

SOUTHERN UNION PATHFINDER CEREMONIES
(1st Edition, 02-May-2019)

FOREWORD

This manual is a compilation of traditions and practices when performing Drill commands at Pathfinder events. It serves as a guideline to address many questions by conference club staff in how Pathfinders are to conduct ceremonies in or outside their churches.

Traditionally, the Pathfinder Club has followed the standards based on the US Army manual FM 22-5 'Drill and Ceremonies' and its current version, the FM 3-21.5. This guide intends to address information that has been passed as military standard and tradition but not described in the US Army Drill and Ceremonies manual. It also adds portions specific to Pathfinder Club activities to conform to these traditions.

While researching sources we consulted various Pathfinder and military veteran organizations. For the veteran organizations we approached the Non Commissioned Officers Association (NCOA), the American Legion, and the Veterans of Foreign Wars (VFW). And, although the latter are military focused organizations we must not forget that Pathfinders are not soldiers. It is the intention to teach respect and to honor the US flag and to conduct ceremonies in an orderly fashion in the manner that our God deserves.

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The following people served in the committee or assisted in the preparation of this manual. A special thanks to Pastor Ken Rogers, Southern Union Pathfinder Director, for sponsoring this effort.

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PATHFINDER INDOOR ACTIVITIES

Induction and Investiture Ceremony process.

The following four (4) formats are examples described in the Pathfinder Staff Manual (http://www.pathfindersonline.org/pdf/staff_manual/staff_manual_induction-pfsabbath.pdf) and were transcribed here for completeness and integrated with flag etiquette standards.

Pathfinder Church Service #1

- Begin Service -

Church is asked to stand for the colors.

Color Guard marches in first followed by the Pathfinder Club.

Color Guard takes position behind the flag bases.

Recite Pathfinder Pledge(s), Law, Song, .etc.

Color Guard posts the colors and leave the stage.

Church Service (Offering, Prayer, Sermon, .etc)

- End of Service -

Color Guard retrieves the colors and marches out (first).

Ministers, Director, Staff, and Pathfinder marches out behind the Color Guard.

Pathfinder Church Service #2

- Begin Service -

Pathfinders march in and settles in their pews.

Church is asked to stand for the colors. (Pathfinders at attention)

Color Guard marches in and takes position behind the flag bases.

Recite Pathfinder Pledge(s), Law, Song, .etc.

Color Guard posts the colors and leave the stage.

Church Service (Offering, Prayer, Sermon, .etc)

- End of Service -

Color Guard retrieves the colors and marches out (first).

Ministers, Director, Staff, and Pathfinder marches out behind the Color Guard.

COLOR GUARD AT A CHURCH SERVICE

When marching in at a Pathfinder ceremony, the Color Guard leads all the units in the processional. The Color Guard does not trail the Pathfinder unit.

(See Example Format, p. 9)

The **only** exception when considering Color Guard marching in without a Pathfinder unit following is when the Pathfinders are already present and seated at the church with the congregation. (At that time, Pathfinders will become part of the congregation and will stand with the congregation for the presentation of the Colors.)

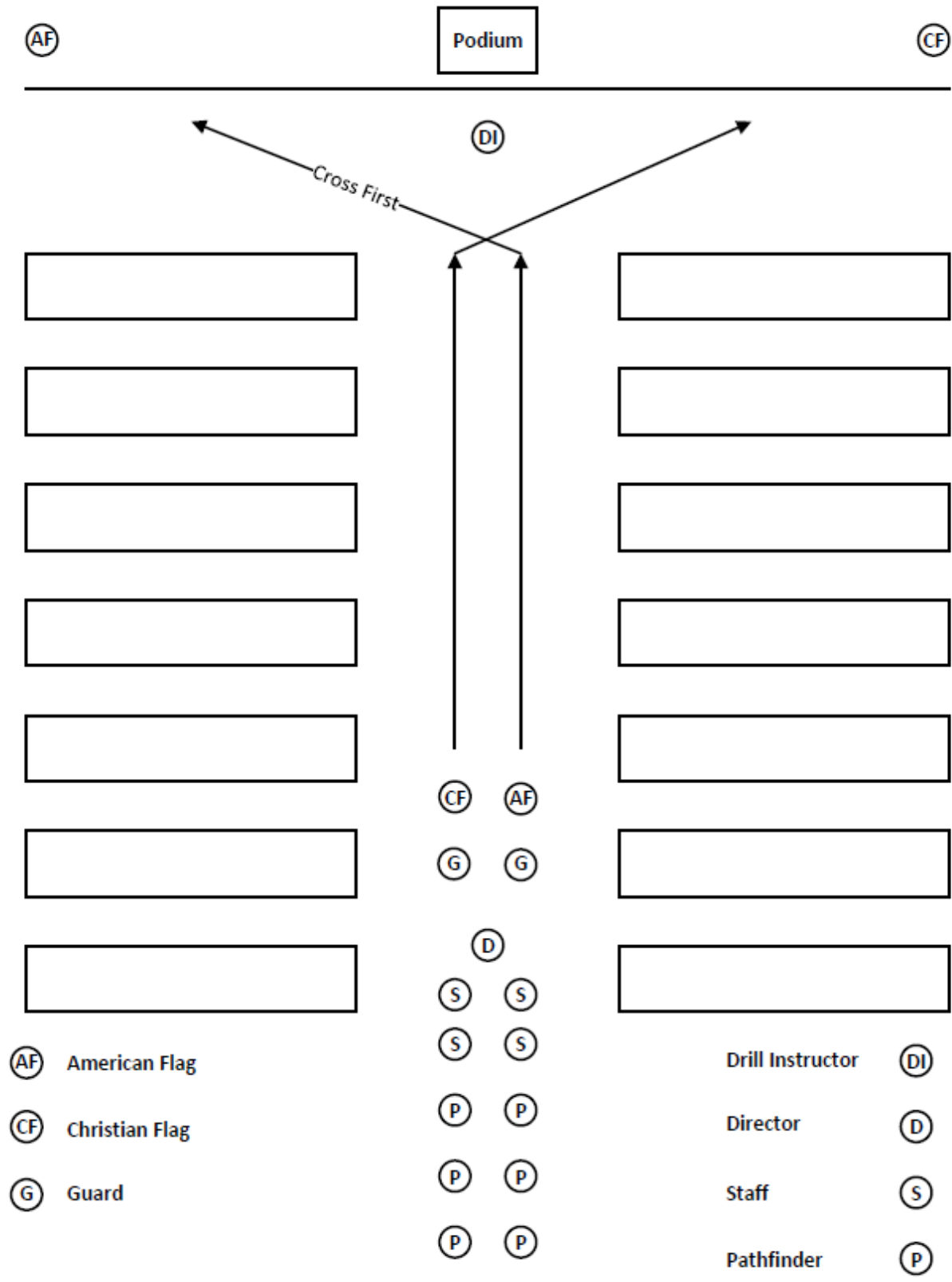
Notes about the Color Guard:

The color guard should be in full Class-A uniform, with white gloves and flag carriers if possible. If the Color bearers use flag harnesses, it is advisable to wear the (NAD regulation) Modified Class-A uniform (Class-A without Pathfinder Sash) to avoid the flag harness pulling items from the uniform sash. Color Guard (the guards themselves) should be in full Class-A uniform.

