UNIVERSITY POLICY

FLAG POLICY

POLICY
The University shall raise, lower and fly the flags of the United States of America, the Commonwealth of Pennsylvania and the University within the guidelines established through laws and regulations of the federal and state governments and the policies of the University.

The flying of any flag representing an entity other than the United States of America, the Commonwealth of Pennsylvania and the University is not allowed on official University flagstaffs.

RATIONALE
To ensure that proper respect is given to the flags of our country, state and the University. To outline the correct steps to be followed in regard to the raising, displaying, and lowering of flags, and the displaying of flags at half-staff in honor of recently deceased persons.

PROCEDURE
I. Display and Placement of Flags

1. The flags of the United States of America, the Commonwealth of Pennsylvania and Slippery Rock University shall be displayed daily from appropriate flagstaffs.
2. Flags displayed outdoors will not be displayed when the weather is inclement, except when all-weather flags are used.
3. Outdoor flags will be raised at sunrise and lowered at sunset, unless there are working lights set to illuminate them during the hours of darkness.
4. The United States flag will be placed in a position of prominence and honor, and no other flag or pennant will be placed above the United States flag. The United States flag should be at the center and at the highest point of the group when a number of flags are grouped and displayed from the staffs.
5. When two or more flags are flown from the same staff, the United States flag should always be at the peak of the staff.
6. When flags of the Commonwealth or SRU are displayed in front of a building from separate staffs alongside the United States flag and the staffs are of equal height, the United States flag should be placed in the honor position to the right of the other flags, as observed while standing directly in front of the building and facing out toward the flags. If the staffs are of unequal height, the United States flag should be displayed from the tallest staff, which should be placed in the center of the three staffs.
7. When displayed with another flag against a wall from crossed staffs, the United States flag should be on the right, the flag’s own right, and its staff should be in front of the staff of the other flag.
8. When the United States flag is carried in a procession with another flag, the United States flag should be carried on the marching right or in front of the center of the line.
9. When the United States flag is displayed on a speaker’s platform, the flag is to be placed on the speaker’s right. If the flag is with the audience, it is on the audience’s right and the speaker’s left.
10. When the United States flag is displayed flat against a wall on a speaker’s platform, it should be placed above and behind the speaker, with the union in the upper left-hand corner as the audience faces the flag.
11. The United States, Commonwealth of Pennsylvania and University flags should be properly displayed at all major University events and ceremonies.

II. Hoisting and Lowering

1. The University Police are responsible for the proper handling, raising, lowering, disposing and replacing of flags at official flag locations.
2. The United States flag will be raised before any other flag and lowered last.
3. Flags will be hoisted briskly and lowered ceremoniously.
4. When a flag is to be displayed at half-staff, it will be raised briskly to full mast and then lowered ceremoniously to a post one-half the distance between the top and bottom of the staff and tied off.

III. Occasions for Display of Flags at Half-Staff

1. The United States flag shall be flown at half-staff in the event of the death of a designated official or former official of the United States, in accordance with Proc. No. 3044, as listed in Title 4, Chapter 1, of the United States Code.
2. On Memorial Day, the United States flag is displayed half-staff until noon and at full-staff for the remainder of the day.
3. On May 15, Peace Officers Memorial Day, the United States flag should be displayed at half-staff from sunrise to sunset.
4. On September 11, Patriot Day, the United States flag should be displayed at half-staff from sunrise to sunset.
5. On December 7, National Pearl Harbor Remembrance Day, the United States flag should be displayed at half-staff from sunrise to sunset.
6. The University will fly the flag of the Commonwealth of Pennsylvania at half-staff, in full accordance with the protocol set forth by the Commonwealth of Pennsylvania and as directed by the Governor.
7. The University flag will be flown at half-staff on all occasions when the flag of the United States and the Commonwealth are flown at half-staff.
8. The University flag will be flown at half-staff annually on Founders' Day to honor and memorialize the passing of all members of the University community.

IV. Flag Hierarchy for Half-Staff Flying:

1. In the event the President of the United States requests the United States flag to be lowered to half-staff, on single flagstaffs the Commonwealth and the University flags are to be removed. On multiple flagstaffs they are to be lowered to half-staff. The lowering process on single flagstaff will be such that the state and University flag will be removed and the United States flag fully-raised to the top of the pole and then lowered to half-staff.
2. In the event that the Governor, or authorized representative, requests the Commonwealth flag to be lowered to half-staff on a single flagstaff, the United States flag may be removed from the flagstaff based on direction from the Governor's Office. On multiple flagstaffs, the United States flag may remain at full staff and the Florida State and University flags will be lowered to half-staff.
3. In the event that the President of the University requests that the University flag be lowered to half-staff on single poles, the United States or Commonwealth flags are to be
removed and on multiple poles, the United States and Commonwealth flags are to remain at full staff.

V. Respect for the Flag

1. No disrespect should be shown to the flag of the United States of America.
2. 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, shall face the flag and stand at attention with the right hand over the heart. Those present in uniform shall render the military salute. When not in uniform, men shall remove their headdress with their right hand and hold it at the left shoulder, the hand being over the heart. Aliens shall stand at attention. The salute to the flag in a moving column shall be rendered at the moment the flag passes.
3. The flag should never be displayed with the union down except as a signal of dire stress in instances of extreme danger to life or property.
4. The flag should never touch anything beneath it, such as the ground, floor, or water.
5. The flag should never be used as drapery, festooned, drawn back or up in folds; never be used as a drape or covering for a ceiling; never have placed upon it or attached to it any mark, insignia, letter, word, figure design, picture, or drawing of any nature; never be used for receiving, holding, carrying, or delivering anything; and never be printed on items for temporary use and subsequent disposal.
6. When the United States flag has become soiled, it may be either hand-washed or dry cleaned, depending upon the fabric. When it is in such condition that it is no longer a fitting emblem for display, the flag should be destroyed in a dignified manner as outlined by the Betsy Ross Flag Rules and Regulations.
7. Irregular or inappropriate displays of flags, or flags that are soiled or tattered, should be reported to the University Police.
8. It is a violation of the crimes code for anyone to maliciously take down, defile, injure, remove, or in any manner damage, insult, destroy or desecrate the American flag or commonwealth colors.

RELATED INFORMATION
United States Code, Title 4, Chapter 1: http://www.ushistory.org/betsy/flagcode.htm

SCOPE
This policy applies to all students, faculty, staff and visitors to the campus.

RESPONSIBILITY
Responsibility for implementation of this policy resides in the University Police.

Authority for creation and revision:
University Cabinet: 8.21.2017