

AIR FORCE REGULATION
NO. 900-6

DEPARTMENT OF THE AIR FORCE
Washington, 8 December 1965

Honors and Ceremonies

HONORS AND CEREMONIES ACCORDED DISTINGUISHED PERSONS

**This regulation prescribes the honors and ceremonies that will be accorded distinguished persons at Air Force installations, indicates the persons entitled to such honors, states when the honors will be accorded, and explains where the ceremonies may be held. It implements DOD Directives 1005.9, 16 October 1957; 1005.10, 29 May 1959, and Change 2, 16 September 1966; 5000.7, 14 June 1960, and Change 1, 2 December 1964.*

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1. Policy on Ceremonial Honors. These honors and ceremonies are designed for greeting all distinguished persons when they arrive and depart from Air Force installations. According to a person these honors does not bar additional or subsequent ceremonies, such as reviews or parades.

a. In general, honors and ceremonies are reserved for the President, Vice President, statutory appointees, and general or flag officers of the United States military establishment, foreign dignitaries (see footnote 6, attachment 1), and for occasions when such ceremonies promote international goodwill. In the interest of economy and efficiency, ceremonies involving large numbers of men and equipment (for example, parades, guard mounts, and motorcades) must be kept to a minimum.

*b. When a distinguished person (military or civilian) entitled to ceremonial honors is preparing for an official visit to an installation, he notifies the installation commander or his designated representative at least 30 days in advance, except in those few situations where advance clearance would impair the mission of the trip. If this advance timing cannot be met, the commanders concerned must be

contacted as soon as possible. Such notification must include the general purpose of the visit, particular items or areas of interest to the person, and honors desired. Officials of the DOD and of the other military departments are expected to provide similar advance information. In the interest of economy and in order to conserve manpower resources, salutes, honors, or ceremonies for DOD general/flag officers will not be held unless specifically requested by the visitor. If requested, such honors are expected to serve some useful purpose, such as promoting international goodwill, maintaining national prestige, or improving morale. DOD general/flag officers of the other military departments are expected to conform to this practice. (See exceptions in paragraph 3a.)

c. The customary courtesies and appropriate assistance required to accomplish the mission will be extended to distinguished persons. The commander or his designated representative should be present to greet a visiting official at the airport, pier, or railway terminal where he is scheduled to arrive.

d. There will be no official entertainment of Department of Defense personnel visiting installations unless such entertainment

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*OPR: DPMSAA3

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would contribute to the mission of the visit in terms of promoting international goodwill, community relations, or morale. If the installation commander believes that entertainment would help accomplish the mission, he arranges for it only after approval in advance by the official person. When the person originates a request for entertainment, he must reimburse the installation for the expense.

*e. Only the ranking officer or civilian official authorized an official flag may have his flag or other special identifying insignia displayed on the aircraft, ship, or motor vehicle in which he is traveling. Such flags or insignia will not be displayed for other individuals on an assimilated rank basis. (See AFM 900-33, chapter 3, for use and display of individual flags.)

f. The Foreign Liaison Division, HQ USAF, will in each instance issue guidance and any special instructions pertaining to honors and ceremonies to be accorded official foreign distinguished visitors in the CONUS.

2. Persons Entitled to Honors. Distinguished persons who are entitled to honors are shown in the Table of Honors in Attachment 1. This Table includes those honors prescribed for statutory civilian and military officials of the Department of Defense. Except as the Chief of Staff may specifically direct, this regulation does not apply to Civil Service Employees. The intent of honors is to extend a mark of courtesy to a distinguished person (honors will be accorded only to the distinguished person himself and not to his personal representatives). Honors are accorded to an individual rather than to a group. A committee or delegation is honored in the person of the senior or ranking member. If unusual questions of precedence arise in overseas areas, they may be referred to the nearest United States air attache or the senior military attache. Generally, most situations are readily solved by keeping in mind that the intent is to honor a distinguished guest of the Air Force.

(a) When dignitaries of the same rank (participate) in a ceremony, precedence is according to seniority. Cabinet Secretaries rank in the following order:

- (1) State.
- (2) Treasury.
- (3) Defense.
- (4) Attorney General.
- (5) Postmaster General.
- (6) Interior.
- (7) Agriculture.
- (8) Commerce.
- (9) Labor.

(10) Health, Education, and Welfare.

(11) Housing and Urban Development.

b. The Secretaries of the military services rank as follows:

(1) Secretary of the Army.

(2) Secretary of the Navy.

(3) Secretary of the Air Force.

c. Unless otherwise prescribed, the Undersecretaries and Assistant Secretaries rank among one another according to the precedence of their Secretaries.

d. Commissioned officers of the Army, Navy, Marine Corps, Coast Guard, Reserves, and National Guard, while in the service of the United States, may be accorded honors due persons of their grade.

e. Officers of foreign countries will receive the same honors due United States commissioned officers of equivalent grade or position. Foreign recipients of honors must be representatives of countries recognized by the United States.

3. When Honors Will Be Accorded:

a. Unless otherwise directed, full honors must be accorded the President of the United States when he arrives at or departs from any Air Force installation, regardless of the day or hour.

b. Except for the President, honors are not accorded between retreat and reveille, on Sundays, or on national holidays (except Armed Forces and Independence Days), unless the officer directing the honors believes the occasion requires an exception. A distinguished person arriving at an Air Force installation at a time honors are not accorded may be honored at a later time if he desires it.

c. When two or more persons entitled to honors arrive at or depart from an installation at the same time, only the senior receives honors. If they arrive or depart successively, honors are paid to each in turn, except that a senior must be notified before the installation accords honors to a junior.

d. Any official or officer holding two or more positions (civil or military), any one of which entitles him to honors, receives only the honors due the highest grade; he may not be honored in more than one capacity.

4. Where Ceremonies May Be Held. Ceremonies may be held at any assembly area, but arrangement of distances and timing must reflect dignity and a sense of protocol. If facilities are limited, such honors as are possible will be accorded. The site of the ceremonies must be controlled to avoid disturbance by intrusion of spectators.

5. Ceremonies on Arrival of the President of the United States by Airplane:

a. *General.* Several days before a planned Presidential visit, specific instructions will be given to the installation commander by an advance representative from HQ USAF (AFXOPXP). Instructions will include the type of ceremony desired and complete details as to its execution. Assistance or clarification may be obtained through direct contact with the Armed Forces Aide to the President, the advance representative from HQ USAF, or the advance United States Secret Service Agent. For advance planning purposes only, ceremonies (with minor variations) may follow either a formal or informal pattern. This determination is made by the Armed Forces Aide to the President. As specific details for positioning the Presidential aircraft, members of the press, and dignitaries are provided by the advance agents, the following information deals mainly with composition and sequence of events for the honor guard in the formal or informal ceremony. Variations and adjustments as dictated by local conditions are determined by the HQ USAF Advance Agent in coordination with the advance United States Secret Service Agent.

b. Formal Presidential Arrival Ceremony (see attachment 2) :

- (1) *The honor guard consists of:*
 - (a) The honor guard commander.
 - (b) An honor cordon of 20 airmen formed at normal intervals and an honor cordon commander.
 - (c) The color guard. (See AFM 50-14.)
 - (d) The band, if requested. (Recorded music *must not* be used.)
 - (e) Two honor flights of 28 men each and honor flight commander (troops in line with the band).

