

DEPARTMENT OF THE INTERIOR DEPARTMENTAL MANUAL

Administrative Services

Part 310 General

Chapter 5 Flags

310 DM 5.1

5.1 Flag of the United States of America.

A. Policy. The display and use of the flag of the United States of America (U.S. flag) by the Department of the Interior will be in accordance with the Joint Resolution of June 22, 1942, as amended; Presidential Proclamation 3044 dated March 1, 1954; 36 U.S.C. 173-178, as amended; and Presidential Proclamation 4064 dated July 6, 1971. These guidelines are supplemented by General Services Administration (GSA) Regulations which govern the display or flying of the flag at GSA-controlled installations and by this Chapter and the Appendix thereto.

B. General. The U.S. flag should be flown, weather permitting, near or adjacent to the entrance, or over the main administration and headquarters buildings of all Department of the Interior-controlled installations. Additional information regarding requirements for outdoor flying of the U.S. flag is contained in the Appendix 1 to this Chapter. The U.S. flag should be displayed in the offices of the Secretary, Under Secretary, Solicitor, Assistant Secretaries, Inspector General, and the headquarters and regional headquarters offices of bureaus and offices. It should also be displayed or flown at official functions and special occasions, such as dedications, press conferences, etc.

C. Inside Use. Illustration 1 of this Chapter provides examples of most common use requirements. When the U.S. flag is displayed with other flags on separate staffs, it will be on the right, i.e., the flag's own right (viewers left).

(1) The U.S. flag will be flown at the peak of the staff when other flags or pennants are flown from the same halyard, or on the flag's own right if other flags are flown from adjacent staffs.

(2) The U.S. flag will be hoisted first and lowered last when other flags are flown from adjacent staffs.

(3) No flag or pennant may be placed higher than the U.S. flag.

D. Outside Use. See Illustration 1 for common use examples. The U.S. flag will be flown as outlined below, except when required to be flown at half-staff. More detailed policy and procedural information concerning flying of the flag is contained in the Appendix 1 to this Chapter.

E. Bunting. Bunting of blue, white, and red, always arranged with the blue above, the white in the middle, and the red below, should be used, when appropriate, for covering a speaker's desk, draping the front of a platform, and for decoration in general (see Illustration 1).

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F. Half-Staffing. The U.S. flag will be flown at half-staff on occasions specified in Presidential Proclamation 3044, which is exhibited in Appendix 1 to this Chapter, and when so directed by the Secretary of the Interior.

Bureaus will disseminate the information contained in the Appendix 1 to all field activities which have flag flying responsibility and establish internal notification procedures to ensure compliance with half-staffing requirements. These procedures will normally entail authorizing field activities to initiate half-staffing on the occasions specified in the Presidential Proclamation (upon verification of media reports with bureau headquarters) or establishing an internal procedure for notifying those activities on each half-staffing occasion. The Office of Administrative services, Office of the Secretary, will notify bureau headquarters of occasions when half-staffing is directed by the Secretary. Bureau headquarters will notify affected field activities on these occasions.

G. Procurement. The U.S. flag may be purchased from GSA through normal FEDSTRIP procedures.

5.2 The Interior Department Flag.

A. Policy. The Department flag will be displayed or flown only in conjunction with the flag of the United States of America and only as specified in this Chapter and the Appendix 1 thereto.

(1) Interior-controlled Installations. The Department flag will be flown at the entrance to, near, or over the main administration and headquarters buildings at all Department of the Interior-controlled installations. The flag should be displayed in the Offices of the Secretary, Under Secretary, Solicitor, Assistant Secretaries, Inspector General, and the headquarters and regional headquarters of bureaus and offices. It is also authorized to be displayed or flown at official functions and special occasions, such as dedications, etc.

(2) GSA-controlled Installations. GSA's Public Building Service is responsible for display and flying of flags at GSA-controlled buildings. For special occasions, approval may be obtained from the appropriate GSA Regional Office to fly the Department flag at the entrance to, near, or over Interior-occupied buildings under GSA control.

(3) Leased Facilities. The Department flag will be flown at leased facilities which are solely occupied by the Department where leasing arrangements (and GSA policy at facilities leased for the Department by GSA) permit.

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B. Description. The official flag of the Department of the Interior is 4 feet 4 inches on the hoist by 5 feet 6 inches on the fly. The color is light blue and white, arranged in four alternate triangles. The four quadrants represent these original major activities of the Department: Fish and Wildlife, Mineral Resources, Water and Power, and Public Land Management. In the center of the flag is depicted the Departmental Seal, 26 inches in diameter, which consists of a male buffalo with the head and body in a left position, standing on a prairie, with mountains and the rising sun in the background. Enclosed within two concentric circles of gold are the words "U.S. Department of the Interior" and the date "March 3, 1849" (see Illustration 2).

(1) Indoor Flag. The flag for inside use is made of nylon cloth, with a pole hem and leather tabs, and trimmed on three sides with a gold-colored fringe 2-1/2 inches wide. The flag will be mounted on a staff surmounted by a gold spread eagle and decorated by a gold-colored cord with tassel at each end.

(2) Outdoor Flag. The flag for outside use is made of nylon without the gold-colored fringe. This flag is complete with a canvas heading and metal grommets.

(3) Department Vessel Flag. The vessel flag is 22 inches on the hoist by 32 inches on the fly and is-fabricated from nylon cloth.

