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Encl: (1) Flag Manual

1. Situation. To publish policy and procedures for the design, acquisition, display and use of Marine Corps Flags, Guidons, Streamers, and other related material.

2. Cancellation. MCO P10520.3B and reference (a).

3. Mission. This order contains information and instructions relating to the appropriate use and display of flags, guidons and streamers by Marine Corps organizations and personnel.

4. Execution

a. Commander's Intent and Concept of Operations

(1) Commander's Intent. Commanders shall ensure that this Manual is made available, understood, and used by all personnel responsible for the requisitioning, collection, storage, and disposition of Marine Corps Colors.

(2) Concept of Operations. This revision is to update the Marine Corps Flag Manual. There is a continuing requirement to improve and standardize the procedures used by Commanders and Sergeants Major to execute the responsibilities relative to the display and carrying of Marine Corps Colors and Guidons.

b. Subordinate Element Missions. Assistant Deputy Commandant for Installations and Logistics, Logistics Plans, Policies and Strategic Mobility Division (ADC I&L, (LP)), will be the main effort in the execution of the procedures identified within this order.

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5. Administration and Logistics

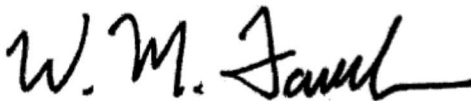
a. Recommendations concerning the contents of this Order are invited and should be submitted to the Deputy Commandant for Installations and Logistics (I&L) via the appropriate chain of command.

b. Records created as a result of this Order shall be managed according to National Archives and Records Administration approved dispositions per reference (b) to ensure proper maintenance, use, accessibility and preservation, regardless of format or medium.

6. Command and Signal

a. Command. This Order is applicable to the Marine Corps Total Force.

b. Signal. This Order is effective the date signed.



W. M. FAULKNER
Deputy Commandant for
Installations and Logistics

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TABLE OF CONTENTS

<u>IDENTIFICATION</u>	<u>TITLE</u>	<u>PAGE</u>
Chapter 1	THE NATIONAL FLAG	1-1
1.	History	1-1
2.	Use and Display	1-2
3.	National Standard	1-6
4.	Placing of the National Flag in Mourning	1-7
5.	The National Flag at Burials	1-7
Figure 1-1	National Flag Flying Over U.S. Capitol	1-4
Figure 1-2	Carried with another Flag or with a Line of Flags	1-4
Figure 1-3	Display with other Flags	1-5
Figure 1-4	Crossed or mounted with another Flag	1-5
Figure 1-5	Display from a Door Way	1-6
Figure 1-6	Display with Pennants or State Flags	1-6
Figure 1-7	The National Ensign at Burials.....	1-8
Chapter 2	THE NATIONAL ENSIGN	2-1
1.	Size and Display	2-1
2.	Full and Half-Masting	2-2
3.	Lowering and Folding	2-3
Figure 2-1	Display Half-mast	2-2
Figure 2-2	Folding the National Ensign, Step 1	2-3
Figure 2-3	Folding the National Ensign, Step 2	2-3
Figure 2-4	Folding the National Ensign, Step 3	2-3
Figure 2-5	Folding the National Ensign, Step 4	2-3
Figure 2-6	Folding the National Ensign, Step 5	2-3
Figure 2-7	Folding the National Ensign, Step 6	2-4
Figure 2-8	Folding the National Ensign, Step 7	2-4
Chapter 3	MARINE CORPS COLORS, STANDARDS, FLAGS, GUIDONS, PLATES AND STREAMERS	3-1
1.	History	3-1
2.	Colors and Standards	3-2
3.	General Officers' Distinguishing Flags	3-4
4.	Guidons.....	3-6
5.	Streamers	3-11
6.	Silver Bands	3-13
7.	Certificates of Unit Honors	3-14
8.	Administrative Procedures	3-15
9.	Funding.	3-15
10.	Allowances	3-15
11.	Units Entitled to Awards	3-15
12.	Change in Unit Designation	3-16
13.	Deactivated Organizations	3-16
14.	Storage, Preservation and Packaging, and Materials Handling.....	3-16
15.	Repair, Replacement and Disposition	3-16

TABLE OF CONTENTS

<u>IDENTIFICATION</u>	<u>TITLE</u>	<u>PAGE</u>
16.	Sale, Loan or Private Use of Marine Corps Heraldic Items	3-17
17.	Presentation of Distinguishing Flags	3-17
18.	Accessories	3-17
19.	Automobile and Aircraft Distinguishing Metal Plates (Commandant's and General Officer's (USMC)).....	3-18
Figure 3-1	Marine Corps Battle Standard	3-3
Figure 3-2	Marine Corps Standard	3-4
Figure 3-3	Brigadier General	3-4
Figure 3-4	Major General	3-4
Figure 3-5	Lieutenant General	3-5
Figure 3-6	General	3-5
Figure 3-7	Commandant and Former Commandants	3-5
Figure 3-8	Guidon	3-7
Figure 3-9	Guidon Lettering, Standard Company, USMC	3-8
Figure 3-10	Guidon Lettering Permanent Detachments, USMC	3-8
Figure 3-11	Guidon Lettering, Reserve, USMC	3-9
Figure 3-12	Guidon Lettering, Aviation, USMC	3-9
Figure 3-13	Guidon Dimensions, Type II, USMC	3-10
Figure 3-14	Dress Guidon	3-10
Figure 3-15	Streamers	3-11
Figure 3-16	Streamer Set Attachment	3-14
Chapter 4	MISCELLANEOUS	4-1
1.	Miscellaneous Flags	4-1
2.	Distinguishing Flags for the President, Vice President, Department of Defense Officials, Navy Officials, and Navy Flag Officers	4-2
3.	Carrying Flags of Foreign Nations and Non-Military Organization	4-4
Figure 4-1	Senior Executive Service	4-4
Appendix A	Nomenclature, National Item Identification Number (NIIN) and Size.	A-1
Appendix B	Glossary of Terms	B-1
Appendix C	The Star-Spangled Banner	C-1
Appendix D	Pledge of Allegiance	D-1
Appendix E	The Marines' Hymn	E-1
Appendix F	Marine Corps War Memorial	F-1
Appendix G	Historical Flag Report and Request for Disposition Letter	G-1

