

General Guidelines For Displaying the Flags of the United States and the State of Texas

Reference the U.S. and Texas Flag Codes and the Office of the Governor, Constituent Communications Division, Austin, Texas

1. General Rules.

a. No flag should fly above the U.S. or State of Texas flag. If a flag cannot be properly displayed in regard to this rule it should be removed from the display.

b. Flags should be displayed in classrooms and gymnasiums or flown on flag poles in their order of precedence from left to right from the observer's point of view. Order of precedence is United States, POW-MIA, Texas.

c. When raising and lowering both the U.S. and Texas flags, they should be raised briskly and lowered slowly with respect, keeping them from touching the ground at all times. The U.S. flag should always be raised first, followed by the Texas flag.

e. When flying flags at half staff, they should be raised briskly to the top of the flag pole first, then slowly lowered to half staff. In a like manner, when lowering the flags from half staff they should be raised briskly to the top first, then slowly lowered.

f. When displaying flags vertically on a wall, the U.S. flag should be displayed with the union, (blue rectangle containing the stars), in the upper left hand corner; the Texas flag should be displayed with the white bar on the left.

g. Employees are not required to work on holidays or weekends solely to comply with flag flying issues. Flag flying guidelines apply to days the flag is normally displayed.

h. Flags should only be flown outdoors from sunrise to sunset unless lighting is provided that makes the flags notably visible during the hours of darkness. Flags should be replaced at the first signs of fraying, tearing, fading or discoloring.

i. It is acceptable for local authorities to decide not to fly flags during periods of extreme weather, for example extremely high winds resulting in limited visibility.

j. Do not fly a Texas flag larger than the U.S. flag when both are part of a single or multiple flagpole display.

2. When U.S. flags are ordered to half staff.

a. Single flag pole display: Since no flag may fly above the U.S. flag, both the U.S. and Texas flags are flown at half staff.

b. Multiple flag pole display: Both the U.S. and Texas flags are flown at half staff. Texas historical replica flags of other nations, (Spain, Mexico, the Confederacy, etc.), should be removed for the duration the flags are ordered to half staff.

3. When only State of Texas flags are ordered to half staff.

a. The U.S. flag remains at full staff if not part of a multiple flag display with the Texas flag.

b. Single flag pole display. Two options are available: 1) Remove the Texas flag from the pole and continue to fly the U.S. flag at full staff or, 2) Remove the U.S. flag from the pole and fly the Texas flag at half staff. It is not acceptable to fly the U.S. flag at full staff and the Texas flag at half staff on the same flag pole.

c. Multiple flag pole display. Both the U.S. and Texas flags are flown at half staff. The U.S. flag code provides for the governor of any state to lower the U.S. flag; that power is exercised when the U.S. and Texas flags are part of a multiple flag pole display and the Texas flag only is ordered to half staff.

4. U.S. and State of Texas flags are always flown at half staff on these days.

a. Peace Officer Memorial Day, May 15th of each year, unless that day is the third Saturday in May known as Armed Forces Day.

b. Memorial Day, the last Monday in May. Flags are flown at half staff only until noon on Memorial Day, at which time they are raised to full staff.

c. Patriots Day, September 11th of each year.

d. Pearl Harbor Day, December 7th of each year.