

 <p>Category: Facility Management / Safety</p> <p>Responsible Office: University Police</p>	<p>Other Requirement Title: Display of the Flag</p> <p>Document Number: 5600</p> <p>Effective Date: November 11, 1984</p> <p>This procedure item applies to: State-Operated Campuses</p>
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Summary

The State University of New York permits on its facilities or premises the display of the Flag of the United States of America, the New York State Flag, the United Nations Flag, the Red Cross Flag and a unique campus flag or banner. The manner of display of the Flag of the United States of America is governed by the relevant provisions of New York State Executive Law, Article 19.

Requirement

In General

The University permits on its property display of only the following flags:

- U.S. Flag;
- New York State Flag;
- United Nations Flag;
- Red Cross Flag; and
- Unique campus flag or banner.

Display of the Flag of the United States of America

I. Generally

The flag shall be displayed only from sunrise to sunset on buildings and on stationary flagstuffs in the open. However, the flag may be displayed at night upon special occasions when it is desired to produce a patriotic effect.

II. Manner

A. The flag shall be displayed daily, weather permitting, on or near the main administration building of every public institution, whenever such institution is open to the public. The flag shall also be displayed, weather permitting, on the following days in each year: the first day of January, known as New Year's Day; the third Monday of January, known as Dr. Martin Luther King, Jr. Day; the twelfth day of February, known as Lincoln's

Birthday; the third Monday in February, known as Washington's Birthday; the last Monday in May, known as Memorial Day; the second Sunday of June, known as Flag Day; the fourth day of July, known as Independence Day; the first Monday in September, known as Labor Day; the third Friday in September, known as National POW/MIA Recognition Day, except if such date of commemoration cannot be observed due to a religious holiday, such observances shall then be conducted on the second Friday in September; the second Monday in October, known as Columbus Day; the eleventh day of November, known as Veterans Day; the fourth Thursday in November, known as Thanksgiving Day; the seventh day of December, known as Pearl Harbor Day; and the twenty-fifth day of December, known as Christmas Day, and if any of such days except Flag Day is Sunday, the next day thereafter; each general election day, and each day appointed by the President of the United States or by the governor of this state as a day of general thanksgiving or for displaying the flag.

- B. The flag shall not be displayed on days when the weather is inclement.
- C. The flag shall be displayed in or near every polling place on election days.
- D. The flag shall be displayed daily during school days in, on or near every schoolhouse.
- E. The flag shall be hoisted briskly and lowered ceremoniously.
- F. When a number of flags of states or localities or pennants of societies are grouped and displayed from staffs, the flag of the United States of America shall be at the center and at the highest point of the group.
- G. The flag, when flown at half-staff, shall be first hoisted to the peak for an instant and then lowered to the half-staff position. The flag shall be again raised to the peak before it is lowered for the day. By "half-staff" is meant lowering the flag to one-half the distance between the top and bottom of the staff. Crepe streamers shall not be affixed to spear heads or flagstaffs except by order of the President of the United States or the governor of this state.
- H. The flag shall not be displayed with the union down except as a signal of dire and immediate distress.
- I. The flag, when it is in such condition that it is no longer a fitting emblem for display shall be destroyed in a dignified way by burning.
- J. The flag shall be flown at full staff at all times except it shall be flown at half staff on the seventh day of December, known as Pearl Harbor Day, and to commemorate the death of a personage of national or state standing or of a local serviceman, official or public servant who, in the opinion of the local agency concerned, contributed to the community. It may also be flown at half-staff during special periods of mourning designated by the President of the United States or the governor of this state.

III. Notification of Special Periods of Mourning

The office of University police and public safety will be responsible for the notification of the campuses (through the University plaza public safety office) of those days the governor designates as special periods of mourning during which the flag is to be flown at half staff or other special instructions received from the executive department concerning the display of the flag.

Definitions

There are no special definitions relevant to this requirement.

Related Procedures

There is no related procedures relevant to this requirement.

Forms

There are no forms relevant to this requirement.

Other Related Information

The following link to FindLaw's [New York State Laws](#) is provided for users' convenience; it is not the official site for the State of New York laws.

[NYS Executive Law, Article 19](#)

In case of questions, readers are advised to refer to the New York State Legislature site for the menu of [New York State Consolidated](#).

Memorandum to presidents from the office of the vice chancellor and chief operating officer, dated October 17, 2001.

Appendices

There are no appendices relevant to this requirement.