Chapter 1

The National Flag

1. History

a. Before we became a nation, our land knew many flags. Long ago, the Norsemen probed our coastal waters sailing under the banner of the black raven. Columbus carried a Spanish flag across the seas. The Pilgrims carried the flag of Great Britain. The Dutch colonists brought their striped flag to New Amsterdam. The French explored the continent under the royal fleur-de-lis. Each native Indian tribe had its own totem and insignia. Immigrants of every race and nationality, in seeking a new allegiance, have brought their symbols of loyalty to our shores.

b. During our Revolution, various banners were used by the not yet united colonies. A green pine tree with the motto, "An Appeal To Heaven," was popular with our young Navy. The rattlesnake's warning, "Don't Tread On Me," was displayed by aroused colonists along the Atlantic seaboard. The Moultrie "Liberty" flag, a large blue banner with a white crescent in the upper corner, rallied the defenders of Charleston, South Carolina, in 1776. The Bunker Hill flag was a blue banner with a white canton filled with a red cross and a small green pine. The flag of the maritime colony of Rhode Island bore a blue anchor under the word "Hope." Strikingly similar to the stars and stripes was the flag carried by the Green Mountain Boys of Vermont at the Battle of Bennington on 16 August 1777.

c. The first flag of the colonies to have any resemblance to the present Stars and Stripes was the "Grand Union Flag," sometimes referred to as the "Congress Colors." When George Washington took command of the Continental Army at Cambridge, Massachusetts, in 1776, he stood under the "Grand Union Flag" which continued to show a dependence upon Great Britain. The flag consisted of thirteen stripes, alternately red and white, representing: the Thirteen Colonies, with a blue field in the upper left hand corner bearing the crosses of St. George (England) and St. Andrew (Scotland), signifying union with the mother country.

d. The first Stars and Stripes were created by the Continental Congress on 14 June 1777. This date is now observed nationally as "Flag Day."

e. In this flag the thirteen stars, representing a constellation, were arranged in a variety of designs. (Congress did not specify the arrangement of the thirteen stars on the blue union, except to say that they should represent a new constellation). The most popular with the stars in a circle so that no state could claim precedence over another is known as the Betsy Ross flag, in honor of the seamstress who is supposed to have sewn the first one.

f. The first Navy Stars and Stripes had the stars arranged in staggered formation in alternate lines and rows of threes and twos on a blue field. A close inspection of this arrangement of the stars shows a distinct outline of the diagonal X-shaped cross and the cross of St. George of the English flag. This indicates how difficult it was for the colonists, even at this late date, to break away entirely from the British flag under which they had been born and had lived all the years of their lives.

g. As the American frontier expanded, two new States were added to the Union, and these were incorporated into the flag. This meant that two stars and two stripes were added to the design making a total of fifteen each. It was this flag that withstood enemy bombardment at Fort McHenry, Maryland, 13-14 September 1814, and inspired Francis Scott Key to write the "Star Spangled Banner."

h. Realizing that the flag would become unwieldy with a stripe for each new state, Captain Samuel C. Reid, United States Navy (USN), suggested to Congress that the stripes remain thirteen in number to represent the Thirteen Colonies, and that a star be added to the blue field for each new state coming into the Union. A law of April 4, 1818, that resulted requires that a star be added for each new state on the 4th of July after its admission.

i. Since 1818, each new state has brought a new star for the flag. A 48-star flag came along with admission of Arizona and New Mexico in 1912. Alaska added a 49th star in 1959, and Hawaii paved the way for 50 stars in 1960. This growing pattern of stars could be said to reflect the growing dimensions of America's responsibilities, as the thirteen stripes reflect the constant strength of our country's traditions.

2. Use and Display

a. The national flag represents the living country and is considered as a living thing, the union being the honor point. The right arm is the sword arm and therefore the point of danger; hence, the right is the place of honor. The edge of the flag which is toward the staff is the heraldic dexter or right edge (See Figure 1-1). The union of the flag, and the flag itself when in company with other flags, is always given the honor point, i.e., the marching right, the flag's own right, or an observer's left.

b. It is the universal custom to display the flag from sunrise to sunset; however, when a patriotic effect is desired for special occasions, the flag may be displayed twenty-four hours a day if properly illuminated during the hours of darkness per reference (c).

c. In general, the national flag should be displayed flat. It should not be festooned over doorways or arches, tied in a bowknot, or fashioned into a rosette. When used on a rostrum, it should be displayed above and behind the speaker's desk. It should never be used to cover the speaker's desk or draped over the front of the platform. For this latter purpose, as well as for decoration in general, bunting of the national colors should be used, and since the union of the flag always goes to the honor point, the colors should be arranged with the blue above, the white in the middle, and the red below.

