

Policy Type	Corporate
Function	Community Relations
Policy Owner	Chief Executive Officer
Policy Contact	Manager Governance and Local Laws
Effective Date	14 November 2017

## Purpose

The purpose of this policy is to promote a consistent approach to the use of the Australian flag and other flags at Council events and facilities.

## Scope

This policy applies to all Council employees and councillors.

## Policy Statement

Use of the Australian National flag and Queensland State flag will be guided by the protocols for the appropriate use and the flying of these flags. Links to the relevant protocol documents are included in the Related Documents section of this policy.

The Aboriginal and Torres Strait Islander flags will be flown during NAIDOC week, which is held annually during July.

Council will fly flags at half-mast:

- between 10:59am and 11:30am on Remembrance Day (11<sup>th</sup> November);
- for one day upon the death of any person who has been awarded “Citizen of the Year” in the Burdekin Shire;
- for one day upon the death of a current or previous councillor; and
- for one day upon the death of a current employee of Burdekin Shire Council.

## Related Documents

The protocols for the appropriate use and the flying of the Australian flag are outlined in Part II of the Australian Government booklet, *Australian flags* (link provided below):

<https://www.pmc.gov.au/sites/default/files/publications/australian-flags-excerpt.pdf>

The protocols for the appropriate use and the flying of the Queensland flag are outlined in the Queensland government guideline, *Flying the Flag* (link provided below):

<https://www.premiers.qld.gov.au/right-to-info/published-info/assets/flying-the-flag-the-state-of-queensland-flag.pdf>

## Document History and Version Control

<b>Title of Document</b>	Flag Policy
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