



Mackinac Island Honor Troop 168

MACKINAC ISLAND
HONOR TROOP



PORT HURON, MICHIGAN

Honor Guard Duty



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Introduction

- What is Honor Guard Duty?

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Flag Duty & Scout Etiquette

- Most colorful part of your duties on Mackinac Island
 - Job requires respect and discipline
- Correct formal flag procedures **MUST** be performed
 - Flag duty and marching performance will be closely monitored and evaluated by the Scout Coordinator
 - The Troop must be able to march in unison and raise and lower the flags sharply and in synchronized harmony





Scout Etiquette cont.

- **ALWAYS** march to and from flag stations
- **Horses have the right-of-way**
 - When encountering any horse, stop marching
 - Move to the side and remain silent and still until the horse passes
 - Always look away from an oncoming horse
- **Allow extra time to arrive at your flag station on time**

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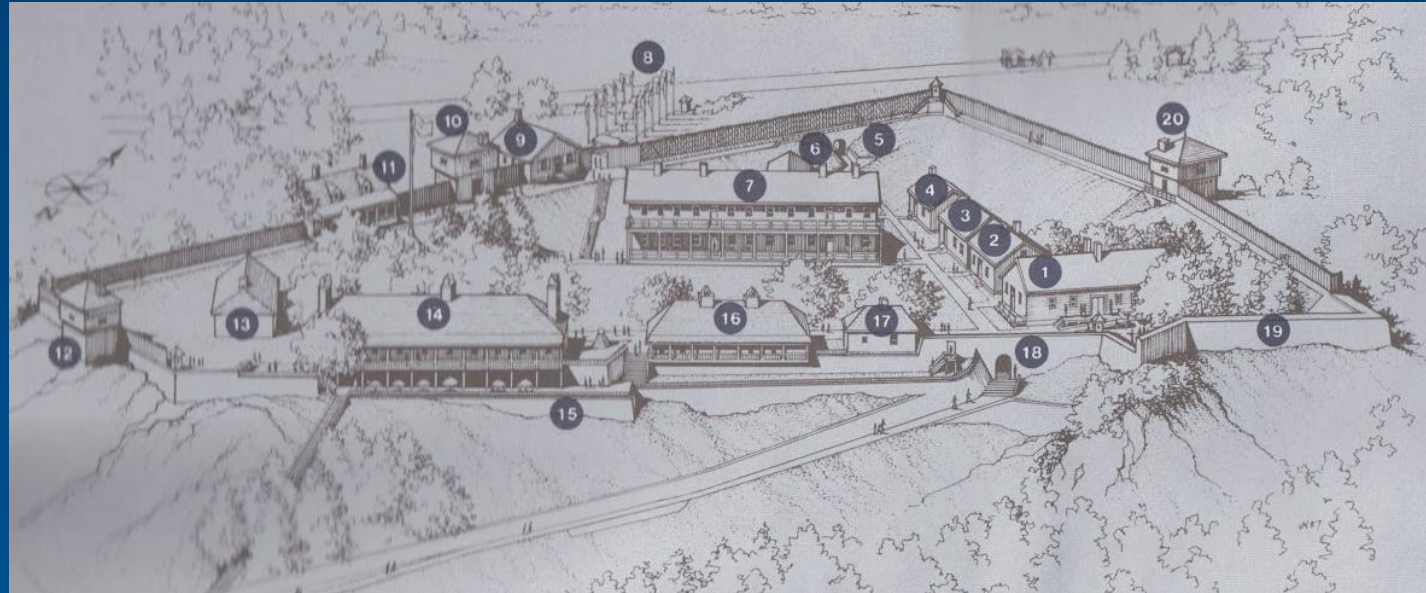
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Fort Mackinac



- | | | | |
|----|----------------------------------|----|------------------------|
| 1 | Post Commissary (Theater) | 11 | Officer Hill Quarters |
| 2 | Post Headquarters | 12 | West Blockhouse |
| 3 | Quartermaster Storehouse | 13 | Post Hospital |
| 4 | Post Bathhouse | 14 | Officer Stone Quarters |
| 5 | North Sally Port | 15 | Tea Room Restaurant |
| 6 | Restrooms | 16 | Post Canteen |
| 7 | Soldiers Barracks (Museum Store) | 17 | Guard house |
| 8 | Avenue of Flags Ent. | 18 | South Sally |
| 9 | Schoolhouse | 19 | Gun Platform |
| 10 | North Blockhouse | 20 | East Blockhouse |