d. When the national flag is displayed from a staff in a public auditorium or chapel, whether on the same floor level or on a platform, it should be in advance of the audience and in the position of honor at the speaker's or chaplain's right as he faces the audience or congregation. Any other flags should be placed to the speaker's or chaplain's left or to the right of the audience.

e. When flags of two or more nations are displayed, they are to be flown from separate staffs of the same height. When the President directs that the flag be flown at half-staff at military facilities and naval vessels and stations abroad, it will be so flown whether or not the flag of another nation is flown full-staff alongside the flag of the United States of America.

f. The national flag, if required, will be displayed, on the right (the flag's own right) of all others. The national flags of other nations shall be displayed, right to left, in the alphabetical order of the names of the nations in the English language. The flags should be of approximately equal size. Situations periodically occur wherein the national flag is shown in a host country and must therefore be flown in accordance with agreements made with the host country. In such situations the national flag could be flown or displayed in a subordinate position to the host country flag. Where an agreement does not specifically designate the flag to be flown in the position of honor, common sense dictates handling of the situation in a way that will preserve and enhance the prestige of the host country and its flag.

g. No lettering, figure or object of any kind will be placed on or attached to the national flag.

h. No other flag or pennant should be placed above or, if on the same level, to the right of the national flag except during church services conducted by naval chaplains at sea, when the church pennant may be flown above the flag during church services for the personnel of the Navy. (Although the church pennant may not be flown above the national flag ashore, it may be displayed separately.)

i. The national flag, when flown at a military post or when carried by troops, will not be dipped by way of salute or compliment.

j. When the national flag is carried, as in a procession, with another flag or with other flags, the place of the flag is on the marching right, i.e., the left of an observer whom the flag is approaching, or if there is a line of other flags, in front of the center of that line (See Figure 1-2).

k. The national flag should be at the center and at the highest point of the group when a number of flags of states or localities or pennants of societies are grouped and displayed from staffs (See Figure 1-3).

l. When the national flag and another flag are displayed together from crossed staffs, as against a wall, the national flag will be on the right, i.e., the flag's own right, or the left of an observer facing the wall, and its staff will be in front of the staff of the other flag (See Figure 1-4).

m. When displayed over the middle of the street, the flag should be suspended vertically with the union to the north in an east and west street, or to the east on a north and south street, per reference (c).

n. When the flag is suspended over a sidewalk from a rope, extending from house to pole at the edge of the sidewalk, the flag should be hoisted out from the building, toward the pole, union first from the building, per reference (c).

o. When the flag is displayed from a staff projecting horizontally or at any angle from the window sill, balcony, or front of a building, the union of the flag should go clear to peak of the staff (unless the flag is to be displayed at half-mast) (See Figure 1-5).

p. When flags of states or cities, or special flags such as the POW/MIA flag or the Commander-in-Chief's Installation Excellence Award Flag, are flown on the same halyard with the flag of the United States of America, the latter should always be at the peak. When flown from adjacent staffs the Stars and Stripes should be hoisted first and lowered last (See Figure 1-6).

q. The display of the national flags of foreign nations at Marine Corps posts during gun salutes will be governed by the appropriate provisions of U.S. Navy Regulations.



Figure 1-1.--National flag flying over the U.S. Capitol.



Figure 1-2.--Carried with Other Flags or with a Line of Flags.



Figure 1-3.--Display with Other Flags.



Figure 1-4.--Crossed or Mounted with Other Flags.



Figure 1-5.--Display from a Door Way.



Figure 1-6.--Display with Pennants or State Flags.

3. National Standard

a. A National Standard or Color will be carried on all occasions of ceremony in which two or more companies (or equivalent units) participate and represent the organization for which the color is authorized. Units may continue to display authorized rayon colors or standards until a replacement is required.

b. Not more than one National Standard or Color will be carried by a regiment (or equivalent command) or any part thereof when assembled as an organization.

c. A national standard or Color may be carried by an organization for which the colors or standards are authorized or a component thereof, at drills, on marches, or on other services when prescribed by the commanding officer of the organization.

d. Except when specifically authorized by the Commandant of the Marine Corps, national colors or standards will not be issued to temporary or provisional units or organizations.

e. A national color or standard with cord and tassel, is authorized on the basis of one per battle or organizational color.

f. The national Color or standard is authorized for use by the recruiting service, in civil ceremonies, and on other public occasions.

g. The use of fringe on national colors or standards within the Marine Corps is prohibited.

4. Placing of the National Flag in Mourning. Flags carried by troops will not be half-staffed, nor will any such flag be placed in mourning unless ordered by the Secretary of the Navy. When so ordered, two streamers of black crepe 7 feet long and about 12 inches wide will be attached to the staff below the ornament of the national and organizational color and standard.

5. The National Flag at Burials

a. The national flag is used to cover the casket at the military funeral of any of the following named persons:

(1) Any member of the Armed Forces on active service.

(2) Member of the Marine Corps Reserve.

(3) Persons on the retired list of the Marine Corps and the Marine Corps Reserve.

(4) Members of recognized military organizations.

(5) Former members of the Military Service who have been honorably discharged.

b. The manner of placing the national flag on the casket will be the reverse of that prescribed for displaying it vertically against a wall. It will be placed lengthwise of the casket with the union at the head and over the left shoulder of the deceased. The flag will not be lowered into the grave or be allowed to touch the ground, nor will it be committed to the deep for a burial at sea honorably. The interment flag, furnished at government expense, is given to the next of kin at the conclusion of the interment. When so presented, the flag is folded in the prescribed manner and presented to the next of kin in a dignified manner with a short statement such as, "This flag is offered by a grateful nation in memory of the faithful service performed by your (relationship)." (See Figure 1-7.)