C. Procurement. Department flags may be purchased from the Division of General Services, Office of Administrative Services, for authorized use only.

5.3 Secretary of the Interior Flag

A. Policy. The Secretary's flag is significant of the rank or office of the Secretary of the Interior. It may be displayed only in his office or in his immediate presence, such as on an automobile in which he is a passenger, or at functions at which he is present. However, at the Secretary's direction, it may be flown over Interior-controlled buildings in which he is present. The flag, at the written request of the Secretary and with the written concurrence of the appropriate GSA Regional Administrator, may be flown over GSA-controlled buildings where the Secretary is present.

B. Descriptions. The flag of the Secretary of the Interior has been produced in three sizes designed for specialized uses.

(1) Secretary's Ceremonial Flag. The ceremonial flag of the Secretary of the Interior is 4 feet 4 inches on the hoist by 5 feet 6 inches on the fly, made of oriental blue nylon cloth. It is made with a

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pole hem and leather tabs, and trimmed on three sides by gold-colored fringe 2-1/2 inches wide. In the center of the flag is depicted the official seal of the Department, 26 inches in diameter which consists of a male buffalo with the head and body in a left position, standing on a prairie, with mountains and the rising sun in the background. Enclosed within two concentric circles of gold are the words "U.S. Department of the Interior" and the date "March 3, 1849". Extending across from the left are seven stars, three above and four below the seal. Each star has 5 points and is 5 inches in diameter with one point upward. The stars represent the seven principal activities of the Department at the time the flag was adopted. These seven activities are: Bureau of Indian Affairs, Bureau of Reclamation, National Park Service, Bureau of Land Management, Bureau of Mines, Geological Survey, and Fish and Wildlife Service. The flag is mounted on a staff surmounted by a gold spread eagle and decorated by a gold-colored cord with tassel at each end (see Illustration 3).

(2) Secretary's Vessel Flag. The Secretary's vessel flag is made of nylon without fringe. It is complete with a canvas heading and metal grommets. This flag is 22 inches on the hoist by 32 inches on the fly, and the size of the seal and the stars are proportionately reduced.

(3) Secretary's Automobile Flag. The Secretary's automobile flag is made of nylon without fringe. It is complete with pole hem and metal grommet. The flag is 18 inches on the hoist by 26 inches on the fly. The size of the seal and the stars are proportionately reduced.

5.4 Under Secretary of the Interior Flag. The ceremonial flag of the Under Secretary of the Interior is identical to that of the Secretary, except that the flag background is white and the stars are blue (Illustration 4). It is made with a police hem and leather tabs, and trimmed on three sides by gold-colored fringe 2-1/2 inches wide. The flag is for indoor display only, at his/her immediate office and at official functions and ceremonies at which the Under Secretary is the principal speaker.

5.3 Assistant-Secretary Flag. The flag of the Assistant Secretaries are identical to the flag of the Under Secretary except that the flag is trimmed on three sides by blue-colored fringe 2-1/2 inches wide (Illustration 5). The flag is for indoor display only, at their offices, and official functions and ceremonies at which they are the principal speaker.

5.6 Bureau Flags. Bureaus having authorized flags will issue directives governing the policy, custody, and use of such flags in accordance with the provisions of this Chapter and the Appendix thereto. Bureaus will submit design modifications of existing bureau flags and proposed design for new flags authorized by statute to the Assistant Secretary - Policy, Management and Budget. The Office of Administrative Services will coordinate the necessary concurrences in design format.

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A. Indoor Use. Bureau flags may be displayed in headquarters and regional headquarters offices occupied by officials at the level of Regional Director or above and at official ceremonies and functions of the bureau presented to the general public. U.S. and Department flags at least as large as the bureau flag must be displayed on all occasions where bureau flags are displayed. Bureau flags may not be displayed higher than the U.S. or Department flag.

B. Outdoor Use. Bureau flags may be flown at facilities where the bureau has flag flying responsibility, provided the facility is solely occupied by that bureau, U.S. and Department flags are flown as high or higher than the bureau flag, and a flagpole is available for this purpose. Bureau flags may not be larger than U.S. or Department flags flown at the facility. Additional flagpoles may not be authorized for bureau flags.

5.7 Protocol for U.S. and Department of the Interior Flags.

A. Display of the U.S. flag with various flags of the Department of the Interior will be in the following order:

- (1) United States flag.
- (2) Department of the Interior flag.
- (3) Secretary of the Interior flag (when Secretary is present).
- (4) Bureau flag(s).

B. When displaying the flags of the various agencies or equivalent, the protocol is established by the Department of State.

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Policy and Procedures - Flags

Part I. United States (U.S.) Flag.

A. Purpose. This issuance supplements the policies and procedures contained in 310 DM 5 regarding flying of flags and pennants at Interior-occupied facilities. The provisions of this document apply to all bureau/office personnel responsible for flying the flag. Parts I and II pertain to the U.S. flag, while Part III pertains to the Department of the Interior (DOI) **flag and other flags and pennants**, and Part IV sets forth policy and procedures for half-staffing.

B. Program Responsibility. The Director of Administrative Services (PMO) is responsible for establishing and disseminating Departmental policy regarding flags through the Departmental Manual and other policy documents and for providing additional guidance to bureaus and offices as appropriate. Bureaus and offices are responsible for flying the flag in accordance with this policy guidance.

