

SECTION: Protocol and International Engagement **NUMBER:** GES.PRO.006

SUBJECT: Flying of flags on State Government Buildings **AUTHORISED:**

1. Purpose

- 1.1 This policy sets out the practice for the flying of flags on or adjacent to State Government buildings in Queensland.
- 1.2 As some of Australia's most important symbols, the flags are to be used with respect and dignity. This policy provides guidelines to assist users when flying or using these flags, including as part of flag-raising ceremonies and official engagements.

2. Scope

- 2.1 This policy applies to all State Government buildings with the facility to fly flags.

3. References and Authority

- 3.1 [Flags Act 1953 \(Cwth\)](#)
- 3.2 [Commonwealth of Australia – Special Gazette s.258](#) – Proclamation of Torres Strait Islander Flag as a Flag of Australia under the *Flags Act 1953*
- 3.3 [Commonwealth of Australia – Special Gazette s.259](#) – Proclamation of Aboriginal Flag as a Flag of Australia under the *Flags Act 1953*
- 3.4 Australian National Flag Protocols <https://www.pmc.gov.au/honours-and-symbols/australian-national-symbols/australian-national-flag/australian-national-flag-0>

4. Definitions

- 4.1 **NAIDOC** - National Aboriginal and Islanders' Day Observance Committee.
- 4.2 **National Reconciliation Week** - National Reconciliation Week (NRW) is a time for all Australians to learn about our shared histories, cultures, and achievements, and to explore how each of us can contribute to achieving reconciliation in Australia. The dates for National Reconciliation Week are the same each year; 27 May to 3 June.

5. Guidelines

5.1 The policy of the Queensland Government is that, where appropriate facilities are provided, flags should be flown during normal working hours, on or adjacent to State Government buildings. Flags should be flown from State Government buildings in the following combinations:

5.1.1 Where one flagpole exists, the Queensland Flag should be flown.



5.1.2 Where two flagpoles exist, the Australian and Queensland Flags should be flown.



5.1.3 Where three flagpoles exist, the Australian, Queensland and either the Aboriginal or Torres Strait Islander Flags should be flown.

Option A



Option B



5.1.4 Where four flagpoles exist, the Australian, Queensland and the Aboriginal and Torres Strait Islander Flags should be flown.

Option A



Option B



5.1.5 Where five or more flagpoles exist, the Australian, Queensland and Aboriginal and Torres Strait Islander Flags should be flown followed by house flags.

Option A



Option B



5.2 NAIDOC and Reconciliation Week

- 5.2.1 During NAIDOC Week and Reconciliation Week each year, the Aboriginal flag or the Torres Strait Islander flag may replace the Queensland State flag where only two flagpoles are available. They should not replace the National Flag which will continue to be flown on the first flagpole in the position of precedence.

Option A



Option B



Where there are three flagpoles, the Australian and State/Territory flags would be flown, followed by the Aboriginal or Torres Strait Islander flag. Aboriginal and Torres Strait Islander flags are of equal status and the selection of which of these flags to fly will depend on local circumstances and relevance.

Option A



Option B



- 5.3 In special circumstances the Premier may approve variations to the practice of flying flags on State Government buildings.
- 5.4 The protocol for flying flags on special occasions is provided in the booklet, [Flying the Flag: the State of Queensland](#).

6. Responsibilities

- 6.1 Protocol and International Engagement, Department of the Premier and Cabinet, is responsible for the administration of this policy.

7. Procedures

- 7.1 Protocol and International Engagement will provide advice concerning the practice for flying flags on or adjacent to State Government buildings.
- 7.2 State Government buildings with the facility to fly flags will observe the practice outlined in this policy where possible.
- 7.3 Protocol and International Engagement will provide advice on the flying of flags at half-mast on appropriate occasions, other than those listed in [Flying the Flag: the State of Queensland](#).

8. Policy Administration

8.1 **Monitoring, reporting and management assurance** - This policy is reviewed every two years as part of annual business and operational planning to ensure policy guidelines remain current and suitable for use.

8.2 **Communication** - Updates to this policy will be communicated to building administrators across the Queensland Government who have responsibility for flying flags at their respective locations.

8.3 Key Data

Item	Note/Relevant Information
Policy Lead	Director, Protocol and International Engagement Governance and Engagement
Business area document owner	Protocol and International Engagement
TRIM reference	GF70886
Review date*	June 2024

8.4 Revision History

Revision date	Version Number	Author	Description of changes
June 2024	3	Director Protocol and International Engagement	Revision of References and Authority information and linking to web-based resources with information on flag flying protocols
20 February 2017	GES.PRO.006		
July 2007		Director Protocol Queensland	Inclusion of observances for NAIDOC and National Reconciliation Week

8.5 Approval

Role	Name	Position	Date
Approved		Premier of Queensland	