



DEPARTMENT OF THE ARMY
ARMY NATIONAL MILITARY CEMETERIES
ARLINGTON NATIONAL CEMETERY
ARLINGTON, VA 22211-5003

SAAC-PAO

13 November 2025

MEMORANDUM FOR RECORD

SUBJECT: Army National Military Cemeteries Media Policy

1. References:

- a. 10 USC 7724, Executive Director.
- b. Code of Federal Regulations, Title 32 Part 553, 29 August 2019.
- c. Army General Order 2020-01, Assignment of Functions and Responsibilities within Headquarters, Department of the Army.
- d. AR-290-5, Army National Cemeteries.
- e. AR 360-1, The Army Public Affairs Program.
- f. FM 3-61, Public Affairs Operations.
- g. DA PAM 290-5, Administration, Operation and Maintenance of Army Cemeteries.
- h. ANC Policy for Family-Hired Photographers and Videographers, 2018.

2. Purpose: The policy governs traditional, non-traditional and procedures on Army National Military Cemeteries (ANMC) properties. This policy supersedes the Media Policy for Arlington National Cemetery (ANC) and Soldiers' and Airmen's Home National Cemetery (SAHNC), 18 April 2022. ANC and the SAHNC are military installations and media procedures in the cemeteries are governed by 32 CFR Part 553 and AR 360-1.

3. Definitions.

- a. Traditional media is any form of mass communication prior to the advent of digital media and includes television, radio, newspapers and magazines.
- b. Non-traditional media encompasses all digital forms of communication. This includes, but is not limited to, news articles, blogs, websites, streaming apps, podcasts and other internet-based platforms.

SAAC-PAO

SUBJECT: Media Policy for Army National Military Cemeteries

- c. Official media is any media accompanying a visiting dignitary, head of state or person of interest while at the cemeteries. This may include photographers, videographers, social media managers or individuals capturing video or imagery of the official visitor.
4. Responsibilities. The Executive Director (ED), Army National Military Cemeteries: By law, in accordance with reference 1a, the ED is responsible to establish and administer policies for media and digital media procedures at ANC and the SAHNC.
- a. The ED may approve changes or exceptions to this policy and is the final authority on granting access for media representatives.
 - b. The ANMC Chief of Public Affairs is the proponent for overseeing administration of this policy on behalf of the ED.
 - c. The ANMC Public Affairs Office's (PAO) mission is to tell the Department of War (DoW), Department of the Army (DA) and ANMC story to internal and external audiences and to fulfill the Army's obligation to keep the American people and the Army informed.
 - d. ANMC PAO is responsible for accurately and effectively communicating the cemetery's rich history and its ceremonies, programs and policies through internal communication, media relations, community outreach and digital media engagement tailored to external and internal key audiences with interests in DoW, DA and ANMC.
5. Policies.
- a. Media Requests.
 - (1) Requests for media support must fall into one of two categories: the focus must either be on the cemetery or individual(s) laid to rest or memorialized at the cemetery.
 - (2) ANMC PAO maintains strong relationships with accredited media organizations to ensure accurate and respectful coverage of the cemetery's mission and the individuals interred or inurned there, media authorization for coverage of funeral services, events or ceremonies is reserved for members of the press (print, photo, radio, television, film, news agencies and online media) who represent an accredited media organization. Requests for media access from individuals not representing an accredited media organization will be evaluated on a case-by-case basis.
 - (3) ANMC PAO requires 72 hours' notice from media organizations requesting to cover a service or ceremony or to conduct other filming or photography within the cemetery. Breaking news requests will be considered on a case-by-case basis.

SAAC-PAO

SUBJECT: Media Policy for Army National Military Cemeteries

(4) ANMC will assess media requests based on the following criteria: compliance with all governing laws, regulations and policies; accredited media status; impact to funeral services; and a determination as to whether it will increase awareness and understanding of the cemetery; serve to correct an inaccuracy; bring context or clarity to a complex issue; or bring public attention to ANMC's mission and top priorities. ANMC PAO will also consider whether the coverage will disrupt operations, jeopardize the sanctity of the cemetery or disturb mourners or visitors.

(5) Traditional media requests will be assigned and staffed through the ANMC PAO team. The ANMC ED will be the final approval authority for national media, documentary and book requests and high visibility topics. The ANMC Chief of Public Affairs will be the final approval authority for internal coverage requests, b-roll requests, Public Wreath Laying filming request and local media coverage.

(6) All internal media organizations will follow the same procedures as traditional media requests. Internal media is typically defined as PAOs or visual information units or personnel assigned to the local, state or federal government.

