

EVENT: AFSA POW/MIA Recognition Day Ceremony

DATE: Friday, 19 Sep 2008

TIME: 0900 Hours

PLACE: Air Force Memorial

SEQUENCE OF EVENTS

PRE-CEREMONY

Fly POW/MIA Flag, 0600

Arrival of Setup Team, 0700

Identify Ushers & Flag Bearers, 0705

Setup Sound System, Podium, Chairs (& 5-chairs for Brass Quintet), Flags & Bleachers, 0705

Setup Refreshments Outside Memorial Office, 0715

Place Reserved Seating Names on Chairs, 0730

Arrival of Narrator, Color Team, Brass Quintet, 0800

Talk-thru for Narrator, Color Team, Brass Quintet, Flag Bearers & Ushers, 0805

Ushers In-place, 0825

Arrival of Speakers & Chaplain, 0840

Speakers & Chaplain Pre-Briefing, 0845

Narrator, Brass Quintet, Color Team, Flag Bearers In-place, 0855

Protocol Statement, 0855

Official Party In-place, 0857

OPENING NARRATION & INTRODUCTION OF OFFICIAL PARTY

Read by MSgt Simmons

PRESENTATION OF COLORS

*USAF Honor Guard Color Team Marches from Honor Guard Sculpture to Position
beneath Spires*

NATIONAL ANTHEM

Played by USAF Band Brass Quintet

INVOCATION

Delivered by Chaplain, Captain David D. Reedy, United States Air Force

MISSING MAN TABLE READING

Read by MSgt Simmons

REMARKS:

*Chief Master Sergeant Richard Dean, USAF (Ret), Chief Executive Officer
Air Force Sergeants Association*

*Lt. General Michael M. Dunn, USAF (Ret), President & CEO Air Force Association
and President Air Force Memorial Foundation*

Ms. Colleen Shine, National League of POW/MIA Families Representative

POW/MIA FLAG HISTORY READING

*Read by Colonel Pete Lindquist, USAF (Ret), Managing Director Air Force Memorial
Foundation*

Small POW/MIA Flag Displayed by Ft Meade AF Personnel

SONG: "Air Force Hymn"

Played by USAF Band Brass Quintet

CLOSING NARRATION

Read by MSgt Simmons

PRE-CEREMONY PROTOCOL STATEMENT

0855 Hours, Read Protocol Statement

Narrator "LADIES AND GENTLEMEN, WELCOME TO THIS MORNING'S CEREMONY. AS A REMINDER, MILITARY MEMBERS SHOULD SALUTE ON THE FIRST NOTE OF THE NATIONAL ANTHEM AND ORDER ARMS ON THE LAST NOTE OF THE MUSIC. OUR CIVILIAN GUESTS SHOULD PLACE THEIR RIGHT HAND OVER THEIR HEART DURING THE NATIONAL ANTHEM. WE REQUEST CELLULAR PHONES AND PAGERS BE TURNED OFF AT THIS TIME. THE CEREMONY WILL BEGIN SHORTLY, THANK YOU."

OPENING NARRATION/INTRODUCTIN OF OFFICIAL PARTY

0900 Hours, Start Narration

Narrator "GOOD MORNING LADIES AND GENTLEMEN. I AM MSGT CASANDRA SIMMONS, NON-COMMISSSIONED OFFICER IN CHARGE, FIRST TERM AIRMEN CENTER, BOLLING AIR FORCE BASE. PLEASE BE RESPECTFUL AS THE ARRIVAL PARTY ENTERS FOR THE CEREMONY. WE ARE HONORED TODAY TO HAVE WITH US OUR TWO HOSTS FOR THIS SIGNIFICANT EVENT, LT. GENERAL (RETIRED) MICHAEL DUNN, PRESIDENT/CEO OF THE AIR FORCE ASSOCIATION AND PRESIDENT OF THE AIR FORCE MEMORIAL FOUNDATION AND CHIEF MASTER SERGEANT (RETIRED) RICHARD DEAN, CEO OF THE AIR FORCE SERGEANTS ASSOCIATION. WE ARE ADDITIONALLY HONORED TO HAVE WITH US CHAPLAIN CAPTAIN DAVID REEDY, ARLINGTON NATIONAL CEMETERY, MS. COLLEEN SHINE WHO IS REPRESENTING THE NATIONAL LEAGUE OF POW/MIA FAMILIES AND COLONEL (RET) PETE LINDQUIST, MANAGING DIRECTOR OF THE AIR FORCE MEMORIAL FOUNDATION.