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Flag Locations

- 22 Flag duty locations
 - Locations are well attended by visitors during ceremonies
 - BE ON TIME! Allow for 15 min. before ceremonies

- Downtown Locations:

- Biddle House – 50 Star American Flag – 2 Scouts
- Dr. Beaumont Museum – 50 Star American Flag – 2 Scouts

Biddle House



Dr. Beaumont Museum





Flag Locations cont.

- **Downtown Locations cont.**

- Mackinac Art Museum— 50 Star American Flag – 2 Scouts
- Governor's Residence – 50 Star American Flag & State Flag
2 to 4 Scouts
- Visitor's Center
Signal Flags
2 to 4 Scouts

Mackinac Art Museum



Governor's Residence



Visitor's Center





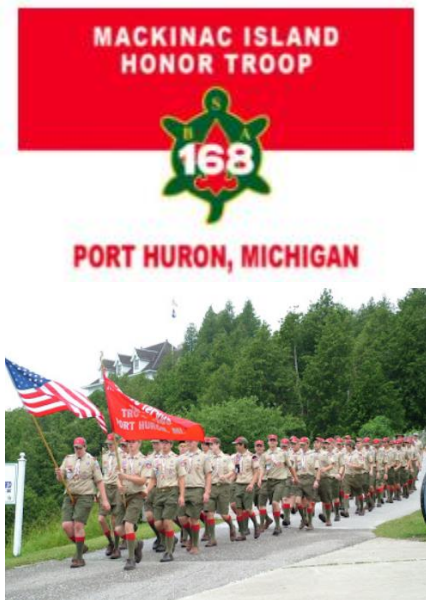
Flag Locations cont.

- **Fort Mackinac Locations**
 - 5 Locations throughout the Fort
 - 19 Different Flags
 - Fort Main Flag Pole
 - 3 Different Flags
 - Weather Conditions dictate flag to be flown
 - South Sally Ramp
 - 8 Different Flags
 - 16 Scouts required

South Sally Ramp
(Looking Southwest)



South Sally Ramp
(Looking Northeast)





Flag Locations cont.

- Fort Mackinac Locations Cont.

- Avenue of Flags
8 Different Flags
16 Scouts required



Avenue of Flags

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Flag Locations cont.

- **Additional Stations**
 - Post Cemetery – 50 star
American Flag – 2 Scouts
Always half-staff
 - Fort Holmes – 50 star
American Flag – 2 Scouts
 - Scout Barracks – 50 star
American Flag – 2 Scouts

Post Cemetery



Fort Holmes



Scout Barracks



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Flag Locations cont.