NOTE: Members of the honor guard must be of unquestioned loyalty, trustworthiness, and dependability. They should be selected for their alertness and military bearing. Airmen in the honor cordon are arranged according to size. Normally Air Police personnel will only be used as color guards. The composition of the honor guard should represent all units assigned to the installation concerned. They wear the blue service uniform with the service cap and white gloves. They also wear special-issue white aiguillettes and white cap covers. The flag bearer's slings are white. Color guards are the only members of the honor guard who carry pistols in holsters. Band members do not wear white gloves.

(2) *Sequence of events for arrival.* (See attachment 3 for complete instructions and attachment 4 for personnel positions) :

- (a) Formation of honor guard.
- (b) Arrival of host officer.
- (c) Arrival of aircraft.
- (d) Placement of steps or ramp and positioning of honor cordon.
- (e) "Hail to the Chief" as the President leaves the aircraft.
- (f) Greetings by reception committee.
- (g) Movement to reviewing stand.
- (h) Honors. Four ruffles and flourishes followed by the National Anthem.
- (i) Inspection. Band plays appropriate march music (104 cadence) very softly until inspection is completed. Host officer accompanies the President and the honor guard commander on the inspection.
- (j) Comments or speeches.
- (k) President departs the area.

c. Informal Presidential Arrival Ceremony (see attachment 6) :

- (1) The honor guard consists of:
 - (a) An honor cordon of 20 airmen formed at normal intervals and one honor cordon commander.
 - (b) The color guard. (See AFM 50-14.)
 - (c) The band, if requested. (Recorded music *must not* be used.)
- (2) *Sequence of events for arrival.* (See attachment 7 for complete instructions.)
 - (a) Formation of honor guard.
 - (b) Arrival of reception committee.
 - (c) Arrival of aircraft.
 - (d) Placement of steps or ramp and positioning of cordon.
 - (e) "Hail to the Chief" as the President leaves the aircraft.
 - (f) Greetings by reception committee.

6. Ceremonies on Departure of the President of the United States by Airplane:

a. *General.* Departure ceremonies are conducted in much the same manner as arrival ceremonies. Exceptions and changes are indicated below and in attachment 3.

b. Formal Presidential Departure Ceremony.

- (1) The honor guard consists of the same individuals and units as are used in the formal arrival ceremony (paragraph 5b(1)).
- (2) *Sequence of events for departure:*
 - (a) Formation of honor guard.
 - (b) Arrival of host officer.
 - (c) Arrival of the President's means of conveyance in the ceremony area.

(d) "Hail to the Chief" as the President leaves his means of conveyance.

(e) Greeting by the host officer.

(f) Movement to the reviewing stand.

(g) Honors. Four ruffles and flourishes followed by the National Anthem.

(h) Inspection. Band plays appropriate march music (104 cadence) very softly until inspection is completed. Host officer accompanies the President and the honor guard commander on the inspection.

(i) Comments or speeches.

(j) President boards aircraft and departs.

c. Informal Presidential Departure Ceremony:

(1) The honor guard consists of the same individuals and units as are used for the informal arrival ceremony (Paragraph 5c(1)).

(2) *Sequence of events for departure:*

(a) Formation of honor guard.

(b) Arrival of reception committee.

(c) Arrival of the President's means of conveyance.

(d) "Hail to the Chief" as the President leaves his means of conveyance.

(e) If there is to be no address, the host officer escorts the President through the honor cordon to the steps of the aircraft.

7. Ceremony on Arrival by Airplane of a Distinguished Person Other Than the President.
(May be modified when person departs by other means.):

a. The installation commander with his receiving party takes a post convenient to the designated point of arrival of the dignitary. The honor cordon consists of two lines of the prescribed number of airmen (see attachment 1), at normal intervals facing one another to form an aisle five paces wide. This aisle begins at, and extends behind and away from, the line on which the installation commander takes his post. The honor guard commander centers himself five paces beyond the end of the aisle of airmen. The color guard forms at normal intervals centered four paces behind the honor guard commander. If a band is available, it must be centered four paces to the rear of the color guard (see attachments 9 and 10). When additional flights of airmen are used for a special occasion considered appropriate by the installation commander, they are formed on the line with and on each flank of the band. Each additional flight will consist of not more than 28 airmen and honor flight commander. All members of the formation, except the aisle of airmen compris-

ing the honor cordon, must face the designated point of arrival of the distinguished person's means of conveyance.

b. When the dignitary arrives, his means of conveyance must be directed to a selected position so that he will be facing the formation when he makes his exit from the conveyance. As the conveyance nears its selected position, the band or a record player provides appropriate background music (see footnote 7, attachment 1). The honor guard commander calls the formation to attention as the installation commander and receiving party come forward and salute the distinguished person. The installation commander then extends greetings to him. Unless the distinguished person desires that certain members of his party share the honors, none will participate.

c. The installation commander escorts the dignitary to a central position facing the colors two paces from the line at which the aisle of airmen begins. He aligns himself on the dignitary's left. If there are numerous members of the party to be honored, they form a line or lines behind the dignitary and the installation commander. The band or recorded music will cease as the dignitary nears his designated position. Upon signal from the installation commander, the honor guard commander orders "Present Arms." The band, or recorded music, presents ruffles and flourishes and the honors march, during which all persons salute (see footnotes 2 and 3, attachment 1). The color guard must not dip the United States flag in salute. The person receiving honors acknowledges them throughout the music by personal salute. Personnel in uniform witnessing the ceremony salute and face the person being honored. Men in civilian clothes also face the person being honored and salute by removing the hat with the right hand and holding the hat at the left shoulder with the right hand over the heart. Men without hats should salute by holding the right hand over the heart. Women in civilian clothes salute by placing the right hand over the heart without removing the hat. When the music stops, the honor guard commander commands "Order Arms."

d. Upon conclusion of honors and music, the installation commander gives the command, "Flight, Prepare for Inspection." At this command, the honor guard commander marches forward, halts three paces in front of the distinguished person, salutes, and states, "Sir, the honor guard is ready for inspection." The honor guard commander takes a position to the right of the dis-

tinguished visitor and guides him through the inspection. The host takes a position to the rear of the distinguished visitor to the base commander on his right (i.e. if host and base commander separate individuals). The band plays appropriate music during the inspection (see footnote 8, attachment 1). The route of the inspection begins with the file of honor airmen to the distinguished person's left, continues down this file, then proceeds in front of the band (between the color guard and the band), to inspect the other file of honor airmen. The band and color guard will not be inspected. At the end of the inspection, the honor guard commander escorts the distinguished person to his original position. When additional flights are used, the route of inspection must be expanded to include them. When the distinguished person returns to his original position, the band ceases playing and the honor guard commander must salute, do an about-face, and return to his original position.

e. The installation commander then escorts the distinguished person forward to enter his staff car, which has been driven to a point in front of the honor guard commander and between him and the aisle of airmen. The honor guard commander commands "Present Arms." Only the honor formation salutes. As the distinguished person enters his vehicle, the band plays appropriate background music (see footnote 7, attachment 1). Members of the dignitary's party will be escorted through the aisle of airmen to their staff cars. After the last staff car departs from the vicinity, and the music has stopped, the honor guard commander commands "Order Arms" and dismisses the formation.