(7) Film, television and multimedia entertainment-oriented projects must be reviewed by the Army Communication and Outreach Office, Western Region (ACOO-West). Entertainment industry representatives or documentary filmmakers seeking to film in the cemetery must first send requests to ACOO-West for review. ACOO-West, in collaboration with OSW Public Affairs, will coordinate with ANMC. The ED will determine if supporting the request is in the best interest of the cemetery and has final approval authority. If approved, ACOO-West will create a Department of War Production Assistance Agreement (PAA) if required. This request can take up to two weeks to process. The DoW PAA will serve as the individual release for our service members, DA civilians and on-duty DA contractors' appearance in the approved program. It will also serve as the location and property release for any filming performed at a DoW location. In exchange for those releases, DoW requires a look at the rough cut of the film in its entirety at a point where changes can be made to aspects surrounding accuracy, operational security and violations of the Uniform Code of Military Justice.

(8) Book authors and associated photographers seeking access and support from the Army must send requests to the Army Communication and Outreach Office, Northeast Region (ACOO-NE) for review. ACOO-NE will coordinate with ANMC PAO. The ED will determine if supporting the request aligns with the best interests of the cemetery and will have final approval authority. If approved, ACOO-NE will draft a memorandum of agreement (MOA) with the publishing company or author. No photography will be permitted at ANMC for inclusion in a book without a signed MOA.

(9) Media requesting to film or photograph the Arlington House must coordinate directly with the National Park Service (NPS) to obtain a filming permit. ANMC PAO will notify NPS and coordinate the media request and logistics as required. Media requests

SAAC-PAO

SUBJECT: Media Policy for Army National Military Cemeteries

ties to the Military Women's Memorial (MWM) must be coordinated with the MWM PAO. Requests to film or photograph the exterior of the Memorial must be made through ANMC PAO.

(10) Filming or photography will not be permitted if it conveys the impression that cemetery officials, any visitor or family member is endorsing any product, service or organization. Additionally, ANMC will not authorize any filming for partisan, political or fundraising purposes, in accordance with the Hatch Act, 32 CFR 553 and AR 360-1.

(11) Requests from non-governmental organizations, non-profits and for-profit organizations will be evaluated on a case-by-case basis and must adhere to Title 32 Code of Federal Regulations Part 553.33-35, which prohibits display or distribution of commercial advertising or the solicitation of business within the cemeteries.

(12) Any headstone, niche or memorial marker that does not have PNOK/PADD written authorization may not be visible on camera. Exceptions may be made for headstones, niches or memorial markers that are considered to be in the public domain or in the instance where there is no PNOK/PADD on record.

(13) Media requesting to film or photograph at the Air Force Memorial while construction for the Southern Expansion project is ongoing must coordinate their request through ANMC PAO.

(14) Media may not coordinate access or photography/filming requests through a hired Public Relations (PR) agency. Media must work directly with ANMC PAO. All media advisories must be reviewed and approved by ANMC PAO.

b. Media Conduct.

(1) ANC is a DA facility and all media must comply with all references listed above when on the property of either cemetery.

(2) All media must follow the direction of the ANMC PAO at all times while on cemetery property. Failure to do so may impact future access to the cemetery.

(3) Media must show proper identification/organization credentials upon request.

(4) Media are required to have a PAO escort for the entirety of their time in the cemetery and must be escorted into and out of the cemetery.

c. Media Interviews and Stand-Ups.

(1) Media representatives may not perform stand-ups or walk-and-talks at any

point while on the grounds of ANC or SAHNC, to include outside the MWM or the Arlington House front lawn near the flagpole. This includes while attending ceremonies and funerals. The designated location for stand-ups is Memorial Avenue, outside the cemetery's main entrance near the Arlington Metro station.

(2) Media representatives may not, without prior approval of ANMC PAO, request interviews with ANMC employees, official ANMC volunteers (e.g., Arlington Ladies) or official event participants (e.g., military honor guards, funeral home directors) in conjunction with a private memorial service, private funeral service or any other public ceremony or event on cemetery grounds. All interviews will be conducted outside the ANC main entrance. Only the ED may authorize an exception to this policy.

(3) Media representatives may not conduct "man on the street" interviews with the public. Requests for b-roll footage will be considered on a case-by-case basis. If granted, b-roll footage shot in the cemetery will be captured with natural sound only.

(4) Approved media events should adhere to the agreed-upon appointment time.

d. Funeral Services.

(1) ANMC PAO will not publicize any funeral services to solicit media attendance/coverage. All media requests for funeral coverage will be coordinated in collaboration with ANMC Interment Services. Coordination will include PNOK/PADD approval of media coverage of their loved ones' funeral service and family preference for scope of coverage (via the family media authorization form, Encl. 1).