- **Fort Mackinac Detail**

- 1 Main Flag Pole

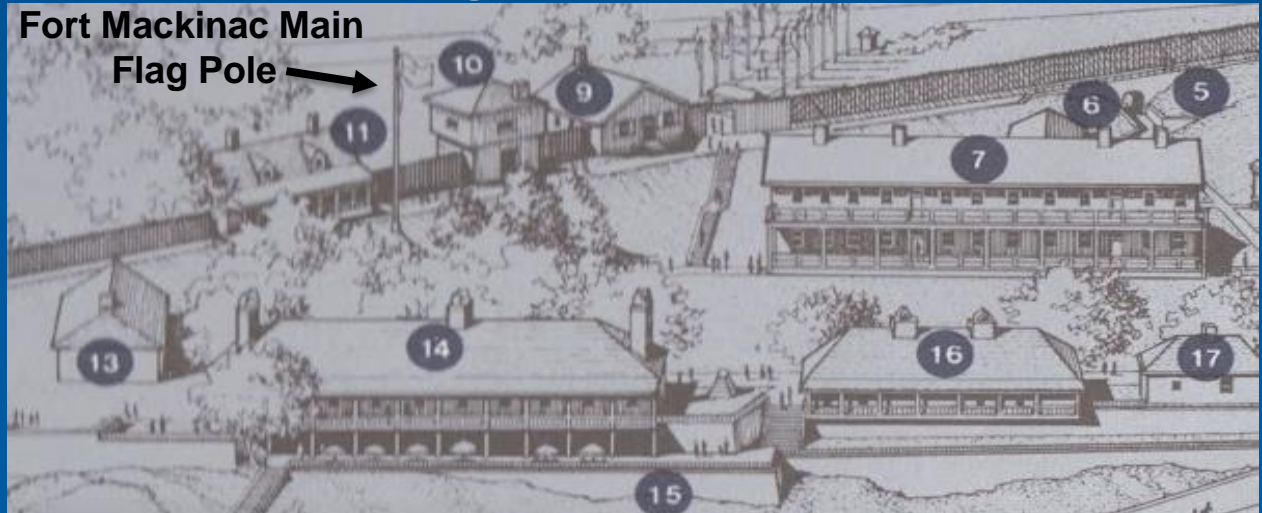
- 3 Different Flags, flown based on weather conditions

- Garrison (20'x 36', 38 Star Flag)
 - Fort Main (10' x15', 38 Star Flag)
 - Fort Storm (4'x8', 38 Star Flag)

- When the Main or Storm Flags are flown, ropes shall be wrapped around the pole before tying to prevent ropes from hitting the pole

Fort Mackinac Main

Flag Pole →





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Fort Flag Details cont.

- **Garrison Flag**
 - Flown only in excellent weather conditions
 - Special care must be taken, especially around nearby trees
 - Six Scouts required for raising and lowering
 - Sixteen Scouts are required for folding – done in the parade grounds



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Garrison Flag cont.

- Flag should be changed to suit weather conditions
- Always protect from rain and winds
- Better to lower flag on false alarms to ensure no damage to flag
- Special care must be taken, especially around nearby trees
- Any question on which flag to fly, consult the Scout Coordinator

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Fort Flag Details cont.

- **Fort Main Flag**

- Flown on normal weather days
- Four to Six Scouts required for raising and lowering
- Folding done in the parade grounds
- Any question on which Fort Main flag to fly, consult the Scout Coordinator

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- **Fort Storm Flag**

- Flown on windy, rainy, or when threatening weather is predicted



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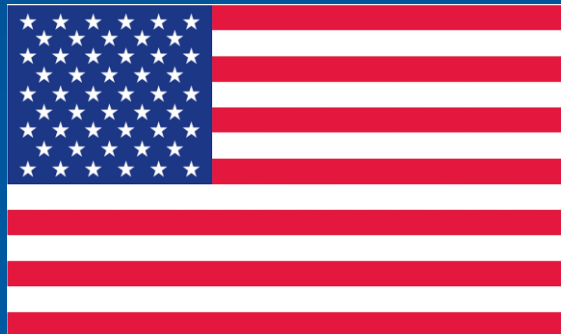


Fort Flag Details cont.

- **South Sally Ramp**

- **8 Different Flags**

- French 23 Fleur de Lis
- 1707-1801 British Union
- British Red Ensign
- British Union
- Star- Spangled Banner
- 1895 American Flag – 44 Stars
- State of Michigan
- American 50





Fort Flag Details cont.

- Avenue of Flags

— 8 Different Flags



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4 Right Side from road to fort

- State of Michigan
- French 3 Fleur de Lis
- British Union
- Star- Spangled Banner – 15



4 Left Side from road to fort

- American 50
- French 23 Fleur de Lis
- 1707-1801 British Union
- 1895 American Flag – 44



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Flag Duty Details

- **General**

- All flags will be flown when Fort is open
- Some Evening Events may require flags to stay up during evening hours
- Flags must be raised and lowered by Scouts
- Only American flags and the Star-Spangled Banners are to be folded in the triangular shape
- All others are folded rectangularly

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Flag Duty Details

- **Scouts Barracks**

- Troop raises and lowers the Scout Barrack flags with the entire troop
- Ceremony starts promptly at 8:50 A.M.
- Flag lowering is at 6:50 P.M.
- Troop announcements shall be performed immediately after flag raising and lowering

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Flag Duty Details

- **Morning Flag Raising**
 - An automatic bugle recording of “Reveille” will start immediately at 9:30 A.M
 - All Scouts should come to attention and raise flags briskly at the first note of Reveille and the sound of cannon
 - Flags must be raised uniformly and synchronized

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Morning Flag Raising cont.

