

UC Santa Barbara
Policies

Policy 5512

Issuing Unit: Administrative Services

Date: February 1, 1985

DISPLAY OF FLAGS ON THE UCSB CAMPUS

I. REFERENCES:

- A. Vice President Johnson's memorandum to Vice Chancellor Rosinski, Goodspeed, et al., dated October 1, 1970.
- B. State and National Laws regarding display and use of flags.

II. POLICY:

A. Responsibility:

The display of National, State and other flags on the UCSB campus shall be in accord with Federal and State laws and with proclamations by the President of the United, the Governor of California, the President of the University and by the Chancellor as he shall deem appropriate, with guidelines as indicated below.

At UCSB, the raising and lowering of the flags is primarily the responsibility of the Facilities Management Department. The lowering of the flags to half-mast, on direction of the Chancellor, shall be accomplished by the Facilities Management Department on weekdays and by the Police Department on weekends or holidays. In addition, the Police Department will assume responsibility for lowering the flags on each weekend and on every holiday evening.

The UCSB Police Department is responsible for investigating/handling any unusual circumstance, such as the unauthorized lowering, theft, improper use.

B. General Flag Protocol:

When the National Flag is flown with other flags, the following protocol is observed:

1. The National Flag is raised first and lowered last.
2. Other flags, if displayed, are placed in order left from or down from the National Flag as follows:

- State Flag
- United Nations' Flag
- Flags of Other Nations
- National Officers' Flags
- University Flag
- Other Organizations' Flags

C. The National Flag and State Flag are displayed especially on the following days:

New Year's Day	Labor Day
Inauguration Day	Constitution Day
Lincoln's Birthday	United Nations Day
Washington's Birthday	Columbus Day
Armed Forces Day	Veteran's Day
Memorial Day	Thanksgiving Day
(half-mast until noon)	Charter Day
Flag Day	Admissions Day
Independence Day	Commencement Day

D. Flag Display at Half-Mast:

The University of California observes period of mourning proclaimed upon the death of a specified official, former official, or other person honored by proclamation of the President of the United States or the Governor of the State of California. In addition, the University has followed the practice of honoring certain University officials upon their deaths by flying the National and any other flags at half-mast. The following is a list of official and period of mourning that traditionally have been observed during which flags are flown at half-mast:

For:	Period of Mourning:
Officials of the United States:	
President or former President	30 days from day of death
Vice President, Chief Justice, retired Chief Justice, Speaker of the House of Representatives	10 days from day of death
Associate Supreme Court Justice, Cabinet Member, former Vice President, Secretary of the Army, Secretary of the Navy, Secretary of the Air Force, United States Senator or Representative from the immediate area	Until Interment
Others as directed by the President of the United States	As directed by President
Officials of the State of California:	
Governor or former Governor	Until Interment
Others as directed by the Governor	As directed by the Governor
Officials of the University of California:	
Regent or former Regent	Until Interment
President or former President	Until Interment
Officers of The Regents, Vice Presidents, University Deans	Until Interment

Chancellors

Until Interment

At UCSB, for the death of currently employed or emeritus faculty, currently employed or officially retired staff members and currently enrolled students, the Chancellor will authorize the flag to be flown at half-mast for one working day, including the day the Chancellor first learns of the death.

The flying of other flags, such as the University Flag, or the half-masting of the National Flag for individuals other than those enumerated above shall be authorized by the President of the University or the Chancellor and for such periods as they deem appropriate.

For questions or comments regarding the format of the above information, please contact webcontact@ucsbuxa.ucsb.edu.

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