8. Ceremony on Departure of a Distinguished Person by Airplane. (May be modified when distinguished person departs by other means.):

a. The ceremony on departure of a distinguished person is substantially the same as the ceremony on arrival, but in reverse. The honor formation is identical (see footnote 1, attachment 1). The distinguished person's car is driven to a point in front of the honor guard commander, who brings the formation to attention and salutes. The band plays appropriate background music (see footnote 7, attachment 1). The distinguished person, accompanied by the installation commander, proceeds to the same place at which he received honors on arrival, and takes a position facing the colors. Meanwhile, the aide escorts members of the dis-

tinguished person's party from their cars to the airplane by a route outside the aisle of honor airmen. When the music stops, the honor guard commander commands "Present Arms." The band or recorded music then presents ruffles and flourishes and the honors march, during which all persons salute (see footnote 2 and 3, attachment 1). The color guard must not dip the United States flag in salute. The honor guard commander commands "Order Arms" when the music stops.

b. Upon conclusion of honors and music, the installation commander gives the command, "Flight, Prepare for Inspection." The same inspection procedures prescribed in paragraph 7d will then be followed. After the inspection, the installation commander escorts the distinguished person to his airplane and bids him goodbye. As the distinguished person moves toward his airplane, the band plays appropriate background music (see footnote 7, attachment 1). After the distinguished person and his party have enplaned, the receiving party moves to a position between the airplane and the honor guard. Where space does not permit the honor formation to remain in position, the honor guard commander should issue the necessary orders to form the honor guard at a safe distance from the point of departure of the airplane. Usually, closing ranks by the honor airmen will be sufficient. Only the installation commander salutes as the distinguished person's airplane moves away.

9. Position of Staff Cars and Duties of Drivers. Drivers of staff cars for the distinguished person and party will not salute during the ceremony. They must remain in their vehicles alert to move forward. The positions of the vehicles depend upon the location of the ceremony.

10. Honors and Ceremonies for Deceased Distinguished Persons:

a. Announcement of Death. Official notice of the death of any of the following persons, and such others as may be directed by the Secretary of the Air Force, will be announced by HQ USAF (AFDAS) in an ALMAJCOM message:

- (1) The President or President-elect of the United States.
- (2) An ex-President of the United States.
- (3) The Vice President of the United States.
- (4) Secretary of Defense.
- (5) Secretary of the Air Force.
- (6) Chairman of the Joints Chiefs of Staff.

(7) Chief of Staff, United States Air Force.

b. Rendition of Honors and Ceremonies. Commanders must render the honors and take other actions prescribed below, upon receipt of official notice of information through radio, television, or other news media, of the death of any person entitled to such honors. The announcement of death may amend or supplement these instructions. At joint installations or commands the procedures prescribed by the responsible military commanders must be followed by all Air Force military units present.

(1) Notice of Death of the President or President-elect:

(a) For a period of 30 days, the flag will be flown at half-staff on all installations, activities, and vessels of the Department of the Air Force.

(b) On the day following notice of death, the commander of each USAF installation will, without endangering national security or his mission, render the honors described below. (If the day following notice of death falls on a Sunday or holiday, the honors must be rendered on the next working day.)

1. A reveille ceremony to be conducted in the immediate vicinity of the base flagstaff. Ceremony will consist of an honor flight composed of 20 airmen and one officer, which is symbolic of the traditional 21-gun salute. This honor flight is in addition to the two or more persons required to raise and lower the flag to half-staff. The honor flight may form into two columns of ten men each with the officer-in-charge at the end of the flight, in a circle around the base of the flagstaff, or in any appropriate configuration necessitated by the position of the flagstaff.

2. All military personnel at Air Force installations and the Cadets of the United States Air Force Academy to be assembled in formation at 1000 (local time) and the official notice announcing the death to be read.

3. A retreat ceremony to be conducted in the immediate vicinity of the base flagstaff. The ceremony will consist of an honor flight composed of 20 airmen and one officer in addition to the two or more persons required to raise and lower the flag.

(c) On the day of the funeral the reveille ceremony must include the 21-man honor flight. The retreat ceremony will consist of the 21-man honor flight plus a formation of airmen equal in number to the number of States in the Union.

(2) Curtailment of Entertainment and

Social Activities. Curtailment of official entertainment and certain social activities during the 30-day period of national mourning in memory of the President or President-elect will be as follows:

(a) Armed forces musical units, troops, and equipment must not participate in public events of a social or entertainment nature. This does not preclude participation in official ceremonies, patriotic programs, or other events which are not basically of a social or entertainment nature, nor speeches or official appearances of individual military or civilian personnel.

(b) Dining-ins will be cancelled or postponed.

(c) Officers and airmen should refrain from entertaining formally, or attending formal social functions during this period.

(d) Tours may be conducted as scheduled. Official entertainment will be cancelled, although business-type luncheons or dinners may be held for the tour members.

(e) Prescribed honors on arrival or departure are authorized.

(f) All major social events, such as receptions, dances, or special interest group functions planned for open messes and service clubs, will be cancelled or postponed. Musical entertainment within messes and clubs must be limited to appropriate background music. Routine activities, such as bingo, bridge, and other private, informal activities, will be cancelled until after the day of the funeral, and then may continue. Farewell dinners, engagement and wedding receptions, etc., will be cancelled only on the day of the funeral.

NOTE: The following do not fall under the purview of these restrictions:

1. Wives' clubs functions which have to do solely with women's activities.

2. Attendance at theaters, bowling facilities, golf courses, swimming pools, gymnasiums, and intramural and command sporting and athletic activities.

(3) Notice of Death of an ex-President:

(a) For a period of 30 days, the national flag must be flown at half-staff on installations, activities, and vessels of the Department of the Air Force.

(b) Official entertainment and certain social activities, as prescribed in b(2) above, will be cancelled or postponed from the time of notice of death until after the day of the funeral.

(c) On the day following notice of death, the commander of each USAF installation will, without endangering national

security or his mission, render the honors prescribed below. (If the day following notice of death falls on a Sunday or holiday, the honors must be rendered on the next working day.)

1. A reveille ceremony to be conducted in the immediate vicinity of the flag-staff. The ceremony will consist of an honor flight composed of 20 airmen and one officer, which is symbolic of the traditional 21-gun salute. This honor flight is in addition to the two or more persons required to raise and lower the flag to half-staff.

2. A retreat ceremony conducted with the same number of persons as the reveille ceremony.

(d) On the day of the funeral, reveille and retreat ceremonies must be held in the same manner held as those held on the day following receipt of notice of death.

(4) Notice of Death of the Vice President.

(a) For a period of 10 days, the national flag will be flown at half-staff on installations, activities, and vessels of the Department of the Air Force.

