

Fort Sill Supplement 1 to AR 600-25

Personnel-General

Salutes, Honors, and Visits of Courtesy

**HEADQUARTERS, USAFCoEFS
455 MCNAIR AVENUE, SUITE 100
FORT SILL, OK 73503
04 May 2026**

UNCLASSIFIED

Department of the Army
Headquarters, USAFCEFS
455 McNair Avenue, Suite 100
Fort Sill, OK 73503
04 May 2026

Fort Sill Supplement 1 to AR 600-25

Effective 04 May 2026

Personnel-General
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History. This Fort Sill publication supersedes USAFCEFS Supplement 1 to AR 600-25, Salutes, Honors, and Visits of Courtesy dated 15 May 2020.


Summary. This supplement provides current guidance of action and duties particular to salutes, honors, and courtesy on Fort Sill, Oklahoma.

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Supplementation. Supplementation of this regulation and establishment of command and local forms are prohibited without prior approval from the USAFCEFS G3/5/7, 455 McNair Ave, Fort Sill, Oklahoma 73503.

Suggested Improvements. The proponent of this regulation is the Directorate of Human Resources (DHR) Military Personnel Division (MPD). Users are invited to send comments and suggested improvements on DA Form 2028 (Recommended Changes to Publications and Blank Forms) directly to DHR, MPD.

Applicability. This regulation applies to all military, civilians, contractor personnel and every organic unit, agency, directorate, and tenant stationed on or attached under the control of the USAFCEFS and United States Army Garrison (USAG) Fort Sill. Including those elements not on the installation where the FCoE Commander is the Senior Commander.



JAYSON B. MORGAN
Colonel, GS
Chief of Staff



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OFFICIAL
FORT SILL, OK

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SUMMARY of CHANGE

Fort Sill Supplement to AR 600-25
Salutes, Honors, and Visits of Courtesy

Revised version, dated 4 May 2026

Updated layout and format IAW AR 25-50, Preparing and Managing Correspondence,
dated 10 October 2020.

Lists the new email address and phone number for certification requests to be sent to the
Casualty Assistance Center.

Lists the new phone number for units requesting training assistance for their Military
Funeral Honors Teams.

Removed references to quarterly meeting.

Removed page 10, Fair-share mission breakout matrix example

Page 10, paragraph 7-9, Military funerals. Add the following sentence to the end of the paragraph:

The Fort Sill Casualty Assistance Center (CAC) area of responsibility (AOR) for military funeral support as prescribed by AR 638-8, includes the two-state areas of Oklahoma and Arkansas.

Page 10, paragraph 7-11, Draping of flags. Add subparagraphs "a" and "b" as described below:

a. AR 840-10, paragraph 2-3a(5) authorizes the interment flag for deceased military personnel and for deceased veterans. Upon application to the nearest postmaster, the Veterans Administration will provide flags for deceased Veterans.

b. The funeral director will provide the flag for the military funeral. The funeral director or clergy can obtain a flag by completing VA Form 21-2008 and presenting this form along with a copy of the deceased Soldier's DD Form 214 to any Class "A" Post Office. Fort Sill is not responsible for providing an interment flag.

Page 10, paragraph 7-12, Funeral escorts. Add subparagraph "g":

g. All funerals conducted on Fort Sill must have a military police (MP) escort from the gate entrance to the cemetery. The CAC will make coordination for an MP escort with the Directorate of Emergency Services (DES), Law Enforcement Operations, and Military Police Desk. The request for the Funeral caisson and/or caparisoned horse support must be submitted to the horse detachment at Fort Riley or Fort Cavazos via FcoE G3. This support is normally limited to funerals held on Fort Sill for General Officers, Medal of Honor recipients, and by special request of the Installation Commander. The CAC does not handle or coordinate flyovers for funerals.

Page 11, paragraph 7-14, Policy. Add at end of subparagraph "a", subsets (1) and (2):

(1) Fort Sill and DA policy for Military Funeral Honors for Army Active Duty, Retiree, and Medal of Honor recipients, within 50 miles of Fort Sill and where no resources or expenses are generated, the team will consist of a maximum of sixteen (16) personnel, including a Chaplain, if resources permit:

- (a) Officer in Charge (OIC).
- (b) Noncommissioned Officer in Charge (NCOIC).
- (c) Pallbearers six (6) members.
- (d) Firing Party six (6) members.

(e) Bugler if available or a Soldier with a "Digital Bugle" or "recording of Taps".

(f) Chaplain (if requested by Family).

(2) Fort Sill and DA policy for Military Funeral Honors for Army Active Duty, Retiree and Medal of Honor recipients greater than 50 miles of Fort Sill, will consist of a nine (9) member team, if resources permit:

(a) OIC and/or NCOIC

(b) Pallbearers/Firing party six (6) members. The team serves as pallbearers and firing party, folds and presents the American flag to next of kin, and plays "Taps".

(c) Bugler, if available or a Soldier with a "Digital Bugle" or recording of "Taps".

(d) Chaplain (if requested and available).

Page 11, paragraph 7-14, Policy. In addition to subparagraph "b" add the following:

Veterans: Fort Sill and DA policy for Military Funeral Honors for all Veterans will consist of a maximum of two (2) personnel, if resources permit. For a two-person Service Representative (SR) team, one Soldier will serve as the NCOIC and/or OIC. This team must be capable of unfolding and refolding the Flag to standard, presenting it to the next of kin, and playing Taps using a "Digital Bugle" or an electronic recording device. Chaplain support is provided, if requested and available.

