



OHIO MILITARY RESERVE

Regulation 165-1

CHAPLAIN ACTIVITIES

Headquarters, Ohio Military Reserve
Office of the Chief of Chaplains
Bldg. 863, Rickenbacker Airport
Columbus, Ohio
43215

01 June 2005

Summary of Changes

The changes noted herein are only those changes of significance or which effect ongoing operations.
Changes in terminology, organization or other routine matters are not reflected.

OHMR Regulation 165-1, Chaplain Activities, dated 01 JUN 04

Paragraph	Change
All	New Regulation.

OHMR Regulation 165-1

Headquarters
Ohio Military Reserve
Bldg. 863, Rickenbacker Airport
Columbus, Ohio 43215
01 June 2005

Chaplain Activities

OFFICIAL:



RICHARD B. IOTT
Colonel, Ohio Military Reserve
Assistant Chief of Staff

Summary. This Regulation sets forth policy and guidance for Chaplains of the Ohio Military Reserve.

Applicability. This regulation applies to all components, elements, detachments, units and personnel of

the Ohio Military Reserve and/or the State of Ohio Adjutant General's Department.

Supplementation. Supplementation of this regulation and establishment of command and local policies are prohibited without prior written approval from the Inspector General, OHMR-CH

Suggested Improvements. Suggested improvements which may be considered for this regulation should be forwarded in writing to the proponent agency of this regulation, the Office of the Chief of Chaplains, OHMR-CH, Bldg. 863, Rickenbacker Airport, Columbus, Ohio 43215.

Contents	Paragraph	Contents	Paragraph
General		Moral Leadership Training Program	1-13
Purpose	1-1	Annex A	
History	1-2	Chaplain Requirements for Training and Promotion	
Table of Organization	1-3	Annex B	
Chief of Chaplains	1-4	Chaplain Assistant Requirements for Training and Promotion	
Assistant Chief of Chaplains	1-5	Annex C	
Brigade Chaplain	1-6	Military Funerals with Honors	
Battalion Chaplain	1-7	Annex D	
Chaplain Assistant	1-8	Military Weddings	
Religious Activities within OHMR	1-9		
Roles and Functions of Chaplains and Chaplain Assistants	1-10		
Chaplain and Chaplain Assistant Training	1-11		
Chaplain Appointment Process	1-12		

IMPORTANT

In general, Chaplain Activities of the Ohio Military Reserve have followed the basic outline of Army Regulation 165-1., Chaplain Activities in the United States Army. This regulation is not intended to duplicate AR 165-1, but to focus on those areas of ministry and organization that the OHMR Chaplains Corps Command deems necessary for their mission.

General

1-1. Purpose. This regulation establishes the policies, duties, and responsibilities for meeting the religious and spiritual needs of the Ohio Military Reserve.

1-2. History. The Chaplain Corps was officially established by Congress on 29 July 1775 as an integral part of the U.S. Army (see Title 10, United States Code, section 3073 (10USC 3547) and section 3581 (10 USC 3581). Consequently, chaplains are required by public law to conduct religious services for personnel of the command to which they are assigned. Commanders are required by this statutory authority to furnish facilities and necessary transportation to chaplains to assist them in their performance of duty. The Army chaplaincy, in providing religious services and ministries to the command, is an instrument

of the U.S. Government to ensure that soldiers' religious "free exercise" rights are protected in respect to the First Amendment of the U.S. Constitution. The OHMR Chaplaincy parallels this for the OHMR. The importance and influence of the chaplain to the moral health of the unit and in spiritual matters have been valued throughout history. Commanders recognize the value of the chaplain. The chaplain has the responsibility to confront the command when the religious rights of any soldier is affected.

1-3. Table of Organization. The Chaplain's Section Table of Organization consists of a Chief of Chaplains, an Assistant Chief of Chaplains, Brigade Chaplain(s) and Battalion Chaplain(s). Each brigade and battalion is to be assigned a chaplain. A chaplain assistant is to be assigned to each chaplain.