(2) Media representatives may not attend and cover private funeral services and/or private memorial services unless written media authorization is given by the PNOK/PADD and media has pre-coordinated coverage with ANMC PAO.

(3) DoW casualty affairs and other DoW PAO offices must only use the ANMC family media authorization form. Other means of authorization will not be accepted by ANMC Interment Services or ANMC PAO.

(4) For funerals, media representatives will remain in the press pit area designed by ANMC PAO. This will be located a respectful distance from the service or gravesite and provides an unobstructed view of the service. Media representatives who do not follow the guidance of the ANMC PAO escort may be asked to leave the service and could be denied future media access. This applies to both internal and external media.

(5) From their designated area, media will be allowed to take notes, film, photograph and record audio of natural, ambient sound (such as rifle volleys and Taps), once PNOK/PADD permission is granted. Wireless microphones will not be permitted to be placed on or near the gravesite for the purpose of recording services or comments,

SAAC-PAO

SUBJECT: Media Policy for Army National Military Cemeteries

unless specifically authorized in writing by the PNOK/PADD on the media authorization form. Newspaper reporters without camera/video/audio recording equipment may be permitted to take notes in the last row of mourners if ANMC PAO receives explicit written permission from the PNOK/PADD on the media authorization form.

(6) Media will be escorted from a private memorial or funeral at the conclusion of the “official” portion of the service, allowing families private time at the gravesite. ANMC PAO may ask media to turn off their equipment or to position cameras away from the gravesite to ensure privacy is granted.

(7) Media covering private memorial or funeral services are requested to adhere to a dress code appropriate to the solemnity of the occasion.

(8) ANMC PAO reserves the right to coordinate with the PNOK/PADD if it becomes necessary to pool media resources given a high volume of requests for coverage. This is in an effort to limit the media footprint at the gravesite to maintain the reverence of the funeral.

(9) When media are present, family-hired photographers and/or videographers must be respectful to the ANMC PAO providing guidance and direction on site. ANMC PAO will work to balance the interests of the family-hired photographer and videographer with external and internal media outlets who may be in attendance capturing the service at the request of the family.

(10) Family-hired photographers and/or videographers may live stream a funeral service only with explicit permission from the PNOK/PADD and with the intent to broadcast the service to family/friends unable to attend the service.

e. Disinterment. Due to the sensitivities surrounding a disinterment and potential safety hazards, media will not be permitted to cover a disinterment at ANC or SAHNC.

f. Commemoration Ceremonies and Special Events.

(1) All ceremonies conducted on ANC or SAHNC grounds must be coordinated in accordance with ANMC Memorandum (Army National Military Cemeteries Ceremony Approval Policy).

(2) Any organization interested in bringing media (internal or external) to an approved ceremony, honor flight or event must request approval for the media separately through ANMC PAO prior to the event. ANMC PAO reserves the right to deny the request if it gives the appearance of ANMC endorsing a particular organization, cause, movement, political campaign or disrupts ANMC operations.

SAAC-PAO

SUBJECT: Media Policy for Army National Military Cemeteries

(3) Armed Forces Full Honors Wreath Ceremonies. Media requesting to cover an Armed Forces Full Honors Wreath Ceremony must coordinate with the U.S. Army

Military District of Washington Public Affairs Office. The host organization PAO is responsible for attending any walkthroughs, escorting the media, facilitating RSVPs and must provide the ANMC PAO a copy of the media advisory or news release prior to dissemination. The host organization PAO will also provide a final media attendance roster to ANMC PAO and coordinate media entry/access to the cemetery no later than (NLT) 24 hours prior to the event.

(4) Service Full Honors Wreath Ceremonies. Individual service branch public affairs offices that wish to film or photograph their wreath ceremony must coordinate through ANMC PAO. The host organization PAO is responsible for escorting the media with ANMC PAO support and must provide ANMC PAO a copy of the media advisory or news release prior to dissemination. The host organization PAO will also provide a final media attendance roster to ANMC PAO and coordinate media entry/access to the cemetery NLT 24 hours prior to the event.

(5) Public Wreath Ceremonies and Special Events. Any media representative requesting to cover a public commemoration ceremony or special event must coordinate with and receive written permission from ANMC PAO 72 hours before the event.