Page 11, paragraph 7-14, Policy. Add the following to the end of subparagraph "c":

Resources: For funeral support within 50 miles of Lawton/Fort Sill, the OIC/NCOIC of the Military Funeral Honors team will be of equal or higher rank to the deceased. For funeral support greater than 50 miles, a Staff Sergeant or higher will serve as the OIC/NCOIC, if an equal or greater rank to the deceased is not available. The Casualty Assistance Center (CAC) coordinates all arrangements for Military Honors Teams, to include transportation, food and lodging expenses, Chaplain, and Bugler support.

Page 12, paragraph 7-15, Service responsibility for burial honors. Add subparagraph "c":

c. The CAC has overall responsibility for coordination of military funeral support within Oklahoma and Arkansas:

(1) The Fort Sill CAC, in coordination with the FCOE G3, will do a fair share breakout funeral honors support to brigade sized installation units and FcoE HQ Det as needed. The required number of funeral honors teams to support the mission each quarter is a minimum of 16 Full Honors (FHs) teams, consisting of 9-16 members per team and a minimum of 17 Service Representative (SR) teams, consisting of a maximum of two

(e) Coordinate with the Directorate of Emergency Services Operations Branch for a Military or DA Civilian police escort of the funeral procession if services or burial are on Fort Sill.

6. Assigned Funeral Team Request Procedures:

(a) The CAC notifies the tasked brigade with the name of the deceased, date of funeral, equipment pick-up/briefing date, and type of funeral honors.

(b) The Team OIC/NCOIC reports to the CAC with the Funeral Honors Request sheet, from the unit Battalion S3 at the designated time to sign for the funeral packet or reschedules the time with the CAC.

(c) If the OIC/NCOIC or a funeral team member cannot sign for the funeral packet, then the battery commander, first sergeant, platoon leader, or platoon sergeant will do so; the individual signing for the funeral packet is responsible for all items, to include the reimbursement of unauthorized expenses on the Funeral Credit Card.

(d) All items signed out from the CAC may be returned the same day, but prior to the close of business (1615). If items cannot be returned by 1615 hours, then items must be returned by 0830 the following day. **Do not** leave items with the duty personnel in Bldg 4700. If the service is on a weekend or holiday, items must be returned to the CAC on the first available duty day.

Page 14, paragraph 7-20, Burial Honors (minimum requirement). Add the following sentence at the end of the first paragraph.

The CAC's duty day is 0730-1630 hours, Monday – Friday. The CAC is closed on weekends and holidays. All requests for funeral honors must be submitted by the funeral home, using FS Form 733. To ensure that a trained and certified unit is available, properly briefed and given enough time to safely travel to the funeral site, the CAC must receive all funeral requests at least three (72 hours) duty days prior to the date of the funeral. The National Cemetery and Post Cemetery will not conduct funeral honors on weekends and/or holidays. The CAC will try to honor all requests received. However, those requests received with less than the minimum required notice time are not logistically possible to support. Therefore, the Family will be offered another time for the rendering of Funeral Honors.

Page 20, Appendix C, Table C-1, National Flag at Half Staff. Add the following:
 Rendering honors to Soldiers, with the raising and lowering of the National Flag, during on-post funeral services.

Death of	Location of Flag	Period
Any active, retired, or veteran Army Soldier, to include Cadets of the United States Military Academy, whose category is not covered elsewhere in the above referenced table.	The CAC will coordinate with the IOC/EOC to have the Museum and Reynolds Army Health Clinic to lower the flag at the Post Quadrangle and Clinic when the funeral or interment takes place on the installation.	Each flag will be lowered to half-staff 30 minutes prior to the funeral service or interment on post and until 30 minutes after the service is complete.



DEPARTMENT OF THE ARMY
 HEADQUARTERS US ARMY GARRISON FORT SILL
 STREET ADDRESS
 CITY STATE ZIP

AMIM-SIH-MC (ARIMS #)

DATE

MEMORANDUM FOR Casualty Assistance Center (AMIM-SIH-MC), 4700 Mow Way Rd
 Ste 143, Fort Sill, OK 73503-4494

SUBJECT: Request Certification of Military Funeral Honors Team

1. The below listed personnel have been trained to perform Military Funeral Honors duties as a (select one) Full Honors / Service Representative Team.

2. I am requesting certification for: Unit: _____
 Date: _____
 Time: _____ a.m./p.m.
 Location: _____

3. Roster

4. The point of contact for this memorandum is (Rank & Name) at (Phone Number) or (Email Address).

Signature Block of Requestor



DEPARTMENT OF THE ARMY
CAC CERTIFICATION MEMO 2
STREET ADDRESS
CITY STATE ZIP

AMIM-SIH-MC (ARIMS #)

DATE

MEMORANDUM FOR CSM (Unit) Brigade ATTN: _____ & Brigade Operations

SUBJECT: Certification of Military Funeral Honors Team

1. The Soldiers listed here, from _____ Battalion, _____ Brigade were certified / or were not certified to perform Military Funeral Honors as members of this team only.
2. Certification completed on: (date & time) by (Certifier's Name & Phone Number).
3. Recertification for this team is not required / or is required and rescheduled for (date & time). Teams must be recertified if they fall out of compliance in accordance with paragraph 6-16(c) 2 of Supplement 1 to AR 600-25.
4. The point of contact for this memorandum is (Rank & Name) at (Phone Number) or (Email Address).

Name of Casualty Assistance Center Sender
Position