

Flag Procedures for Robson Ranch Softball Park

Thank you for your service to honor the flag and for which it stands

When the flag is lowered, no part of it should disrespectfully touch the ground or any other object; it should be received by waiting hands and arms. To store the flag it should be folded neatly and ceremoniously. If the flag unintentionally touches the ground this does not constitute disrespecting the flag.

When a flag is so worn it is no longer fit to serve as a symbol of our country, it should be destroyed by burning in a dignified manner. Our Support Our Troops (SOT) club will assist us in this process if necessary.

The flag should be **raised briskly and lowered slowly and ceremoniously**. Ordinarily it should be displayed only between sunrise and sunset. It should be illuminated if displayed at night.

The flag of the United States of America is saluted as it is hoisted and lowered. The salute is held until the flag is unsnapped from the halyard or through the last note of music, whichever is the longest.

To place the flag at half-staff, hoist it to the peak for an instant and lower it to a position half way between the top and bottom of the staff. The flag is to be raised again to the peak for a moment before it is lowered. On Memorial Day the flag is displayed at half staff until noon and at full staff from noon to sunset.

If flying the US flag with other flags, **raise the US flag first and lower it last**.

If flags of other nations are flown, they will be at the same height as the US flag during peacetime.

Only the **American flag** is supposed to be **folded** into a triangular fashion, all other flags are simply **folded** into a **square**.

Colors of the US Flag

Red -stands for valor and hardiness

White - stands for purity

Blue - stands for perseverance, justice and vigilance.

Have you ever noticed that the American flag is ceremoniously folded 13 times at a number of events? The American flag isn't officially folded in this manner because each of the folds has a special symbolic meaning; the flag is folded this way because it provides a dignified ceremonial touch that distinguishes folding a flag from folding an ordinary object such as a bedsheet, and because it results a visually pleasing, easy-to-handle shape. This thirteen-fold procedure was a common practice long before the creation of a ceremonial assignation of "meaning" to each of the steps.

Two person should form the flag raising and lowering detail

RAISING THE FLAGS (Visiting Team)

1. Go get the flag box containing all three flags and the lanyard access key from the locker in the Maintenance Building and return to the flag poles. Carry all flags respectfully.
2. You may set the flags down on the scorer's table in preparation of raising the flag. Never on the ground! Never stack the other flags on top of the US flag.
3. Unlock all three lanyard access covers and lower all the lanyards until the top eyelet is accessible.
4. **Always raise the US flag first** to the center flag pole (for half-mast see instructions below)
 - a. You may announce "Raising of the Colors" if others at the ball park would like to participate. The official honoring of the flag will be done at the beginning of the game with the national anthem being played.
 - b. One person holds the flag and the other clips the top eyelet of the flag to upper part of the lanyard.
 - c. Slowly raise the flag until the second eyelet can be clipped to the lower part of the lanyard. Hold the flag until it is unfurled from your hands.
 - d. At this point the individual raising the flag announces in a loud voice: **Posting of the Colors!**". This allows other in the vicinity to know the flag is being raised and honor the occasion.
 - e. At this point, the flag holder steps back and a salute is rendered (hand over your heart or hand salute by military personnel if they prefer) as the other individual raises the flag **briskly** to the top of the pole.
 - f. Replace the excess lanyard cord into the pole
5. Raise the Texas Flag second to the flag pole closest to the road (white bar on top)
 - a. Similar to the US flag but no salute is required.
6. Raise the Robson Ranch Flag third to the flag pole farthest from the road.
 - a. Similar to the US flag but no salute is required.
7. Secure all of the lanyard access covers and return the key to the flag box and leave it at the Score's Table.

Note: Half-Mast Raising – Raise the flag to the top of the pole and then bring the flag down to its half-mast position. Someone on the Softball Board will notify you if situation is warranted.

LOWERING THE FLAGS (Home Team)

1. Unlock all three lanyard access covers.
2. Lower the Robson Ranch Flag first.
 - a. Fold it into a square shape.
 - b. Place it in the flag box on the Scorer's Table
3. Lower the Texas Flag second.
 - a. Fold it into a square shape.
 - b. Place it in the flag box on the Scorer's Table
4. **Always lower the US flag last** (for half- mast see note below)
 - a. You should announce "**Lowering of the Colors**" if others at the ball park would like to participate.
 - b. **Slowly** lower the flag. A salute is rendered (hand over your heart or hand salute by military personnel if they prefer) until the lower part of the flag can be reached.
 - c. One person holds the lower part of the flag and the other unclips the lower eyelet of the flag from the lanyard.
 - d. Continue to lower the flag until the second eyelet can be unclipped. At this point each member should be holding the ends of the flag.
 - e. You may square fold the flag or use the traditional triangular fold. Place the US flag in the flag box on top of the others on the Scorer's table.
5. Secure the lanyard access panel and place the keys in the flag box.
8. Return the flag box to locker in the Maintenance Building. Carry all flags respectfully.

Note: Half-Mast Lowering – Raise the flag to the top of the pole and then bring the flag down.