1-4. Chief of Chaplains. The Chief of Chaplains (CC) is the senior chaplain in the OHMR and has staff supervision of Chaplains, chaplain assistants, and religious activities throughout OHMR. The CC duties and responsibilities will be:

- a. Establish plans, programs, and policies for the OHMR chaplaincy
- b. Provide religious support to chaplains and support commands.
- c. Plan, supervise or coordinate religious activities at HQ and subordinate commands
- d. Establish policy and supervise all recruitment for all chaplains and chaplain assistants.
- e. Provide professional training for all chaplains and chaplain assistant
- f. Coordinate with OHARNG and other units on matters regarding assisting with troop deployments.
- g. Serve as a proponent of the Moral Leadership Program
- h. Provide suicide prevention training and coordinate with EEOC Section in sexual harassment awareness and prevention training.
- i. Attend 80% of all drills
- j. Review and recommend to the board chaplains for appointment or promotion IAW appointment and promotion standards.
- k. Maintain all records of personnel, supplies, and equipment
- l. Advise the Commanding General and his staff on matters pertaining to religion, morality that may be affected by religion and the assignments of chaplains within the command.
- m. Provide problem-solving solutions for subordinate chaplains, chaplain assistants and personnel.
- n. Provide constructive counseling for the Commanding General and his staff.
- o. Performs wedding, memorial services, and funerals, as requested.

1-5. Assistant Chief of Chaplains. The Assistant Chief of Chaplains (ACC) is the second-in-command to the CC. The Assistant Chief will:

- a. Assist the CC with planning, supervising and coordinating the religious activities for HQ and subordinate commands.
- b. Support and carry out the mission
- c. In the absence of the CC, be prepared to advise the Commanding General and his staff on all matters pertaining to morale, and religion.
- d. Provide constructive counseling, provide leadership planning.
- e. Request approval for special activities.
- f. Advise the CC and his subordinate staff on emerging unfamiliar religious groups within the area of operation.
- g. Evaluate periodically the spiritual health of the command.
- h. Plan and supervise Chaplain Assistant training.
- i. In the absence of the Chief of chaplains:
 - (1) Establish and maintain liaisons with chaplains of higher and subordinate commands, other branches and organizations.
 - (2) Visit subordinate commands.
 - (3) Conduct chaplain's training.
 - (4) Attend all staff briefings.
- j. Maintain drill attendance of 80%.
- k. Perform weddings, memorial services, and funerals as requested.

1-6. Brigade Chaplain. The brigade chaplain will:

- a. Perform chaplain duties, responsibilities, and any other duties necessary to carry out the brigade mission.
- b. Advise the brigade commander and subordinate staff on matters pertinent to religion and morale.
- c. Provide the following:
 - (1) provide constructive counseling
 - (2) provide leadership planning
 - (3) advise the commander on unfamiliar religious practices within the AO.
 - (4) conduct evaluations for all chaplain assistants
 - (5) provide chapel services within the brigade command
- d. Prepare a chaplain support plan for all subordinate chaplains for mobilization and call-up.
- e. Coordinate requests for military funerals
- f. Conduct training for military funerals
- g. Attend 80% of all drills.
- h. Prepare monthly activity sheet and submit it to the commander and CC.
- i. Perform weddings, memorial services and funerals upon request.

1-7. Battalion Chaplain. The battalion chaplain will:

- a. Perform specific duties, responsibilities and other command directives necessary to carry out the battalion mission.
- b. Advise the battalion commander of all matters pertaining to morale, morality, and religion that may be affective by the use of chaplains within the command
- c. Provide constructive counseling
- d. Provide leadership planning and training
- e. Provide religious self development for themselves and all personnel as able and viable.
- f. Advise the commander on unfamiliar religious groups within the battalion AO.
- g. provide problem-solving services
- h. Perform weddings, memorial services and funeral services upon request.
- I. Conduct annual evaluation for chaplain assistant.
- j. Attend staff meetings as required.
- k. Attend 80% of all drills.
- l. Prepare monthly activity sheets.
- m. Performs weddings, memorial services, and funerals, as requested.

