
S.O.P. #: 400-16

SUBJECT: FLAGS - (United States, State, County)

DIVISION: EMERGENCY OPERATIONS

Objective: To provide guidelines for the displaying, repair, and disposition of flags used by the Baltimore County Fire Department.

Section 1: The Flag of the United States of America

A. Days the Flag shall be displayed

1. It is universal custom to display the Flag daily from sunrise to sunset on buildings and on stationary flagstuffs in the open. The Flag may be displayed at night upon special occasions, when it is desired to produce a patriotic effect, providing there is proper lighting projected upon it by flood lamps.
2. The Flag may be displayed during a "light" rain, but not during "stormy" weather.

B. Displaying the Flag at half-mast

1. On Memorial Day, the United States Flag should be displayed at half-staff from sunrise until noon, and then flown at full-staff from noon until sunset.
2. The United States Flag should be flown half-staff at other times only on Presidential Proclamation or Gubernatorial Proclamation.

C. The Flag when used as a casket cover

1. When the Flag is used on a casket, its union should be over the deceased's left shoulder. Carry the casket foot first. The Flag should not be lowered into the grave, nor allowed to touch the ground.
2. After a United States Flag has been used as a casket cover, it may, and should be displayed in every normal manner.
3. When the Flag is placed upon the grave, see that it will not touch the ground. Do not leave it there indefinitely. In Arlington and other National Cemeteries, Flags are removed the following day.

Section 2: The Maryland State Flag

The Maryland State Flag shall be displayed on Maryland Day from sunrise to sunset and when so directed by the Governor of the State of Maryland.

Section 3: The Baltimore County Flag

- A. Honoring deceased members. (See appropriate S.O.P.)
- B. The County Flag will also be displayed at the direction of the Baltimore County Executive or his designee.

Section 4: Repair and Disposition of Flags

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SUBJECT: Flags - (United States, State, County)

- A. Never destroy a United States Flag in public ceremony. When the Flag is so badly torn, soiled or faded that it is no longer a fitting emblem for display, the Flag should be destroyed in private, preferably by burning. A torn Flag may be mended or, if soiled, it may be washed or dry-cleaned. All Fire Department Flags that need repair or replacement shall be:
1. Tagged with the station name and submitted for repair or replacement.
 2. Forwarded to the Fire Department Supply Officer via the Driver Messenger.
 3. Flags requiring disposal will then be forwarded to the Fire-Rescue Academy for proper disposition.

Section 5: Monitoring of Flags

- A. Station Officers will be responsible for the proper care, repair, and disposition of the flags at their Station.
- B. Station Officers will monitor the proper flying of flags and inspect flags monthly.