest cycles and water replacement guidelines IAW FM 3-11.4, Multiservice Tactics, Techniques, and Procedures for Nuclear, Biological, and Chemical (NBC) Protection, FM 3-11.5, Multiservice Tactics, Techniques, and Procedures for Chemical, Biological, Radiological, and Nuclear Decontamination. Everyone is responsible for safety. A thorough risk assessment must be completed prior to every mission or task.

Prerequisite Individual Tasks : None

Supporting Individual Tasks :

Task Number	Title	Proponent	Status
101-92M-1308	Prepare DD Form 1387 (Military Shipment Label)	101 - Quartermaster (Individual)	Approved
101-92M-2303	Direct Receipt of Remains, Effects, and Records at a TMEP	101 - Quartermaster (Individual)	Approved
101-92M-1305	Prepare DD Form 1387-2 (Special Handling/Certification)	101 - Quartermaster (Individual)	Approved
101-92M-1306	Prepare DD Form 1384 (Transportation Control and Movement Control)	101 - Quartermaster (Individual)	Approved
101-92M-2302	Direct Preparation of TMEP Case File	101 - Quartermaster (Individual)	Approved
101-92M-3301	Evacuate Remains, Effects, and Records from a Theater Mortuary Evacuation Point	101 - Quartermaster (Individual)	Approved
101-92M-2304	Direct Processing of Remains, Effects, and Records at a TMEP	101 - Quartermaster (Individual)	Approved
101-92M-3304	Supervise TMEP Receiving Operations	101 - Quartermaster (Individual)	Approved
101-92M-2305	Assist with the Evacuation of Remains, Effects, and Records From a TMEP	101 - Quartermaster (Individual)	Approved

101-92M-3303	Supervise TMEP Administrative Operations	101 - Quartermaster (Individual)	Approved
101-92M-3302	Review TMEP Case File	101 - Quartermaster (Individual)	Approved
101-92M-1302	Process Remains, Effects, and Records at a Theater Mortuary Evacuation Point	101 - Quartermaster (Individual)	Approved
101-92M-1301	Assist with the Receiving of Remains, Effects, and Records at a Theater Mortuary Evacuation Point	101 - Quartermaster (Individual)	Approved
101-92M-3305	Supervise TMEP Processing Operations	101 - Quartermaster (Individual)	Approved

Supported Individual Tasks : None

Supported Collective Tasks : None