1-8. Chaplain Assistant. The chaplain assistant will-

- a. Perform chaplain assistant duties, responsibilities and other command directives necessary in carrying out Unit Ministry Team mission.
- b. Advise the chaplain on all matters pertaining to religion, morality, and morale within the command.
- c. Advise the chaplain of unfamiliar religious groups within the command.
- d. Assist in chapel services and religious activities.
- e. Maintain inventory of Unit Ministry Team equipment, supplies and record keeping.
- f. Assist in integrating chapel services
- g. Assist the chaplain in preparing a support plan for assistance during mobilization and deployment during call ups, emergency or military deployment.
- h. Assist with conducting/performing military funerals and funeral training.
- I. Chaplain assistants in the grade of E-5 or above will train all subordinate personnel.

1-9. Religious Activities within OHMR.

a. The Unit Ministry Team. The UMT consists of at least one chaplain and one chaplain assistant assigned to the TO. Their mission is to support the religious, moral, and ethical needs of OHMR and other authorized personnel within their area of operations (AO).

b. The Command Master Religious Plan (CMRP). The CMRP is an assessing, planning, staffing, resourcing, execution instrument for religious activities within the OHMR. It is also a training tool for the UMT. Each UMT chaplain will

prepare a CMRP annually for the CC. A copy of the combined CMRP will be prepared by the CC and submitted to OHMR command. (See AR165-1, paragraph 12-2 for further information)

c. Participation of OHMR personnel in religious services is strictly voluntary. Commanders will excuse soldiers wishing to attend services, from duty when attendance does not interfere with mission accomplishment. Sufficient time will be allowed for travel to and from services.

1-10. Roles and Functions of Chaplains and Chaplain Assistants.

- a. Professional status of chaplains.
 - (1).OHMR chaplains have a dual role as religious leaders and as a staff officer.
 - (2). The chaplain is a qualified and endorsed clergy person of a recognized religious denomination or faith group.
 - (3).Chaplains are noncombatants and will not bear arms.
 - (4). The proper title for chaplain is "Chaplain" regardless of military rank or professional title.
 - (5) Commanders will detail or assign chaplains only to duties related to their profession.
 - (6) Chaplains may perform unrelated noncombatant duties in a temporary military emergency.
 - (7). Chaplains may volunteer to participate in nonreligious functions that contribute to the welfare of the command.
- b. Religious responsibilities.
 - (1) Chaplains will minister to the personnel of the unit and facilitate the free-exercise rights of all personnel, regardless of religious affiliation of either the chaplain or the unit member.
 - (2). When conducting religious services, a chaplain will wear a military uniform, vestments, or other appropriate attire established by church law or denominational practice.
 - (3).Chaplains are authorized to conduct rites, sacraments, and services as required by their respective denomination.
 - (4) Chaplains may perform marriage ceremonies and funerals for all OHMR and other military personnel upon request.
 - (5) The chaplain is responsible to the commander for the religious education program and to integrate the religion education efforts with the CMRP.
 - (6) The chaplain is to maintain a good pastoral relation with all soldiers of the command.

c. Staff Responsibilities.

(1) Chaplains are staff officers and have direct access to the commander. Chaplains will advise the commander and staff on matters of religion, morals, and morale, to include-

(a) The religious needs of assigned personnel.

(b) The spiritual, ethical, and moral health of the command, to include the humanitar-

ian aspects of command politics, leadership practices, and management systems.

(c) Plans and programs related to moral and ethical quality of leadership, care of people, religion, and chaplain and assistant chaplain and personnel matters.