(b) Official entertainment and certain social activities, as prescribed in b(2) above, will be cancelled or postponed from the time of notice of death until after the day of the funeral.

(c) On the day following notice of death, the commander of each USAF installation will without endangering national security or his mission, render the honors prescribed below. (If the day following notice of death falls on a Sunday or holiday the honors must be rendered on the next working day.)

1. A reveille ceremony conducted in the immediate vicinity of the flag-staff. Ceremony will consist of an honor flight composed of 18 airmen and one officer, which is symbolic of the traditional 19-gun salute. This honor flight is in addition to the two or more persons required to raise and lower the flag to half-staff.

2. A retreat ceremony conducted with the same number of persons as the reveille ceremony.

(d) On the day of the funeral, reveille and retreat ceremonies will be held in the same manner as that held on the day following notification of death.

(5) Announcement of the Death of Certain other Officials:

(a) Upon the announcement of the death of the Secretary of Defense or the Secretary of the Air Force, the same honors will be rendered as prescribed in b(4) above.

(b) Upon the death of the Chairman of the Joint Chiefs of Staff, or Chief of Staff, USAF, the commander of each USAF installation will without endangering national security or his mission, render the honors prescribed below:

1. The national flag must be flown at half-staff during the period of national mourning as prescribed in attachment 1, AFM 900-2.

2. On the day of the funeral, a reveille ceremony conducted in the immediate vicinity of the base flagstaff. Ceremony will consist of an honor flight composed of the number of airmen equal to honors prescribed in attachment 1, this regulation. This honor flight is in addition to the two or more persons required to raise and lower the flag to half-staff.

c. Memorial Services. Appropriate memorial services will be conducted in all Air Force chapels on the day of the funeral.

d. Mourning Bands. (See paragraph 16-26, AFM 143-1.) Air Force members participating in a military funeral, except members of the troop escort, are not permitted to wear mourning bands. Members of the troop escort may wear them if prescribed by the major air commander concerned. This authority may not be delegated below numbered Air Force level. Air Force members attending a military funeral, but not participating, may wear the mourning band if they desire.

e. Military Funerals. For special provisions and detailed instructions for persons taking part in military funerals, see chapter 16, section H, AFM 143-1.

BY ORDER OF THE SECRETARY OF THE AIR FORCE

OFFICIAL

J. P. McCONNELL
General, U. S. Air Force
Chief of Staff

R. J. PUGH
Colonel, USAF
Director of Administrative Services

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aircraft in a memorial fly-over or the number of
 In place of gun salutes, the number of persons in the honor cordon indicates the type of honors being accorded. The numbers in the "honor cordon" column include the honor cordon commander and airmen, but do not include additional flights used for the Presidential ceremonies, or on special occasions the installation commander considers appropriate.

Distinguished Persons	Honor Cordon	Ruffles & Flourishes	Music	Flags ¹⁰
President	21	4	National Anthem ² Hail to the Chief ^{2, 3}	United States and Presidential
Ex-President	21	4	National Anthem	United States
Heads of State of foreign countries and reigning royalty	21	4	Foreign Anthem	United States and Foreign
Vice President	19	4	Hail to Columbia	United States and command
Governor of a State of the United States in jurisdiction	19	4	Honors March ⁵	United States and command
The Chief Justice of the United States	19	4	Honors March ⁵	United States and command
Foreign prime minister or other cabinet officer, foreign ambassador, high commissioner, or special diplomatic representative whose credentials give him authority equal to or greater than that of an ambassador	19	4	National or Foreign Anthem ⁴	United States and command
Speaker of the House of Representatives	19	4	Honors March ⁵	United States and command
Secretary of State	19	4	Honors March ⁵	United States and command
The United States Representative to the United Nations	19	4	Honors March ⁵	United States and command
Associate Justices of the Supreme Court of the United States	19	4	Honors March ⁵	United States and command
Secretary of Defense	19 ⁴	4	Honors March ⁵	United States and command
Cabinet Members	19	4	Honors March ⁵	United States and command
Governor of a State of the United States out of jurisdiction	19	4	Honors March ⁵	United States and command
United States Senators	19	4	Honors March ⁵	United States and command
Members of the House of Representatives of the United States	19	4	Honors March ⁵	United States and command
Deputy Secretary of Defense; Secretaries of the Army, the Navy, and the Air Force	19 ⁴	4	Honors March ⁵	United States and command
Director of Defense Research and Engineering	19 ⁴	4	Honors March ⁵	United States and command

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Distinguished Persons	Honor Cordon ¹	Ruffles & Flourishes	Music	Flags
Chairman of the Joint Chiefs of Staff; Chief of Staff, United States Army; Chief of Naval Operations; Chief of Staff, USAF; Commandant of the Marine Corps	19 ^a	4	Honors March ⁵	United States and command
General of the Army; Fleet Admiral; General of the Air Force (five-star rank)	19 ^a	4	Honors March ⁵	United States and command
Under Secretaries of the Cabinet; Solicitor General	17	4	Honors March ⁵	United States and command
Assistant Secretaries of the Cabinet; Assistant to the Attorney General	17	4	Honors March ⁵	United States and command
Assistant Secretaries of Defense and the General Counsel of the DOD and Undersecretaries of the Army, Navy, and Air Force	17 ^a	4	Honors March ⁵	United States and command
Generals and Admirals (four-star rank)	17 ^a	4	Honors March ⁵	United States and command
Assistant Secretaries of the Army, Navy, and Air Force	17 ^a	4	Honors March ⁵	United States and command
Lieutenant Generals, Vice Admirals	15 ^a	3	Honors March ⁵	United States and command
Foreign ambassadors out of jurisdiction	15	2	Honors March ⁵	United States and command
Major Generals, Rear Admirals (Upper half)	13 ^a	2	Honors March ⁵	United States and command
Brigadier Generals, Rear Admirals (Lower half)	11 ^a	1	Honors March ⁵	United States and command
Other Commissioned officers	9 ^a	1	Honors March ⁵	United States and command

¹ Same number in honor cordon is provided on departure as on arrival for all distinguished persons.

² The United States Navy Band arrangements of the National Anthem and the United States Marine Corps Band arrangements of "Hail to the Chief" are designated as the official Department of Defense arrangements to be henceforth played by all service bands on appropriate occasions.

³ The traditional musical selection "Hail to the Chief" is designated as a musical tribute to the President of the United States; as such, it will not be performed by military musical organizations as a tribute to other dignitaries. Performances of this selection will be subject to:

a. During "Hail to the Chief" by military musical organizations, military personnel in uniform, other than band personnel, will accord the same honor as they would for the National Anthem or "To the Colors."

b. If, in the course of any ceremony, honors must be performed more than once, "Hail to the Chief" may be used interchangeably with the National Anthem as honors to the President of the United States.

c. When specified by the President, the Secretary of State, the Chief of the Secret Service, or their authorized representatives, "Hail to the Chief" may be used as an opportunity for the President and his immediate party to move to or from their places while all others stand fast.

⁴ When one or more foreign national anthems and the U.S. National Anthem are to be performed, the U.S. National Anthem will be performed last, except in conjunction with morning colors.

