



DEPARTMENT OF THE ARMY
UNITED STATES ARMY GARRISON RHEINLAND-PFALZ
UNIT 23152
APO AE 09067-3152

22 JUL 2020

IMRP-ZA

MEMORANDUM FOR ALL US ARMY GARRISON RHEINLAND-PFALZ (USAG RP)
PERSONNEL

SUBJECT: Policy Memorandum #11, Protocol Support (Flags)

1. REFERENCES.

a. Army Regulation 840-10, Flags, Guidons, Streamers, Tabards, and Automobile and Aircraft Plates, 15 June 2017.

b. United States Code, Chapter 1, 2011 Edition. Title 4 - FLAG AND SEAL, SEAT OF GOVERNMENT, AND THE STATES CHAPTER 2 – FLAG OF THE UNITED STATES

2. PURPOSE. To establish the policy of protocol (flag) support requests for the United States Flag, the German National Flag, the Army flag, and the fifty State flags. The use of the State flags and the flag of the United States for Army ceremonies is among our most cherished traditions. This policy will ensure tenant units are supported with the right equipment at the right time.

3. APPLICABILITY. This applies to all tenant units and subordinate organizations within USAG RP.

4. POLICY. All Garrison protocol (flag) support will be coordinated through Headquarters and Headquarters Company, United States Army Garrison Rheinland-Pfalz (HHC USAG RP). This applies to the entire USAG RP footprint, including but not limited to both the Kaiserslautern Military Community and the Baumholder Military Community (BHMC).

a. Requests for protocol support will be made no later than seven (7) days prior to the event. Request received after this are subject to cancellation/non-fulfillment. HHC USAG RP Supply Sergeant, at the direction of the commander, will execute the management of support.

5. PROCEDURES.

a. Units will submit a request for protocol (flag) support no later than seven (7) days prior to usarmy.rheinland-pfalz.id-europe.mbx.hhc-garrison@mail.mil on the Flag Request Form (attached). Units will also call 493-2209 to ensure their request is received and acted upon.

IMRP-ZA

SUBJECT: Policy Memorandum #11, Protocol Support (Flags)

b. Units will submit their request to Units at the battalion, brigade, and higher level may request displaying the German and American national flags for changes of command. Units will sign for the flags on a DA Form 2062 (Hand Receipt). If flags are damaged, the requesting unit will be responsible for replacement.

c. Units at the battalion level and above may request the fifty (50) states flags and stands, as required.

(1) If 50 states flags are requested, they will be returned to HHC USAG RP or BHMC Building 8698 (depending on location required) by the using unit. HHC USAG RP will not pick up the flags.

(2) Flags will be returned NLT 24 hours after the ceremony's end date.

(3) Units will ensure proper care is exercised with the 50 states flags at all times.

6. PROPONENT. The proponent of this memorandum is HHC at DSN 493-2209 or usarmy.rheinland-pfalz.id-europe.mbx.hhc-garrison@mail.mil.



VANCE J. KLOSINSKI
COL, SF
Commanding