(d) Chaplains will coordinate, integrate, and supervise all chaplain activities, religious services, and use of facilities subject to the approval of the commander.

(e) Chaplains will manage all ecclesiastical and administrative supplies to support the CMRP.

1-11. Chaplain and Assistant Chaplain training.

a. General. OHMR chaplain and assistant chaplain training provides for specific mission training, education, and professional development from entry into the OHMR Chaplains Corps until retirement.

b. Responsibilities of the Chief of Chaplains.

(1) Establish a Mission Essential Task List (METL), which is the basis for UMT training.

(2) Provide resources to support UMT training.

(3) Develop a comprehensive UMT training plan.

(4) Designate a chaplain as the UMT Training Manager to implement the training plan.

(5) Include chaplain officer and assistant chaplain basic sustainment training in the training.

c. Responsibilities of the Training Manager.

(1) Implement sustainment training for all chaplains and chaplain assistants.

(2) Ensure qualified personnel conduct training.

(3) Plan, manage, coordinate and identify resource requirements for professional development in accordance with the training plan.

d. Chaplain training.

(1). Upon initial entry, all chaplains will be subject to the training and appointment standards and procedures described in OHMR Regulation 601-1, Appointment of Commissioned and Warrant Officers.

(2) Chaplain branch specific training requirements, and training requirements for promotion may be found in Annex A of this regulation.

(3) All chaplains are required to attend all UMT training

e. Chaplain assistant training.

(1) Upon initial entry, all chaplain assistants will be subject to the training and appointment standards and procedures described in OHMR Regulation 601-2, Enlistment and Reenlistment.

(2) Chaplain assistant branch specific training requirements, and training requirements for promotion may be found in Annex B of this regulation.

(3) All chaplain assistants are required to attend 80% of all drills, briefings and UMT training.

1-12. Chaplain Appointment Process.

Clergy persons who wish to become a chaplain in the OHMR must meet the following qualifications.

a. Education.

(1) Hold a bachelor's degree from a college approved by the US Department of Education and the Council of Higher Education or Distance Education Training Council (DETC).

(2) Completion of three years at a seminary or graduate post secondary school. This requirement can be waived if an applicant has 5 years full time experience.

b. Religious endorsement. A written ecclesiastical endorsement from the applicant's denomination endorsing agency verifying the applicant is a fully qualified member of their religious group, qualified spiritually, morally, intellectually, and emotionally to serve as an OHMR chaplain.

c. Hold a Certificate of Ordination.

d. Possess a State license to solemnize marriages in Ohio.

e. Complete the appointment procedures as described in OHMR Regulation 601-1.

f. Arrange for an interview with the Chief of Chaplains. The final decision to forward a recommendation for appointment to the ACS, G1 for action (appearance before an appointment board) is left to the discretion of the CC.

1-13. Moral Leadership Training. The Moral Leadership Training Program is the responsibility of the chaplain corps. Topics for moral leadership include, but are not limited to: core values course, suicide prevention training, and sexual harassment prevention training. The training objective may be achieved using a variety of instructional methods:

a. Formal classroom training

b. Panel discussion

c. Multimedia presentation

d. Experiential learning groups

e. Self-paced training

f. Distance learning

1-14. Uniform.

a. Chaplains.

(1) Chaplain uniforms, insignia, and accouterments will comply OHMR Regulation 670-1, Wear and Appearance of Uniforms and Insignia.

b. When attending drill, the chaplain will wear the class uniform prescribed for the drilling unit, unless otherwise directed.

c. The class C or BDU uniform will only be worn for activities at unit facilities (unless other dress is prescribed) or under field conditions. In all other situations, more formal classes of uniforms will be worn, as dictated by the situation.