⁵ Army or Air Force generals receive the Generals March; admirals, commodores, or Marine generals

TABLE OF HONORS—(Continued)

receive the Admirals March; all others not specified receive the last 32-bar strain of "The Stars and Stripes Forever."

⁶ Foreign civilian and military officials, occupying positions comparable to these U.S. Officials, will receive equivalent honors. Foreign recipients of honors must be representatives of countries recognized by the United States.

⁷ Appropriate background music is any music such as national air or a folk song favorably associated with the distinguished person or his country. If no such music is known or available, any well-sounding music of universal appeal and propriety may be used. All music performed as background

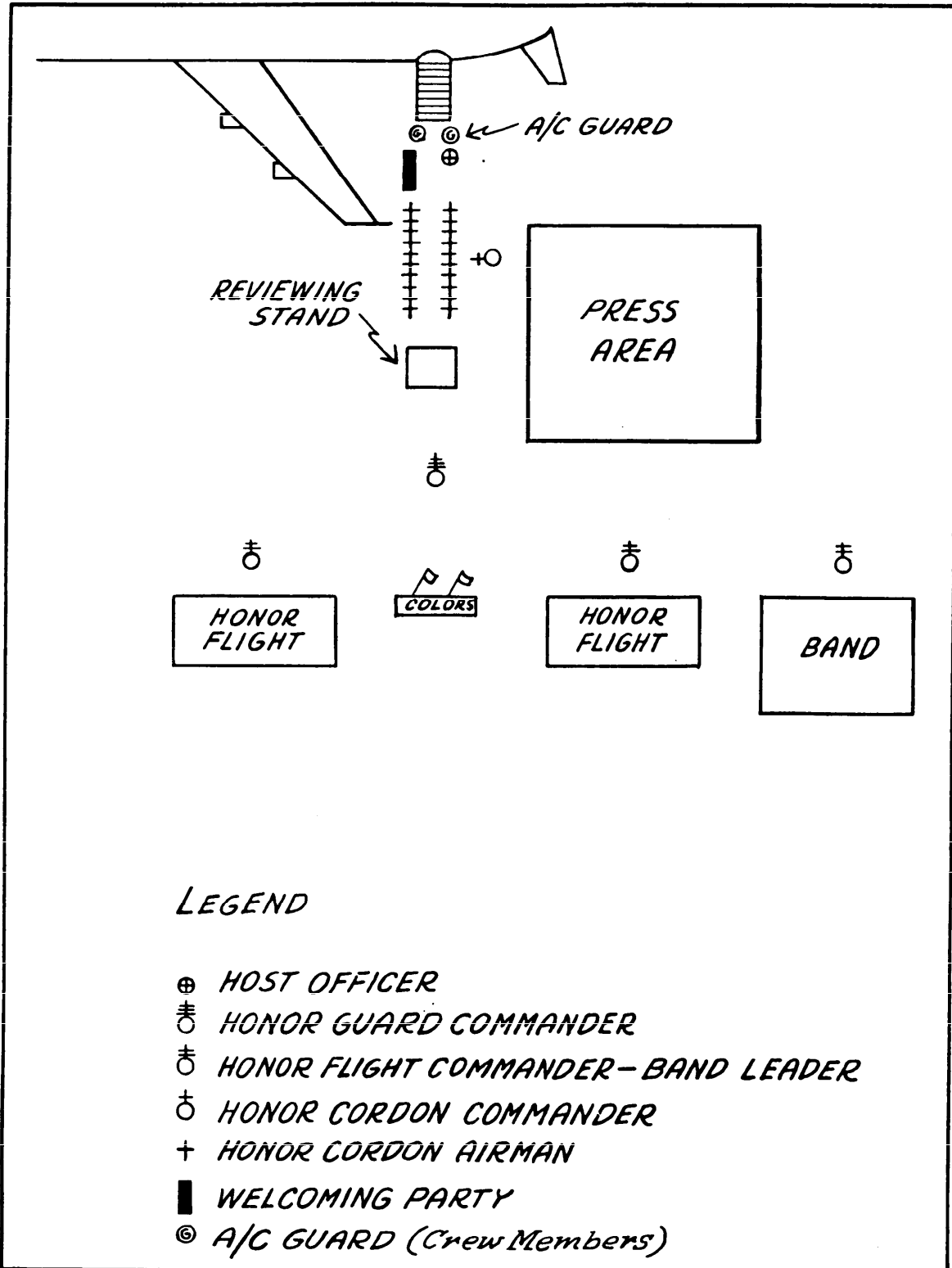
should be appropriately subdued to the principal action.

⁸ Appropriate inspection music may be in any meter and played so that it would not require the inspection party to conform to its cadence.

⁹ Commanders of Air Force installations may obtain recorded music on discs for use in connection with honors and ceremonies by writing direct to the Audio Section, United States Air Force Band, Bolling AFB, D.C. 20332.

¹⁰ In events honoring foreign dignitaries, the flag of the foreign country of the guest or guests being honored should be included in the color guard when available.

DIAGRAM OF FORMAL PRESIDENTIAL ARRIVAL CEREMONY



FORMAL PRESIDENTIAL ARRIVAL/DEPARTURE CEREMONY— SEQUENCE OF EVENTS

1. Formation of Honor Guard:

a. The honor guard commander must assemble the flights, cordon, and band sufficiently ahead of ceremony time to allow for receiving the colors and moving the honor guard into position at ceremony site.

b. When the honor guard is in final position, it is given "AT EASE" to await the arrival of the host officer. (NOTE: The honor guard is formed at normal intervals.)

2. **Arrival of the Host Officer.** Upon arrival of the host officer, the honor guard commander faces the colors and commands "HONOR GUARD, ATTENTION;" he will then face about and salute the host officer. When the host officer has joined the welcoming party, the honor guard commander faces the colors and commands "AT EASE." Then he faces about and awaits the arrival of the Presidential aircraft.

3. Arrival of the Presidential Aircraft:

a. As the aircraft approaches the ceremony site, the honor guard commander faces the colors and commands, "HONOR GUARD, ATTENTION." He then faces about to observe the parking of the aircraft.

b. When the steps are in position at the door of the aircraft, the honor cordon and the reception committee moves into position. When the door of the aircraft opens, the honor guard commander faces the colors and commands, "PRESENT ARMS;" he then faces about and presents arms. The honor cordon executes Present Arms on command of the honor guard commander.

c. Upon appearance of the President, the band sounds "Hail to the Chief," the host officer salutes and holds the salute until the President reaches the foot of the steps, at which time the host officer comes to order arms to greet the President. The honor guard commander orders arms up on completion of "Hail to the Chief," faces about and commands, "ORDER ARMS." He then faces the reviewing stand while the President is greeted and escorted through the honor cordon to the reviewing stand. The honor cordon remains at "PRESENT ARMS" until the President reaches the reviewing stand, at which time it shall be brought to "ORDER ARMS" by the cordon commander.

4. **Greetings.** The host officer greets the President at the bottom of the aircraft steps and

escorts the President down the line of the reception committee and through the honor cordon to the reviewing stand or designated position.

