



DEPARTMENT OF THE AIR FORCE
HEADQUARTERS UNITED STATES AIR FORCE
WASHINGTON, DC

DEC 14 2004

MEMORANDUM FOR ALMAJCOM CHIEF OF PROTOCOL

FROM: HQ USAF/ILV
1770 Air Force Pentagon
Washington DC 20330-1770

SUBJECT: Interim Policy on Flag Folding Ceremonies at Air Force Events

This interim policy on Flag Folding Ceremonies is provided as a result of recent inquiries and will remain effective until publication of the new AFI 34-XXX, that includes flags, is published in 2005:

"A Flag Folding Ceremony may be conducted at Air Force events such as retirements and so forth. Protocol offices should not indorse or recommend any particular script for these voluntary functions. The Air Force does not indorse any flag folding ceremony script. If a script is used, the flag folding ceremony should be introduced with a short explanation that this part of the ceremony is being conducted at the honoree's request and does not reflect an official Air Force position on the flag's symbolism. A flag folding ceremony at events such as retirements is completely optional, and if conducted, must be performed by volunteers. We must all remain cognizant of the diversity of our Air Force and the need for mutual respect."

Our points of contacts are Maj Tom Reppart, AF/ILVP, at DSN 664-6420 and Lt Col Kathleen Ryan, AF/CVAP, at DSN 227-7621.


ARTHUR J. MYERS
Director of Services
DCS/Installations & Logistics

CC: AFSVA/CC
AF/CVAP
ALMAJCOM/SV