WE EXTEND A SPECIAL WELCOME TO THE POW/MIA FAMILIES THAT ARE WITH US THIS MORNING. WE

**APPRECIATE YOUR LOVED ONES' SERVICE AND SACRIFICE
FOR OUR GREAT COUNTRY.**

**THE AIR FORCE SERGEANTS ASSOCIATION AND THE AIR
FORCE MEMORIAL FOUNDATION HOSTS FOR THIS MORNING'S
CEREMON, ALSO THANK AND ACKNOWLEDGE THE
PROFESSIONALISM OF THE FOLLOWING CEREMONY
PARTICIPANTS: THE UNITED STATES AIR FORCE HONOR
GUARD, THE UNITED STATES AIR FORCE BAND BRASS
QUINTET AND THE INDIVIDUAL AIRMEN FROM FT MEADE
WHO ARE WITH US TODAY.'**

PRESENTATION OF COLORS

**Narrator "LADIES AND GENTLEMEN, PLEASE STAND FOR THE
PRESENTATION OF THE COLORS, THE PLAYING OF OUR
NATIONAL ANTHEM AND TODAY'S INVOCATION.'**

Color Team positions within the spires.

NATIONAL ANTHEM

Once Color Team is in position the Brass Quintet plays National Anthem.

INVOCATION

Upon completion of the National Anthem Chaplain Reedy proceeds to podium, provides invocation, & returns to stand @ his seat.

OPENING

Narrator "LADIES AND GENTLEMEN, PLEASE BE SEATED AND WELCOME TO THIS MORNING'S CEREMONY. WE THANK ALL OF YOU FOR TAKING TIME ON THIS VERY SPECIAL DAY TO REMEMBER AND PAY RESPECT TO YOUR COUNTRY'S AIRMEN WHO WERE PRISONERS OF WAR AND/OR WHO ARE STILL UNACCOUNTED FOR FROM OUR COUNTRY'S CONFLICTS."

MISSING MAN TABLE READING

Narrator "TODAY WE HAVE SOME HONORED GUESTS WHO CAN NOT BE WITH US. SO WE REMEMBER THEM IN THE FOLLOWING WAY. PLEASE RISE.

PLEASE DIRECT YOUR ATTENTION TO THE POW/MIA TABLE SETTING IN FRONT OF THE PODIUM, AS A PHYSICAL SYMBOL OF THE THOUSANDS OF AMERICAN PRISONERS OF WAR AND MISSING IN ACTION STILL UNACCOUNTED FOR FROM ALL FOREIGN CONFLICTS. AND AS A REMINDER FOR US ALL TO SPARE NO EFFORT TO SECURE THE RELEASE OF ANY AMERICAN PRISONERS FROM CAPTIVITY, THE REPATRIATION OF THE REMAINS OF THOSE WHO DIED BRAVELY IN DEFENSE OF LIBERTY, AND A FULL ACCOUNTING OF THOSE MISSING IN ACTION.

PLEASE BE SEATED... WHILE I EXPLAIN THE MEANING OF THIS SPECIAL TABLE, AND JOIN ME FOR A MOMENT OF SILENT PRAYER AT THE END.