5. **Honors.** When the President and the host officer are in position and the welcoming party has moved to its position at the side of the stand, the host officer signals the honor guard commander. Upon receiving the signal from the host officer, the honor guard commander faces about and commands, "PRESENT ARMS." The honor cordon takes commands from the honor guard commander. He then faces the reviewing stand and presents arms. At this time the band sounds four "Ruffles and Flourishes" followed by the National Anthem.

6. Inspection of the Honor Guard:

a. Upon completion of the honors, the honor guard commander orders arms, faces about and commands, "ORDER ARMS." The honor cordon again takes his command. He then faces about, salutes and reports, "SIR, THE HONOR GUARD IS FORMED."

b. The host escorts the President towards the band. The honor guard commander moves towards the President and takes a position to the right of the President. When the inspection party (the President, host, honor guard commander) reaches the right flank of the band and turns to the right to pass along the line of troops, the host takes a position to the right of the honor guard commander. The band plays an appropriate march during the inspection (104 cadence).

c. The inspection begins at the right front of the band. The inspecting party passes along the front rank of troops.

d. The members of the inspecting party will give hand salutes or appropriate honors when they pass in front of the colors. When the inspecting party reaches the left flank of the honor guard, it passes around the rear of the formation and proceeds to a point at the right front of the band. When passing in rear of the colors, salutes are not given.

e. When the inspecting party reaches the right front of the band, the honor guard commander halts, salutes the President, allows the dignitary and the host to pass in front of him, and returns to his post. The host escorts the President to his position facing the honor guard.

f. When the honor guard commander has returned to his post, and the President and the host have resumed their positions, the honor guard is brought to "PRESENT ARMS," and the honor guard commander salutes. The honor cordon takes his command. When the salute has been acknowledged by the President, the honor guard commander faces about and commands, "ORDER ARMS." The honor cordon again takes his command. The honor guard commander then faces the President, salutes, and reports, "Sir, this concludes the ceremony."

g. If public statements are to be made, the President and the host move to the microphone at the side of the reviewing stand facing the press. The honor guard is given "PARADE REST." The host welcomes the President and the President responds. During the statements, the official motorcade is formed and prepared for movement to the reviewing stand. Upon conclusion of the remarks, the motorcade moves to a position in front of the reviewing stand. The host escorts the President to the first car and the remainder of the official party enter their cars. When the President enters his car, the honor guard is brought to ATTENTION; and as his car starts to move, the band plays appropriate music. As the motorcade departs, the honor guard commander salutes the President and the host. The music then ceases, and the honor guard is given PARADE REST.

h. If there are no public statements, the motorcade immediately moves from the parking area. The first car stops opposite the reviewing stand. The host escorts the President to the first car; the honor guard remains at ATTENTION; the band plays appropriate music as the motorcade departs; the honor guard commander salutes the

President and the host. When the last car has departed the ceremony site, the music stops and the honor guard is given AT EASE.

7. Formal Presidential Departure Ceremony. Departure ceremonies are conducted in the same manner as for the arrival with the following changes to this attachment (Sequence of Events):

a. *Paragraph 3a.* Upon arrival of the President in the ceremony area, the honor guard commander faces the troops and commands, "HONOR GUARD, ATTENTION." Then he faces the reviewing stand. The honor cordon takes his command.

b. *Paragraph 3b.* The host officer awaits the arrival of the President near the arrival point of the President's means of conveyance. The receiving party forms to the side of the reviewing stand.

c. *Paragraph 4.* The host officer greets the President at the door of his means of conveyance and escorts him to the reviewing stand or designated position to receive "honors". As the President alights from the means of conveyance, the honor guard commander faces about and commands "PRESENT ARMS," faces about and presents arms. At this time "Hail to the Chief" must be played by the band. The remaining sequence is the same as for arrivals.

d. *Paragraph 6c.* If there is to be no inspection or public address, the host officer will then escort the President to the Presidential aircraft.

8. Dismissal of Troops. As soon as the area in front of the formation is cleared of personnel, the colors are dismissed. After the colors have been retired, all elements are dismissed.

NOTE: This procedure will be modified as necessary if the President departs by helicopter.

