JOINT BASE PEARL HARBOR-HICKAM NOTICE 5060

From: Commander, Joint Base Pearl Harbor-Hickam

Subj: EASTER SUNRISE SERVICE ABOARD THE BATTLESHIP MISSOURI MEMORIAL

1. Purpose. To provide information and responsibilities in support of the Easter Sunrise Service (ESS).

2. Discussion. The ESS will take place on Sunday, 16 April 2017 at 0630 onboard the Battleship MISSOURI Memorial. This is a Christian religious service observing the Resurrection of Jesus Christ. The service is open to all military members, Department of Defense employees, and their guests.

3. Action. The following will provide support to the ESS as indicated:

   a. CDR George Mendes will act as overall coordinator.

   b. Battleship MISSOURI Memorial

      (1) Provide access to the ceremonial area aft of Gun Turret 3, Wardroom via starboard entrance and the main deck starboard side from the Wardroom to the ceremonial area.

      (2) Allow for delivery of chairs by local vendor on Friday, 14 April 2017.

      (3) Allow for the setup of chairs in the ceremonial area at 1300, Saturday, 15 April 2017.

      (4) Hoist the Church Pennant by 0600 on Sunday, 16 April 2017.

      (5) Allow the use of the wardroom lounge area for program participants prior to the service.
(6) Provide mechanical lift to assist handicapped persons to and from the brow.

c. U.S. Air Force

(1) Lt Col Christopher LaPack will serve as the Point of Contact (POC) for the U.S. Air Force (USAF).

(2) TSgt Adela Trejo will serve as the POC for the USAF and identify Airmen volunteers.

(3) Names of the working party personnel will be sent to the Pearl Harbor Memorial Chapel no later than Wednesday, 16 March 2016.

(4) Provide refreshments for volunteers and service participants inside the Battleship MISSOURI’s wardroom.

(5) Complete tasks assigned by the overall coordinator and USAF POC.

d. U.S. Navy

(1) RP1 Matthew Timper will serve as the POC for the USN.

(2) Oversee coordination between the Battleship MISSOURI Memorial staff and Joint Base Pearl Harbor-Hickam (JBPHH) Chapel.

(3) Ensure timeline and all checklists for the event are complete.

(4) Supervise parking lot and pier volunteers and operations on day of event.

(5) Ensure water is provided for volunteers.

e. Volunteer Coordinator

(1) RP2 Pricilla Clark will serve as the volunteer coordinator.

(2) Work directly with TSgt Trejo with coordination of volunteers.
(3) Identify Sailors for working party to setup/tear down before and after the ESS. Identify eight ushers, four elevator operators, and four security personnel for volunteers.

(4) Provide oversight to the working party during the weekend of the ESS.

(5) Collect names of service members volunteering for the ESS and prepare and distribute Letters of Appreciation accordingly.

f. JBPHH Religious Program Specialists

(1) Coordinate and supervise all volunteers.

(2) Prepare the printed program.

(3) Promote and advertise event.

4. Schedule

a. Thursday, 13 April 2017: Submit final draft of the ESS bulletin to RP2 Clark for printing.

b. Friday, 14 April 2017: Delivery of 1,000 folding chairs on the pier of the Battleship MISSOURI Memorial from Royal Party Rentals.

c. Saturday, 15 April 2017: Chairs are lifted up onto the Battleship MISSOURI Memorial by their Staff.

d. Saturday, 15 April 2017

(1) Working party, under direction of RP2 Clark and TSgt Trejo will arrive at 1300 to set up chairs onboard Battleship MISSOURI Memorial and stage parking signs provide by Battleship MISSOURI Memorial staff. The working party will be in service Physical Training uniform.

(2) Pearl Harbor Chapel Sound Engineer brings equipment to store on board the Battleship MISSOURI Memorial in space provided.

(3) Delivery of Church Pennant to the Battleship MISSOURI Memorial staff.
e. Sunday, 16 April 2017

Uniform is as follows:

(1) Service Participants: Summer Whites/Service Equivalent

(2) Service Attendees: Aloha Crisp Attire

(3) Ushers: Summer Whites/Dress Whites/Service Equivalent

(4) Post Event Working Party: Navy Working Uniform/Service Equivalent

(a) 0445: BATTLESHIP MISSOURI Memorial engineer has all appropriate pier, brow and aft deck lighting turned on.

(b) 0500: BATTLESHIP MISSOURI Memorial opens to receive Chaplain Assistants and working parties to rig the ESS.

(c) 0515: Program participants arrive and are escorted to the wardroom (starboard entrance). Musicians arrive, setup in place, and perform sound checks (no rehearsal).

(d) 0530: Battleship MISSOURI Memorial opens to receive worshipers. Ushers are in place at the bottom of the brow, at the top of the brow, and on the port side entrance to worship area.

(e) 0540: Final sound checks are performed on all sound equipment.

(f) 0600: CDR George Mendes will provide pre-service brief to program participants in the wardroom.

(g) 0615: Prelude begins.

(h) 0615: Volunteer Ushers escorts the program participants to their reserved seats.

(i) 0630: Prelude concludes. Remainder of the ESS proceeds per the order of worship.

(j) 0730: ESS concludes.
(k) 0740: Chaplain Assistants and Religious Program Specialists will police the worship area.

(1) 0800: Working party begins to unrig from ESS. Chairs will be palletized.

f. Monday, 17 April 2017

(1) Chairs, podium, and other equipment on loan in support of the ESS are removed from Battleship MISSOURI Memorial by vendor. Chairs will be picked up before 1000 or after 1400.

(2) Religious Program Specialists will remove all public promotion materials from display.

(3) Ensure all chapel equipment is delivered, protected and returned to the Pearl Harbor Memorial Chapel.

5. Cancelation contingency. Upon completion of ESS events.

6. If you have any questions or concerns, please contact CDR George Mendes at (808) 473-4088 or via e-mail at george.mendes@navy.mil.

TY COHEY
CDR USN
Chief Staff Officer
By direction

Distribution:
JBPHH
JBPHH Security Department
Battleship MISSOURI Memorial