C. Applicability.

1. Outdoors. The U.S. flag should be flown:

a. At Interior-occupied Government-owned facilities operated by the General Services Administration (GSA) and at facilities leased by GSA which are operated by GSA or the building owner, flags should be flown in accordance with GSA regulation PBS P5930.17A, as revised.

b. At all buildings owned or operated by DOI, except those principally used as commercial space for garage, restaurant, or other commercial enterprise.

c. At facilities leased by DOI where DOI is the sole occupant. The flag may be flown at other locations where only part of the facility is leased and occupied by DOI, provided agreement is reached with the building owner and other occupants concerning this practice.

At installations where several buildings are attached or in close proximity, it is not necessary to install additional flagpoles provided that the flag is flown at the main administrative or facility headquarters building and other buildings which primarily house employees. Exceptions to the flag flying requirement may be granted by the regional bureau director or equivalent bureau official (or the Regional Administrator, GSA, for buildings operated or leased by GSA) if the facility is a classified installation, is used for storage only, there is a short-term lease and renewal is not anticipated, the location of the flagpole is hazardous and relocation is not practical, or for other reasons which demonstrate impracticality.

2. Indoors. The U.S. flag should be displayed in the offices of the Secretary, Under Secretary, Solicitor, Assistant Secretaries, Inspector

General, and the headquarters and regional headquarters of bureaus and offices. The flag is also to be displayed or flown at official functions and special occasions, such as dedications, press conferences, etc.

D. Operational Responsibility. Operational responsibilities for this program are as follows:

1. GSA and building owners (for leased space) are responsible for flag flying operations at certain facilities as specified in GSA Regulation PBS P5930.17A, as revised, including the furnishing of flagpoles and U.S. flags.

2. The primary or largest occupant bureaus are responsible for flying the flag (including providing flagpoles and flags) at facilities for which Interior has this responsibility. However, agreement may be reached among occupants for this function to be performed by another Interior bureau occupying the building.

3. Flying of the flag is not required at leased facilities in which only a part of the facility is leased and occupied by the Federal Government. However, bureaus may solicit the cooperation of GSA and/or building owners to arrange for flying of the flag.

Part II. Flying and Displaying the U.S. Flag.

A. Specifications. The height of a flagpole and whether it is a ground pole or a roof pole determines the size of the flag to be flown. The following serves as a guide:

1. Ground Flagpole

Height	Flag Size*
30 feet	3-1/2 by 6-2/3 feet
40 feet	5 by 9-1/2 feet
50 feet	5 by 9-1/2 feet
60 feet	8-2/3 by 17 feet**

Roof Flagpoles

20 feet	3-1/2 by 6-2/3 feet
30 feet	5 by 9-1/2 feet
40 feet	5 by 9-1/2 feet
50 feet	8-2/3 by 17 feet**
60 feet	8-2/3 by 17 feet**

*Sizes as listed in GSA Catalog.

**When more than one flag is flown on the same pole, it may be advisable to fly a smaller size flag. Other flags, however, may not exceed the size of the U.S. flag.

B. When the Flag is Flown. **The flag is flown:**

1. Between sunrise and sunset, as follows:

- a. twenty-four hours a day at the Washington Monument (Presidential Proclamation 4064, July 6, 1971);
- b. seven days a week, in the District of Columbia;
- c. on all workdays; and
- d. on days designated by 36 U.S.C. Ch. 9.

The flag must be flown each day for the specified number of calendar days even if it would not normally be flown on some of the days. This policy is applicable only if operating personnel normally scheduled to work are available to perform this function.

(1) When any of these days falls on a Saturday, and is officially observed on the preceding Friday, the flag will be flown on both Friday and Saturday; and

(2) When any of the days designated in 36 U.S.C. Ch. 9 fall on a Sunday and is officially observed on the following Monday, the flag will be flown on both Sunday and Monday (e.g., holidays falling on Sundays are frequently officially observed the following day).

e. on the statehood anniversary and on the state holidays of the state in which the flag is being flown; if so requested by the State government.

f. on occasions specified in Part IV of this Appendix,

2. At night on special occasions only, when authorized by the Director of PMO except as specified in Part II, B.1.a. above. When the flag is flown during darkness, it will be properly illuminated.

Exception. The flag should not be flown during high winds, severe storms, or icy conditions. However, rain or snowfall alone is not a basis for not flying the flag.

C. Procedures for Raising the Flag. The following procedures should be adapted as appropriate to meet the logistical requirements of the facility. The person flying the flag will:

1. Loosen the halyard;

2. Place the flag on one arm so the two grommets in the corners of the flag are in sight and easily accessible without letting the flag touch the ground or roof, if the staff is so situated:

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3. Fasten the upper snap of the halyard in the top grommet which is in the top corner of the flag nearest the "field" or blue area where the stars are located;

4. Fasten the remaining (lower) snap in the lower grommet;

5. Raise the flag briskly and smoothly to the top of the staff, being careful that the flag does not drag over anything, such as the ground, windowsill, or roof, and being certain that the "field" is in the upper corner;

6. Fasten the halyard securely to the cleat or other device provided for that purpose when the flag has been raised to the top of the staff; and

7. Stand at attention and appropriately salute (Exhibit 2) the flag (at functions where the flag is intended to be raised in a ceremonial manner).

D. Procedures for Lowering the Flag. The following procedures should be adapted as appropriate to meet the logistical requirements of the installation.