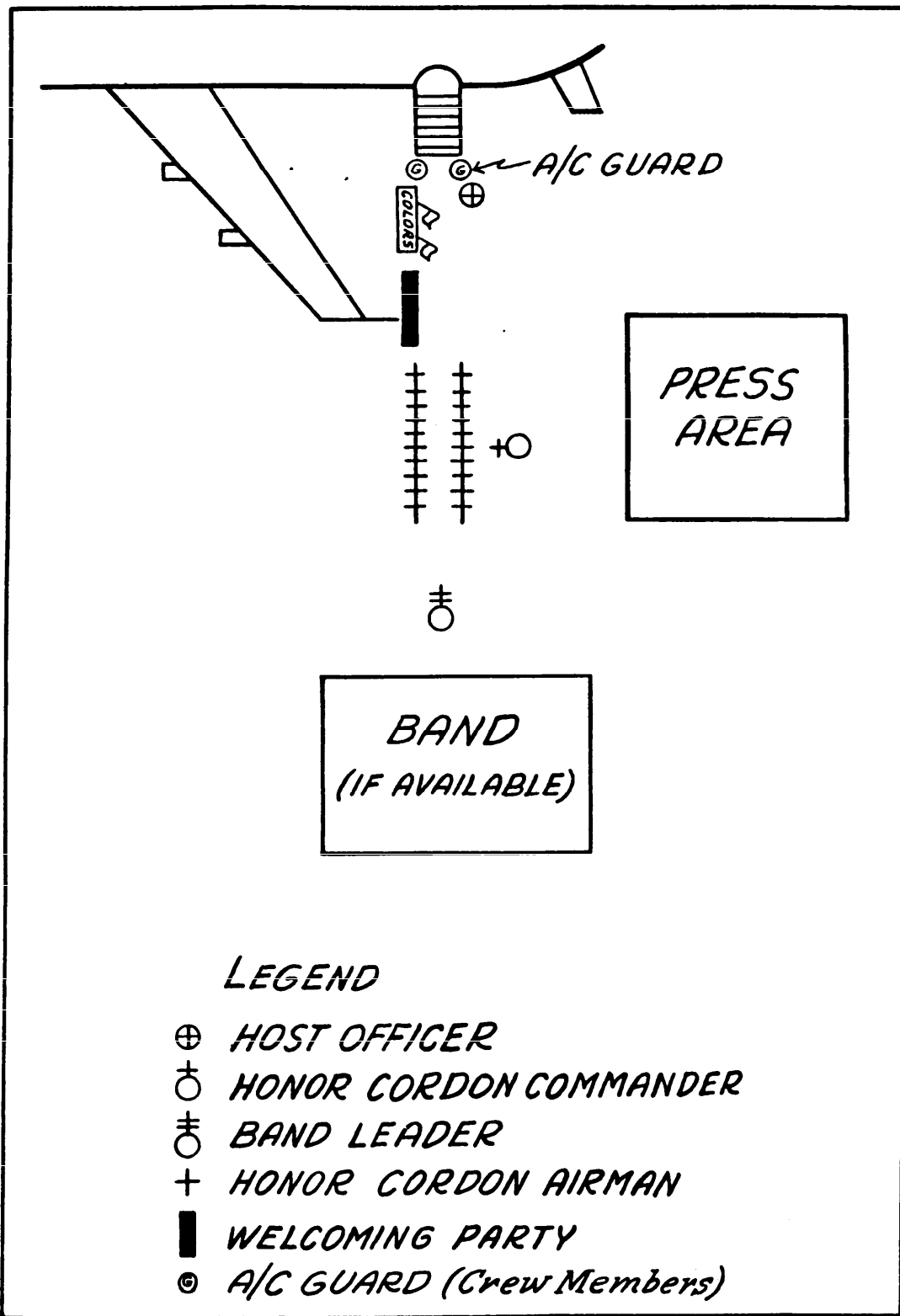
FORMAL PRESIDENTIAL ARRIVAL/DEPARTURE CEREMONY—**PERSONNEL POSITIONS**

1. Honor Guard Commander—9 paces in front of colors and 9 paces from the reviewing stand.
2. Flight Commanders and Band Leader—6 paces in front of their respective units.
3. Cordon Commander—6 paces behind the cordon and centered as shown in diagram.
4. Colors—centered on the honor guard commander and the reviewing stand. (Standing shoulder to shoulder.)
5. Flights—6 paces to the right and left of the colors. (Normal intervals.)
6. Band—6 paces to the right of the right flight. (Normal intervals.)
7. Honor Cordon—6 paces from the rear of the reviewing stand with 6 paces between the two files. (Normal intervals.)

**FORMAL PRESIDENTIAL ARRIVAL/DEPARTURE CEREMONY—
PERSONNEL REQUIREMENTS**

- 1. Honor Guard Commander1 Officer
- 2. Flight Commanders2 Officers
- 3. Band Leader1 Officer
- 4. Honor Cordon Commander1 NCO
- 5. Honor Cordon20 selected air-
men or NCOs
- 6. Flights28 airmen each
(3X9 and right
guide)
- 7. Colors2 airmen
guards and 2
NCOs as color
bearers
- 8. BandAs appropriate

DIAGRAM OF INFORMAL PRESIDENTIAL ARRIVAL CEREMONY



**INFORMAL PRESIDENTIAL ARRIVAL—
SEQUENCE OF EVENTS**

1. Formation of the Honor Guard. The cordon commander must assemble the honor cordon, colors, and band sufficiently ahead of arrival time to allow for moving into position on edge of aircraft parking site.

2. Arrival of Host Officer. The host officer and his party assemble near the press area to await the arrival of the President.

3. Arrival of the Presidential Aircraft:

a. As the aircraft approaches, the cordon commander calls the cordon and colors to ATTENTION, and moves into position as the steps are moved to the aircraft.

b. The cordon must be so positioned as to allow the host officer and party to stand between the cordon and the bottom step.

c. Immediately upon appearance of the President, the cordon commander commands, "PRESENT ARMS," and the band (if present) sounds four "Ruffles and Flourishes"

followed by the "Hail to the Chief." The President is met at the bottom of the steps by the host officer and escorted through the cordon to his means of conveyance.

NOTE: After the President and host officer have passed through the cordon, the cordon commander commands, "ORDER ARMS."

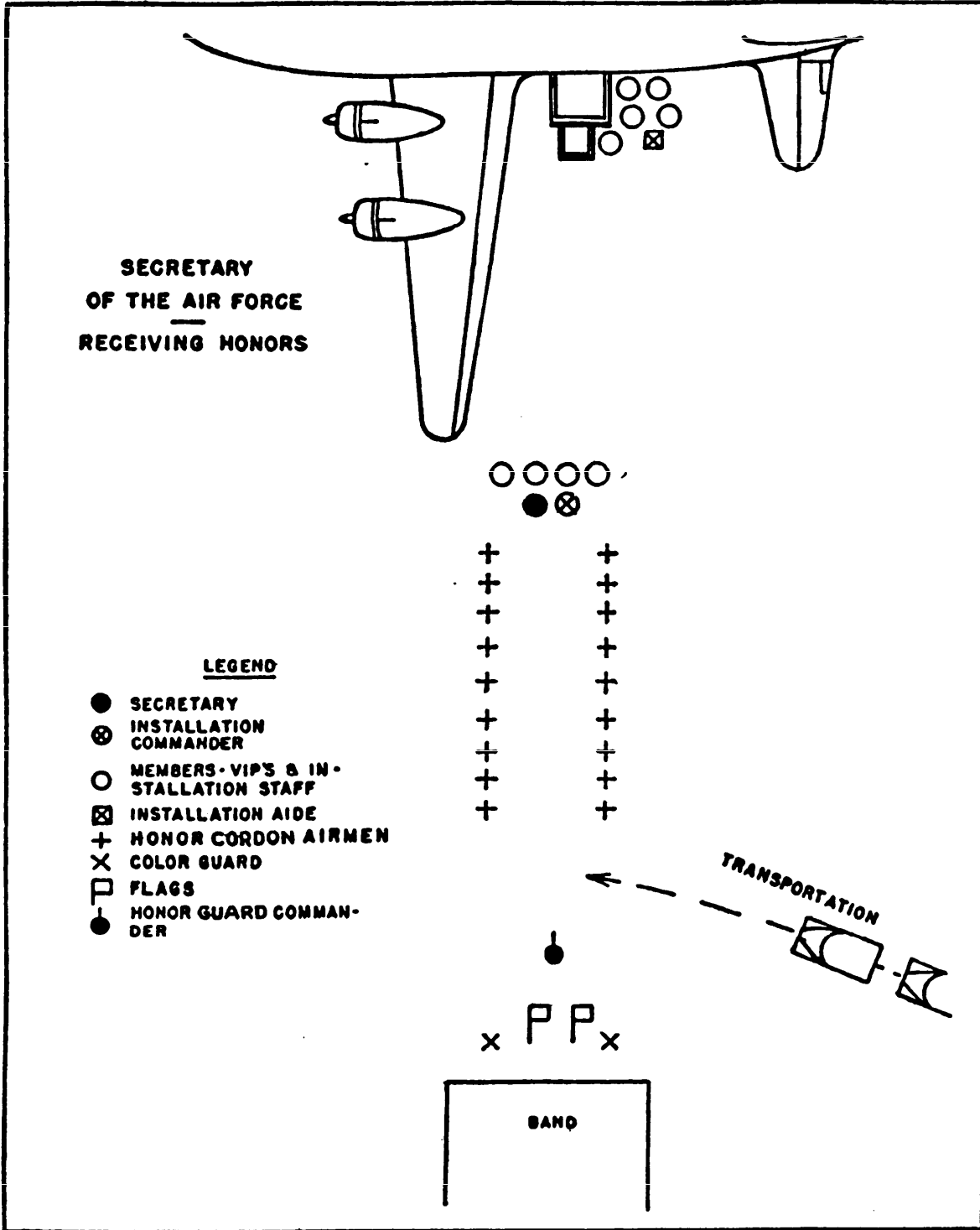
4. Departure of the President From the Ceremony Site. When the President has boarded his means of conveyance, the host officer and cordon commander render the hand salute and hold it until the means of conveyance has departed the immediate area.

