



The Civil Air Ensign of Australia

1.0 Intention

1.1 The intention of this Instruction is to amend the AAL Manual at Section 10 by adding a new paragraph 38.0 detailing the policy surrounding the use of the Civil Air Ensign within the League.

2.0 General

2.1 The AAL Manual at Section 10 paragraph 38 is amended in the following terms:

38.0 The Civil Air Ensign of Australia

38.1 Background

38.1.1 The Civil Air Ensign was approved by King George V on 28 November 1934 and was entered in the Commonwealth of Australia Gazetted as an official flag on 6 June 1935.

38.1.2 On 21 April 2009, the Civil Air Safety Authority (CASA) granted permission to the Australian Air League to parade and display the Civil Air Ensign in recognition of the meritorious achievements of the Australian Air League in the field of Australian Aviation and to coincide with the 75th Anniversary of the Australian Air League.

This honour has never been bestowed on any other organisation in the history of the Civil Air Ensign

38.1.3 The Civil Air Ensign is protected against unauthorised use under the Civil Aviation Act 1988 (Cth) and strict conditions have been placed upon the Australian Air League's usage of the Civil Air Ensign.

38.2 Description

38.2.1 The Australian Air League has two versions of the Civil Air Ensign, one which has attachments for flying from a suitable flag pole and the other which is carried on a pike.



38.3 Displaying and Parading the Civil Air Ensign

- 38.3.1 As an official flag of Australia, the Civil Air Ensign is to be afforded the same privileges as for the Australian National Flag. In accordance with the official order of precedence of flags of Australia, the Civil Air Ensign is exceeded in precedence by the Australian National Flag only and has precedence over all State Flags and all flags of the Australian Air League.*
- 38.3.2 When hoisted on a flagpole, the Civil Air Ensign is to be raised after the Australian National flag and before all other flags. When lowered from a flagpole, the Civil Air Ensign is to be lowered before the Australian National Flag is lowered and after all other flags. The Civil Air Ensign is not to be flown at half mast.*
- 38.3.3 When the Civil Air Ensign is being flown on a flagpole with other flags, the Civil Air Ensign is to be flown from the first flagpole to the right of the flagpole flying the Australian National Flag (when viewed from the front). All other flags are to be flown from flagpoles to the right of the Civil Air Ensign.*
- 38.3.4 For flagpoles fitted with a yardarm, the Australian National Flag is to be flown from the top of the flagpole, with the Civil Air Ensign flown from the left yardarm and all other flags from the right yardarm (when viewed from the front).*
- 38.3.5 The Civil Air Ensign should not be allowed to fall or lie on the ground. The Civil Air Ensign is not to be used to cover a statue, monument or plaque for an unveiling ceremony; to cover a table or seat; or to mask boxes, barriers or the space between the floor and the ground level on a dais or platform.*
- 38.3.6 When parading the Civil Air Ensign, all flag party personnel and drill movements will be performed in accordance with Section 13 of the AAL Manual. When necessary, Groups should seek the guidance of the Federal Field Commissioner during the preparation for parading the Civil Air Ensign, to ensure that the format and drill movements are carried out in accordance with the Australian Air League Manual.*
- 38.3.7 The Civil Air Ensign shall be carried at the fly position (not folded or rolled on the pike).*
- 38.3.8 The Civil Air Ensign is not to be lowered as a form of salute.*
- 38.3.9 The Civil Air Ensign is not to be used during competitions at reviews.*
- 38.3.10 The Civil Air Ensign must not be flown or displayed at any airport, aerodrome or airfield.*

38.4 Requesting and Approval Procedure

- 38.4.1 The Chief Commissioner may appoint an Officer to be the Civil Air Ensign Custodian who shall be responsible for the care, issue, recovery, storage and maintenance of the Civil Air Ensign.*
- 38.4.2 The Federal Field Commissioner and the Civil Air Ensign Custodian are the approving authorities for the display and parading of the Civil Air Ensign.*

38.4.3 *When not in use, the Civil Air Ensign is to remain lodged in the custody of the Civil Air Ensign Custodian in accordance with the CASA Instrument of Approval 169/09.*

38.4.4 *Due to the conditions of use contained in the CASA Instrument Approval 169/09, appropriate protection, care and precautions must be taken to avoid any possibility of damage to the Civil Air Ensign. Under no circumstances are any alterations to be made to the Civil Air Ensign or any of the accoutrements that will damage or alter the structure or condition of any of the items in any way.*

38.4.5 *Groups may request the use of the Civil Air Ensign for significant Group activities such as, ceremonial parades and reviews. Approval may also be given to Groups for occasions such as ANZAC Day, Remembrance Day and other days of commemoration.*

38.4.6 *No unit is permitted to purchase or seek the loan of a Civil Air Ensign other than through the procedures contained herein.*

38.5 *Requesting Procedure*

38.5.1 *Groups are to forward all requests for the use of the Civil Air Ensign to the Federal Field Commissioner. Requests shall arrive at least two months before the event for consideration and allocation of priorities if necessary. The Federal Field Commissioner shall, consult the Civil Air Ensign Custodian to assess the application prior to any loan approval being granted.*

38.5.2 *The request is to include the name of an Officer who will be responsible for the security and care of the Ensign and accoutrements during the entire loan period. This Officer will be appointed a Temporary Custodian.*

38.5.3 *Any approval given for the use of the Civil Air Ensign will be subject to a Conditions of Loan usage document which is attached to this Instruction.*

38.5.4 *After receiving approval to use the Civil Air Ensign, the Group is to contact the Civil Air Ensign Custodian to arrange freight for the Ensign.*

3.0 Conclusion

3.1 The Civil Air Ensign is the flag of civil aviation in Australia and symbolises the aims and objectives on which the Australian Air League was formed. It is for this reason that the Civil Air Ensign should be flown and displayed at as many appropriate Federal and Group events as possible.

3.2 All members of the Australian Air League should be proud of their contribution which has resulted in the honour having been bestowed upon the organisation for permission to use the Civil Air Ensign.



Comr Peter Glover MSA
FEDERAL FIELD COMMISSIONER