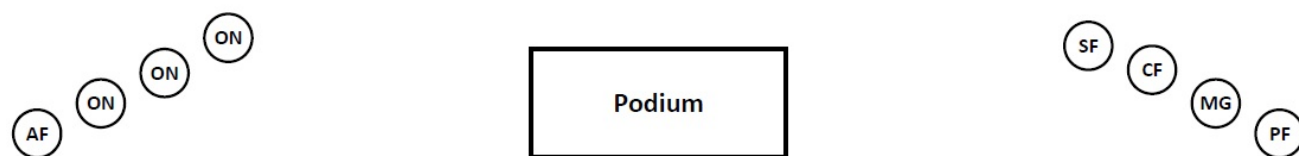
Per tradition, the US Flag should always be escorted by two guards, one on each side, at all times possible. Depending on the size of the church, the Color Guard will march in single file or by twos side-by-side. In either configuration, the guards always stay with the US Flag carrier. When the ceiling is too low, adjustments should be made and the flags are carried at the side, being careful not to drag the flags. The flags are to be carried in a vertical position. Right arm on top as close as possible to your nose. The left arm across the waist grasping the pole firmly. The US flag pole must always march with the eagle ornament facing forward. Always keep the US flag on the rightmost position (position of honor) when marching with other flags alongside.

When marching by 2s, because the US Flag should be at the right of the speaker, when the Color Guard reaches the front pew, the flag next to the US flag will march in place (Mark Time, March) until the US flag crosses over, then it can continue. The Color Guard will then move into position to place themselves in front of the flag stand and facing the congregation.

While the Pathfinders recite the pledges, law, or sings, Color guard will not talk, sing, or repeat pledges with the rest of the club as they themselves are the flag detail.



ORDER OF FLAGS WHEN POSTED



AF	American Flag	CF	Christian Flag
ON	Other National Flags	MG	Master Guide
SF	State Flag	PF	Pathfinder Flag

USA (*And additional national flags*) – *Posted right of speaker but US Flag at rightmost.*

STATE FLAG – *Posted left of Speaker*

CHRISTIAN - (*This is an Ecumenical symbol and not a national. Therefore, is reserved to be posted at the left of speaker although some congregations would want it posted at the right of speaker*)

AY - (*Organizational, thus posted left of speaker*)

MG - (*Organizational, thus posted left of speaker*)

PATHFINDER - (*Organizational, posted thus left of speaker*)

OTHER Organizational FLAGS AS REQUIRED – (*Posted left of speaker*)

ORDER TO DISPLAY FLAGS ON STAGE

US Flag to the right of the speaker. If other national flags then at the rightmost position. (*Source: US Flag Code, Chapter 1, Section 7*)

All other flags to the left starting with Florida, Christian, AY, MG, Pathfinders, Adventurer. A club can use as many flags as it wants. Example: eTracker, Varsity, city flags, area flags, etc. Remember all other non-national flags will go to the left of the speaker.

POSTING THE FLAGS

Once all pledges, law, aim, motto, national anthem, and pathfinder/adventurer songs have been completed then the color guard will prepare to post. When the command “post” is given, all flags will post first then the US will post the flag onto the flag base/stand. The US flag is posted last but retrieved first (at end of ceremony). When the command “honor your color” is given, the “non US Flag” color guards will execute a right face on their own to face the US Flag, then all including the US Flag carrier and guards execute a hand salute to the (posted) US Flag. At the count of 1-2, the rest of the color guard will execute a left face and start their way out. You may choose to give the command “Color Guard, Fall Out to your seats”.

RETRIEVING THE FLAGS

At the end of the ceremony, the drill commander will call the Color Guard to retrieve the colors. A command like “Prepare to Retrieve Colors” can be called for the Color Guard to march (at Quick Time pace) to the location where they posted their flags and facing the audience. The commander will then command (“Retrieve Colors”) for the Color Guard retrieve the colors from the bases/stands. The US flag should be picked up first before the other flags. The Color Guard will either retrieve the flags into their harnesses or hold them at their side. As the Color Guard marches out keep the same formation as when they marched at the beginning of the ceremony (keeping US Flag first row and at right if next to other flags).

EXAMPLE FORMAT / CEREMONY LEAD CHEAT SHEET

COLOR GUARD COMMANDS

TO PRESENT THE COLORS:

Drill Commander: “PATHFINDERS, FORWARD MARCH” (Pathfinders march in)

Drill Commander: (To the Congregation) “Please stand for the presentation of the Colors”

Drill Commander: “COLOR GUARD, READY THE COLORS”

Color Guard Commander: “COLOR GUARD, ATTENTION”

(Color Guard Commander marches the Color Guard in and maneuvers the Colors to the flag posts. See page 7)

Color Guard Commander: “COLOR GUARD, HALT”

Drill Commander: “PRESENT ARMS”

- PLEDGE OF ALLEGIANCE

Drill Commander: “ORDER ARMS”

- PLEDGES: (PATHFINDER, BIBLE, CHRISTIAN FLAG)
- AIM
- MOTTO
- PATHFINDER LAW
- PATHFINDER HYMN

Drill Commander: “POST COLORS”

Color Guard Commander: “COLOR GUARD, POST”

(Color Guards post their flag, then salute (hand salute) their flag)

Color Guard Commander: “COLOR GUARD, FALL OUT”.

Color Guards execute a right face and fall out to their seat.

*** If it is a combined Adventurer and Pathfinder clubs ceremony, then the adventurer pledge, law, and song must be included. Also, wherever there is a command for Pathfinders it should state: Adventurers and Pathfinders for both clubs to execute.

*** Suggestion: Whenever possible, an Adventurer should be allowed to carry the Adventurer flag.

TO RETRIEVE THE COLORS:

Drill Commander: (To the Congregation) “Please stand for the retrieving of the Colors”

Color Guard Commander: “COLOR GUARD, ATTENTION”

Color Guard Commander: “COLOR GUARD, FORWARD MARCH”

(Color Guard marches in and maneuvers the Colors to the flag posts)

Color Guard Commander: “COLOR GUARD, HALT”

Color Guard Commander: “RETRIEVE COLORS”

(Color Guard takes their flag from their bases to their carry position)

Depending on the configuration of the church the Color Guard could exit to the right by calling a Right Face and follow the US Flag. Otherwise, the Color Guard may maneuver (while marching) to assemble at the location in front of the podium in 2-by-2 and then march out together. Color Guard Commander may add commands as needed.