ANNEX A (Chaplain Requirements for Training and Promotion) to Regulation 165-1 (Chaplain Activities)

CHAPLAIN TRAINING AND PROMOTION MATRIX

Effective 01 Jun 05

Training required to be promoted to	TIG and TIS	Meet Fitness Standard	Attendance 85% in last twelve months	Vacancy must exist	Basic Officer Course (BOC)	Chaplain Basic Branch Course	Chaplain Staff College
O-2	X	X	X	X	X		
O-3	X	X	X	X	X	X	
O-4	X	X	X	X	X	X	X
O-5	X	X	X	X	X	X	X
O-6	X	X	X	X	X	X	X

ANNEX B (Chaplain Assistant Requirements for Training and Promotion) to Regulation 165-1 (Chaplain Activities)

CHAPLAIN ASSISTANT TRAINING AND PROMOTION MATRIX

Effective 01 Jun 05

Training required to be promoted to	TIG and TIS	BELT Training	FEMA Emergency Preparedness Course IS-2	50M10 Training	FEMA Citizen's HAZMAT Course IS-5	OHMR PLDC School	FEMA Radiological Emergency Mgmt Course IS-3	AIPD BNCOC or OHMR BNCOC	FEMA IS-534 Emergency Response to Terrorism	AIPD ANCOC or OHMR ANCOC	Army or OHMR FSC (E8) or SMC (E9)
E-2	X										
E-3	X	X									
E-4	X	X	X	X							
E-5	X	X	X	X	X	X*					
E-6	X	X	X	X	X	X	X	X*			
E-7	X	X	X	X	X	X	X	X*	X	X*	
E-8	X	X	X	X	X	X	X	X*	X	X	X*
E-9	X	X	X	X	X	X	X	X*	X	X	X*

Training required to be promoted to	Meet Fitness Standard	Attendance 75% in last twelve months	Vacancy must exist	Demonstrate skill in level 2/3 MOS tasks	Show ability to plan, prepare, conduct training	Show leadership, ability to counsel, prepare operations order
E-3	X	X	X			
E-4	X	X	X			
E-5	X	X	X	X	X	
E-6	X	X	X	X	X	X
E-7	X	X	X	X	X	X
E-8	X	X	X	X	X	X
E-9	X	X	X	X	X	X

*These courses must be enrolled in and completed after having been promoted to their respective ranks and before promotion to the next rank. Failure to successfully complete courses within 18 months of promotion will result in reduction to the previous rank.

ANNEX C (Military Funerals) to Regulation 165-1 (Chaplain Activities)

Military Funerals

1. Military Funerals with honors:

a. For information on military funerals refer to: *Department of Defense Policy Strom Thurmond National Defense Authorization Act FY 1999 (Public Law 105-261, Section 567) Department of Defense Policy, Plans and Procedures, (April 21, 1999)*

b. This act places the authority and mandatory directive to active military personnel to respond properly and comply with requests from families to assist in military funerals. They are to provide a minimum of two military personnel to fold the flag, render and make the flag presentation and other honors as appropriate.

c. Military Funeral Training Outline.

(1) Purpose and function; explain the purpose and historical significance of military funerals, the importance of following protocol communications and counseling the family of the deceased, coordinating the order of the service with the religious institution and funeral director.

(2) Church/Chapel Training.

(a) the proper procedures for moving the remains from the hearse to the chapel and back again;

(b) the order of the procession in and out of the chapel;

(c) the seating arrangements (coordinated by the funeral director);

(d) the order of the service (arranged by the clergy);

(3) Cemetery Committal.

(a) the proper procedures for moving the remains to the graveside;

(b) the order of the procession;

(c) the seating arrangements;

(d) the order of the service;

(4) The Folding and Presentation.

(a) the folding of the flag/taps/firing party;

(b) Presentation of the folded flag to the designated family member. The proper words to say to the family are:

(i) for deceased with federal military service only: "On behalf of the President of the United States, please accept this flag in honor of your loved one's faithful service."

(ii) for deceased with state military service only: "On behalf of the Governor of the State of Ohio, please accept this flag in honor of your loved one's faithful service."

