



U. S./National Flag



State of Vermont Flag



POW/MIA Flag



Green Mountain Boys Flag



Bennington Battle Flag



Honor & Remember Flag

STATE OF VERMONT
DEPARTMENT OF
BUILDINGS & GENERAL SERVICES

FLAGS

Protocol
Etiquette of Flags
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Vermont Flag—Requests to BGS
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September 2019

Vermont Department of Buildings and General Services

FLAG PROTOCOL MANUAL

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FLAG PROTOCOL

Quick Reference

The Governor has the authority to lower flags to half-staff at State facilities. That authority is established in U.S. code and is very specific in national matters but offers discretion when events occur within the State. Traditionally, governors have taken a conservative approach to granting the honor as each display of mourning sets precedent and frequent displays ultimately diminish the significance of the act. The charts and past practice examples below are meant to aid in decision making. The Governor’s directive should be communicated to the Department of Buildings and General Services for distribution: troy.seckington@vermont.gov or 802-828-6974 or the Commissioner’s Office at 802-828-3519.

Governor’s Authority and Past Practice

Death of Vermont Official (Current or Former)	VT	US	AUTHORITY	Duration
Governor	Yes	Yes	US Code	A
Lt. Governor	Yes	Yes	US Code	A
Treasurer	Yes	Yes	US Code	A
Secretary of State	Yes	Yes	US Code	A
State Auditor	Yes	Yes	US Code	A
Congressman, former	Yes	Yes	US Code	A
First Responder – killed in line of duty	Yes	Yes	US Code	A
Member of Armed Forces – serving on active duty	Yes	Yes	US Code	A
Former Governor	Yes	Yes	Past Practice	A
Speaker of the House	Yes	Yes	Past Practice	A
President Pro Tempore	Yes	Yes	Past Practice	A
Adjutant General	Yes	Yes	Past Practice	A
State Employee – if killed in line of duty	Yes	No	Past Practice	A
Other Tragic VT Events, e.g., Harwood students	Yes	No	Past Practice	A
State Senator or Representative	Yes	No	Past Practice	B
Government official (e.g. Commissioner/Secretary)	Yes	No	Past Practice	C

Action & Duration of Flags to Half-Staff

A	Immediately on day of notice to sunrise on 4 th day (half-staff for 3 days)
B	Vermont Flag only flown at half-staff at State facilities Note: for one day, on the day of service Vermont Flag flown at State House and certificate given to family
C	Action at the discretion of the Governor

Annual Notifications

Date	Position	Occasion	Authority
May 15	Half	Peace Officers Memorial Day*	U.S. Code
May – 3 rd Saturday	Full	Armed Forces Day	U.S. Code
May – Last Monday	Half	Memorial Day	U.S. Code
September 11	Half	Patriots Day	Presidential Proclamation
October – 1st Sunday	Half	National Firefighters Memorial Service	Presidential Proclamation
November 11	Full	Veterans Day	U.S. Code
December 7	Half	Pearl Harbor Day	Presidential Proclamation

*Not if it occurs on the same day as Armed Forces Day. Note: If any additional flags such as Honor and Remember or the Bennington Battle Flag are flown, they would also be lowered.

Other Annual Commemoration Dates

Date	Occasion	Authority	Action
January 15	Vermont's Independence	VT Statute	Green Mountain Boys Flag Flown
August 15, 16, 17	Battle of Bennington Day	VT Statute	Bennington Battle Flag Flown

US Flags & State Flags Are Lowered to Half-Staff - Defined in U.S. Code

Death of Government Dignitaries	DURATION
President or former president	30 days from death
Vice President	10 days from death
Chief Justice or retired Chief Justice of the U.S.	10 days from death
Speaker of the House of Representatives	10 days from death
Associate Justice of the Supreme Court	Day of death until interment
Secretary of an executive or military department	Day of death until interment
Former Vice President	Day of death until interment

Past Practice Examples

Note: First Responders – we have lowered the flag for two firefighters killed in the line of duty – one killed in VT, one from VT killed fighting with national force.

Governor's Authority – State Flag

- Can lower the State Flag at his discretion.
- Can have State flag flown at State House and presented to family.
 - Has been done on the day of services.
 - Newport ceremony recognizing 100th anniversary of police officer killed in the line of duty.
 - See protocol for this via BGS Commissioner's Office.

Former Governor

- Governor Hoff (day of services for 3 days).

Former Lt. Governor

- Barbara Snelling (day of services for 3 days).