NOTES:

1. The US Flag is always posted last and retrieved first.
2. The Color Guard does not speak or sing.
3. Perform a few practice runs before the event so everyone knows what to do.

PLEDGES

Listed here for completeness are the pledges used during Pathfinder Induction. These are guidelines, and therefore your conference or club can use as desired.

THE PLEDGE OF ALLEGIANCE

(At the position of Present Arms when club is in in Pathfinder uniform, otherwise hand over heart. Command is called by club director or staff leading the ceremony)

I PLEDGE ALLEGIANCE TO THE FLAG
OF THE UNITED STATES OF AMERICA
AND TO THE REPUBLIC FOR WHICH IT STANDS
ONE NATION UNDER GOD, INDIVISIBLE,
WITH LIBERTY AND JUSTICE FOR ALL.

THE PLEDGE TO THE BIBLE

(At the position of Attention)

I PLEDGE ALLEGIANCE TO THE BIBLE
AND TO THE GOSPEL FOR WHICH IT STANDS
ONE SAVIOR, CRUCIFIED, RISEN, AND COMING AGAIN
WITH LIFE AND LIBERTY TO ALL WHO BELIEVE.

THE PLEDGE TO THE CHRISTIAN FLAG

(At the position of Attention)

I PLEDGE ALLEGIANCE TO THE CHRISTIAN FLAG
AND TO THE SAVIOR
FOR WHOSE KINGDOM IT STANDS
ONE BROTHERHOOD, UNITING ALL MANKIND
IN SERVICE AND LOVE.

THE ADVENTIST YOUTH (AY) AIM

(At the position of Attention)

THE ADVENT MESSAGE TO ALL THE WORLD
IN MY GENERATION.

THE ADVENTIST YOUTH (AY) MOTTO

(At the position of Attention)

THE LOVE OF CHRIST
CONSTRAINTS US.

THE MASTER GUIDE PLEDGE

(Hand over heart)

LOVING THE LORD JESUS
I PROMISE TO TAKE AN ACTIVE ROLE
IN THE CHURCH'S YOUTH MINISTRY
DOING ALL THAT I CAN TO HELP OTHERS
AND TO FINISH THE WORK OF THE GOSPEL IN ALL THE WORLD.

THE PATHFINDER PLEDGE

(Hand over heart)

BY THE GRACE OF GOD
I WILL BE PURE, KIND, AND TRUE
I WILL KEEP THE PATHFINDER LAW
I WILL BE A SERVANT OF GOD
AND A FRIEND TO MAN.

THE TEEN LEADERSHIP TRAINING (TLT) PLEDGE

(Hand over heart)

LOVING THE LORD JESUS
I PROMISE TO TAKE AN ACTIVE PART IN THE WORK
OF THE TEEN LEADERSHIP TRAINING PROGRAM
DOING WHAT I CAN TO HELP OTHERS
AND TO FINISH THE WORK OF THE GOSPEL IN ALL THE WORLD.

THE PATHFINDER LAW

(Right hand up as in taking an oath)

THE LAW IS FOR ME TO
KEEP THE MORNING WATCH
DO MY HONEST PART
CARE FOR MY BODY
KEEP A LEVEL EYE
BE COURTEOUS AND OBEDIENT
WALK SOFTLY IN THE SANCTUARY
KEEP A SONG IN MY HEART
GO ON GOD'S ERRANDS.

THE PATHFINDER SONG

(At the position of Attention)

OH WE ARE THE PATHFINDERS STRONG
THE SERVANTS OF GOD ARE WE
FAITHFUL AS WE MARCH ALONG
IN KINDNESS, TRUTH, AND PURITY
A MESSAGE TO TELL TO THE WORLD
A TRUTH THAT WILL SET US FREE
KING JESUS THE SAVIOR
IS COMING BACK
FOR YOU AND ME.

PATHFINDER OUTDOOR ACTIVITIES

FLAG ETIQUETTE

The US flag should be flown above all other flags, except when displayed with other country flags.

The US flag should never touch the ground.

The US flag should be saluted as it passes by.

While in Class “A” and “B” uniform it should always be saluted.

When in Class “C” (conference or camporee shirt) and “D” (club shirt) only during official club meeting, anywhere else hands will be over the heart. If any counselors are US veterans they are allowed to render the hand salute while in uniform or not. During training session for training purpose only, the director can announce that the salute will be rendered, example drill training.

PARADES

When at Pathfinder parades, only one Color Guard should lead the Union or Conference. In the case of a Division Camporee (for example, Oshkosh International Camporee), it is suggested that the Union and its Conferences lead with their Color Guards. It is then recommended that clubs do not bring their color guards and instead use their club banners.

While camping there are times when the campsites are inspected, the flags should be posted the same way as in church, the US flag is posted to the right of the campsite’s right entrance or to the left of the inspector facing the entrance. At night, the US flag should not fly in the dark. If it must be left flying outside at night, the club should provide proper lighting.

PRESENTING THE COLORS

When there is no space to post the colors, such as a sports event, the color guard will march in the same way as if posting the flags, but the color guard will stand during the pledges and songs; afterwards, they will march out as they entered. The salute will always be the same.

FLAG RAISING AND LOWERING

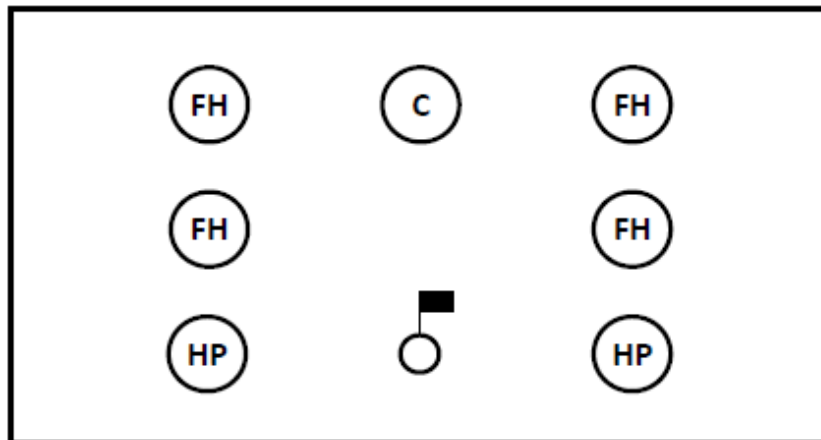
During training environment, camp outs, camporees, fairs, end of year activities or any other outdoor activities, whenever possible the US flag should be raised at dawn and lowered at dusk. The flag detail should gather about 15 to 20 minutes before flag raising or lowering to coordinate before the event.