The person lowering the flag will:

1. Stand at attention and appropriately salute the flag (at functions where the flag is intended to be lowered in a ceremonial manner);

2. Unfasten the halyard and lower the flag slowly, catching it on one arm;

3. Remove the lower snap first when the flag is down and then the upper snap from the grommets; and

4. Be careful that the flag does not touch the ground or roof, if the flag is so situated;

5. Fold or roll the flag carefully if it is dry, and put it in the designated storage place; or hang the flag to dry at a designated place if it is wet.

E. Half-Staffing the Flag. The flag will be half-staffed as specified in Part IV of the Appendix.

1. Procedures for Half-Staffing. The person half-staffing the flag will use the following procedures:

a. When raising the flag for the day:

(1) hoist the flag to the peak of the pole;

(2) lower the flag slowly to half staff; and

(3) stand at attention and hand salute the flag.

b. If the flag has already been raised for the day, and the flag is ordered to half-staff position:

(1) lower it slowly to half-staff; and

(2) stand at attention and hand salute the flag.

c. When lowering the flag from the half-staff position:

(1) stand at attention and hand salute the flag;

(2) raise the flag from the half-staff position to the peak of the pole; and

(3) lower the flag slowly to the bottom of the pole.

2. Location of the Flag on the Pole. Normally, halyards are marked so that the marking is at the base of the pole when the flag is at half-staff. If the halyard is not marked, the individual half-staffing the flag must secure the flag in the proper position on the pole by sight. A point halfway between the top and bottom of the flag (midway between the top and bottom grommets) must be at the midway point of the pole. Unmarked halyards should be reported so that appropriate action may be taken for its marking.

3. Unserviceable Flags. Torn, frayed, soiled, or otherwise damaged flags are unserviceable and will not be flown. Flags should be inspected daily before being raised for the day. Unserviceable flags may not be discarded in the trash, but will be disposed of by burning, out of public view, and in a way which does not constitute a fire hazard.

4. Caring for the Flag. The flag should be folded as shown in Exhibit 3. If, due to staffing limitations the flag cannot be folded, it shall be rolled neatly.

F. Displaying the Flag. Several ways in which the flag may be displayed are depicted in Illustration 1. However, the flag may not be suspended in a curve (festooned) between two points over doorways or arches; used to cover a speakers desk; draped over the front of a platform; tied in a bowknot; fashioned into a rosette; or similarly displayed for decorative purposes.

Part III. Other Flags and Pennants.

The flags of the Department and the Secretary will be flown/displayed in accordance with the provisions contained in 310 DLM 5. The Director of PMO (for Interior-operated and leased space) and the Regional Administrator or other appropriate GSA official (for space operated by GSA or leased by GSA and operated by the building owner) may authorize the flying of other flags

and pennants, as appropriate, provided flags and flagpole space are available for this purpose.

A. **Foreign Flags.** Foreign flags are flown on individual staffs at the same height as and to the right of the U.S. flag, as shown in Illustration 1.

B. **State Flags.** State flags may be flown on the anniversary of statehood, on state holidays and on other special occasions, at the request of the State government.

C. **City Flags.** On the anniversary of the founding of the city and on special occasions, at the request of the City government.

D. **Bureau Flag.** Bureau flags may be flown at facilities which are solely occupied by the bureau, provided the U.S. and Department flags are also flown on separate flagpoles, if an additional flagpole is available for this purpose. The order of protocol for these flags is (1) U.S. flag; (2) Department flag; and (3) bureau flag. Bureau flags may not be larger than or flown higher than the U.S. or Department flags.

Part IV. Occasions to Half-Staff the Flag.

A. **Occasions.** Occasions for flying the flag at half-staff are specified in Presidential Proclamation 3044, which is shown in Exhibit 1.

1. **By Requirement.** Sections 1 through 4 of the Proclamation (Exhibit 1, Page 1) require that the flag be flown at half-staff upon the death of certain persons. This information is condensed in table form on Pages 2 and 3 of Exhibit 1.

2. **Other Circumstances.** The Secretary of the Interior is authorized to direct that the flag be flown at half-staff at Interior-controlled locations other than those specified in the Proclamation or those operated by Interior under the building delegations program (for which GSA retains this authority). PMO will notify bureau headquarters on occasions when this authority is exercised (see Part IV. C. below).

Requests to half-staff the flag at specific sites for which DOI has responsibility or at such sites within certain geographic areas upon the death of local Federal, state, or local officials should be directed to the bureau/ office directors for approval. Requests relating to GSA-controlled facilities should be addressed to the appropriate GSA Regional Administrator for approval and necessary action.

B. **Responsibility.** PMO is responsible for disseminating Departmental policy through the Departmental Manual. PMO is also responsible for notifying bureau headquarters of occasions other than those specified in this issuance when the flag is to be half-staffed. Bureaus and offices are responsible for compliance with the provisions of this issuance at all field installations

and for disseminating any further instructions or notifications received from PMO to those bureau activities affected.

C. Notification.

1. PMO will notify bureau headquarters personnel of all occasions other than those specified in Exhibit 1 when the flag is to be flown at half-staff. PMO will also verify for bureau headquarters staff reports concerning occasions specified in Exhibit 1, upon request.

