



Minot Air Force Base
Honor Guard
To Honor with Dignity

Membership & General Information Handout

August 2011

Thank you for your interest in the Minot AFB Honor Guard. We continue to seek sharp, motivated, and dedicated Airmen to be part of our distinct unit. We serve under unique conditions performing military honors in North Dakota and variety of base and community events. Honor Guard provides exceptional experiences and opportunities for Airmen. It will be an unforgettable part of your Air Force career!

Membership

The Minot AFB Honor Guard is comprised of Airmen, NCOs and officers from the 5th Bomb Wing and 91st Missile Wing. Members of the Honor Guard perform their ceremonial duties in addition to their primary Air Force specialty.

Duties & Responsibilities

There are over 20 different positions including pall bearer, flag bearer, rifle guard, and detail leadership positions. You will be responsible for becoming highly proficient at your duties and attending training and ceremonies during your duty week. Read below to learn more about these ceremonies and how we operate.



Eligibility

- Air Force members on active duty
- All ranks, enlisted or officer
- No Article 15 or other non-judicial punishment
- Favorable recommendation/approval from Commander or First Sergeant

How to Apply

It is vital to have the support of your chain of command. We can help you discuss the benefits of Honor Guard service with your supervisor. Official application consists of a memorandum which is signed by your Commander or First Sergeant.

Download the application letter [from our website](#).

Simply contact us to begin the process.

Contact Us

Cell: 701-240-5129

Comm: 701-723-4503

DSN: 453-4503

Email: honor.guard@minot.af.mil

[Send us a message](#)

Read below to learn more

Operation

We operate on a four-flight rotating schedule. As a member, you will be assigned to one of these flights. Each flight is on duty for one week out of a four week period. During the duty week you will have two full days of Honor Guard for training and other duties. You will also perform in ceremonies though out your duty week.

Training

When honor guard members don the ceremonial uniform, they are expected to deliver a flawless performance every time. When perfection is the standard, rigorous training is a must. Training is conducted all day Monday and Tuesday of your assigned duty week. Our training focuses on mastering ceremonial drill. It can take several months of continuous training for a new member to become proficient on all tasks.

Ceremonial Uniform

You will be issued a full ceremonial uniform, similar to the Service Dress with additional adornments, such as the silver lining on the cuff and trousers. Uniform issue is free of charge and includes all the items you need to perform your duties.

Incentives & Recognition*

- Quarterly and Annual Awards winners for Ceremonial Guardsmen
- Exemption from squadron and base details
- AF Achievement Medal (AFAM) after completion of at least 80 detail hours with a minimum of 1-year honorable service
- Reserved parking
- Free movies at the AAFES movie theater on base
- One free haircut per month at the AAFES barber shop for male and female
- Two free games per month at Rough Rider Lanes Bowling Center
- One Honor Guard pizza party per month from Rough Riders
- Free dry-cleaning for the Ceremonial Uniform at Linen Exchange
- Opportunity to meet distinguished visitors
- Media exposure via newspaper, television, and website
- Incentive type details to semi-professional and college sports teams in Minot and Bismarck
- Wear the Base Honor Guard duty badge (Honor Guard and regular blues uniform)

*These benefits are available to official members only.

Ceremonies and Functions

The team's goal is to emulate the USAF Honor Guard while providing military funeral honors, performing at official military functions and off-base civic functions. The paragraphs below describe these functions in more detail.

- [Military Funeral Honors](#)
- [Colors Team](#)
- [Rifle Cordons](#)
- [Saber/Sword Cordons](#)
- [POW/MIA Table Ceremony](#)
- [Flag Fold and Related Functions](#)

Military Funeral Honors

Military Funeral Honors are our paramount responsibility. Public Law establishes the presentation of our Nation's flag and playing of Taps during the funeral service of our veterans. The U.S. Air Force provides military funeral



honors to veterans, retirees, and active duty service members.

These teams consist of three to 20 members, depending on the type of ceremony. Funeral Honors teams play taps, perform a flag fold, and present the flag to the next-of-kin. Retiree and active duty funerals include a Pallbearer team responsible for carrying our fallen to the gravesite, and a Firing Party which

performs the firing of three volleys during a funeral service

The typical sequence of events is as follows. The service member is carried to the gravesite and the flag is folded in view of the family. The team stands present during the committal service, after which they perform Military Honors (playing taps and firing three volleys) and present the flag to the next-of-kin.

Military Funeral Honors take precedence over all other ceremonies and functions.

Colors Team

The Colors Team displays and guards the U.S. flag and U.S. Air Force flag. State and other national flags may also be carried. Our Colors Teams presents the colors during the playing of the National Anthem for both Air Force and civilian community events.



These teams generally consist of four individuals. The two rifle guards at the ends of the formation serve as protectors of the colors, which are carried by the

★ *Minot Air Force Base Honor Guard* ★

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two individuals in the middle. The individual on the right carries the Nation's flag and the other carries the Air Force flag. This tradition dates back to the origins of warfare.

Typical military functions include **change of commands, retirements, awards ceremonies, and graduations**. Civil functions include **parades, sporting events, and other public events**. Colors may be presented or posted in place.

Rifle Cordons

Air Force Rifle Cordons, or Honor Cordons, are used to greet military and government officials. Some examples of ceremonies that may include cordons are, Air Force Outdoor Retirements for General Officers, Change of Command Ceremonies and Flight-line Arrivals. M-1, M-14, or Springfield 1903 rifles are used. The size of the cordon ranges from 11 for Brigadier Generals to 21 for Presidents and former Presidents.



This is an official function only for **distinguished visitors**.

Saber/Sword Cordons

Saber/sword cordons may be used at official Air Force awards ceremonies to

recognize nominees and winners. Saber/sword cordons will only be used for official Air Force ceremonies. The location will vary, but typically they are performed indoors.

Typical events include military **weddings and awards banquets**.

POW/MIA Table Ceremony

The POW/MIA Table Ceremony is a solemn ceremony created by the *National League of Families of American Prisoners and Missing in Southeast Asia*. It is held to remind us of our fellow Americans who are prisoners of war (POW) or missing in action (MIA).

These teams consist of four members, one representing each branch of service (five to include Coast Guard during times of war).



This ceremony is usually conducted at formal military and civilian events including or accompanied by formal dining.

Retreat Ceremony

The retreat ceremony serves a twofold purpose. It signals the end of the official duty day and serves as a ceremony for paying respect to the flag.



Typical military function is the base retreat ceremony.

Flag Fold and Related Functions

Our team performs two person and six person flag folding details. Specials events may include the folding of our Nation's flag. This includes Air Force retirements and civil functions for schools and public ceremonies. The Honor Guard also performs flag raising and lowering details for base and civilian events.



Additional Information & Resources

Visit our website to find more information and downloadable resources and documents.

www.minot.af.mil/basehonorguard