RAISING (AND LOWERING) THE FLAG TO HALF-STAFF

- A. For the occasions when the flag of the United States is raised, lowered, or flown at half-staff, it is first hoisted (briskly) to the top of the flagpole and then lowered (slowly) to the half-staff position. Before lowering the flag, it is again raised to the top of the flagpole and then lowered.
- B. Normally, a flag detail consists of a leader, two halyard pullers and two to eight flag handlers. The purpose of the flag handlers is to ensure the correct folding (unfolding) of the flag and to ensure that the flag does not touch the ground. As a guide, two flag handlers are needed when raising or lowering a small flag, six handlers for a medium flag, and eight for a large flag.
- C. The leader inconspicuously gives the necessary commands or directives to ensure proper performance by the flag detail. On windy days, he/she may assist the flag handlers to secure or fold the flag.

RAISING THE FLAG

- A. The leader forms the detail in a column of twos at double interval between files. He/she secures the flag from its storage area and positions him/herself between the files and on line with the last two Pathfinders. He/she then marches the detail to the flagpole.
- B. The detail is halted (HALT) in column formation, facing the flagpole on the downwind side. They position so that the flagpole is centered between the halyard pullers. The leader then commands "POST". On this command, the halyard pullers immediately move to the flagpole and ensure that the halyards are free of the people. The flag handlers face to the center.



Flag Holder



Halyard Puller



Color Guard Commander

- C. At the appropriate time the leader directs **ATTACH THE FLAG**. On this directive, all flag handlers take one side step towards the flagpole. The two handlers nearest the flagpole immediately attach the top of the flag to the halyard. The halyard pullers raise the flag until the bottom of the flag can be attached.
- D. At the first note of the music (or **PRESENT ARMS** is called), the halyard pullers rapidly raise the flag. The leader salutes (**PRESENT ARMS**). As the flag is raised from the handlers' hands, they face the flagpole and salute (**PRESENT ARMS**). At the last note of the music the leader commands **ORDER, ARMS** for him/herself and the flag handlers while the pullers secure the halyards. The leader then position him/herself between the halyard pullers, executes an About Face, and commands **READY, FACE**. The detail will face the appropriate direction to depart the flag pole. He/she then marches the detail from the site.

NOTE: If a group leader is present with the flag, the flag detail leader will move to the group leader by the most direct route, positions him/herself three steps in front of the group leader, salutes, takes one step forward, receives the flag with the right hand, and

places it under left arm, takes one step backward, salutes, does an about face, and returns to the detail to raise the flag.

LOWERING THE FLAG

- A. The detail is marched and positioned at the flagpole in the same manner as when raising the flag. On the command POST, the halyard pullers free the halyards, untangle them, ensure that they are free from the flagpole, and then temporarily secure them; the flag handlers do not face to the center. The leader then commands PARADE, REST.
- B. At the appropriate time, the leader commands the detail to attention. At this command the detail comes to the position of attention, the halyard pullers free the halyards. The leader commands PRESENT, ARMS, at the first note of "*To the Colors*" the flag is lowered slowly and with dignity. As the flag is lowered to within reach, the two flag handlers farthest away from the flag terminate their salute, move forward rapidly, secure the flag, and move back from the flagpole. As the flag passes each handler, he/she terminates his/her salute and assists in securing the flag. The leader terminates his/her salute at the last note of the music. Once the flag is detached, it is then folded. After securing the halyard, the pullers assist in folding. After the flag has been folded and received by the leader, the flag detail is marched away from the site.

NOTE: If music is not used, the leader directs PREPARE TO RAISE (LOWER) THE FLAG and RAISE (LOWER) THE FLAG. If a group leader is present, after securing the flag, the flag detail leader will move to the group leader by the most direct route, positions him/herself three steps in front of the group leader, salutes, takes one step forward, takes the flag with the right hand, and hands it to the group leader, takes one step backward, salutes, does an about face, and returns to the detail to leave the site.

FUNERALS

For this section, two (2) funeral service options will be presented. Depending on the event, location, and the club members present, you can tailor your own according to these examples.

EXAMPLE #1:

There may be a time that a member, staff member or a true patron of the Pathfinder Ministry becomes deceased and their family or relatives requests a Pathfinder ceremony or a Pathfinder Salutation. It would be appropriate for the Local Pathfinder Club to render such services with the prior approval from the local church. If a request for services is approved, the following procedures may be used at the discretion of the Next of Kin. Most ceremonies described in the procedures may last no more than 3 to 7 minutes in timing.

The Posting of Guards:

1. In the tasking of Posting Guards, Pathfinders that are tasked for this duty must be in a complete Pathfinder Class “A” type uniform. They must be extra neat in their appearance. It is recommended that the upper classman of pathfinders (Ranger, Voyager, or Guide) be used in this capacity because of the long term standing at attention. Guards are posted at the head and foot of the casket which the AYS Flag is at the head and the Pathfinder Flag is at the foot. Guards are usually posted immediately once the casket is in place. Guards shall rotate at every 10-15 minutes (less time for young Pathfinders) or longer which is to be determined by the Club Director. **(See illustration 1-1 and 1-2)**

While guards are standing at attention the flags are to be held in a straight upward and downward manner.

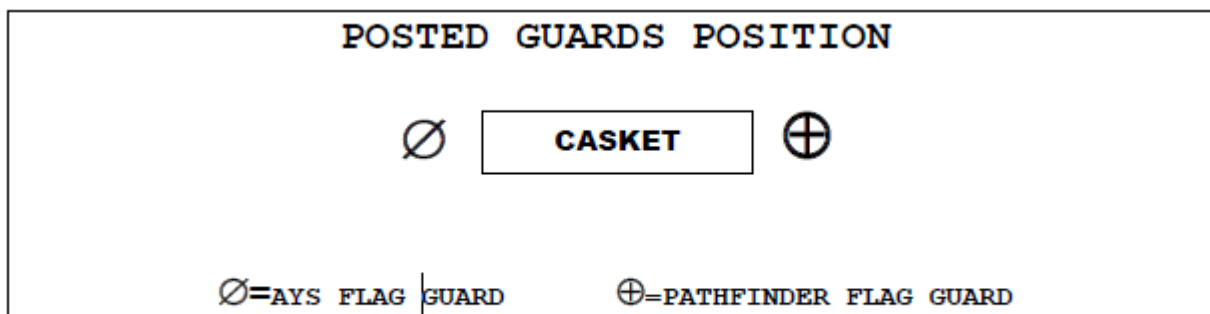


ILLUSTRATION 1-1

Guard Rotation Prior to Services

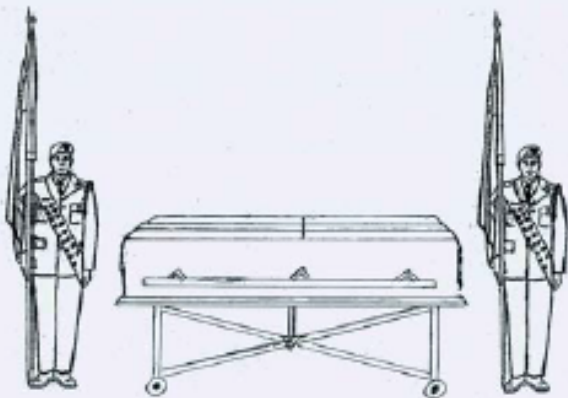
2. When rotating guards, starting at the posted position, guards are to take (2) two full steps forward, face one another, take (1) one full step forward, then face to the front of the congregation. The new guards will march abreast of each other at a half step and will post directly in front of the prospective flag bearer. The incoming guards will approach the outgoing guards and will salute in a slow (3) count movement.