Former Chief Justice

- Frederick W. Allen (day of service for 3 days).

Speaker of the House:

- Tim O'Connor (day of service for 3 days).

State Representative or Senator:

- Jim Condon – Lowered flag and presented to the family on 10/12/18. Not previous practice.
- Rep. Sam Lloyd – no action.

- Former Auditor Flanagan – not lowered – lived in Maine, no notice of services.
- Stafford – flag flown at SH on day of funeral.

Government Official, e.g., Commissioner/ Secretary:

- Con Hogan – no action taken.

State Employee killed in line of duty:

- Social worker and State trooper.
- Not for two State employees who were murdered (not in the line of duty).

Governor's Discretion

- **How long the flag flies at half-staff**
 - Day of notification of death only (to sunrise the next day).
 - Day of reported death for 3 days.
 - Day of death to services – will there be services? How soon?
 - Day of services only – someone needs to be notified of day of services.
 - Day of services for 3 days.

Past Inconsistencies

- A state trooper – not line of duty.
- 7 US Navy Sailors on USS Fitzgerald.
- Police Officers Killed in TX – 3 days following notice of deaths.
- Harwood Students – 3 days on Monday, following Saturday deaths.

FLAGS ON STATE FACILITIES

Purpose

This protocol manual is intended to define expectations relative to flags flown on State facilities – to provide a consistent/correct application of protocol and understanding of the etiquette.

Flags are flown as a tribute to the United States of America and the State of Vermont, and in recognition of the sacrifices of the defenders of both. When we do it right, no one notices; however, when we do it wrong, we hear about it. Lowering of the flag is all about perception, ceremony and tribute; it is important that a protocol be established to consistently reflect the intent of the tribute.

Flags Flown on State Facilities

The following two flags will always be flown on State facilities:

1. The National flag
2. The Vermont State flag

The following flag is flown on State facilities, provided the flag is donated, per statute.

3. The POW/MIA flag

The following three flags are flown on State facilities on specifically designated dates – as defined in statute or in protocol:

4. Bennington Battle Flag
5. Green Mountain Boys Flag
6. Honor and Remember Flag

Note: Service flags (5) – Army, Air Force, Coast Guard, Marine Corps, Navy -- are flown only at the Sharon Welcome Center (Vietnam Veterans Memorial)

Authority

1. National Flag
 - a. US Code Title 4, Section 7 dictates the authority for lowering the national flag to half-staff. It limits the authority of Governors to specific circumstances.
 - b. <https://www.law.cornell.edu/uscode/text/4/7> and <https://www.govinfo.gov/content/pkg/USCODE-2011-title4/html/USCODE-2011-title4-chap1-sec7.htm>
2. Vermont State Flag
 - a. The Governor has the authority to order the Vermont State flag lowered.
 - b. NOTE: if the national flag is lowered (by either authority), all other flags must be lowered, because no other flag can fly higher than the National flag.

Flying Flags at Half-Staff

1. Flags are flown at half-staff as a symbol of mourning.
2. The Governor has the authority to lower the flag to half-staff. The Governor determines:
 - a. When the flags will be lowered, and when they will be returned to full staff.
 - b. Where
 - i. All State Facilities

- ii. Only at the State House
 - c. Which flags will be lowered to half-staff
 - i. National flag -- US Code dictates the Governor's authority
 - ii. Vermont flag – At the discretion of the Governor.
- 3. The Governor's directive is communicated to the BGS Commissioner.
- 4. The Department of Buildings and General Services (BGS) Commissioner is responsible to disseminate the directive through an established email distribution list. The list includes:
 - a. Multiple State government contacts
 - b. Municipalities, schools, private property owners, etc.
 - c. Anyone asking to be added to the list.
- 5. BGS Maintenance and Security staff are responsible for carrying out the directive at State facilities.
- 6. There may be occasion when the flag is lowered to half-staff by Presidential proclamation.
 - a. That communication may be transmitted from the Governor's Office to the BGS Commissioner.
- 7. There are specific occasions that US Code, directs the national flag to be lowered to half-staff.
 - i. May 15 (there are exceptions)
 - ii. Memorial Day

When the national flag is lowered, all other flags must also be lowered. No other flag may fly above the national flag.

Lighting

- 1. To fly after dark, the flag must be illuminated.

What is a State Facility?

The reference to “state facilities” means the State-owned or leased buildings, state-wide – district offices, State Police locations, highway garages, State parks, etc.

