

University of California, Irvine

UCI Flag Protocol for Special Events

The flag display guidelines below are noted for use at UCI events. For UCI's general flag protocol, refer to [UCI Policy Section 900-17](#).

Display of Flags on a Stage

For significant campus ceremonies and events, two flags are used on stage: the United States flag and the State of California flag. When available, the University flag is also represented. When displaying flags on a stage from a staff, the United States flag takes precedence and should be accorded the place of honor, always positioned to its own right. It will be placed to the speaker's right (the audience's left). Other flags should be displayed in descending order of importance to the speaker's left (the audience's right). The California flag followed by the University flag is to the left of the speaker. If a flag from another nation is flown, that flag is on displayed to the right of the United States flag, as viewed by the audience. Whenever a lectern is present, flags should be placed in line with or behind the lectern. See the diagram below for the order.

When the flag is not flown from a staff, it should be displayed vertically and suspended so that its folds fall free as though the flag were staffed. The stripes may be displayed either horizontally or vertically against a wall, and the union should be uppermost and to the flag's own right (the audience's left). In this scenario, the United States flag will still be position to its own right in the order seen below.



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Display of Flags at Half-Staff

The University of California observes periods of mourning proclaimed upon the death of specified government officials or upon Executive Order by the President, State Governor, University President, and by the Chancellor as he or she deems appropriate. To designate this period of mourning, the University flies its flags at half-staff.

The term half-staff means the position of the flag is one-half the distance between the top and bottom of the staff or pole. At UC Irvine, the Police Department is responsible for raising and lowering the flags in accordance with [UCI Policy Section 900-17](#) and for the care, storage, and replacement of flags. It is the responsibility of the event/venue manager to ensure that flags displayed on a stage also denote mourning during a half-staff time period. Because it is impossible to fly these stage flags physically at half-staff, as the flag itself would drag on the floor, half-staff or mourning status is shown by suspending two black ribbons, approximately 2-3" in width and as long as the length of the flag, from the top of the staff (not attached to the flag itself.) You may take an extra-long ribbon, tie it to the top of the staff above the flag and let the two ends hang down.

Display of Flags on the Same Halyard

When the United States flag is displayed with other flags on the same halyard, the United States flag flies at the top. The state flag is second. Other flags, such as city or university flags, fly in the lowest position. The pole must be tall enough that no flag is flying lower than about 2/3 from the top. The flag of another nation should never be flown in this fashion.

When one flag is used with the United States flag and the staffs are crossed, the flag of the United States is placed on its own right (the audience's left) with its staff in front of the other flag.

Display of Foreign or Other Flags

If a leader or dignitary from a foreign nation is participating in the event program, the national flag of their country should be flown on stage, if possible. It is not recommended for the national flag of another country to fly on the major flagpoles around campus. Foreign flags must be equal size and displayed on staffs of equal height as the United States flag. When displaying the United States flag along with flags of several other countries, arrange the foreign flags in alphabetical order to the right of the United States flag (from the audience's point of view). The foreign flags should never be flown below the United States flag on a single flagpole. State Department protocol dictates not displaying the flag of any country that the United States doesn't have diplomatic relations with.

The University Flag

The university flag should be displayed prominently at official UCI ceremonies. Designed in 1958 and displayed for the first time at the inaugural convocation of President Clark Kerr on September 26, 1958, the university flag was designed by Willard V. Rosenquist and Winfield S. Wellington. A gold streamer with an open book and a large "C" in gold are displayed upon a blue field with a gold border. The Latin university motto "Fiax Lux" (let there be light) is displayed upon the book, above which is an arc of ten gold stars representing the ten university campuses.