

HONOLULU POLICE DEPARTMENT

POLICY HUMAN RESOURCES AND TRAINING

July 12, 2018

Policy Number 3.24

FLAG CEREMONIES, NATIONAL ANTHEM/STATE SONG, AND PLEDGE OF ALLEGIANCE

POLICY

Officers should follow established guidelines for conduct during flag ceremonies, playing of the national anthem or state song, and recitation of the Pledge of Allegiance.

PROCEDURE

GUIDELINES FOR CONDUCT

The attachment contains a summary of current guidelines for conduct by uniformed and plainclothes personnel during flag ceremonies, playing of the national anthem or state song, and recitation of the Pledge of Allegiance.

More specific information on this subject may be obtained from the Training Division.



SUSAN BALLARD
Chief of Police

Attachment

Post on bulletin
board for one week

Policy first issued
September 25, 2000

GUIDELINES FOR CONDUCT

I. General Guidelines

- A. It is improper to render a salute while holding anything in the saluting hand.
- B. Salutes should not be rendered by members of the audience inside a church (e.g., during the annual Police Week memorial service).
- C. The police hat is part of the uniform and should be worn by uniformed personnel during all outdoor ceremonial functions. During an indoor ceremonial function, the commander determines whether the hat is worn.

II. Ceremonies Involving the National or State Flag

A. General

- 1. Large national and state flags mounted on staffs are referred to as "colors;" respect is paid to them as outlined in this section.
- 2. Small flags carried by individuals (e.g., spectators at a parade) are not considered colors; it is not necessary to render salutes.

B. Uniformed Personnel

- 1. Uniformed individuals or formations should salute when they pass or are passed by uncased colors (i.e., colors that are uncovered and unrestricted in their movements).
 - a. Individuals not in formation should salute when the colors are within six steps (about 15 feet) of them and hold the salute until the colors are six steps away.

- b. When personnel are in formation, the individual in charge should give the necessary orders; call the formation to attention, give the order to present arms and return the formation to order arms; in accordance with section II B 1 a above.
2. Uniformed personnel should salute the colors when they are raised or lowered. The salute should be held until the colors are completely raised or lowered.

Personnel in formation should salute upon the command of the individual in charge of the formation.

C. Plainclothes Personnel

When plainclothes personnel are passed by uncased colors or are present during the raising or lowering of the colors, they should face the flag and place their right hands over their hearts. They should also remove anything covering their heads.

III. National Anthem or State Song

A. Uniformed Personnel

Uniformed personnel should face the flag and salute at the first note (played or sung) of the national anthem or state song. They should hold this position until the last note.

B. Plainclothes Personnel

Plainclothes personnel should stand at attention and face the flag (or face the music if no flag is present); they may place their right hands over their hearts. They should also remove anything covering their heads.

IV. Pledge of Allegiance

When the Pledge of Allegiance is recited, personnel (both uniformed and plainclothes) should stand at attention, face the national flag, and place their right hands over their hearts.