Notifications - Distribution List

The email distribution list is comprised of contacts at State facilities around the State, including military. Many municipalities ask to be included on the email distribution list, so they can comply with the directives from the Governor and/or President. Current practice is to add anyone who asks to be added – including private citizens. The email distribution list is used only as a bcc (blind carbon copy) – to prevent anyone having access to the individual addresses on this distribution list.

Presidential Proclamations

The Governor's Office is notified of any presidential proclamation. These notices can also be viewed at the following link: <https://www.whitehouse.gov/presidential-actions/>

Notification is distributed by the Department of Buildings and General Services through the established distribution list and includes a link to the proclamation. The notification consists of the times/duration as defined in the proclamation.

Unscheduled Proclamations

There are unscheduled presidential proclamations that could result from

- The death of a national government official or former official (e.g., former President)
- The death of a nationally known religious figure (e.g., Reverend Billy Graham)
- Tragedies within the United States or elsewhere of significant magnitude

The Honor and Remember Flag

When the Honor and Remember Flag Should Be Flown

Full Staff

1. Armed Forces Day – May each year
2. Veterans Day – November 11 each year

Half-Staff

1. Memorial Day – Last Monday in May each year
2. To honor a Vermont soldier KIA

Half-Staff -- When the Honor and Remember flag would fly at half-staff as a symbol of mourning

1. May 28 – Memorial Day (last Monday in May)

- a. The National Flag, per US code, is lowered to half-staff on Memorial Day
 - i. Every Memorial Day, the U.S. flag is quickly raised to the tops of flagpoles, slowly lowered to half-mast, and then raised again to full height at noon.
 - ii. The time at half-mast is meant to honor the million-plus fallen U.S. soldiers who have died for their country over the years.
 - iii. Re-raising the flag is meant to symbolize the resolve of the living to carry on the fight for freedom so that the nation's heroes will not have died in vain.
- b. Honor and Remember Flag would comply with the established Memorial Day national flag protocol.

2. When a Vermont soldier is Killed in Action

- a. Will be lowered to half-staff at sunrise on day of funeral service
- b. Will remain at half-staff for three days
- c. Will return to full staff at sunrise on the fourth day
- d. The National, State, and POW flags would also fly at half-staff during this time
 - i. The Governor has the authority, per US Code Title 4, Chapter 1, to lower the National Flag to half-staff "...because of the death of a member of the Armed Forces..."
 - ii. When this happens, "...the national flag flown at any Federal installation or facility in the area covered by that proclamation shall be flown at half-staff consistent with that proclamation."

Suggested Locations Where the Honor and Remember Flag Might Be Flown

- State House
- Vietnam Veterans Memorial at Sharon Welcome Center
- WWI Memorial at Bennington Welcome Center
- Veterans Memorial Cemetery
- Municipalities and/or other facilities may choose to participate

Proper Position for the Honor and Remember Flag

- Under the Vermont State Flag – only on those occasions it is flown.
 - A Vermont symbol to honor a Vermont soldier.

Honor and Remember Flag Notification Process

Death of a Vermont Soldier

Required Documentation

- When a soldier is killed in the line of duty, the military issues a DD1300 form to the family.

For the purposes of this protocol, the Secretary of Civil and Military Affairs will be the State's point of contact when a soldier is killed in action.

To determine

- Name of soldier
- Branch of service
- Date of death
- Location of death
- Date of funeral service

This information will be passed to the Department of Buildings and General Services (BGS). BGS will send out the flag notification to an established distribution list.

Other Dates

The Department of Buildings and General Services will schedule notification to an established distribution list on the following dates.

Full Staff

1. Armed Forces Day – May each year
2. Veterans Day – November 11 each year

Half-Staff

3. Memorial Day – Last Monday in May each year

Requests to Have Commemorative Vermont Flag Flown Over the State House

Policy

The flag of the State of Vermont is flown over the State House on special occasions, to signify or recognize an occasion or the significant accomplishment of an individual. To receive this symbol to commemorate an important occasion or acknowledge an achievement is an honor that is bestowed only with the directive of the Governor.

Situations that Warrant this Honor

- Death of a State representative or senator
- Retirement from State Government
 - Employee with more than 20 years of service and,
 - With a request to the Governor from the employee's appointing authority.
- Others special circumstances, as directed by the Governor's Office.