Figure 1-7.--The National Ensign at Burials.

Chapter 2

The National Ensign

1. Size and Display

a. The national ensign will be displayed at all Marine Corps posts and camps, in accordance with the appropriate provisions of U.S. Navy Regulations.

b. National ensigns are authorized in four sizes, See Appendix A for descriptive information.

(1) The post flag, will be displayed in pleasant weather, except as provided in subparagraph (3) below. (Not authorized to Marine Corps Reserve.)

(2) The storm flag, will be displayed in inclement weather.

(3) The garrison flag except during inclement weather and as noted below, will be displayed on Sundays, and on the holidays and other national occasions listed below:

- (a) New Year's Day, 1 January.
- (b) Inauguration Day, 20 January every fourth year.
- (c) Martin Luther King, Jr.'s, Birthday, third Monday in January.
- (d) Abraham Lincoln's, Birthday, 12 February.
- (e) George Washington's Birthday, 22 February.
- (f) Easter Sunday (variable).
- (g) Thomas Jefferson's Birthday, 13 April.
- (h) Loyalty Day and Law Day, USA, 1 May.
- (i) Mother's Day, second Sunday in May.
- (j) Armed Forces Day, third Saturday in May.
- (k) National Maritime Day, 22 May.
- (l) Memorial Day, last Monday in May.
- (m) Flag Day, 14 June.
- (n) Father's Day, third Sunday in June.
- (o) Independence Day, 4 July.
- (p) National Aviation Day, 19 August.
- (q) Labor Day, first Monday in September.
- (r) Constitution Day and Citizenship Day, 17 September.
- (s) Gold Star Mother's Day, last Sunday in September.
- (t) Columbus Day, second Monday in October.
- (u) Veterans Day, 11 November.
- (v) Thanksgiving Day, fourth Thursday in November.
- (w) Christmas Day, 25 December.

(x) Important occasions as designated by Presidential proclamation.

(y) Celebration of a regional nature when directed by the installation commander.

(4) The Color Guard Flag will be carried on all occasions of ceremony in which two or more companies (or equivalent) participate and represent the organization for which the color is authorized.

c. The garrison flag will not be displayed from a mast less than 65 feet in height.

d. The ensign is hoisted at 0800 and lowered at sunset daily.

2. Full and Half-Masting

a. When the national ensign is displayed at half-mast, it is first hoisted to the peak and then lowered to the half-mast position. Before lowering, the ensign is again raised to the peak.

b. All military posts in sight of each other display the national ensign at half-mast upon the occasion of one doing so. The same rule is observed toward all vessels of war.

c. A flag in any position below the peak (the top of the mast or truck) is technically in the half-mast position but, in general, the middle point of the hoist of a flag at half-mast should, in the case of an unguided mast of one piece, be halfway between the peak and the foot of the mast or, in the case of a mast with a yard or guys, halfway between the peak and the yard or point of attachment of the guys (See Figure 2-1). Local conditions, such as the liability of fouling the flag may however, dictate other positions, a graceful one being with the top of the flag the depth of the hoist below the peak.

d. On Memorial Day, display the ensign in accordance with the appropriate provisions of U.S. Navy Regulations.



Figure 2-1.--Display at Half Mast.

3. Lowering and Folding

a. When the national ensign is lowered from the mast, no portion of it will be allowed to touch the ground, either in lowering or in folding. The ensign is detached from the halyards and folded into the shape of a cocked hat, with the blue field and stars outward, according to the instructions (See Figures 2-2 through 2-8).

b. Instructions. This custom of special folding is reserved for the United States Flag.

(1) To properly fold the Flag, begin by holding it waist-high with another person so that its surface is parallel to the ground.



Figure 2-2.--Folding of the National Ensign, Step 1.

(2) Fold the lower half of the stripe section lengthwise over the field of stars, holding the bottom and top edges securely.



Figure 2-3.--Folding of the National Ensign, Step 2.

(3) Fold the flag again lengthwise with the blue field on the outside.



Figure 2-4.--Folding of the National Ensign, Step 3.

(4) Make a triangular fold by bringing the striped corner of the folded edge to meet the open (top) edge of the flag.



Figure 2-5.--Folding of the National Ensign, Step 4.

(5) Turn the outer (end) point inward, parallel to the open edge, to form a second triangle.



Figure 2-6.--Folding of the National Ensign, Step 5.

(6) The triangular folding is continued until the entire length of the flag is folded in this manner.



Figure 2-7.--Folding of the National Ensign, Step 6.

(7) When the flag is completely folded, only a triangular blue field of stars should be visible.



Figure 2-8.--Folding of the National Ensign, Step 7.

