

HEADQUARTERS  
UNITED STATES MILITARY ACADEMY  
HYDE PARK, NEW YORK

14 April 1945

MEMORANDUM FOR ALL OFFICERS CONCERNED:

SUBJECT: Procedure for Interment services, Franklin Delano Roosevelt,  
Late President and Commander-in-Chief.

1. General instructions outlined herein will govern the procedure to be followed by troops participating in the graveside services to be held for the late President of the United States and Commander-in-Chief of the armed forces, Franklin Delano Roosevelt, to be held at Hyde Park at 1000, 15 April.

2. Posts of honor guards (8:00 A. M. to end of service).

a. Along road from meadow below the Roosevelt home to the Rose Garden:

(1) Line on north and east side of road will be furnished by approximately 482 Navy, Marine, and Coast Guard personnel.

(2) Line on south and west side of road will be furnished by approximately 400 Army personnel of 716th M. P. Bn.

b. Along hedge rows inside of the Rose Garden (under initial command of Lt. Col. Murray, U.S.M.C.)

(1) 100 men from Navy and Coast Guard

(2) 100 men from 240th M. P. Bn., Hyde Park, N. Y.

(3) 100 men from Marine Bn.

Total 300

3. Escort of Honor

a. The escort of honor will be formed by the 2d Bn, 2d Regt, U.S.C.C. under supervision of Lt. Col. M. K. Henderson, Inf, with U.S.C.C. Color Guard and U.S.M.A. Band attached.

(1) The escort will move as indicated below and form inside the Rose Garden, facing east in accordance with instructions issued verbally.

4. Detailed Procedure

0800 - Lines of honor guards posted.

0955 - All troops posted inside Rose Garden and along road will be brought to Attention (by Lt. Col. Murray), as 21 gun salute begins.

1000 - All troops above will be brought to the Present by Lt. Col. Murray. (After musical honors are ended, Parade Rest will be assumed).

(Note: At this time escort in place at meadow renders prescribed honors following which remains will be transferred from hearse to caisson and slow march to Rose Garden will commence. Troops posted along the route of march will Present Arms individually as the horse-drawn caisson reaches a point 6 paces distant, and return to the order after the entire escort, including cars containing mourners has moved 6 paces beyond them. They will then stand at Parade Rest).

1015 (approx) - The escort will proceed in a clockwise direction around the roads encircling the Rose Garden and enter on the west side as verbally directed. As the Band enters the Garden, Lt. Col. Murray will call all troops in the vicinity to Attention. Following the entry of the Cadet Escort, all troops will execute commands listed below at command of the Cadet Battalion Commander, during graveside service.

- a. Present Arms (followed by 4 ruffles and flourishes and National Anthem).
- b. Order Arms.
- c. Parade Rest (with head bowed)
- d. Attention
- e. Present Arms (followed by Volley and Taps)
- f. Order Arms.

At the conclusion of the service troops will stand fast at Attention until unit commanders issue further instructions.

5. Order of Departure under Command of Unit Commanders.

- a. Marines - Form for entrucking on Morgan Estate Road. Movement to be accomplished by Transportation from 716th M. P. Bn.
- b. Cadets - Leave by Main Road and board busses on Highway #9.
- c. Navy & Coast Guard - Follow cadets to area along North Side of Main Road.
- d. 716th M. P. Bn. - Follow Navy & Coast Guard direct to Trucks on Highway #9.

6. Administrative.

- a. Latrines will be placed in area by 240th M. P. Bn.
- b. Smoking will be permitted until 0830. After services smoking will be permitted at discretion of Unit Commanders.

G. HONNEN  
Brig. Gen., U. S. Army  
Officer in Charge

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TIME-TABIEL FOR CORPS OF CADETS UPON ARRIVAL AT HYDE PARK, NEW  
YORK ON 15 APRIL 1945

- 0800 - Troops Arrive on road opposite main gate and Detruck.
- 0810 - Assembly.
- 0815 - Move to Meadow below Roosevelt home.
- 0820 - Arrive at Meadow.
- 0830 - Organization complete.
- 0830-0950 - At ease.
- 0955 - Remains leave train by motor hearse and 21 Gun Salute begins.
- 0955 - Air escort passes over.
- 1000 - Transfer of remains to Caisson and honors rendered.
- 1005 - March begins.

See Special Memorandum for procedure to be followed.

BY COMMAND OF BRIGADIER GENERAL HONNEN:

OFFICIAL

*C. F. Leonard, Jr.*  
C. F. LEONARD, JR.

Lt. Col., Infantry

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