Procedure

1. The Governor's Office
 - Emails the BGS Commissioner's Executive Assistant with the following details:
 - Name of the recipient
 - Date the flag should be flown
 - Explanation of the honor/accomplishment
 - Name and Address of the flag recipient
 2. The BGS Commissioner's Office
 - Maintains a supply of Vermont flags – size 3x5, nylon
 - Each flag has an inscription number on its border
 - The BGS Office of Purchasing and Contracting maintains a contract for a variety of flags and sizes
 - Provides the flag to Sergeant at Arms or State House's Capital Police
 - Provides the details from #1 above.
1. Capital Police
 - Fly the State flag at the State House on the requested date.
 - Sign the certificate
 - Certificate signifies the flag inscription number and the date to be flown over the State House
 - Return the flag and certificate to the BGS Commissioner's Executive Assistant.
 2. Commissioner's Executive Assistant
 - Distributes the flag and completed certificate as directed by the Governor's Office.

Flag Etiquette

Mourning

The national and state flags are to be flown at half-staff as a symbol of mourning for designated, principal government leaders and upon presidential or gubernatorial order.

To place the flag at half-staff, hoist it to the peak for an instant and lower it to a position halfway between the top and bottom of the staff. The flag is to be raised again to the peak for a moment before it is lowered. On Memorial Day the flag is displayed at half-staff until noon and at full staff from noon to sunset.

When used to cover a casket, the flag should be placed with the union at the head and over the left shoulder. It should not be lowered into the grave.

Mourning Ribbon – See information below. The mourning ribbon would be attached and removed in compliance with the same timeframes for lowering and raising the flag.

Unable to Fly Your Flag at Half-Staff? – Black Mourning Ribbon



Black Mourning Ribbon

Just as there are exceptions to every rule, there are circumstances that prevent some flag flyers from observing half-staff notifications. For example, flags displayed on the side of a building or flags mounted to flagpoles that are too short, or flags that are hung on flat surfaces may not be capable of flying at half-staff. If the flag cannot be lowered to half-staff, flying a mourning ribbon alongside the flag is appropriate. The black mourning streamer is the sign of respect during times of mourning. While not mentioned in the U.S. Flag Code, there is a long-standing tradition of using black ribbons to signify mourning akin to flying the flag at half-staff.

These ribbons are not included on the State's contract. Advised to order from local vendor – The following prices from Montpelier Stove and Flag Works.

- 5'x2" streamer for \$12 each
- 10' streamer for \$14.50 each – more flutter
- There is a grommet at the top to attach to the finial of the flagpole.

Traditional Guidelines -- One streamer of black ribbon, approximately twice the length of the hoist (the short side of the flag nearest to the flagpole), approximately the width of the stripes, and made of either crepe paper or fabric ribbon can be attached below the finial at the top of the flagpole. For American flags that are displayed on flat surfaces, attach one length of streamer at each of the top corners of the flag. Be mindful, however, not to attach the ribbon to the flag itself.

Displaying the Flag Outdoors

When the flag is displayed from a staff projecting from a window, balcony, or a building, the union (a/k/a canton – the blue field and white stars on the US flag) should be at the peak of the staff unless the flag is at half-staff.

When it is displayed from the same flagpole with another flag - of a state, community, society or Scout unit - the flag of the United States must always be at the top except that the church pennant may be flown above the flag during church services for Navy personnel when conducted by a Naval chaplain on a ship at sea.

When the flag is displayed over a street, it should be hung vertically, with the union to the north or east. If the flag is suspended over a sidewalk, the flag's union should be farthest from the building.

When flown with flags of states, communities, or societies on separate flag poles which are of the same height and in a straight line, the flag of the United States is always placed in the position of honor - to its own right.

- The other flags may be smaller, but none may be larger.
- No other flag ever should be placed above it.
- The flag of the United States is always the first flag raised and the last to be lowered.

When flown with the national banner of other countries, each flag must be displayed from a separate pole of the same height. Each flag should be the same size. They should be raised and lowered simultaneously. The flag of one nation may not be displayed above that of another nation.

Display Position for POW/MIA Flag

Neither state nor federal statute define how to display. Most online sites suggest flying under US flag. State House and VFW + American Legion Office fly under US flag. NOTE: Vermont Statute indicates the POW/MIA flag is flown on State facilities only when donated.

Raising and Lowering the Flag

When the national flag and one or more state flags are flown from adjacent staffs, the flag of the United States should be hoisted first and lowered last.

The flag should be raised briskly and lowered slowly and ceremoniously. Ordinarily it should be displayed only between sunrise and sunset. It should be illuminated if displayed at night. The flag of the United States of America is saluted as it is hoisted and lowered. The salute is held until the flag is unsnapped from the halyard or through the last note of music, whichever is the longest.