Chapter 3

Marine Corps Colors, Standards, Flags, Guidons, Plates and Streamers

1. History

a. Very little information is available regarding the flags carried by early American Marines, although indications are that the Grand Union flag was carried ashore by the battalion led by Captain Samuel Nicholas on New Providence Island, 3 March 1776. It is quite possible that the Rattlesnake flag was also carried on this expedition.

b. The standard carried by the Marines during the 1830s and 1840s consisted of a white field with gold fringe, and bore an elaborate design of an anchor and eagle in the center. Prior to the Mexican War, this flag bore the legend "To the Shores of Tripoli" across the top. Shortly after the war, the legend was revised to read: "From Tripoli to the Halls of the Montezuma."

c. During the Mexican-American and Civil Wars, Marines in the field carried a flag similar to the national flag, comprised of red and white stripes and a union. The union, however, contained an eagle perched on a shield of the United States and a half-wreath beneath the shield, with 29 stars encircling the entire design.

d. Beginning in 1876, Marines carried the national colors (the Stars and Stripes) with "U.S. Marine Corps" embroidered in yellow on the middle red stripe.

e. At the time of the Vera Cruz landing in 1914, a more distinctive standard was carried by Marines. The design consisted of a blue field with a laurel wreath encircling the Marine Corps emblem in the center. A scarlet ribbon above the emblem carried the words "U.S. Marine Corps," while another scarlet ribbon below the emblem carried the motto "Semper Fidelis."

f. Orders were issued on 2 April 1921 which directed all national colors be manufactured without the yellow fringe and without the words "U.S. Marine Corps" embroidered on the red stripe. This was followed by an order dated 14 March 1922, retiring from use all national colors still in use with yellow fringe or wording on the flag.

g. Following World War I, the Army practice of attaching silver bands carrying inscriptions enumerating specific decorations and battles was adopted. This practice was discontinued on 23 January 1961.

h. Marine Corps Order No. 4 of 18 April 1925 designated gold and scarlet as the official colors of the U.S. Marine Corps. These colors, however, were not reflected in the official Marine Corps standard until 18 January 1939, when a new design incorporating the new colors was approved. The design was essentially that of today's Marine Corps standard.

i. For a brief time following World War I, the inscribing of battle honors directly on the colors of a unit was in practice, but realization that a multiplicity of honors and the limited space on the colors made the system impractical, and the procedure was discontinued. On 29 July 1936, a Marine Corps Board recommended that the Army system of attaching streamers to the staff of the organizational colors be adopted. Such a system was finally authorized by Marine Corps No. 157 dated 3 November 1939 and is currently in practice.

2. Colors and Standards

a. Marine Corps colors or standards will be carried by the organization to which issue is authorized on the same occasions as the national colors.

b. Except when specifically authorized by the Commandant of the Marine Corps, Marine Corps colors or standards will not be issued to temporary or provisional units or organizations.

c. Gold and scarlet are the official colors of the Marine Corps. All guidons, banners, athletic ribbons, pennants, and other articles ordinarily designed to represent the Marine Corps, will use these colors. The gold will conform as nearly as possible to that in the dress chevrons for enlisted personnel.

d. The Marine Corps Organizational Flag shall be rayon banner or nylon, 66 inches on the fly by 52 inches on the hoist, exclusive of headings and fringe. It shall be made of either single ply of rayon banner cloth or single or double plies of lightweight nylon scarlet cloth. On the outer side of each ply, will be appliquéd machine embroidered components of the Marine Corps insignia, consisting of spread eagle, globe, and fouled anchor, with flowing motto ribbon containing in 1/8-inch letters, the words "Semper Fidelis" in the beak of the eagle and a flowing scroll. The fringe shall be hand-knotted, 2 1/2-inches wide, of golden-yellow color, and trimmed on three sides of the standard. The 2-inch lettering on the 3 1/4-inch flowing scroll shall indicate the name of the organization, United States Marine Corps. Except when streamers are authorized, each standard shall have attached below the spearhead of the staff a cord of scarlet and yellow threads approximately 3/8-inches in diameter and 8 feet 6 inches in length, with a tassel at each end.

e. Logistics Policy and Capabilities Branch (LPC) approval is required for request exceeding three organizational flags. Request must be locally established and approved in writing by unit commander at the battalion/squadron level. Request exceeding the minimum amount must be submitted in Memorandum format with the commander signature addressed to; The Head of Logistics Policy and Capabilities Branch, from the requesting organization. Approval must be obtained prior to requisitioning.

f. There are two types of Flags or Organizational Standards. These flags are contained in a joint service specification with Marine Corps flags designated as Type III flags.

(1) Type III, Class 1, Command Battle Standard and Organizational Standard, USMC Type III, Class 1. The name of the organization is embroidered on the scroll. This flag is only authorized for Commandant Approved Command Slatel billets (See Figure 3-1). The "Battle Standard" is the distinguishing flag authorized for Headquarters Organizations, to include units at the battalion/squadron level of the Operating Forces, Supporting Establishment Commands, Marine Corps Reserve and the Marine Corps Junior Reserve Officer Training Corps (USMCJROTC) which requires the organization embroidered on the scroll. See Appendix A for descriptive information.

(a) The Type III Class 1 organizational flag is not authorized for joint activities with Marines assigned, and miscellaneous Military activities that perform ceremonial function requiring a U.S. Marine Corps flag.

(b) The command designation on the scroll is spelled out unless the unit designation is too long for the 36 spaces contained on the scroll. If the designation is too long, standard Marine Corps abbreviations with numbers and letters will be used. The term "FMF" is no longer included on the scroll of this flag.

(c) The National Museum of the Marine Corps (NMMC) may authorize organizational flags with historic script to be requisitioned for display purposes only. Once acquired, these flags must be marked as a reproduction, and its life cycle will maintained in the same manner as an original.



Figure 3-1.--Marine Corps Battle Standard.

(2) Type III, Class 2, Organizational Standard USMC. The words United States Marine Corps are embroidered on the scroll (See Figure 3-2). This flag is authorized for Supporting Establishment. See Appendix A for descriptive information.



Figure 3-2.--Marine Corps Standard.

(3) Type III, Class 3, Organizational Standard, USMCR. This flag has been discontinued, per reference (a).