2. Bureaus will disseminate the information contained in this issuance to all field activities which have flag flying responsibility and establish internal notification procedures for ensuring compliance with half-staffing requirements. Bureau procedures will address both duty and non-duty hours. Internal procedures should involve either:

a. authorizing bureau activities responsible for flying the flag to automatically initiate half-staffing on those occasions specified in Exhibit 1. If this policy is to be implemented, procedures must be established for those activities to verify news received through radio, television, or other news media of occasions requiring half-staffing with a pre-established contact at bureau headquarters; or

b. notifying affected bureau activities through an internal notification hierarchy or from a central contact point on each half-staffing occasion.

D. Computation of Periods for Half-Staffing

1. When the number of days is specified.

a. The day of death counts as the first day even if the flag was not placed at half-staff that day because death occurred after the normal time to lower the flag for the day; or notification was received too late to half-staff on that day.

b. The flag must be flown each day for the specified number of calendar days even if it would not normally be flown on some of the days. This policy is applicable only if operating personnel normally scheduled to work are available to perform this function.

2. On the day of death and on the following day.

a. If notification of death is received before the normal time to lower the flag for the day, the flag will be lowered to half-staff on that day and flown at half-staff on the following day.

b. If notification is received too late to half-staff the flag on the day of a death, the flag is flown at half-staff only on the day following death.

c. If notification of death is received on a day that the flag is normally not flown, the flag must be flown at half-staff on that day and on the following day. However, if notification is received too late to half-staff the flag on the day of death, the flag is flown at half-staff only on the following day.

The flag must be flown each day for the specified number of calendar days, even if it would not normally be flown on some of the days. This policy is applicable only if operating personnel normally scheduled to work are available to perform this function.

3. From the day of death until interment.

a. If notification of death is received before the time the flag is normally lowered for the day, the flag must be lowered to half-staff on that day. It will also be flown at half-staff on each succeeding day, including the day of interment.

b. If notification is received too late to half-staff the flag on the day of death, the flag must be flown at half-staff beginning the following day and on each succeeding day through the day of interment.

c. If notification of death is received on a day that the flag is normally not flown, the flag must be flown at half-staff on that day and on each succeeding day, including the day of interment. If notification is received too late to half-staff the flag on the day of death, b. above applies.

The flag must be flown each day for the specified number of calendar days even if it would not normally be flown on some of the days. This policy is applicable only if operating personnel normally scheduled to work are available to perform this function.

E. Coincident Occasions to Half-Staff.

1. If during a period when the flag is already at half-staff, notification of another death is received, half-staff periods will run concurrently, not consecutively.

2. There is no change in computing the half-staff period. The provisions of Part IV.D.1. through 3. apply.

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PROCLAMATION NO. 3044

Proc. No. 3044. DISPLAY OF FLAG AT HALF-STAFF
Upon DEATH or CERTAIN OFFICIALS AND FORMER OFFICIALS

Proc. No. 3044, Mar. 1, 1954, 19 F.R. 1235, as amended by Proc. No. 3948, Dec. 12, 1969, 34 F.R. 19699, provided:

WHEREAS it is appropriate that the flag of the United States of America be flown at half-staff on all Federal buildings, grounds, and facilities upon the death of principal officials and former officials of the Government of the United States and the Governors of the States, Territories, and possessions of the United States as a mark of respect to their memory; and

WHEREAS it is desirable that rules be prescribed for the uniform observance of this mark of respect by all executive departments and agencies of the Government, and as a guide to the people of the Nation generally on such occasions:

NOW, THEREFORE, I, DWIGHT D. EISENHOWER, President of the United States of America and Commander in Chief of the armed forces of the United States, do hereby prescribe and proclaim the following rules with respect to the display of the flag of the United States of America at half-staff upon the death of the officials hereinafter designated:

1. The flag of the United States shall be flown at half-staff on all buildings, grounds, and naval vessels of the Federal Government in the District of Columbia and throughout the United States and its Territories and possessions for the period indicated upon the death of any of the following-designated officials or former officials of the United States:

(a) The President or a former President: for thirty days from the day of death.

The flag shall also be flown at half-staff for such period at all United States embassies, legations, and other facilities abroad, including all military facilities and naval vessels and stations.

(b) The Vice President, the Chief Justice or a retired Chief Justice of the United States, or the Speaker of the House of Representatives: for ten days from the day of death.

(c) An Associate Justice of the Supreme Court, a member of the Cabinet, a former Vice President, the President pro tempore of the Senate, the Majority Leader of the Senate, the Minority Leader of the Senate, the Majority Leader of the House of Representatives, or the Minority Leader of the House of Representatives: from the day of death until interment.

2. The flag of the United States shall be flown at half-staff on all buildings, grounds, and naval vessels of the Federal Government in the metropolitan area of the District of Columbia on the day of death and on the following day upon the death of a United States

Senator, Representative, Territorial Delegate, or the Resident Commissioner from the Commonwealth of Puerto Rico, and it shall also be flown at half-staff on all buildings, grounds, and naval vessels of the Federal Government in the State, Congressional District, Territory, or Commonwealth of such Senator, Representative, Delegate, or Commissioner, respectively, from the day of death until interment.

3. The flag of the United States shall be flown at half-staff on all buildings and grounds of the Federal Government in a State, Territory, or possession of the United States upon the death of the Governor of such State, Territory, or possession from the day of death until interment.

4. In the event of the death of other officials, former officials, or foreign dignitaries, the flag of the United States, shall be displayed at half-staff in accordance with such orders or instructions as may be issued by or at the direction of the President, or in accordance with recognized customs or practices not inconsistent with law.