An easy way to remember when to fly the United States flag at half-staff is to consider when the whole nation is in mourning. These periods of mourning are proclaimed either by the president of the United States, for national remembrance, or the governor of a state or territory, for local remembrance, in the event of a death of a member or former member of the federal, state or territorial government or judiciary. The heads of departments and agencies of the federal government may also order that the flag be flown at half-staff on buildings, grounds and naval vessels under their jurisdiction.

Lighting

Many places fly the flag at night as a patriotic gesture by custom. The Flag Code states it is the universal custom to display the flag only from sunrise to sunset on buildings and on stationary flag staffs in the open. However, when a patriotic effect is desired, the flag may be displayed 24 hours a day if properly illuminated during the hours of darkness. The American Legion interprets "proper illumination" as a light specifically placed to illuminate the flag (preferred) or having a light source sufficient to illuminate the flag so it is recognizable as such by the casual observer.

Disposal

The United States Flag Code (4 USC Sec 8 Para (k)) states: "The Flag, when it is in such condition that it is no longer a fitting emblem of display, should be destroyed in a dignified way, preferably by burning." Burning is not the only way to dispose of a flag. Local veteran and/or service groups and/or local boy scout and girl scouts may have established protocol and ceremonies. Ask if the organization has a disposal box.

Size of Flags Relative to Height of the Flagpole

The size of the flag is determined by the exposed height of the flagpole from which it is flying. Flags flown from angled poles on homes and those displayed indoors are usually either 3' x 5' or 4' x 6'. Other recommended sizes are shown in the following table ...

Pole Height (feet)	Flag Size (feet)	Pole Height (feet)	Flag Size (feet)	Pole Height (feet)	Flag Size (feet)
20	4 x 6	60	10 x 15	200	30 x 40
25	5 x 8	70	12 x 18	250	40 x 50
40	6 x 10	90	15 x 25		
50	8 x 12	125	20 x 30		

Raise and Lower the Flag Respectfully

The U.S. flag code states that the flag should be "hoisted briskly and lowered ceremoniously." In everyday English, this means that you should raise the flag quickly (without rushing) and lower the flag slowly (without dawdling.) The flag is raised quickly so as to give the impression that the flag is eager to get to the top of the pole and represent the nation. It is lowered slowly to give the impression that it's reluctant to leave its post.

The flag, when flown at half-staff, has a special procedure for its raising and lowering. When being raised, the flag should be first hoisted to the peak for a moment and then lowered to half-staff position. The flag should be again raised to the peak before it is lowered for the day.

Flying the American Flag

Keep the flag visible. Traditionally, the flag was displayed in public only from sunrise to sunset. However, the flag may be displayed at all times if it's illuminated during darkness. If you're not flying the flag on a traditional flagpole, your precise concerns may vary - when in doubt, simply ensure that the entire flag is visible and that it is free to billow without obstruction.

When displayed from a staff projecting from a building, the union (the starred blue canton) should be placed at the peak of the staff unless the flag is at half-staff. When suspended from a rope extending from the building on a pole, the flag should be hoisted out, union first from the building.

When the U.S. flag is displayed other than from a staff, it should be displayed flat, so that its folds fall free. When displayed over a street, place the union so it faces north or east, depending upon the direction of the street.

When flying the flag from a vehicle, attach it to the antenna or clamp the flagstaff to the right fender (or window).

Only fly the flag during suitable weather. Generally, it's discouraged to display the flag during inclement weather like rain, snow and windstorms. However, it is acceptable to fly special-designated "all-weather" flags during rough weather.[1] Your primary goal should be to avoid aging or wearing the flag more quickly than is necessary - knowingly subjecting a flag to conditions that will damage it is disrespectful. The more durable your flag's construction, the wider range of weather conditions it is suited for.

Raise and lower the flag respectfully. The U.S. flag code states that the flag should be "hoisted briskly and lowered ceremoniously." In everyday English, this means that you should raise the flag quickly (without rushing) and lower the flag slowly (without dawdling.) The flag is raised quickly so as to give the impression that the flag is eager to get to the top of the pole and represent the nation. It's lowered slowly to give the impression that it's reluctant to leave its post.

The flag, when flown at half-staff, has a special procedure for its raising and lowering. When being raised, the flag should be first hoisted to the peak for a moment and then lowered to half-staff position. The flag should be again raised to the peak before it is lowered for the day.