THE TABLE IS SMALL, SYMBOLIZING THE HELPLESSNESS OF ONE PERSON, ALONE AGAINST HIS OPPRESSORS. *(REMEMBER)*

THE CLOTH IS WHITE – SYMBOLIZING THE PURITY OF THEIR MOTIVES WHEN ANSWERING THE CALL TO DUTY. *(REMEMBER)*

THE SINGLE RED ROSE REMINDS US OF THE LIVES OF THESE MEN....AND THEIR LOVED ONES AND FRIENDS WHO KEEP THE FAITH, WHILE SEEKING ANSWERS. *(REMEMBER)*

THE RED RIBBON SYMBOLIZES OUR CONTINUED DETERMINATION TO ACCOUNT FOR THEM. *(REMEMBER)*

A SLICE OF LEMON REMINDS US OF THE BITTER FATE OF THOSE CAPTURED AND MISSING IN A FOREIGN LAND. *(REMEMBER)*

A PINCH OF SALT SYMBOLIZES THE TEARS OF OUR MISSING AND THEIR FAMILIES WHO LONG FOR ANSWERS AFTER DECADES OF UNCERTAINTY. (REMEMBER)

THE BIBLE REPRESENTS THE STRENGTH GAINED THROUGH FAITH IN OUR COUNTRY, FOUNDED AS ONE NATION UNDER GOD, TO SUSTAIN THOSE LOST FROM OUR MIDST. (REMEMBER)

THE GLASS IS INVERTED – TO SYMBOLIZE THEIR INABILITY TO SHARE THIS EVENT WITH US. (REMEMBER)

THE CHAIR IS EMPTY – THEY ARE NOT HERE.

REMEMBER THEM...FOR SURELY THEY HAVE NOT FORSAKEN US...REMEMBER THEM

PLEASE JOIN ME IN A SILENT MOMENT OF REFLECTION

Narrator pauses for 10 – 15 seconds in silence

REMARKS

Narrator “TODAY’S THREE SPEAKERS HONORING AMERICA’S POWS AND MISSING HAVE SOME THOUGHTS TO SHARE WITH US.

FIRST, ONE OF TODAY’S HOSTS AND THE CHIEF EXECUTIVE OFFICER OF THE AIR FORCE SERGEANTS ASSOCIATION, CHIEF MASTER SERGEANT (RET) RICHARD DEAN.”

Chief Dean proceeds to podium, makes remarks, & returns to his seat.

Narrator “LADIES AND GENTLEMEN, PROVIDING HIS THOUGHTS IS THE SECOND OF TODAY’S HOSTS AND THE CHIEF EXECUTIVE OFFICER OF THE AIR FORCE ASSOCIATION AND THE PRESIDENT OF THE AIR FORCE MEMORIAL FOUNDATION, LT GENERAL (RET) MICHAEL DUNN.

General Dunn proceeds to podium, makes remarks & returns to his seat.

Narrator “LADIES AND GENTLEMEN, PROVIDING HER PERSONAL THOUGHTS IS THE NATIONAL LEAGUE OF POW/MIA FAMILIES REPRESENTATIVE AND HERSELF A FORMER UNITED STATES AIR FORCE MIA DAUGHTER, MS. COLLEEN SHINE.”

Ms. Shine proceeds to podium, makes remarks, & returns to her seat.

POW/MIA FLAG HISTORY READING

Narrator “COLONEL (RET) PETE LINDQUIST, MANAGING DIRECTOR OF THE AIR FORCE MEMORIAL FOUNDATION WILL NOW PROVIDE THE HISTORY OF THE POW/MIA FLAG”

Flag bearers to front of audience beneath spires and bring POW/MIA flag taut for audience to view.

Colonel Lindquist proceeds to podium, reads history & return to his seat.

AF HYMN

Brass Quintet plays AF Hymn.

CLOSING NARRATION

Narrator “THIS CONCLUDES TODAY’S CEREMONY. WE THANK YOU ALL FOR ATTENDING AND HOPE TO SEE YOU BACK HERE NEXT YEAR FOR THIS ANNUAL REMEMBRANCE OF OUR RETURNED PRISONERS AND THOSE WHO REMAIN PRISONER, MISSING OR OTHERWISE UNACCOUNTED FOR IN SERVICE TO OUR GREAT COUNTRY.

AGAIN, THANK YOU FOR ATTENDING TODAY’S SPECIAL RECOGNITION CEREMONY”