

Flag Display Policy

Effective Date: December 15, 1997
Revised: January 9, 2017
Issued by: President's Office
Contact: President's Office, 814-393-2220

Purpose:

To define the process to be used in lowering the University, State, and National flags located at Clarion and Venango Campuses.

Policy:

It is the policy of Clarion University to abide by the Federal and State statutes and regulations governing the display of the United States and Commonwealth flags.

The Governor of the Commonwealth has sole statutory authority to regulate the display of State and National flags on public grounds and buildings.

The National flag regulations are as follows:

- When shown in a row of flags, the National flag will be at the right of the line (i.e., the viewer's left).
- When State, local or organizational flags are flown from separate staffs, the United States flag should always be higher than the adjacent flags.
- When the National flag is to be flown at half-mast, the flag should be hoisted to the peak for an instant and then lowered to the half-mast position.

The Commonwealth flag is lowered to half-mast only on the orders of the Governor of Pennsylvania.

The Clarion University flag is lowered to half-mast on the orders of the Chancellor of the State System of Higher Education and/or the University President. The University flag is lowered upon the known death of a University employee (current or former) and current members of the Council of Trustees, Foundation or Alumni Boards, and the Venango Campus Advisory Council.

Procedures:

When informed by the Office of the Chancellor that the National flag, Commonwealth flag, and/or University flag(s) should be lowered to half-mast, the Office of the President will contact

the Facilities Department to lower the flag(s). The Office of the President will contact the Dean of Clarion University, Venango to lower the National flag on the Venango Campus.

When informed by the Office of Human Resources that a current or former University employee has died, the Office of the President will contact the Facilities Department. The Facilities Department will lower flags on the orders of the President's Office.