Arrange the flag appropriately in relation to other flags. When flags of two or more nations are displayed, they must be flown from separate staffs of the same height. The flags should be of approximately equal size. International usage forbids the display of the flag of one nation above that of another nation in time of peace. But when the U.S. flag is displayed with other flags (states, localities or pennants of societies), the following conventions apply:

When displayed with another flag against a wall from crossed staffs, the U.S. flag should be on its own right (so that when you look at the flags, you see the U.S. flag on the left), and the U.S. flag's staff should be in front of the staff of the other flag.

Place the U.S. flag at the center and at the highest point of the group when a number of flags of states, localities or pennants of societies are grouped and displayed from staffs.

When other flags are flown from the same halyard, the U.S. flag should always be at the peak. Other flags are flown below in this order: POW/MIA flag, other nation's flag, state flag, then civil flags of companies, schools, etc.

When other flags are flown from adjacent staffs, the U.S. flag should be hoisted first and lowered last. No flag may fly above or to the right (which is typically the audience's left) of the U.S. flag.

Web Links – United States (National) Flag

History of the POW/MIA Flag: <http://www.usflag.org/history/powmia.html>

FAQ Regarding Etiquette: <http://www.usflag.org/flaquetiquette.html>

U S Code: <https://www.law.cornell.edu/uscode/text>

U S Code/Position and Manner of Display: <https://www.law.cornell.edu/uscode/text/4/7>

Report to Congress (2008): <http://www.senate.gov/reference/resources/pdf/RL30243.pdf>

Link to Presidential Proclamation site: <https://www.whitehouse.gov/presidential-actions/>

Flag Disposal: <https://www.wikihow.com/Dispose-of-a-Damaged-American-Flag>

Statutory and Code References

State Law – Title 1, V.S.A., Chapter 11 – Flag, Insignia, Seal

Link: <https://legislature.vermont.gov/statutes/fullchapter/01/011>

§ 496. State Flags, purchase, distribution

The Secretary of State shall obtain, through the Department of Buildings and General Services, State Flags. The Secretary may, on terms that he or she finds appropriate, distribute these State Flags to other states; to State officials, departments, and agencies; and to other persons the Secretary may determine should receive them. (Added 1961, No. 120, § 1, eff. May 16, 1961; amended 1963, No. 77, §§ 1, 2, eff. May 2, 1963; 1995, No. 148 (Adj. Sess.), § 4(a), eff. May 6, 1996; 2017, No. 111 (Adj. Sess.), § 2.)

§ 496a. Bennington Battle Flag

The Secretary of State shall obtain, through the Department of Buildings and General Services, two copies of the Bennington Battle Flag, one for delivery to the Sergeant at Arms to be flown at the State House in Montpelier, under the U.S. Flag, on the 15th, 16th, and 17th days of August each year to commemorate the Battle of Bennington, and a second for delivery to the Vermont Division for Historic Preservation, along with one Vermont State Flag, to be flown at the Bennington Battle Monument Area. (Added 2017, No. 111 (Adj. Sess.), § 3.)

§ 496b. Green Mountain Boys Flag

The Secretary of State shall obtain, through the Department of Buildings and General Services, a copy of the Green Mountain Boys Flag for delivery to the Sergeant at Arms to be flown at the State House in Montpelier, under the U.S. Flag, on the 15th day of January each year to commemorate Vermont's independence. (Added 2017, No. 111 (Adj. Sess.), § 4.)

§ 496c. POW-MIA Flag; flying on State flagpoles

The State of Vermont shall fly on State-owned flagpoles, where practicable, the National League of Families Prisoner of War and Missing in Action Flag, as designated in 36 U.S.C. § 189, provided the flag is donated. (Added 2017, No. 111 (Adj. Sess.), § 5.)

§ 496d. Flag protocol

The Department of Buildings and General Services shall adopt and update as necessary a protocol for the flying of any flag on a State-owned flagpole and on municipally owned flagpoles if statutorily directed. The protocol shall incorporate any existing flag-flying policies or protocols that the Department has previously adopted. (Added 2017, No. 111 (Adj. Sess.), § 6.)

§ 496e. Honor and Remember Flag

The Honor and Remember Flag is designated as the flag that recognizes those Vermonters who died during or as the result of serving on active duty in the U.S. Armed Forces. This designation will recognize their bravery and educate Vermonters about the sacrifices their fellow citizens have made to protect our nation. The Department of Buildings and General Services shall establish a protocol for the flying of the Honor and Remember Flag and may accept donations of the flag to be flown on State-owned flagpoles. The Honor and Remember Flag may be flown on State-owned and municipally owned flagpoles, including those at military facilities, war memorials, and veterans cemeteries on such days as the Department of Buildings and General Services shall designate in the protocol.