5. The heads of the several departments and agencies of the Government may direct that the flag of the United States be flown at half-staff on buildings, grounds, or naval vessels under their jurisdiction on occasions other than those specified herein which they consider proper, and that suitable military honors be rendered as appropriate.

IN WITNESS WHEREOF, I have hereunto set my hand and caused the Seal of the United States of America to be affixed.

DONE at the City of Washington this 1st day of March in the year of our Lord nineteen hundred and fifty-four, and of the Independence [seal] of the United States of America the one hundred and seventy-eighth.

DWIGHT D. Eisenhower.

PROCLAMATION 3044 - CONDENSATION

PERSON	PERIOD	LOCATION*
Section 1		
President of the United States	*30 days from the day of death.	At buildings where the Department has flag flying responsibility.
A former President of the United States	see above	see above
Vice President of the United States	*10 days from the day of death.	see above
The Chief Justice of the Supreme Court	see above	see above
Speaker. of the House of Representatives	see above	see above
An Associate Justice of the Supreme Court	*From the day of death until interment.	see above
A member of the Cabinet		see above see above
A former Vice President of the United States		see above see above
The President pro tempore of the Senate	see above	see above
The Majority Leader of the House of Representatives responsibilities.	*from the day of death until interment.	At location where the Department has flag flying
The Minority Leader of the House of Representatives	see above	see above

Half-Staffing Guide of Presidential Proclamation

*Proclamation interpreted as applicable to installations at which Interior has flag flying responsibility for the U.S. flag.

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PROCLAMATION 3044 - CONDENSATION (CONTINUED)

PERSON	PERIOD	LOCATION*
Section 2		
United States Senator United States Representative Territorial Delegate Resident Commissioner Commonwealth of Puerto Rico	*From the day of death until interment.	At buildings where the Department has flag flying responsi- bilities.

Section 3

Others	As specified by the Director, PMO, or designee.	As directed by the Director of PMO.
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*Proclamation interpreted as applicable to installations at which Interior has flag flying responsibility for the U.S. flag.

4/3/90 #2889
New

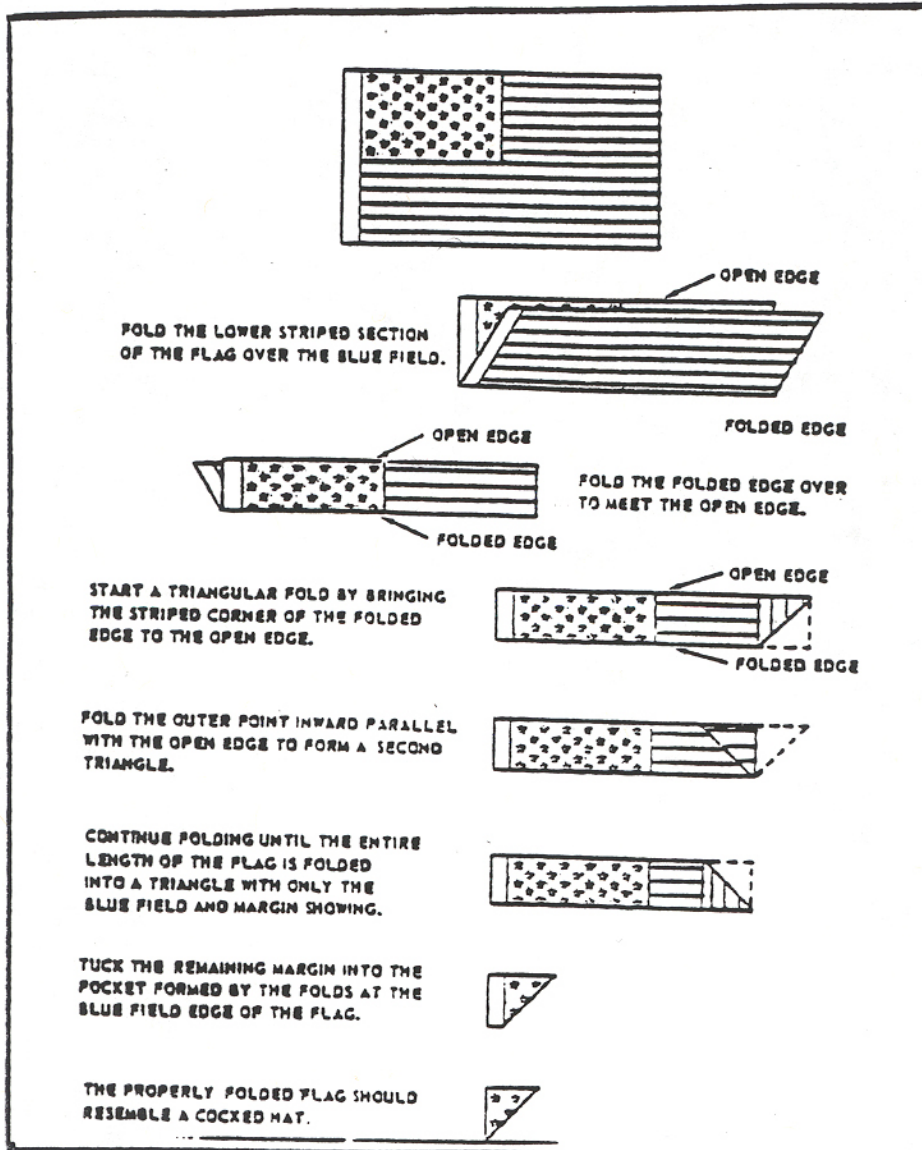
Conduct During Hoisting, Lowering or Passing of Flag