(iii) for deceased with federal and state military service: "On behalf of the President of the United States and the Governor of the State of Ohio, please accept this flag in honor of your loved one's faithful service."

(5) The military funeral is the last public opportunity to bestow respect and honor upon a veteran. Conduct all military funerals with honor and dignity. Practice, practice, practice.

c. The military funeral has two distinct elements: Military Ceremony and Religious Service.

(1) The military ceremony recognizes the service and sacrifice of the veteran to the nation and strengthens the spirit of all veterans.

(2) The religious service speaks of faith, joy and assurance. It also extends spiritual ministry to the family and friends.

d. Memorial Ceremony and Memorial Service. The memorial ceremony and memorial service is two different services.

(1) The memorial service is a religious service. When possible it is conducted by a Chaplain of the faith group of the deceased. The Chaplain has broad discretion in a memorial service, which is appropriate for military and non-military personnel.

(2) The memorial ceremony on the other hand, is a patriotic and non-denominational affair. Any Chaplain or layperson may conduct it. Religious elements are minimal and non-denominational. This is appropriate for the deceased without religious preference.

e. Roles.

(1) The Commander's Staff. The Chaplain is the Commander's special staff officer in matters pertaining to religious aspects of military ceremony and memorial services. As such, the Chaplain coordinates with the commander and staff for appropriate support.

(2) The Chaplain. The Chaplain has a twofold role when honoring the dead: clergy and staff officer. As clergy, the Chaplain is responsible for the religious service. As a military officer, he provides the final tribute to the deceased veteran. The Chaplain serves as Pastor, counselor and friend to the family of the deceased. Pastoral care is given throughout the mourning period. The Chaplain counsels the family before and after the service. The Chaplain not only helps the family face the reality of death but also provides hope for the future. Religious rites and sacraments are important in the spiritual healing process. The Chaplain's primary role is to insure the proceedings are sensitive to the needs of the family.

(3) The Chaplain Assistant. The Chaplain Assistant coordinates support for the Chaplain throughout the entire process of planning and carrying out the memorial /funeral service. The Chaplain Assistant:

(a) Completes biographical data by consulting the means necessary to ensure that accuracy of the bulletins that are made.

(b) Completes administrative tasks.

(c.) Coordinated logistical support and supplies.

(d) Serves as a pallbearer when needed.

(e) Performs all other duties as directed by the Chaplain.

(f) Funeral Arrangements. The Chaplain will assist the family in conducting or arranging the burial of veterans.

(g) Funeral Procedures. A military funeral may contain some of the following elements:

(1) A band.

(2) An escort of the grade, or higher, of the deceased.

(3) A firing squad.

(4) The colors

(5) Hearse or caisson.

(6) Caparisoned horse.

(7) Active pallbearers.

(8) Honorary pallbearers.

(9) A bugler.

h. Uniforms and Vestments.

(1) Arms are not borne in the sanctuary of a chapel, church, or synagogue. The Chaplain uncovers inside the chapel and covers outside the chapel.

(2) All personnel except active pall bearers follow the example of the Chaplain in uniform

(3) Vestments may be worn and should be placed on in the sacristy before and after the conduction of the service.

i. Arrival of the Casket

(1) The funeral escort forms a line facing the chapel. The Chaplain will be in position at the curb of the chapel.

(2) Since the flag covers the casket, the escort is called to attention.

(3) The escort commander salutes as the conveyance passes.

(4) The Chaplain salutes in unison with the escort commander.

(5) The pallbearers remain covered at all times with the remains.

(6) When the casket reaches the chapel doors the Chaplain order arms and leads the procession into the chapel.

j. Times to Render the Hand Salute. At the funeral, military personnel in uniform, in their individual capacity, face the casket and execute the hand salute at the following times:

(1) When honors are sounded.

(2) Whenever the casket is being moved.

(3) During the cannon salute.

(4) During the firing of volleys.