The outgoing guard will take and pass the AYS/PATHFINDER Flags (cross ways) to the incoming guards and will then render a slow 3 count salute. **(See illustration 1-3)** The Outgoing guards will take 1 Step to the Right and will move forward at a half step being a breast of each other and will go to the rear of the building. The new guards will then make a facing movement and will move into position of guarding the casket.

Guard Rotation during Services

3. Rotations can go on throughout the service or can cease once the family have arrived and the start of the services are to begin. If Guard rotations are to continue during Services then the following procedures shall apply:

The incoming guards will approach the outgoing guards at the guard post and will salute in a slow (3) count movement. The outgoing guard will take and pass the AYS/PATHFINDER Flags (cross ways) to the incoming guards and will then render a slow 3 count salute. **(See illustration 1-3)** The Outgoing guards will take 1 Step to the Right and be dismissed. The new guard will then make a facing movement and will move into position of guarding the casket.



**GUARD POSTING
ILLUSTRATION 1-2**



**PASSING OF THE FLAG
ILLUSTRATION 1-3**

Salutation Ceremony

When a Pathfinder Salutation ceremony is warranted, then the following procedures may apply. This ceremony can be conducted inside or outside at the grave site. Usually, seating arrangements in the sanctuary is determined by the funeral director and or the local ushers, therefore coordination for a Pathfinder Salute shall be coordinated with the above mentioned leaders. To properly perform the salutation, all Pathfinders are assembled and are called to the position of attention. A color guard team consisting of the Bible, American Flag, State Flag (optional) as appropriate, Christian Flag, AYS Flag, and the appropriate Pathfinder Flag, will move to center position. **(See illustration 1-4)** The Salute will be given by the Club Director or a designated person with the following command, “Present Arms”, “Order Arms”. Prior to the command Present arms, the Club Director shall face the “Next of Kin” and will state the following wording. **"On behalf of the (Club Name) Pathfinder Club, we give our final salute to our fellow member, Pathfinder (Decease Name) in appreciation for his/her faithful service to the Club, to the (church name) SDA church and the Name Conference.** Proceed with the salute and dismiss the Color Guards, then they will march to the rear of the sanctuary and disassemble or if the ceremony is conducted at the grave site, the Colors will move away from the area and dismiss.

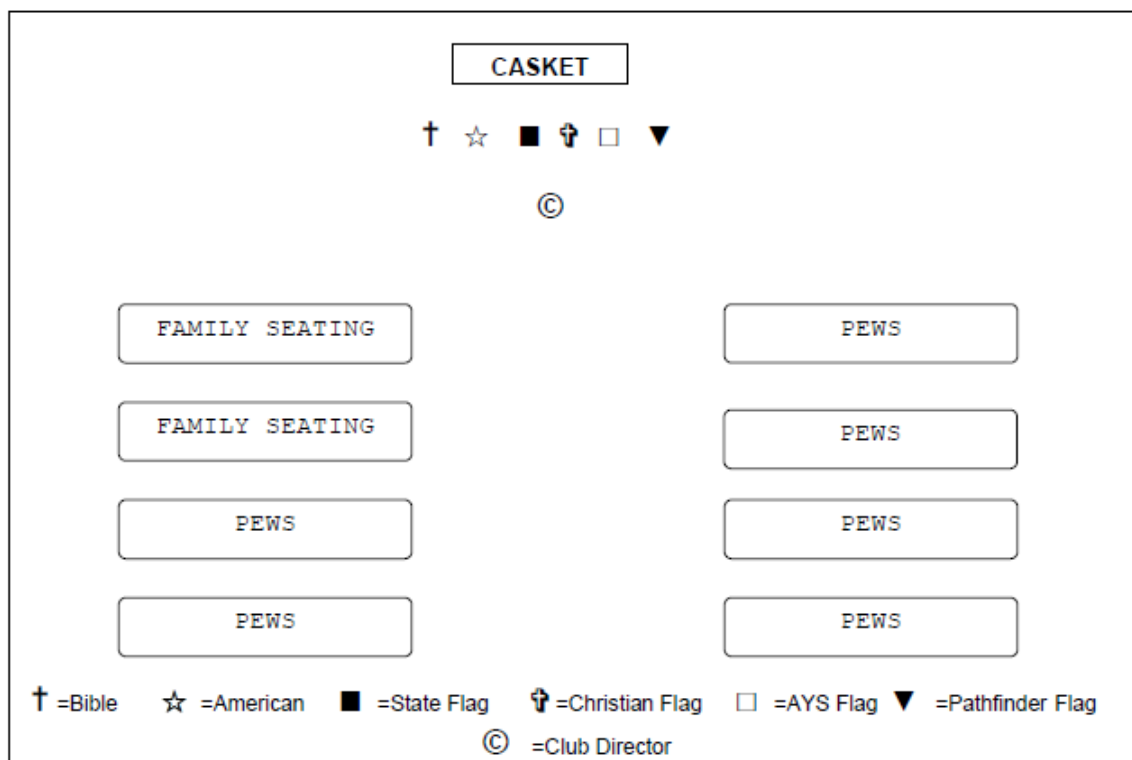


ILLUSTRATION 1-4

Flag Presentation Ceremony:

1. The flag presentation ceremony can be done at any time in the service or at the grave site whichever is appropriate with the family's permission. When the flag presentation is conducted, the following procedures shall be applied:
2. A color guard team will be formed to include the Bible, American Flag, Christian Flag and the (Club/District/Conference) Pathfinder Flag. The Pathfinder Club Director will form an Official Party consisting of the Deputy Club Director or any individuals of their choosing along with a bearer carrying the **Encased Pathfinder Flag**. The Colors shall post to the front of the church in front of the casket. Once the colors are set in place, the official party shall march forward in a line formation to the next of kin and shall position themselves in front of the head family member. The colors will be presented with a salute (Present Arms, Order Arms respectively) with the Club Director or the appropriate leader giving these commands. Once the salutations have been completed, the encased flag bearer and the club director shall take one step forward at the same time and face one another. The Club Director will salute the flag bearer with the encased flag and take the encased flag with both hands and stand while the bearer salutes the Encased Flag. When the bearer drops his salute, wait until the bearer is repositioned and then approach and face the Next Of Kin (normally seated on the left front seat) and present the Encased Pathfinder Flag. **(See illustration 1-5)** When you present the encased Pathfinder Flag, kneel down on one knee if appropriate and use these or similar words:

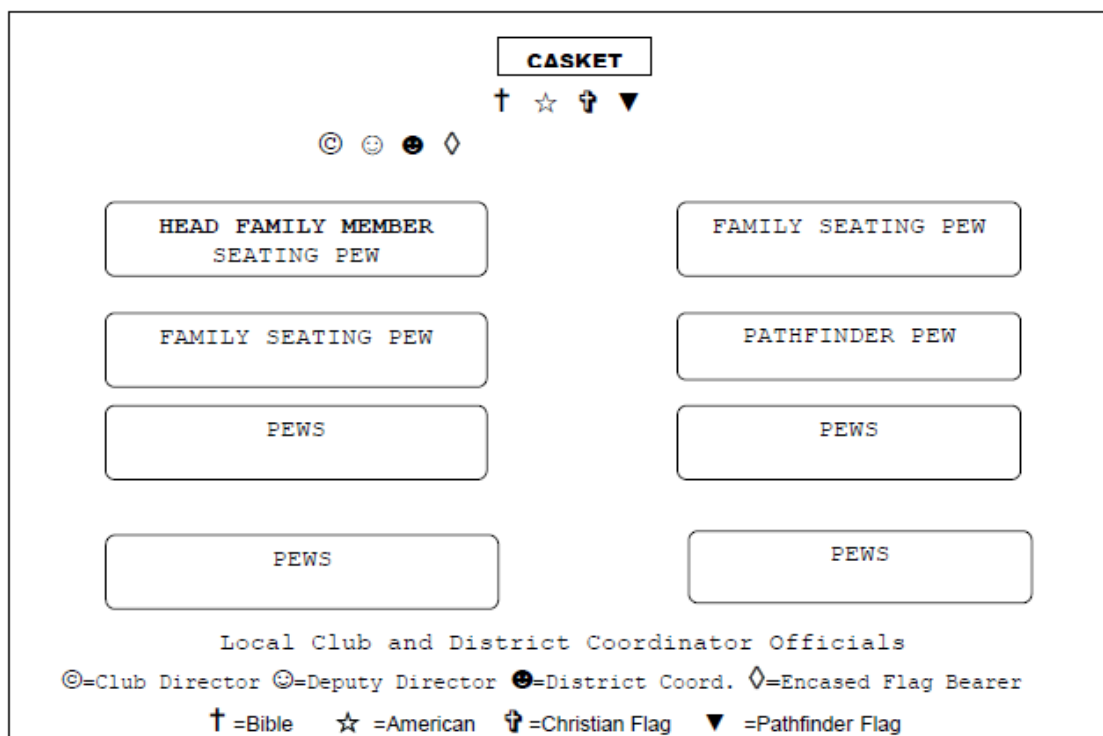


ILLUSTRATION 1-5

Presentation Speech

To the Next of Kin:

(The Presenter shall kneel down in front of the parents or next of kin)

Stating in a soft voice that only the family can hear:

Sir/Ma'am,

On behalf of the *Name* Conference, and a grateful state of (*Name of State[s]*) and a proud *Club Name Pathfinder Club*, this flag is presented as a token of our appreciation for the honorable and faithful service rendered by your loved one. We will continue to pray for you and your family during this mournful period. May God continue to bestow his blessing on you and your family in the coming days.

3. After presenting the encased flag, stand to attention and salute the flag and move back in place. Dismiss The Colors which will march out to the rear of the sanctuary if inside or if at a cemetery, Colors will move out to an area away from the procession, then the official party will march out and be dismissed.

4. During this formal procedure, all pathfinders will stand and render any salutations when commanded to do so by the Club Director or a designated leader. Ensure that all participants in the ceremony are in a Pathfinder Class "A" uniform with a very neat appearance.

Encased Pathfinder Flag:

1. The Encased Pathfinder Flag is a Pathfinder flag placed in a Memorial Flag Case Display Box. (See **illustration 1-6 and 1-7**) This item can be purchased at any flag and ceremonial outlet, Military Store or online at Glendale ParadeStore.com. There are various types and styles to choose from; also they can range from \$15.00 to \$300.00 in price.

2. The Flag is positioned in the box displaying the wording “PATHFINDER” across the bottom of the display box. (See **illustration 1-8**) Ideally, it is traditional that the club can insert items or keepsakes into the Memorial Flag Case behind the flag such as, the deceased Class “C” (Club) T-shirt, the Honor Sash, other mementos, etc.



ILLUSTRATION 1-6



MEMORIAL FLAG CASE
ILLUSTRATION 1-7



ENCASED PATHFINDER FLAG
ILLUSTRATION 1-8

Additional Information:

Pathfinder Clubs and Districts are encouraged to participate in funeral ceremonies when appropriate. It is important that every aspect of the ceremony be accomplished with dignity and most of all uniformity. Remember, which ever ceremony is decided upon, the Club Director must seek final approval from the Next of Kin prior to the services. It should be itemized on the program and all participants must be in a ready state to proceed in the ceremony. Uniforms, grooming must be in a high state of appearance. Practice makes perfect in every respect so, practice these routines so that club members and staff are confident in performing the ceremonies.

Flags that are to be used for encasement can be ordered and shipped overnight from Advent Source store or contact the Conference Pathfinder Coordinator to ensure a quick delivery of item. Memorial Flag Cases can be ordered online from Glendale <http://www.paradestore.com>. The proper name for the item is **Memorial Flag Cases**. Any questions pertaining to funeral ceremonies, please contact the Conference Pathfinder Coordinator or the Conference Senior Drill Instructor.

EXAMPLE #2:

When a person that has been a member of Adventurers, Pathfinders, or Master Guides passes away, it is important to remember not to impose on the family that the Pathfinders will post an honor guard in their honor. Let the family requested or kindly ask if they would like an honor guard. Never make it mandatory for Pathfinders to participate, it should be a voluntary act.

Before the door opens to the public, drape the coffin with the Adventurer, Pathfinder, or Master Guide flag depending what ministry the person was involved in. Be sure to assign a staff member to keep the order and to keep track of time. Children and staff can participate. Make sure they stay at parade rest by the coffin no more than 10 minutes.

The first pair march down the hall in a slow pace at full step, not at half step. They halt in front of the casket and render a hand salute at a slow pace. They move to the ends of the casket, execute an about face and go to parade rest (facing congregation).

Around the 9th minute mark, the 2nd pair start marching, they halt in front of the 1st pair, they exchange salute, the 1st pair will take a right or left step, the 1st pair will take 1 step forward and start marching as the 2nd pair take 1 step forward and do an about face and go to parade rest. Keep rotating the guard every 10 minutes until the service is over.

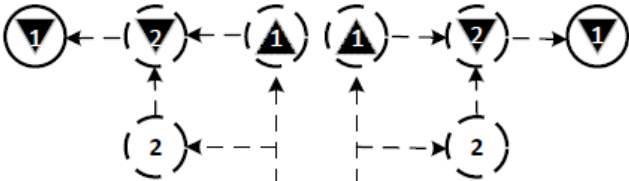
Have the Pathfinders line up starting at the exit door, as the casket come by, render a hand salute or have the person in charge call present arms, and order arms as the casket passes the last set of Pathfinders.