During the ceremony of hoisting or lowering the flag or when the flag is passing in a parade or in review, all persons present except those in uniform should face the flag and stand at attention with the right hand over the heart. Those present in uniform should render the military salute. When not in uniform, men should remove their headdress with their right hand and hold it at the left shoulder, the hand being over the heart. Aliens should stand at attention. The salute to the flag in a moving column should be rendered at the moment the flag passes. (36 U.S.C. 177)

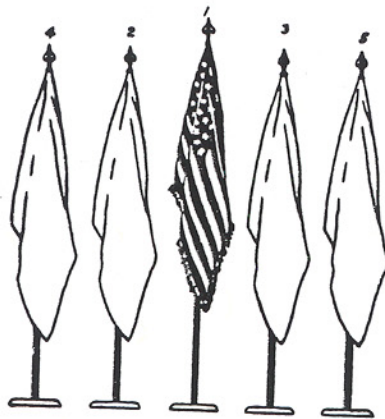
4/3/00 #2889

New

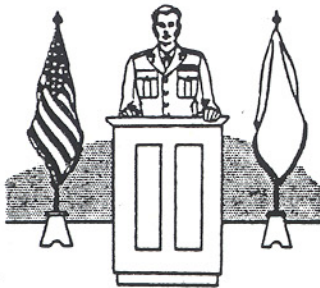
FOLDING THE FLAG



DISPLAYING THE FLAG



United States flag displayed in center of line.



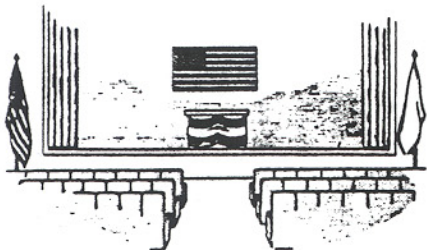
United States flag displayed within chancel.



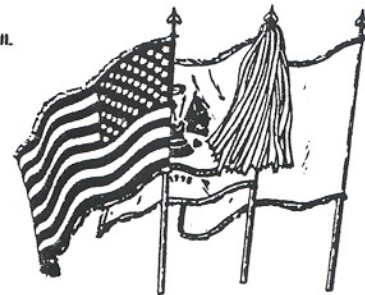
United States flag displayed against the wall.



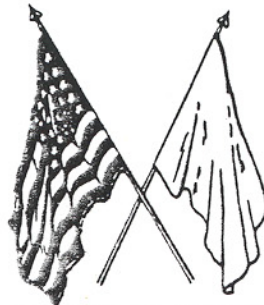
United States flag displayed in groups with
staves radiating.



United States flag displayed on the wall of a
rostrum.