US Code Title 4, Section 7

4 U.S.C.

United States Code, 2011 Edition

Title 4 - FLAG AND SEAL, SEAT OF GOVERNMENT, AND THE STATES

CHAPTER 1 - THE FLAG

Sec. 7 - Position and manner of display

From the U.S. Government Publishing Office, www.gpo.gov

§7. Position and manner of display

The flag, when carried in a procession with another flag or flags, should be either on the marching right; that is, the flag's own right, or, if there is a line of other flags, in front of the center of that line.

(a) The flag should not be displayed on a float in a parade except from a staff, or as provided in subsection (i) of this section.

(b) The flag should not be draped over the hood, top, sides, or back of a vehicle or of a railroad train or a boat. When the flag is displayed on a motorcar, the staff shall be fixed firmly to the chassis or clamped to the right fender.

(c) No other flag or pennant should be placed above or, if on the same level, to the right of the flag of the United States of America, except during church services conducted by naval chaplains at sea, when the church pennant may be flown above the flag during church services for the personnel of the Navy. No person shall display the flag of the United Nations or any other national or international flag equal, above, or in a position of superior prominence or honor to, or in place of, the flag of the United States at any place within the United States or any Territory or possession thereof: *Provided*, That nothing in this section shall make unlawful the continuance of the practice heretofore followed of displaying the flag of the United Nations in a position of superior prominence or honor, and other national flags in positions of equal prominence or honor, with that of the flag of the United States at the headquarters of the United Nations.

(d) The flag of the United States of America, when it is displayed with another flag against a wall from crossed staffs, should be on the right, the flag's own right, and its staff should be in front of the staff of the other flag.

(e) The flag of the United States of America should be at the center and at the highest point of the group when a number of flags of States or localities or pennants of societies are grouped and displayed from staffs.

(f) When flags of States, cities, or localities, or pennants of societies are flown on the same halyard with the flag of the United States, the latter should always be at the peak. When the flags are flown from adjacent staffs, the flag of the United States should be hoisted first and lowered last. No such flag or pennant may be placed above the flag of the United States or to the United States flag's right.

(g) When flags of two or more nations are displayed, they are to be flown from separate staffs of the same height. The flags should be of approximately equal size. International usage forbids the display of the flag of one nation above that of another nation in time of peace.

(h) When the flag of the United States is displayed from a staff projecting horizontally or at an angle from the window sill, balcony, or front of a building, the union of the flag should be placed at the peak of the staff unless the flag is at half-staff. When the flag is suspended over a sidewalk from a rope extending from a house to a pole at the edge of the sidewalk, the flag should be hoisted out, union first, from the building.

(i) When displayed either horizontally or vertically against a wall, the union should be uppermost and to the flag's own right, that is, to the observer's left. When displayed in a window, the flag should be displayed in the same way, with the union or blue field to the left of the observer in the street.

(j) When the flag is displayed over the middle of the street, it should be suspended vertically with the union to the north in an east and west street or to the east in a north and south street.

(k) When used on a speaker's platform, the flag, if displayed flat, should be displayed above and behind the speaker. When displayed from a staff in a church or public auditorium, the flag of the United States of America should hold the position of superior prominence, in advance of the audience, and in the position

of honor at the clergyman's or speaker's right as he faces the audience. Any other flag so displayed should be placed on the left of the clergyman or speaker or to the right of the audience.

(l) The flag should form a distinctive feature of the ceremony of unveiling a statue or monument, but it should never be used as the covering for the statue or monument.

