

**Estimates Committee 2008**  
**Questions Taken On Notice**

( 17/6/2008 to 20/6/2008 )

Date: 17/06/2008

Output: Government  
Business Support  
Sub Output: Support to  
Executive, Ministers  
and Leader of  
Opposition

Subject: Provision of Flags to Schools by MLAs

**From:** Mr Gerry Wood MLA to Hon Paul Henderson MLA  
Department of the Chief Minister

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**Question:** **3-1**  
What is the protocol in relation for a local MLA in wishing to provide flags for schools in his/her electorate?

**Answer:**  
Answered On: 17/06/2008

# **GUIDELINES FOR ISSUING NORTHERN TERRITORY FLAGS**

## **NORTHERN TERRITORY FLAG**

- Organisations seeking to obtain a Territory flag should be advised to direct such request through their local Member of the Legislative Assembly (MLA) who will advise the Protocol office.
- Director of Protocol will issue a flag on the member's recommendation.

## **NATIONAL FLAG**

- Organisations seeking to obtain a National flag should be directed to their local Federal Government Representative.

## **OTHER FLAGS**

- Protocol does not provide any flags other than the Northern Territory flag

There is a general expectation that an organisation requesting a flag will display the flag on an exterior flagpole or in halls or public meeting rooms in the correct manner.

## **REQUESTING FLAGS**

Upon receiving such a request, the MLA should confirm the bona fides and the eligibility of the organisation concerned. If the Member considers the organisation qualifies within the terms set out below, then a request should be made in writing to the Director of Protocol. The Protocol Unit will then arrange for the supply of a flag to the Member, for personal presentation to the organisation.

The cost of the flag will be recovered from the member's office.

## **ELIGIBLE ORGANISATIONS**

The following list indicates the type of organisation that may be eligible for the issue of a free flag.

Private Schools

Scout Groups

Girl Guides

Voluntary Youth Organisations

Voluntary Philanthropic Organisations

Voluntary Sporting Organisations

Churches

Community Service Groups

Ethnic Organisations

Ambulance Services

Requests from all other organisations will be considered on their merits.

Government Departments ie, Schools, Police Fire, Services etc do not qualify for free flag issue and should obtain funding for flags through the normal budget process.

Protocol will provide the flag once a cost code has been received.

Under this program flags are not available to businesses, commercial enterprises or private individuals.

**RESPONSIBILITY OF DIRECTOR OF PROTOCOL**

The Director of Protocol is responsible for administering the free flag scheme, in accordance with these guidelines, including:

- Assessing the eligibility of organisations and determining whether a free flag is to be issued.
- Assessing requests for early replacement of worn and damaged flags
- Arranging the purchase of Northern Territory flags.
- Maintaining a database for the distribution of flags.

**FLAG REPLACEMENT**

Flags should generally last for four years. When they become faded, worn or go missing, MLAs may make a recommendation to the Director of Protocol for a replacement.

**FLAG LOAN SERVICE**

State Flags are not provided for use overseas or to interstate bodies.

All Australian State and Territory Protocol units have Northern Territory flags available for loan.

The Protocol Unit operates a flag loan service. Flags may be loaned to community organisations for short periods for specific purposes, eg national sporting events.

Requests for short term flag loan should be directed to the Protocol Unit. Persons who borrow flags will be required to sign the flag loan register and agree to return the flag in good order. Failure to do so will result in that person being responsible for replacing the flag.

**FLAG PROTOCOL ADVICE**

Advice on the correct flag protocol may be obtained from the Protocol Unit, telephone 089996238 or from the publication ‘Australian Flags’ published and produced for the Awards and National Symbols Branch, Department of the Prime Minister and Cabinet, available at most book stores.

Alternatively, information on the Territory Flag is available on the Northern Territory Government website

<http://www.nt.gov.au/ntg/information/ntflag.shtml>

APPROVED

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