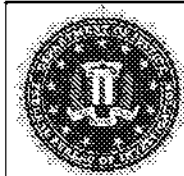


UNCLASSIFIED

FEDERAL BUREAU OF INVESTIGATION

## POLICY DIRECTIVE

0167D



<b>1. Policy Directive Title.</b>	Updated Flying the U.S. Flag and the FBI Flag at half staff
<b>2. Publication Date.</b>	2009-02-20
<b>3. Effective Date.</b>	2009-02-20
<b>4. Review Date.</b>	2019-07-10

**5. Date of Last Renewal.**

06/30/2016

**6. Authorities:**

6.1. Title 36 United States Code (U.S.C.) Chapter 10 Sections (§) 174 and 175

6.2. 4 U.S.C. §§ 6 and 7

6.3. Presidential Proclamation 3044, *Display of the flag of the United States of America at Half-staff upon the Death of Certain Officials and Former Officials* (March 1, 1954)**7. Purpose:**

The purpose of this policy directive (PD) is to provide guidance regarding when, and for how long, it is appropriate to fly the United States (U.S.) flag and the Federal Bureau of Investigation (FBI) flag at half-staff and by whose authority they will be flown.

**8. Policy Statement:**

8.1. When the Director, FBI (or designee) determines that an FBI special agent (SA) has been killed in the line of duty, the Director's Office will issue a proclamation that all FBI flags will be flown at half-staff. The FBI flags must remain at half-staff until after the funeral of the fallen SA or as set forth in the Director's proclamation. It should be noted that only the President of the United States, the governor of the state, and the mayor of the District of Columbia (D.C.) have the authority to order the U.S. flag to be flown at half-staff. Therefore, the U.S. flag must remain at full staff, while the FBI flag is flown at half-staff, unless the President of the United States or the governor of the state or the mayor of D.C. issues a proclamation to lower the U.S. flag to half-staff. When the FBI flag is flown at half-staff, it is appropriate to fly FBI divisional flags or pennants at half-staff.

8.2. In the event of a death of a prominent FBI official, the Director, FBI has the authority to decide if/when it is appropriate to honor the memory of such an individual with a proclamation to fly the FBI flag at half-staff. In those circumstances, the Director's Office will provide guidance regarding how long the FBI flag will be flown at half-staff and whether the proclamation is Bureauwide or only for the office or state in which the FBI employee worked.

8.3. In keeping with the authorities and guidance referenced in the U.S. "Flag Code," the FBI will fly the U.S. flag together with the state flag and the FBI flag at half-staff on the following days:

8.3.1. May 15—Peace Officers Memorial Day (half-staff from sunrise to sunset)

8.3.2. Last Monday in May—Memorial Day (half-staff from sunrise until noon)

8.3.3. July 27—Korean War Veterans Day (half-staff from sunrise to sunset)

8.3.4. September 11—Patriot Day (half-staff from sunrise to sunset)

8.3.5. December 7—Pearl Harbor Day (half-staff from sunrise to sunset)

8.3.6. Upon the death of a prominent citizen or a member of the armed forces on active duty and upon the proclamation of the President of the United States, governor of the state, or mayor of D.C. for the period of time identified in the proclamation or for:

8.3.6.1. 30 days after the death of a U.S. President or former President.

8.3.6.2. Ten days after the death of a Vice President, Chief Justice, retired Chief Justice, or the Speaker of the House of Representatives.

8.3.6.3. Until the burial of an associate justice of the Supreme Court, secretary of an executive or military department, former Vice President, or governor of a state, territory, or possession.

8.3.6.4. On the day of, and the following day for, a member of Congress.

8.4. The U.S. flag, when flown at half-staff, should be first hoisted to the peak for an instant and then lowered to the half-staff position. The flag should again be raised to the peak before it is lowered for the day. When the U.S. flag and the state and FBI flags are flown from adjacent staffs, the U.S. flag must be hoisted first and lowered last.

8.5. Typically, FBI field offices (FO) have three flag poles. The tallest flagpole displays the U.S. flag, the second pole displays the state flag, and the third pole displays the FBI flag. In this arrangement, when the U.S. flag is flown at half-staff, the state and FBI flags are also flown at half-staff.

8.6. When the FBI flag is flown on the same flag-pole with the U.S. flag, and the U.S. flag is flown at half-staff, the U.S. flag must be at the midpoint, the state flag below it, and the FBI flag below the state flag. No flag or pennant may be placed above the flag of the United States or to the U.S. flag's right.

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## **9. Scope:**

This policy is effective throughout the FBI.

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## **10. Proponent:**

Facilities and Logistics Services Division (FLSD)

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## **11. Roles and Responsibilities:**

11.1. The Director, FBI has the authority to decide when it is appropriate to fly the FBI flag at half-staff, for whom, and for how long, as set forth in this policy.

11.2. FLSD must notify all FBI offices regarding proclamations and announcements that the U.S. flag and/or the FBI flag will be flown at half-staff.

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## **12. Exemptions:**

None

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## **13. Supersession:**

None

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## **14. References, Links, and Forms:**

None

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## **15. Key Words, Definitions, and Acronyms:**

15.1. Definitions:

15.1.1. Half-staff: the position of a flag when it is one-half the distance between the top and bottom of the staff. (The Flag Code section 7-m)

15.2. Acronyms:

15.2.1. D.C.: District of Columbia

15.2.2. FBI: Federal Bureau of Investigation

15.2.3. FLSD: Facilities and Logistics Services Division

15.2.4. FO: field office

15.2.5. PD: policy directive

15.2.6. SA: special agent

15.2.7. U.S.: United States

15.2.8. U.S.C.: United States Code

**16. Appendices and Attachments:**

None

**Sponsoring Executive Approval**

**Name:** Patrick G. Findlay

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**Final Approval**

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