3. General Officers' Distinguishing Flags

a. Distinguishing flags are authorized for display for general officers of the Marine Corps.

b. Distinguishing flags fall into two categories as follows:

(1) Flag, Distinguishing, Personal: Rayon banner cloth with gold-colored fringe. Nomenclature and sizes are provided for appropriate display for General Officers as indicated in Appendix A. (See Figures 3-3 through 3-7).



Figure 3-3.--Brigadier General.



Figure 3-4.--Major General.



Figure 3-5.--Lieutenant General.



Figure 3-6.--General.



Figure 3-7.--Commandant and Former Commandants.

(2) Flags, Distinguishing, Organizational, Nylon and wool bunting without fringe. Three sizes are provided for appropriate display for General Officers are indicated in Appendix A.

c. Flag, Distinguishing, Personal. These flags are provided for all General Officers on active duty and retired General Officers who have served on active duty as General Officers, for interior display and other personal use. Issuance is authorized on the basis of one each appropriate flag per General Officer.

d. Flag, Distinguishing, Organizational

(1) Issuance of one each of the two sizes of organizational ceremonial distinguishing flags for all grades of General Officers is authorized each activity commanded by a General Officer, all Marine Corps air stations, and all Marine Corps district headquarters.

(2) Marine Corps Commands, other than those commanded by a General Officer, having a requirement for any of the flags mentioned in paragraph 3b.(2), above, will obtain them on a loan basis from the nearest organization commanded by a General Officer or Marine Corps Logistics Command (MCLC), Albany, Georgia, whichever is more convenient.

(3) These flags are for appropriate outside display to designate the presence of a General Officer or to identify the location of his headquarters.

(4) When another Service General Officer's visits a Marine Corps installation, the Senior General Flag will be displayed regardless of Service.

(5) The distinguishing flag of a General Officer will be displayed at headquarters of his or her command ashore in accordance with the appropriate provisions of U.S. Navy Regulations.

(6) The display of distinguishing flags for General Officers in boats, automobiles, and aircraft will be governed by the appropriate provisions of U.S. Navy Regulations.

(7) The display of the distinguishing flag for a deceased General Officer during funeral ceremonies will be governed by the appropriate provisions of U.S. Navy Regulations.

(8) Distinguishing flags will be displayed for retired General Officers on official occasions.

(9) Distinguishing flags need not be displayed for retired individuals upon arrival on board a station unless the retired individuals are in active duty status.

(10) The method of rolling or folding and securing the distinguishing flag for the traditional "breaking" at parades and ceremonies shall be determined locally.

4. GUIDONS

a. The guidon symbolizes a rallying point for Marines and to mark the location of the unit commander, the guidon is an identifying marker bearing the Marine Corps emblem and the abbreviation of the unit to which it is authorized. Companies, batteries, and permanent detachments with a Table of Organization (T/O), approved mission statements authorized in the Total Force Structure Management Systems (TFSMS) are authorized guidons. Only units of substantial size, who are expected to be organized for a minimum of 6 months, must have written approval from the Major Subordinate Commander (MSC). (See Figure 3-8.)



Figure 3-8.--Guidon.

b. An organization guidon will be carried on all occasions of ceremony in which two or more platoons or equivalent units participate, and represent the organization.

c. An organization guidon may be carried by an organization for which the guidon is authorized, or component thereof, at drills, on marches, or on other services when prescribed by the commanding officer of the organization.

d. Organization guidons will not be used as trophies or awards. However, replicas may be purchased for this purpose, at the commander's discretion.

e. The organization guidon shall be made of red polyester cloth upon which insignia, letters, and numbers, as required, of gold polyester cloth shall be sewn on each side. This guidon shall measure 1.83 feet on the hoist and 2.33 feet on the fly. A Marine Corps emblem consisting of eagle, globe, and anchor made of gold polyester cloth, shall be placed in the center of each side of the guidon. The emblem shall measure approximately 8 1/2 inches from tip to tip of the eagle's wings, globe 5 1/2 inches in diameter, and anchor 11 inches overall. A maximum of 22 letters, numerals or spaces will be used on the guidon and this must be consistent in size; 1 number/letter 6 inches; 2-3 letters/numbers 4 1/2 inches; 4 or more letters/numbers 1 3/4 inches. Numerals preceding letters will be 4 1/2 inches, (i.e., 4 LEB MD). The "4" will be 4 1/2 inches, while "LEB" will be 1 3/4 inches. The "Det/MD" will be 1 3/4 inches. Guidons will always have the higher organizations numbers/letters in lower left and the company identifier in the lower right corners as indicated in Figure 3-7. There is only one type of organizational guidon used by Marine Corps organizations:

(1) The Type II is the only authorized guidons. The guidon shall consist of the Marine Corps emblem on an arc having a radius of 60 inches, for all Marine Corps units and organizations. See Appendix A for descriptive information.

(2) The designation USMC of single block type, 4 inches high, shall be centered above the Marine Corps emblem on an arc having a radius of 60 inches. The organization number shall be placed on a line between the crown of the anchor of the Marine Corps emblem and the lower left corner of the guidon, and the company designation letter, abbreviated title, or number in a corresponding position at the lower right of the guidon. When deemed necessary for explicit identification, the abbreviated designation of an intermediate organization may be shown directly above the designation of the parent organization. (See Figures 3-9 through 3-12 for examples of unit and organization designators).



Figure 3-9.--Guidon Lettering, Standard Company, USMC.