5. Personnel Positions. Colors and band must be so positioned that they do not impede the President's intended path of movement. Factors which could possibly influence positions of colors and band are: Route of the President to his means of conveyance, position of the speaker's platform (if applicable), or other local conditions.

**INFORMAL PRESIDENTIAL ARRIVAL/DEPARTURE CEREMONY--
PERSONNEL REQUIREMENTS**

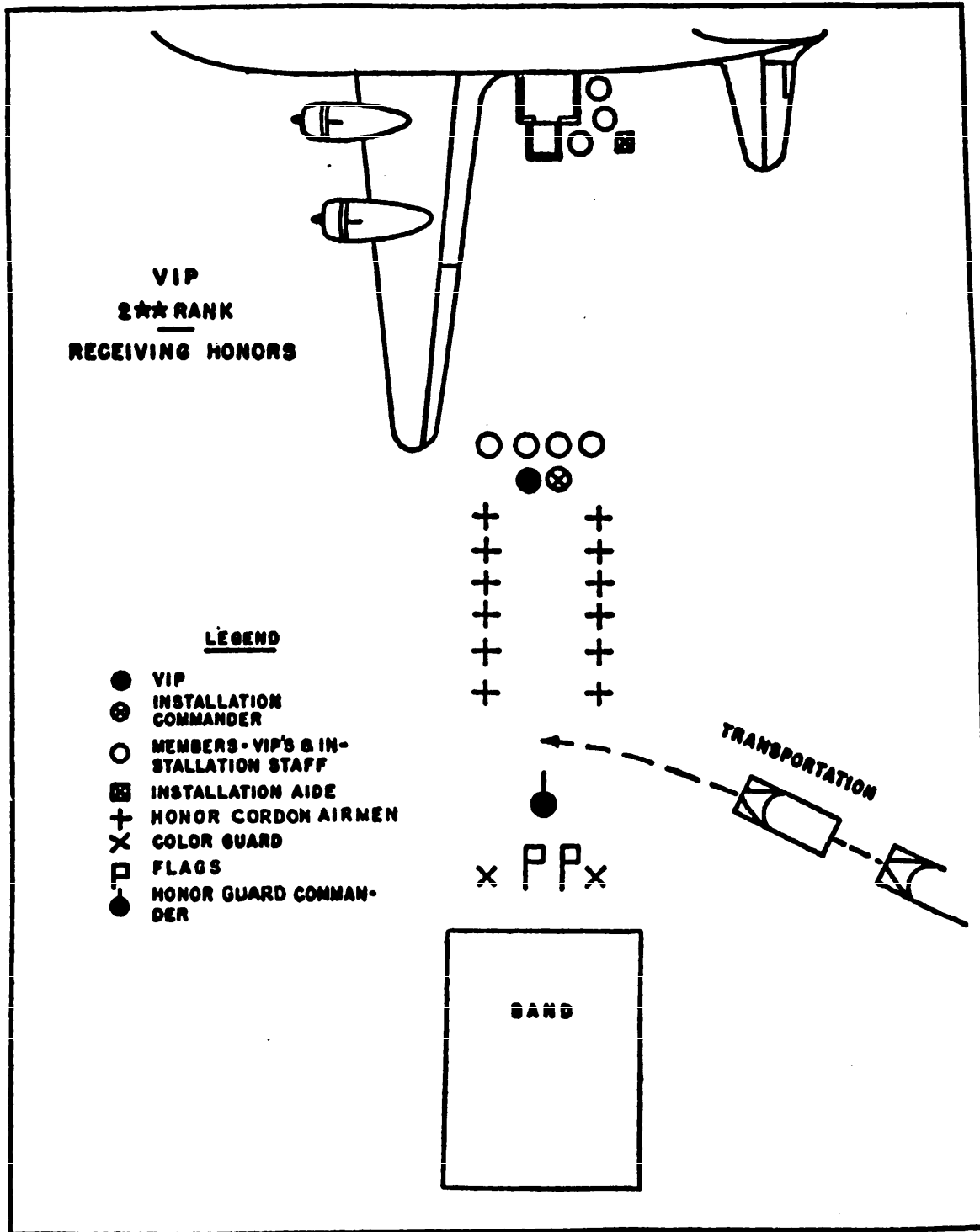
- 1. Honor Cordon Commander1 Officer
- 2. Honor Cordon20 Selected Airmen or NCOs
- 3. Colors2 Airmen Guards and 2 NCOs as
Color Bearers
- 4. BandAs appropriate, if available from
local resources.

DIAGRAM OF CEREMONY FOR THE SECRETARY OF THE AIR FORCE



The above arrangements relating to transportation, band, and additional flights may be adapted to fit local physical layouts.

DIAGRAM OF CEREMONY FOR MAJOR GENERALS OR REAR ADMIRALS



The above arrangements relating to transportation, band, and additional flights may be adapted to fit local physical layouts.

Honors and Ceremonies

HONORS AND CEREMONIES ACCORDED DISTINGUISHED PERSONS

AFR 900-6, 8 December 1965, and AFR 900-6(C-A), 18 October 1966, are changed as follows:

1. Make the following pen and ink changes:

<i>Page</i>	<i>Item</i>	<i>Action To Be Taken</i>
1	Purpose Statement	In line 5, change "14 June 1966" to "28 July 1967" and delete "and Change 1, 2 December 1964."
9	Table of Honors Top of page	In lines 1 and 2, change first sentence to read "In place of gun salutes, the number of aircraft in a memorial fly-over or the number of persons in the honor cordon indicates the type of honors being accorded."

2. After posting the changes, file this change sheet in back of the regulation.

BY ORDER OF THE SECRETARY OF THE AIR FORCE

OFFICIAL

J. P. McCONNELL, *General, USAF*
Chief of Staff

JOHN F. RASH, *Colonel, USAF*
Director of Administrative Services

DISTRIBUTION: S

IMMEDIATE ACTION

DEPARTMENT OF THE AIR FORCE
Headquarters US Air Force
Washington DC 20030

CHANGE D
AFR 900-6
20 November 1973

Honors and Ceremonies

HONORS AND CEREMONIES ACCORDED DISTINGUISHED PERSONS

AFR 900-6, 8 December 1965, is changed as follows:

1. Page Changes. New or revised material is indicated by a *.

<i>Remove</i>	<i>Date</i>	<i>Insert</i>
1, 2	8 Dec 65	1, 2

2. Summary of Changes. This change clarifies procedures concerning honors and ceremonies accorded distinguished persons (para 1b), and updates reference (para 1e).

BY ORDER OF THE SECRETARY OF THE AIR FORCE

OFFICIAL

GEORGE S. BROWN, General, USAF
Chief of Staff

JACK R. BENSON, Colonel, USAF
Director of Administration

Supersedes Change C, 12 Jun 72.

DISTRIBUTION: S