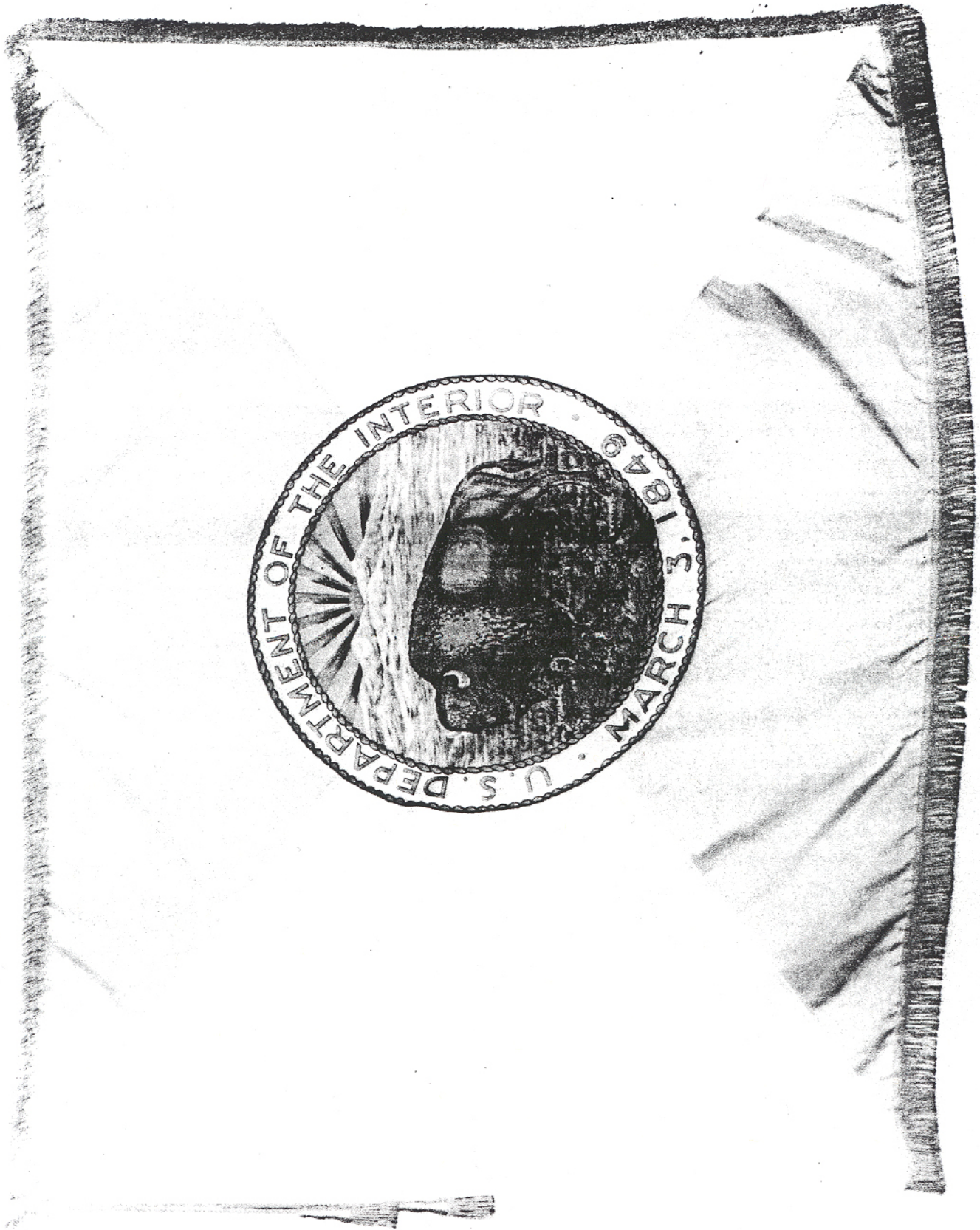


United States flag carried with other flags.



United States flag displayed crossed with
another flag.

DEPARTMENT OF THE INTERIOR FLAG



SECRETARY OF THE INTERIOR FLAG

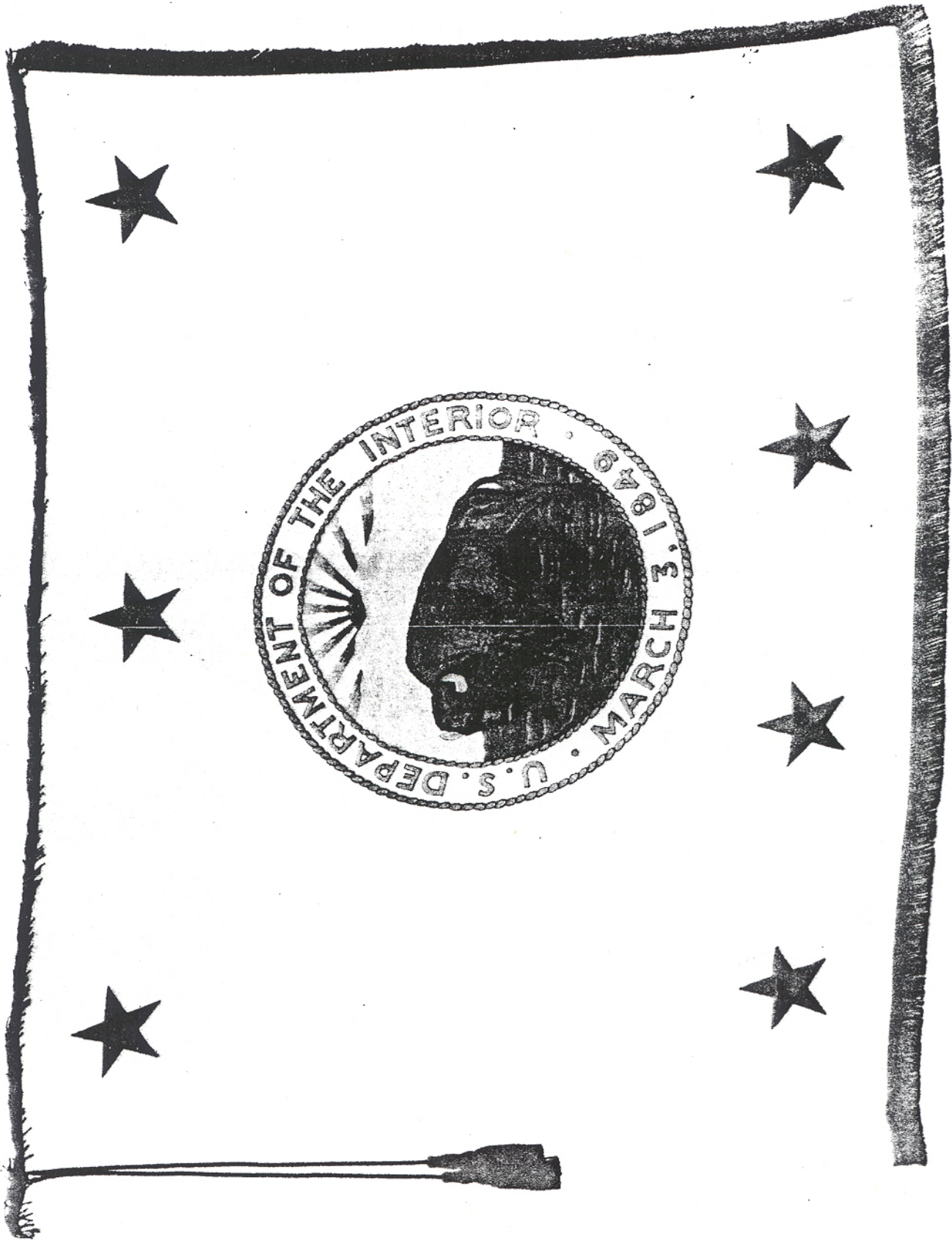


4/3/90 #2889
Replaces 9/28/77 #2030



ASSISTANT SECRETARY FLAG

310 DM 5
Illustration 5



4/3/90 #2889
New