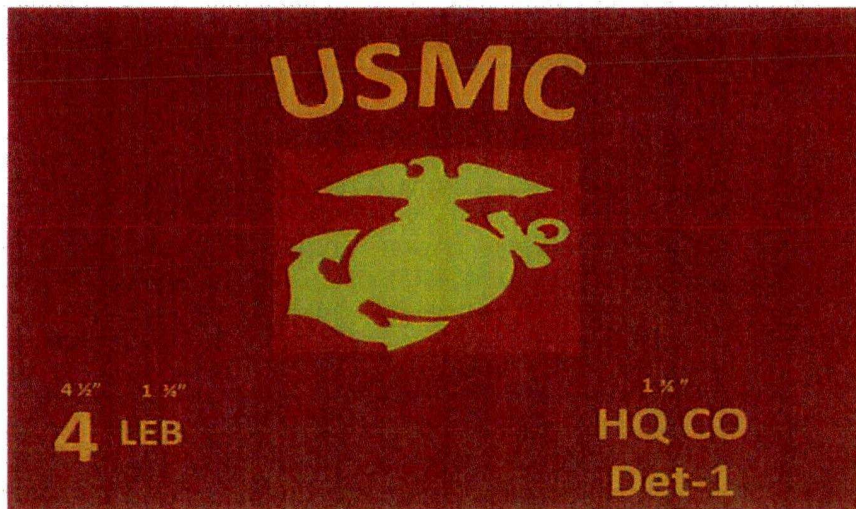


Figure 3-10.--Guidon Lettering, Permanent Detachments, USMC.



Figure 3-11.--Guidon Lettering, Reserve USMC.



Figure 3-12.--Guidon Lettering, Aviation USMC.

f. Companies, batteries and permanent detachments that cannot follow the above patterns without major deviation there from may center their unit designation, abbreviated or in full, below the Marine Corps emblem. The placement of unit designations on the guidons within each major command shall be standardized to the maximum extent. Minor deviations from the above examples are expected due to unit designations themselves, or as a result of the organizational structure; however, such exceptions shall be limited insofar as practicable. (See Figure 3-13.)

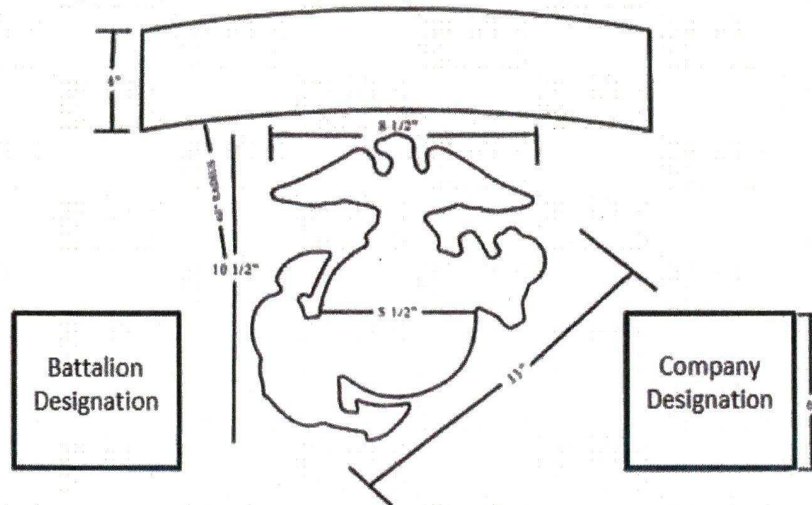


Figure 3-13.--Guidon Dimensions, Type II, USMC.

g. Guidons procured prior to this publication which do not conform to the above may be used until replacement is required.

h. A dress guidon made of rayon cloth with fringe and the letters "USMC" is a marker used to delineate the line of troops, and the line of march for ceremonies, and for similar purposes. A dress guidon is authorized for each organization guidon. (See Figure 3-14.)



Figure 3-14.--Dress Guidon.

5. STREAMERS

a. General

(1) The honors accorded eligible Marine Corps units will be displayed as streamers attached to the staff of the unit battle color, organizational color, or Marine Corps color below the ornament in place of the cord and tassels normally worn.

(2) In general, only those units authorized the Type III, Class 1 Battle Standard (command designation embroidered on the scroll) will display award, campaign and/or service streamers. Other color bearing units may display specifically authorized award streamers.

(3) Units may not display honors earned by subordinate units at a time when the senior unit did not exist unless the senior unit was created by a re-designation of the subordinate and is thus the lineal successor.

(4) Authorization for units for display honors earned by subordinate units when attached to another command will be determined by the Director Marine Corps History Division (HDR).



Figure 3-15.--Streamers.

b. Award Streamers

(1) Award streamers may be authorized for the following:

(a) Meritorious service in action for which a unit has been designated in Secretary of the Navy Instructions, or in official directives of the Department of the Army or Air Force.

(b) Award of decoration by a foreign government expressly conferred upon a unit.

(c) Additional awards will be represented by a system of bronze and silver stars embroidered on the streamer rather than by issue of additional streamers.

1. Each bronze star indicates an award in addition to the original represented by the unadorned streamer.

2. A silver star shall indicate five awards in addition to the original award represented by the unadorned streamer and shall be used in lieu of five bronze stars.

(2) An award will not be made to a larger unit for actions of one or more of its component units, unless the larger unit performed as a total team in a manner justifying the award.

c. Campaign and Service Streamers

(1) Campaign and service streamers may be authorized for the following:

(a) Service in war for which service medals are authorized.