(6) Honor Flights. External media arriving with an approved Honor Flight (embedded or arriving separately) must pre-coordinate with ANMC PAO. ANMC PAO will provide ground rules to media personnel prior to or during their arrival to ANC. Media representatives will not be permitted to access the ANMC grounds freely. ANMC PAO will coordinate with ANMC G2 Security for any approved external media escorts. For Honor Flights that bring an internal or organization photographer or videographer, ANMC PAO will provide specific guidance to the internal organization covering an Honor Flight and coordinate with ANMC G3. Internal media organizations will be advised to check-in at the Tomb Quarters to obtain access to the press pit. Interviews, stand-ups and walk-and-talks are prohibited on ANC grounds. Natural sounds, b-roll and photo coverage is permitted only at the Tomb of the Unknown Soldier.

g. Non-Governmental Organizations.

(1) Organizations that are not part of the federal government conducting an ANMC G3 approved ceremony or event at ANC must request media coverage approval through ANMC PAO. This may require a legal review from ANMC and the U.S. Army. Media must coordinate with and receive written permission from ANMC PAO 72 hours before the event. Any media materials the organization wishes to disseminate must be reviewed and approved by the ANMC PAO prior to dissemination. The organization must also provide a final media attendance roster to ANMC PAO NLT 24 hours prior to

the event. All media covering these events must be escorted by ANMC PAO and will not be allowed entry into the cemetery without ANMC PAO coordination.

(2) NGOs that have an approved event must also coordinate with ANMC PAO for media logistics to include: reviewing and approving media products, issuing media credentials, managing news agency RSVPs and providing media ground rules for the event.

(3) A legal review may be conducted to assess any paid or unpaid marketing or advertising associated with the event. The legal review may result in the organization removing language, the Army and ANC logo or other content/imagery which gives the impression of the Army or ANMC endorsing the event/organization.

h. Live Streaming of Public Commemoration Ceremonies and Special Events.

(1) Live streaming of remarks at a public commemoration ceremony or special event by media (internal or external) or representatives of the participating organization is not permitted. Live streaming may only be permitted at the Tomb of the Unknown Soldier during an official wreath ceremony and may only capture natural sound. No stand-ups may be conducted during live streams.

(2) Silent filming or taped remarks of the ceremony recorded by media (internal or external) or by representatives of the participating organization will be permitted on a case-by-case basis. ANMC PAO and ANMC G3 reserve the right to review any remarks associated with an event to ensure there is no fundraising, commercializing or politicizing associated with the event.

i. Specialty Cameras. ANMC does not allow 360 cameras, GoPros or drone cameras inside the cemetery, attached to buildings, vehicles (including caisson or hearse) or the landscape (tree, shrubs, etc.) or at funerals due to security and environmental concerns. Non-compliance may result in removal from cemetery grounds. An exception for 360 cameras and GoPros may be made for ANMC internal staff and family-hired photographers/videographers; however, GoPros must be positioned on the ground and may not be adhered to a surface, structure or vehicle.

6. Procedures.

a. 1 Memorial Ave, Arlington, Virginia, is the primary media entry point for all approved escorts unless pre-coordinated with ANMC G2.

b. Unescorted media will be reported to ANMC G2 and ANMC PAO for awareness and action as appropriate.

SAAC-PAO

SUBJECT: Media Policy for Army National Military Cemeteries

c. When arriving without an appointment, media must self-identify to the security staff and wait for an ANMC PAO to provide guidance or escort.

d. Media who have not pre-coordinated with ANMC PAO may be asked to leave the cemetery and directed to submit an official media request. The ANMC PAO cannot accommodate walk-up requests.

e. Media representatives will be escorted to and from the service, ceremony or filming location by an ANMC PAO representative.

f. Forty-five minutes prior to a funeral or ceremony, ANMC PAO will meet media at the main entrance to the cemetery and escort them to their designated positions, reiterate filming/photography ground rules and describe the ceremonial sequence of events and terminology to use in reporting.

g. All media must stay in the designated media area during the course of the ceremony. This includes ceremonies at the Tomb of the Unknown Soldier, the John F. Kennedy family gravesite and private or public funerals.

h. All in-house imagery will be provided to the public and commercial media on both the ANC Flickr page and the Defense Visual Information Distribution Service (DVIDS) website as public domain. All available in-house b-roll and produced packages will be available on DVIDS as public domain.

i. All media requests will be tracked in the ANMC PAO media tracker located on the ANMC MS Teams channel, mapper and the ANMC master calendar.

7. Commercial entities hired by the PNOK/PADD and desiring to photograph or film funeral services at gravesite must adhere to the Family-Hired Photographers and Videographers policy highlighted in Reference 1.h., a separate policy under the purview of the ANMC Director of Interments.

8. The point of contact for this policy is the ANMC Chief of Public Affairs at (703) 614-0062 or email: kerry.l.meeker.civ@army.mil.

KAREN DURHAM-AGUILERA
Executive Director

1 Encls

1. Annex A - PADD/PNOK Media Release Form