(5) While taps is being played.

k. Position inside the chapel.

(1) The Chaplain at the direction of the funeral director precedes the casket and takes his place at the altar.

(2) If a church truck is used the active pallbearers will, after the Chaplain is in position, enter the chapel in pairs.

(3) They will move, under cover, down the aisle at slow cadence, approach the casket and render the hand salute, and then move to designated seating.

(4) All pallbearers remain covered until everyone has entered.

(5) They will uncover in unison and remain standing until the family is seated.

l. Exiting the Chapel.

(1) The funeral director will assign honorary pallbearers their position.

(2) At the direction of the funeral director, the Chaplain and active pallbearers, move to the aisle in front of the casket.

(3) As the funeral director places the casket in position, the active pallbearers lift the casket in unison and proceed to the hearse along with the Chaplain.

(4) Outside the chapel, the Chaplain takes his position at the chapel door or curb, stands at attention and salutes until the casket is inside the hearse.

m. Graveside Services.

(1) The firing squad stands to the side as to not fire over the mourners.

(2) As the hearse stops, honorary pallbearers' form ranks, creating an aisle.

(3) The escort commander calls, "Present Arms."

(4) The band, if provided, renders honors, followed by a hymn.

(5) At the first note of the hymn, the active pallbearers remove the casket from the hearse.

(6) The Chaplain stands to the rear, facing the conveyance while the remains are transferred.

(7) The Chaplain and the OIC/NCOIC salute while the casket is removed.

(8) The Chaplain "Orders arms", and moves to the head of the casket.

(9) The casket, Chaplain, honorary pallbearers and family and friends move to the graveside

(10) At the graveside the Chaplain takes position at the head of the grave and again salutes until the casket is in place.

(11) The Chaplain in uniform has the option of remaining covered.

(12) If the Chaplain uncovers, others not involved with ceremonial duties should uncover also.

(13) The norm and simplest is to remain covered. If a Jewish Chaplain wears a yarmulke, all personnel remain covered.

(14) Active pallbearers, upon reaching the grave, place the casket on the lowering device. They remain in place facing the casket. They raise the flag from the casket and hold it in a horizontal position, waist high, until the conclusion of Taps.

(15) After the religious aspects and benediction, three volleys will be fired, followed by Taps. Immediately after Taps are sounded, the flag will be folded and presented to the Chaplain. The Chaplain then presents the flag to the designated family member.

n. Firing party/Squad.

(1) The firing squad will consist of not more than eight riflemen and not less than five, with a NCO in charge. They will be positioned about 75 feet away. They will face at 45-degree angle in a direction that allows them to fire over the grave. The firing squad will then fire three volleys and present arms.

(2) They remain in position until the conclusion of Taps. During the playing of Taps, the appropriate salute is given.

(3) Following the playing of Taps, the Chaplain assumes staff officer duties and renders honors as a representative of the Commander in Chief.

(4) The folded flag is passed to the hands of the Chaplain who makes the presentation, unless other arrangements are made.

(5) The Chaplain will then step back and salute.

o. Cremation Funeral.

(1) The elements are essentially the same except that one pallbearer carries the urn and one pallbearer to carry the folded flag.

(2) The pallbearer carrying the flag is to the right of the remains.

(3) The urn and flag are placed side by side at the chapel and in transport.

(4) No volleys or Taps are presented.

ANNEX D (Military Weddings) to Regulation 165-1 (Chaplain Activities)

Military Weddings

a. Military weddings are not that different from civilian weddings.

b. The groom or bride and wedding party will be in uniform.

c. A saber arch is usually formed for the couple to depart the church or chapel. Only the bride and groom pass under the arch.

d. Also, a saber is used to cut the cake.

e. At times special transportation is arranged to the reception, such as a horse and carriage.

f. Frequently the national and unit colors are crossed behind the Chaplain.

g. The formality of the wedding will determine the appropriate uniform.