

Report Date: 08 May 2014

Summary Report for Individual Task

101-92M-5122

Coordinate Mortuary Affairs Support at an Army Service Component Command (ASCC) or Higher Level.

Status: Approved

Distribution Restriction: Approved for public release; distribution is unlimited.

Destruction Notice: None

Foreign Disclosure: FD5 - This product/publication has been reviewed by the product developers in coordination with the Fort Lee, VA foreign disclosure authority. This product is releasable to students from all requesting foreign countries without restrictions.

Condition: You are working as the mortuary affairs NCO assigned to one of the positions at an Army Service Component Command (ASCC) or higher level within an operational environment (OE). You are coordinating mortuary affairs support within your area of responsibility (AOR). Given JP 4-06, AR 638-2, and FM 4-20.64. This task should not be trained in MOPP 4.

Standard: Coordinate mortuary affairs support at an ASCC or higher level within guidelines of stated references.

Special Condition: None

Safety Risk: Low

MOPP 4: Never

Task Statements

Cue: None

DANGER

None

WARNING

None

CAUTION

None

Remarks: None

Notes: None

Performance Steps

1. Receive notification of upcoming mission from higher headquarters.
2. Alert staff of upcoming mission.
3. Prepare an assessment that identifies MA support needed to meet the mission requirements vs. present capabilities.
4. Prepare a mission analysis that identifies the size and location of the AOR, number of friendly forces within the AOR (including locations and missions), a flow chart illustrating how human remains and personal/decedent effects will be evacuated from the AOR, and contingency plans.
5. Assemble key staff/support personnel.
6. Prepare a plan to establish the following MA tasks within the OE:
 - a. Search and recovery tasks.
 - b. Collection point tasks.
 - c. MACRMS.
 - d. Interment/disinterment tasks.
 - e. Personal effects depot tasks.
 - f. Theater mortuary evacuation point tasks.
7. Develop a plan for multinational operations to ensure:
 - a. Coordination between unified commands.
 - b. Joint doctrine takes precedence over all others.
 - c. Uniformity of records and reports regardless of nationality.
 - d. Accountability of records for human remains and PE/DE transferred to host or allied nations.
 - e. Human remains and PE/DE are processed IAW international agreements.
 - f. Co-mingled U.S., allied, and enemy human remains are processed IAW international agreements.
 - g. All media requests go through the Public Affairs Officer (PAO).
 - h. Information requests from any other source go through JMAO.
 - i. Human remains of U.S. personnel (military and civilian) are evacuated to OCONUS/CONUS mortuaries.
8. Advise command and staff (based on the findings of you assessment, analysis, and plans).
9. Provide input to OPLAN/OPORD.
10. Maintain communications with MA units, support elements, and higher headquarters.

11. Review assessments and analyses after plans are implemented and as mission requirements change.

12. Provide guidance to all commanders and MA units within the OE until mission is complete.

(Asterisks indicates a leader performance step.)

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

Evaluation Preparation: Use a predetermined site and provide the Soldier with all required materials and equipment.

PERFORMANCE MEASURES	GO	NO-GO	N/A
1. Received notification of upcoming mission from higher headquarters.			
2. Alerted staff of upcoming mission.			
3. Prepared an assessment that identified the MA support needed to meet the mission requirements vs. the present capabilities.			
4. Prepared a mission analysis that identified the size and location of the AOR, number of friendly forces within the AOR (including locations and missions), a flow chart illustrating how human remains and personal/decedents effects were evacuated from the AOR, and contingency plans.			
5. Assembled key staff/support personnel.			
6. Prepared a plan that established the following MA tasks within the OE:			
a. Search and recovery tasks.			
b. Collection point tasks.			
c. MACRMS tasks.			
d. Interment/disinterment tasks.			
e. Personal effects depot tasks.			
f. Theater mortuary evacuation point tasks.			
7. Developed a plan for multinational operations to ensure:			
a. Coordination between unified commands.			
b. Joint doctrine took precedence over all others.			
c. Uniformity of records and reports regardless of nationality.			
d. Accountability of records for remains/PE transferred to host or allied nations.			
e. Human remains and PE/DE were processed IAW international agreements.			
f. Co-mingled U.S., allied, and enemy human remains were processed IAW international agreements.			
g. All media requests went through PAO.			
h. Information requests from other sources went through JMAO.			
i. Human remains of U.S. personnel (military and civilian) were evacuated to OCONUS/CONUS mortuaries.			
8. Advised Command and Staff (based on the findings of your assessment, analysis, and plans).			
9. Provided input to OPLAN/OPORD.			
10. Maintained communications with MA units, support elements, and higher headquarters.			
11. Reviewed assessments and analyses after plans were implemented and as mission requirements changed.			
12. Provided guidance to all commanders and MA units within the OE until mission was completed.			

Supporting Reference(s):

Step Number	Reference ID	Reference Name	Required	Primary
	AR 638-2	CARE AND DISPOSITION OF REMAINS AND DISPOSITION OF PERSONAL EFFECTS	No	No
	FM 4-20.64	MORTUARY AFFAIRS OPERATIONS	No	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.

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.

Prerequisite Individual Tasks : None

Supporting Individual Tasks :

Task Number	Title	Proponent	Status
101-92M-4701	Manage Mortuary Affairs Tasks at Brigade or Higher Level	101 - Quartermaster (Individual)	Approved
101-92M-4003	Establish Procedures on Search and Recovery and Evacuation of Human Remains	101 - Quartermaster (Individual)	Approved
101-92M-4202	Manage Mortuary Affairs Contaminated Remains Mitigation Site Tasks	101 - Quartermaster (Individual)	Approved
101-92M-4304	Manage Theater Mortuary Evacuation Point Tasks	101 - Quartermaster (Individual)	Approved
101-92M-4401	Manage Personal Effects Depot Tasks	101 - Quartermaster (Individual)	Approved
101-92M-4501	Manage Interment Tasks	101 - Quartermaster (Individual)	Approved
101-92M-4502	Manage Disinterment Tasks	101 - Quartermaster (Individual)	Approved

Supported Individual Tasks : None

Supported Collective Tasks : None