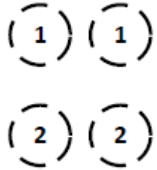
At the cemetery, try to have Pathfinders arrive before the hearse, line up staring at the hearse, and as the casket passes by, render a hand salute. Before the casket is lowered, have a team of 4 or 6 ready to lift the flag up from the casket and fold the flag in a manner that the club ministry emblem is showing, the highest ranking official there will present the club flag to the closest relative.

If the deceased was a US veteran and a US Armed Forces funeral detail is not present, then the casket is draped with the US flag before it arrives at the gravesite. The flag should be so placed that the blue field (the union) is at the head and over the left shoulder. Do not lower the flag into the grave or let it touch the ground. Fold the US flag as described in the “how to fold the US flag” section.

If a US Armed Forces funeral detail is present, allow them do the ceremony at the cemetery. In that case fold the club flag at the church or funeral home and present it there. If the Armed forces unit calls present arms, the Pathfinder/Adventurer/Master Guide will do the same. Remember to do this ceremoniously and with respect we are honoring someone that was an Adventurer, Pathfinder, Master Guide, or staff.

Casket/Remains





US FLAG RETIREMENT CEREMONY

Below are two examples for Flag Retirement ceremonies. You can customize but be mindful that this is a very important, solemn ceremony.

EXAMPLE #1

Things/People required:

CFR (Chief of Flag Retirement)

Person to read the history of the flag

The leader of the ceremony

A guest speaker (usually a veteran, or distinguished person)

Person to give the invocation/benediction

Color Guard (with Color Guard captain)

Burn Crew (to make sure the flag burns properly, and doesn't get out of hand)

Pathfinders/people to help as ushers and with parking.

Optional People:

Bugler (although it is preferred to have one)

Singer for the National Anthem.

Materials needed:

A metal container to burn the flag/flags in

A podium or place for people to speak, with loudspeakers if necessary

Places for an audience to sit

Proper Safety Equipment (fire extinguisher)

Generic Script:

Feel free to change to fit your needs.

Posting of Colors

- *CFR: Greet people, and describe how the ceremony will open Example: "Good morning, and thank you for attending this ceremony. We will start with the posting of the colors."*
- *CFR: "Please stand for the posting of the colors"*
- *CFR: "Color Guard prepare to post the colors" (Color Guard comes forward)*
- *CFR: "Color Guard... post the colors" (retiring flag is raised)*
- Bugler: Plays "To The Colors" (on cue as flag starts up)
- Flag reaches the top
- **CFR: "Please join me in the pledge of allegiance."**
- **CFR: "I pledge allegiance to the flag, or the United States of America. And to the republic for which it stands, one nation under god, indivisible, with liberty and justice for all."**
- CFR: (optional) **"Please join in the singing of our National Anthem."**

- Sing the National Anthem, guest singer may be used.
- Prayer- Introduce the person giving the invocation.
- CFR: " <<say name>>, **will lead us with the invocation.**"
- Person giving the invocation takes stage and does invocation
- After prayer
- CFR: "**Please Be Seated.**"
- Welcome & Introduction of ceremony
- CFR: Explain why you are doing this ceremony.
- Points to include:
 - The US code title 36, section 176 states: "The Flag, when it is in such condition that is no longer a fitting emblem for display, should be destroyed in a dignified way, preferably by burning."
 - Increased amounts of people flying the flag have caused more and more to become worn.
 - Retiring flags provides a service to the community, and the nation.
 - CFR: Explain who is involved in the ceremony, and thank any important individuals, groups, and businesses.
 - "**We will open our ceremony with a short history of the US flag, given by <<say name of pathfinder or staff giving the history of the flag>>**"
 - Pathfinder: Gives a short history of the US flag.
 - CFR: "**Thank you for giving us an outlook on the history of our flag.**"
- Introduction of guest speaker
- CFR: "**It is my honor to introduce <<say name, and position/rank of guest speaker>> who will give a speech on <<say the topic of the speech>>**"
- Guest speaker: Gives speech/presentation
- CFR: "**Thank you <<guest speaker>>**"
- Flag Retirement
- CFR: "**We will now begin our formal flag retirement ceremony.**"
- CFR: "**Please stand, and join me in retiring our nation's flag.**"
- CFR: "**Individuals in uniform will salute, while the rest will put their hands over their heart.**"
- CFR: "**Present Arms**"
- Burn Crew prepares fire
- CFR: "**Color Guard prepare to retire the colors**" (Color Guard comes forward)
- CFR: "**Color Guard retire the colors**"
- Color guard: retires the colors, folds the flag.
- CFR: "**Order Arms**"
- Color Guard Captain: Brings the flag to CFR
- CG Captain: "**Sir, We present this Flag that has proudly flown over our nation and its war dead. It is ready for retirement**"
- CFR: "**Thank You. <<Leader of the Ceremony>>, do you have anything to say before this flag is retired?**"

- **Leader: "Has this flag represented this nation with honor and pride, and become worn as the result of its usual service as the Emblem of our Country?"**
- **CG Captain: "Yes Sir. It has."**
- **CFR: "<<Say guest speaker's name>>, do you have anything to say before this flag is retired?"**
- **Guest Speaker: "Has this flag become unserviceable while flying over our country in times of peace and war, and as our nation's men and women died in defending its honor."**
- **CG Captain: "Yes Sir. It has"**
- **CFR: "It has been concluded, that this flag, has become unusable due to its proper service of tribute, memory, and love."**
- **CFR: "Captain, prepare the flag for retirement."**
- **CG Captain: "Yes Sir."**
- **CFR: "Present Arms"**
- **Flag Retirement Group moves to burn position prepares the flag for retirement**
- **Color Guard solemnly unfolds the flag and holds it over the fire that the flag is to be retired in. (do not burn yet)**
- **CFR: "Join us in the singing of 'God Bless America'"**
- **Everybody: sing God Bless America**
- **After singing retire the flag. If there is a small amount of flags to be retired, place them in too. If there are a considerable amount of flags to be retired, retire just one, and wait until after the ceremony to retire the rest. (Nylon flags will flare up, a cotton flag is preferred during a ceremony)**
- **Taps plays as flag burns**
- **After taps, wait for flag to burn. If not totally burned after some time, finish ceremony**
- **CFR: "Order Arms. Please bow your heads as <<person giving the benediction>> leads us in the benediction"**
- **CFR: "Almighty God, Captain of all hosts and Commander over all, bless and consecrate this present hour. We thank you for our Country and its Flag, and for the liberty for which it stands. To the clean and purging flame we commit these Flags, worn-out in worthy service. As they yield their substance to the fire, may your Holy Light spread over us and bring to our hearts renewed devotion to God and Country. Amen."**
- **CFR: "This concludes our US flag retirement ceremony. May we go home, and not forget the importance of our country's most precious symbol, the US flag. Thank you for attending."**

OTHER POINTS

If you have a large amount of flags to be retired, retire one during the ceremony in honor of the others, and retire the rest after the ceremony, or have a local funeral home donate their services and have the flags cremated.