- When “Reveille” is completed, the bugler will play “To the Colors”
- Scouts will hold salute from the beginning of “Reveille” to the completion of “To the Colors”
- Flags **MUST** reach the top of the poles simultaneously.

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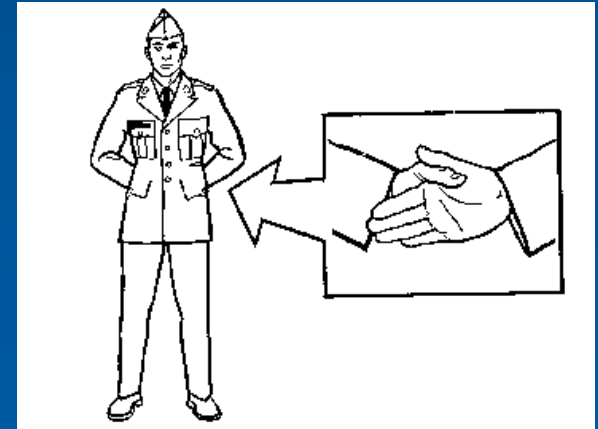
Flag Duty Details cont.

- **Evening Retreat and Flag Lowering**
 - An automatic bugle recording of “Retreat” will play twice at 6:30 P.M.
 - All Scouts should remain at parade rest throughout Retreat

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Evening Retreat cont.

- The Scout Cannoneer will fire a single gun salute
- Bugler will play “To the Colors” after gun salute
- Flags will descend respectfully, reaching the bottom of the poles as the bugler finishes
- Flags Downtown will be lowered at 6:30 along with all other flags



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Flag Raising/Lowering Details

- All flags **MUST** be raised and lowered in unison on the Ramp and on the Avenue
- Flags going up are raised quickly
- Flags going down are lowered slowly
- One flag on the Ramp and one flag on the Avenue shall be selected as the guide flag
- The guide flag shall be watched and used to time all other flags for raising and lowering in unison
- Two scouts shall handle the halyards (ropes) when raising and lowering flags
 - One Scout will raise and lower the flag, the other scout will act as a brakeman to control the speed of the flag as necessary to stay in unison with the guide flag.
 - This takes some practice to get it right





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Half Staff Procedure

- **Post Cemetery**

- Post Cemetery flag is always flown at half staff.
- First raise the flag to the top of the pole
- Pause for a three second salute, then respectfully lower the flag 1/3 the length of the pole
- Flag should be equal distance from the top and bottom of the pole
- To lower a half staff flag, the procedure is reversed





Half Staff Procedure cont.

- **Fort Main**

- First raise the flag to the top of the pole
- Pause for a three second salute, then respectfully lower the flag 1/4 the length of the pole
- Flag should be lowered just above cedar trees
- To lower a half staff flag, the procedure is reversed

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- The MSHP and Scout Coordinator will inform troop when flags are to be flown half staff
- Fort Main, Governor's, Scout Barracks, downtown buildings, Mackinac Art Museum, and the two flags at the bottom of South Sally ramp are only flags to be lowered





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Cannoneer

- Troop 168 Adult will handle and fire signal cannon (morning signal)
- Troop's Cannoneer will be trained
Will have signed cannon procedure provided by Scout Coordinator
- Cannoneer will be at each flag raising and retreat
- Cannoneer will fire cannon each evening
- The Cannoneer and Scout Leader ensure the cannon receives the respect as a lethal weapon



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Conclusion

- Honor Guard Duty is a prestigious responsibility
- Procedures must be uniform and synchronized
- Treat the duty with respect at all times
- Represent Mackinac Island Honor Troop 168 with

PRIDE!

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