

BY ORDER OF  
THE COMMANDER

HEADQUARTERS, UNITED STATES FORCES, JAPAN  
USFJ INSTRUCTION 36-2804

24 May 2010

Personnel

DISPLAY OF FLAGS



**COMPLIANCE WITH THIS PUBLICATION IS MANDATORY**

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OPR: USFJ/J12 (MSgt Cheek)

Certified by: USFJ/J1 (COL Richard Shepard)

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This instruction establishes policy regarding the display of flags at United States Forces installations in Japan.

**SUMMARY OF REVISIONS:** Updated Air Force references, OPR and signatures.

**1. Scope:** Applicable to all United States Forces, Japan (USFJ) installation commanders.

**2. General:**

2.1. United States Flags: The United States flag will be flown in accordance with individual service directives. Presidential Proclamation 3044, 1 March 1954 (Title 36, United States Code) prescribes procedures for display of the United States flag at half-staff. When directed to be flown at half-staff, it will be so flown whether or not the flag of another nation is flown full-staff alongside the United States Flag.

2.1.1. When the United States flag is flown outdoors on twenty-four hour display, it will be properly illuminated.

2.1.2. The United States flag will occupy the place of honor on all non-stationary flagstaffs except for reasons stated in Paragraph 2.2.4.

2.1.3. United States flags that have soiled appearance or excessively tattered or frayed ends will not be flown at USFJ installations.

2.2. Japanese Flag:

2.2.1. Background:

2.2.1.1. The origin of the following policy concerning display of the Japanese flag dates to a Presidential decision in 1957 to begin flying host country flags at US military bases under foreign sovereignty worldwide.

2.2.1.2. Following many discussions between and among Department of the Army (DA), Department of Defense (DoD), Department of State (DoS), American Embassy Tokyo, and in accordance with a joint DoD/DoS directive (Ref 4.2), Commander-in-Chief Far East (CINCFE) sent a message to Commander-in-Chief Pacific (Ref 4.3) announcing his intention to implement the Presidential decision in Japan. The CINCFE message stated: "All U.S. forces in Japan that fly the American flag should commence flying the Japanese flag daily...on 2 July (1957). In recognition of Japanese sovereignty, the United States Government received the approval of the Government of Japan to fly the Japanese flag at U.S. installations in Japan. In this connection, the Japanese national flag will be accorded a position of honor in accordance with Japanese customs and regulations."

2.2.1.3. This policy has become an issue numerous times since 1957. In all cases, the initial CINCFE decision based on the Presidential decision and the joint DoD/DoS cable, and thus the stated policy herein, have been consistently upheld by COMUSJAPAN.

2.2.2. When flown on stationary flagstuffs, the Japanese flag will be flown daily in the position of honor at United States Forces installations in Japan where the United States flag is flown. For the purpose of this instruction, all installations or facilities which are not actually contiguous are considered to be separate installations, even though under a single military commander. The Japanese flag will be flown at each such installation if the United States flag is flown.

2.2.3. The position of honor for the Japanese flag on stationary flagstuffs is the flag's own right; i.e., to the right of an observer standing at the main entrance of the headquarters building and facing the stationary flagstuffs in front of the building.

2.2.4. When displayed on other than stationary flagstuffs (e.g. honor/color guards or interior displays), the United States Flag will occupy the position of honor except in the following two instances: 1) the Japanese flag will occupy the position of honor when the function for which it is displayed is to specifically honor a Japanese National (military or civilian), or 2) involves Japanese National participants in the actual ceremony. The position of honor is defined as being to the left of an observer in the audience facing the displayed flags.

2.2.5. The Japanese flag will be flown at half-staff only when an official proclamation authorizing half-staffing is issued by the Government of Japan. This authorization will be promulgated by COMUSJAPAN.

2.3. United Nations Flag:

2.3.1. By arrangement with the Government of Japan, the following installations have been designated as United Nations Forces installations and each will fly the United Nations Flag:

2.3.1.1. Camp Zama.

2.3.1.2. Fleet Activities, Yokosuka.

2.3.1.3. Fleet Activities, Sasebo.

2.3.1.4. Yokota Air Base.

2.3.1.5. Kadena Air Base.

2.3.1.6. White Beach Area.

2.3.1.7. Marine Corps Air Station, Futenma.

2.3.2. When the United Nations flag is displayed with the United States and Japanese flags, the Japanese flag will be flown on its own right; i.e., to the right of an observer standing at the main entrance of a headquarters building and facing the flagpoles in front of the building. The United States flag will be flown in the center with the United Nations flag on the left.

2.3.3. The United Nations flag will be flown at half-staff only when the Secretary General proclaims that the United Nations is in official mourning. This authorization will be promulgated by COMUSJAPAN.

### **3. Procedures:**

3.1. The care exercised in handling the United States flag will also be accorded to the Japanese and United Nations flags.

3.2. Flagstuffs will be the same height and flags of the same approximate size will be flown at the same level (except as provided above).

### **4. References:**

4.1. Presidential Proclamation Number 3044, 1 March 1954 (Title 36, USC).

4.2. Joint DoD/DoS cable, CA-8955, 26 April 1957.

4.3. CINCFE Message 120345ZJUN57.

4.4. USFJ Instruction 32-7, US Forces, Japan Real Estate.

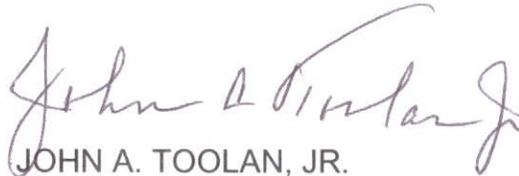
4.5. AFI 34-1201, Protocol

4.6. US Navy Regulations, Article 1064, 1087, 1088.

4.7. AR 600-25, Salutes, Honors, and Visits of Courtesy.

4.8. AR 840-10, Flags, Guidons, Streamers, Tabards, and Automobile and Aircraft Plates.

4.9. MCOP10520.38, Flag Manual.

A handwritten signature in black ink, reading "John A. Toolan, Jr." in a cursive style.

JOHN A. TOOLAN, JR.  
Major General, U.S. Marine Corps  
Deputy Commander