(b) Participation in campaigns, expeditions, or battles for which individual medals, citations, and/or commendations are authorized.

(c) Participation in a campaign or war shall entitle a unit to an unadorned campaign or service streamer.

1. Each bronze star indicates participation in a particular engagement or designated phase of a campaign or war, or a specific battle not represented by the streamer itself.

2. A silver star shall indicate participation in five particular engagements or designated phases of a campaign or war, or specific battles, and shall be used in lieu of five bronze stars. Examples of the devices other than stars that are used to indicate additional awards are the silver "W" on the Marine Corps Expeditionary Streamer and the oak leaf cluster on the Joint Meritorious Unit Award, the Army or Air Force Presidential Unit Citation, and the palms and gilt star on the French Croix De Guerre. Unless otherwise directed by the Commandant of the Marine Corps, however, the system described in subparagraphs c. (1) (a-c) above will apply.

(2) Eligibility for campaign and service streamers:

(a) In general, the award of campaign and service streamers will be limited to units/activities of the Operating Forces. In certain cases, as determined by the Commandant of the Marine Corps, campaign and service streamers may be awarded to units/activities of the Supporting Establishment.

(b) Any unit will be deemed to have participated in combat if it actually engaged the enemy or if it was stationed in the combat zone or performed duties, either in the air, at sea, or on the ground, within the boundaries of the combat zone, at any time during the designated period of the respective battle or campaign, providing the following criteria are met:

1. Campaign streamers will be credited to an Operating Force Headquarters when any subordinate element, while so assigned is credited with battle participation for which an award is given.

2. For a division, wing, or higher unit, or security or supporting activity with personnel strength approximating that of a division, if one-fourth of the separate elements have participated in the action concerned according to the computations in subparagraphs 3, 4, and 5 below.

3. For a regiment, group, or security or supporting activity with personnel strength approximating that of a regiment, if one-third of its company units or elements have participated in the engagement, war, or campaign concerned.

4. To a battalion, squadron, or security or supporting activity with personnel strength approximating that of a battalion, if one-half of its company units or elements have participated in the engagement, war, or campaign concerned.

5. To a separate company/battery or security or supporting activity with personnel strength approximating that of a separate company/battery, if three-fourths of the unit's personnel (actual strength) have participated in the engagement, war, or campaign concerned.

6. To a combat support or combat service support (aviation or ground) unit when significant contribution of men and equipment is provided in an operation as determined by the Commandant of the Marine Corps.

7. New campaign, service, or award streamers (or stars representing multiple awards) will be credited automatically to the Battle Color of the Marine Corps and to the battle standard of the appropriate Fleet Marine Force, for each award made to a subordinate element. These awards will be certified automatically by the Director Marine Corps History Division (HDR) upon the certification of the award to the subordinate element.

8. The Commandant of the Marine Corps may from time to time, authorize certain units, organizations, or activities to hold, carry, and display a duplicate set of the Battle Color of the Marine Corps.

9. Marine Corps Junior Reserve Officers' Training Corps (MCJROTC) units which have been awarded the Marine Corps Reserve Officers' Association (MCROA) Award may attach the appropriate streamer to the unit flag.

6. Silver Bands

a. Silver bands were authorized for use for the Marine Corps on 3 November 1939. They were displayed on the staff of the battle color, organization color, or Marine Corps color to augment battle streamers and inscribed showing battle participation, campaign, expedition, etc. Because of the problem created by the change in the flag staff, the fixed dimension of the silver bands, the large number of bands some organizations were authorized, and the fact that the bands were a duplication of battle streamers, the awarding of silver bands to units was discontinued on 27 March 1961 and requisitioning of bands is no longer authorized.

b. Marine Barracks 8th and I, as the caretaker of the Marine Corps Battle Standard, is the only Marine Corps organization entitled, and authorized to display silver bands.

7. Certificates of Unit Honors

a. All eligible color bearing Marine Corps units of battalion or squadron size and larger will be provided certificates of unit honors which will reflect:

- (1) Unit decorations with action and date(s) earned.
- (2) Campaign awards including dates.
- (3) Service awards.

b. Certificates of unit honors will be prominently displayed in the unit headquarters.

c. Streamers displayed on the unit battle standard or organizational color will reflect the honors listed in the certificate of unit honors.

d. Queries concerning certificates of unit honors should be addressed to the Director Marine Corps History Division (HDR).

e. Instructions for Streamer Assembly on Organizational Colors:

(1) A unit authorized organizational colors will commemorate each award by a display of a streamer on a unit flagstaff.

(2) Streamers will be affixed to the streamer attachment at the top of the flagstaff below the spearhead or other flagstaff topping (See Figure 3-16).

(3) The senior streamer will be fastened to the front of the streamer attachment, followed by the remaining Streamers, in descending order, clockwise around the attachment.

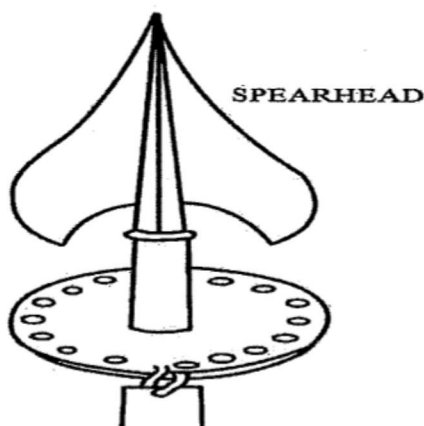


Figure 3-16.--Streamer Set Attachment.