



AF31

FLAG PROTOCOL

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Effective Date: 09 May 2012

Revised Date: 14 May 2014

Last Reviewed Date: 11 October 2016

POLICY

1. The Delta Police Department (“Department”) will display flags at police buildings and at events in accordance with the protocol in this policy.

REASON FOR POLICY

2. To provide direction on the display and maintenance of the Canadian, British Columbia and Delta Police Department flags.

PROCEDURES

3. Flags should at all times be treated with dignity and respect, and should be maintained and folded properly when not being displayed or flown.
4. When displayed together, the Canadian flag occupies the centre position when viewed on approach to the building or display area, with the next senior flag on the left and the third senior flag on the right.
5. Flags that are torn, faded or stained should not be displayed or flown.
6. When setting up or moving displayed flags, the Canadian flag is installed first and removed from its stanchion last.

Lowering to Half-Mast

7. The Federal Government and the provinces have established policies regarding half-masting. This practice is not mandatory for individuals or organizations, but is an adaptation of international usage and reflects long-standing custom in Canada. It dictates that flags across the country are automatically half-masted upon the death of an immediate member of



- the Royal Family and a current or former Governor General or Prime Minister.
8. The Chief Constable, or delegate, shall provide direction when flags are to be lowered in accordance with this policy.
 9. The position of the flags when flying at half-mast will depend on their size. The centre of the flag should be exactly halfway down the staff.
 10. On occasions requiring that one flag (Canadian, Provincial or Department) be flown at half-mast, all flags flown together should also be flown at half-mast.
 11. Flags are flown at the half-mast position as a sign of mourning. All Flags should be lowered to half-mast on the death of:
 - a) Sovereign or an immediate relative of the Sovereign;
 - b) Governor General (or former governor general);
 - c) Federal Cabinet Minister;
 - d) Lieutenant Governor of B.C.;
 - e) Provincial Premier;
 - f) local MLA or MP;
 - g) Mayor or members of Delta Council; or
 - h) On the death of a person whom it is desired to honour as directed by the Mayor.

B.C. Flag Protocol

12. Days upon which the British Columbia flag is automatically half-masted are:
 - a) April 28 – Workers’ Mourning Day;
 - b) Last Sunday in September – Police and Peace Officers’ National Memorial Day;
 - c) November 11 – Remembrance Day; and



- d) December 6 – National Day of Remembrance and Action on Violence Against Women.
- 13. Flags at individual ministry or regional facilities may be half-masted in cases of lives lost while at work, or other tragic events, at the discretion of the minister responsible.

The Department Flag

- 14. The Department flag will be lowered alongside other flags or on the authority and request of the Mayor or Chief Constable.
- 15. All flags will be returned to full mast the morning after the funeral of the deceased or as directed by the Chief Constable or designate.

Use of the Department Flag

- 16. The Department flag, or logo may not be used outside the Department without permission of the Chief Constable. Applications for use should be directed to the Corporate Planning and Communication Manager.