(m) The flag, when flown at half-staff, should be first hoisted to the peak for an instant and then lowered to the half-staff position. The flag should be again raised to the peak before it is lowered for the day. On Memorial Day the flag should be displayed at half-staff until noon only, then raised to the top of the staff. By order of the President, the flag shall be flown at half-staff upon the death of principal figures of the United States Government and the Governor of a State, territory, or possession, as a mark of respect to their memory. In the event of the death of other officials or foreign dignitaries, the flag is to be displayed at half-staff according to Presidential instructions or orders, or in accordance with recognized customs or practices not inconsistent with law. In the event of the death of a present or former official of the government of any State, territory, or possession of the United States or the death of a member of the Armed Forces from any State, territory, or possession who dies while serving on active duty, the Governor of that State, territory, or possession may proclaim that the National flag shall be flown at half-staff, and the same authority is provided to the Mayor of the District of Columbia with respect to present or former officials of the District of Columbia and members of the Armed Forces from the District of Columbia. When the Governor of a State, territory, or possession, or the Mayor of the District of Columbia, issues a proclamation under the preceding sentence that the National flag be flown at half-staff in that State, territory, or possession or in the District of Columbia because of the death of a member of the Armed Forces, the National flag flown at any Federal installation or facility in the area covered by that proclamation shall be flown at half-staff consistent with that proclamation. The flag shall be flown at half-staff 30 days from the death of the President or a former President; 10 days from the day of death of the Vice President, the Chief Justice or a retired Chief Justice of the United States, or the Speaker of the House of Representatives; from the day of death until interment of an Associate Justice of the Supreme Court, a Secretary of an executive or military department, a former Vice President, or the Governor of a State, territory, or possession; and on the day of death and the following day for a Member of Congress. The flag shall be flown at half-staff on Peace Officers Memorial Day, unless that day is also Armed Forces Day. As used in this subsection—

(1) the term “half-staff” means the position of the flag when it is one-half the distance between the top and bottom of the staff;

(2) the term “executive or military department” means any agency listed under sections 101 and 102 of title 5, United States Code; and

(3) the term “Member of Congress” means a Senator, a Representative, a Delegate, or the Resident Commissioner from Puerto Rico.

(n) When the flag is used to cover a casket, it should be so placed that the union is at the head and over the left shoulder. The flag should not be lowered into the grave or allowed to touch the ground.

(o) When the flag is suspended across a corridor or lobby in a building with only one main entrance, it should be suspended vertically with the union of the flag to the observer's left upon entering. If the building has more than one main entrance, the flag should be suspended vertically near the center of the corridor or lobby with the union to the north, when entrances are to the east and west or to the east when entrances are to the north and south. If there are entrances in more than two directions, the union should

U.S. CODE -- U.S. Code: Link to 4 U.S. Code § 7 - Position and manner of display - <https://www.law.cornell.edu/uscode/text/4/7>

(m) The flag, when flown at half-staff, should be first hoisted to the peak for an instant and then lowered to the half-staff position. The flag should be again raised to the peak before it is lowered for the day. On Memorial Day the flag should be displayed at half-staff until noon only, then raised to the top of the staff. By order of the President, the flag shall be flown at half-staff upon the death of principal figures of the United States Government and the Governor of a State, territory, or possession, as a mark of respect to their memory. In the event of the death of other officials or

foreign dignitaries, the flag is to be displayed at half-staff according to Presidential instructions or orders, or in accordance with recognized customs or practices not inconsistent with law. In the event of the death of a present or former official of the government of any State, territory, or possession of the United States, the death of a member of the Armed Forces from any State, territory, or possession who dies while serving on active duty, or the death of a first responder working in any State, territory, or possession who dies while serving in the line of duty, the Governor of that State, territory, or possession may proclaim that the National flag shall be flown at half-staff, and the same authority is provided to the Mayor of the District of Columbia with respect to present or former officials of the District of Columbia, members of the Armed Forces from the District of Columbia, and first responders working in the District of Columbia. When the Governor of a State, territory, or possession, or the Mayor of the District of Columbia, issues a proclamation under the preceding sentence that the National flag be flown at half-staff in that State, territory, or possession or in the District of Columbia because of the death of a member of the Armed Forces, the National flag flown at any Federal installation or facility in the area covered by that proclamation shall be flown at half-staff consistent with that proclamation. The flag shall be flown at half-staff 30 days from the death of the President or a former President; 10 days from the day of death of the Vice President, the Chief Justice or a retired Chief Justice of the United States, or the Speaker of the House of Representatives; from the day of death until interment of an Associate Justice of the Supreme Court, a Secretary of an executive or military department, a former Vice President, or the Governor of a State, territory, or possession; and on the day of death and the following day for a Member of Congress. The flag shall be flown at half-staff on Peace Officers Memorial Day, unless that day is also Armed Forces Day. As used in this subsection—

- (1) the term “half-staff” means the position of the flag when it is one-half the distance between the top and bottom of the staff;
- (2) the term “executive or military department” means any agency listed under sections 101 and 102 of title 5;
- (3) the term “Member of Congress” means a Senator, a Representative, a Delegate, or the Resident Commissioner from Puerto Rico; and
- (4) the term “first responder” means a “public safety officer” as defined in section 10284 of title 34.