After the retirement, polish the leftover grommets, and give them to veterans, important people in the community, people who helped or attended, or to whomever you see fit. They are like having an American Flag on your keychain.

Be careful when burning the flags. If it is a windy day, have something to put over the container to keep ashes, or un-burnt pieces of the flag from flying out of the container.

If you are going to burn just one flag for the ceremony, chose a flag that is preferably made out of cotton. Be careful when burning nylon and polyester flags. Nylon flags melt and leave a sticky mess, and polyester flags aren't the best for burning either. Some ceremonies call for the flag to be cut up before being retired. This is acceptable, yet not mandatory. The only law is in the US flag code, as follows: The Flag, when it is in such condition that is no longer a fitting emblem for display, should be destroyed in a dignified way, preferably by burning.

Make sure that the flag is burned entirely, so that it is unrecognizable as an American Flag. When you are done, the ashes may be buried, or scattered as desired.

Remember, this is a very solemn ceremony. It is like a funeral. We are laying US Flags to rest. A large group is not needed, yet veterans and some other people in the community might find the need to attend to pay respect for the flag as it is retired. Large groups of people should usually not be invited, unless it's for a special purpose.

EXAMPLE #2

Things/People required:

An unserviceable flag

A fire pit

A shovel

A bucket

Materials to make a fire

Scissors

Fire extinguisher (for safety)

Optional: Bugle or trumpet player

A narrator

1 or 2 highest ranking to carry the blue field

4 cutters more if it is a super large flag

13 stripe carriers

1 or 2 Master Guides to put the stripes in the fire

The speaker will start by saying: “We are gather here to pay our last respects to this symbol of our great nation. The land of the free and the home of the brave. We now present to you this United States flag, which has served its useful life as a symbol of freedom and our country, for retirement.”

“Present the color to be retired”

The flag detail will carry in the flag to be retired either folded or unfolded.

They will position themselves to the right of the fire pit, the union (blue field) will be to the left of the audience. As the cutters begin to cut off the stripes, the speaker reads the script selected by the official in charge from among the many available.

Narrator:

“To set me loose, first cut the blue field away from my stripes.”

“I am your Flag. I appear in many places. I have taken many forms and been called many names. But now, I am tired and it’s time for me to rest in the Flames of your campfire. My colors are faded and my cloth is tattered but my spirit remains unbroken.”

(The 1 or 2 high ranking officials will carry the blue field to the end of the 2 Pathfinders columns until it is time for the blue field to be put in the fire.)

Narrator pauses. Designated personnel use scissors to remove blue field.
(The blue field should be put in the fire last. At that time ask the audience to please stand for the pledge of allegiance. Then the organization retiring the flag will receive a new folded flag.)

“I was authorized by Congress in 1818 in the form you see now and have remained unchanged except to add a new star each July 4th after a new state joined the union until I reached my present number of 50.”

“I am more than just red, white and blue cloth shaped into a design. I am a silent sentinel of freedom. People of every country in the world know me on sight. Many countries love me as you do.”

“Other countries look at me with contempt because they don’t allow the freedom of Democracy that I represent – but country looks on me with respect. I am strong and the people of America have made me strong. My strength comes from your willingness to give help to those who are in need. You strive for world peace yet stand ready to fight oppression. You send resources and offer technology to less fortunate countries so they may strive to become self-sufficient. You feed starving children. You offer a home to anyone who will pledge allegiance to me.”

“Your sons gather beneath me to offer their lives on the battlefields, to preserve the Liberty I represent. That’s why I love the American people. That’s why I have flown so proudly.”

“Pathfinders and their families are some of my favorite people. I listen to your patriotic songs. I’m there at your flag ceremonies and I appreciate the tender care you give me. I feel the love when you say your pledge. I notice that your hand covers your heart when I am on parade. How smartly you salute me as I pass by and I ripple with pleasure when I see it.”

Now Tear each of my 13 stripes and lay it on the fire, one at a time. As you do this, think about the 13 original colonies and the pioneers who carved a nation out of a wilderness. They risked everything to fight for the Independence which we enjoy today.”

As the stripes are being cut, the narrator says:

FIRST STRIPE: “The 13 stripes stand for the thirteen original colonies”

SECOND STRIPE: “The white stands for purity.”

THIRD STRIPE: “The red stands for courage.”

FOURTH STRIPE: “Give me liberty or give me death”.

FIFTH STRIPE: “One if by land, two if by sea”.

SIXTH STRIPE: “We the people of the United States, in order to form a more perfect union, establish justice, ensure domestic tranquility, provide for the common defense, promote the general welfare, and secure the blessings of liberty to ourselves and our posterity, do ordain and establish this Constitution of the United States of America.”

SEVENTH STRIPE: “We hold these truths to be self-evident that all men are created equal. They are endowed by their creator with certain inalienable rights. Among these are life, liberty, and the pursuit of happiness.”

EIGHTH STRIPE: “Congress shall make no law respecting an establishment of religion or prohibiting the free exercise thereof.”

NINTH STRIPE: “Congress shall make no law abridging the freedom of speech or press.”

TENTH STRIPE: “Four score and seven years ago, our fathers brought forth to this continent a new nation, conceived in liberty and dedicated to the proposition that all men are created equal.”

ELEVENTH STRIPE: “The right of citizens of the United States to vote shall not be denied or abridged by the United States or by any state on account of sex.”

TWELFTH STRIPE: “Ask not what your country can do for you, but what you can do for your country.”

THIRTEENTH STRIPE: “One small step for man, one giant leap for mankind.”

(The cutters use scissors to cut each stripe, then hands it to the first Pathfinder in the line of 7, that Pathfinder passes it on to the next and the next, until it reaches the last one, another Cutter hands a stripe to the first Pathfinder in the next line, and they keep doing this until all 13 Pathfinders have a stripe. When all Pathfinders have a stripe, the narrator says the following: Pathfinders take then stripe folded in the left arm folded across the waist, then marches solemnly to the official that will carry the stripe to the fire as each state is names. As the Pathfinder stands in front of the official, the official slowly perform a hand salute, then will put his/her left arm under the stripe and slides it to his/her arm, then marches solemnly to the fire, drops the stripe into the fire and salutes.)

“My first state was Virginia, Massachusetts, New York, Maryland, Connecticut, Rhode Island, Delaware, North Carolina, South Carolina, New Jersey, New Hampshire, Pennsylvania, and finally Georgia.”

“As you cut and rip me apart and watch me burn, do not be sad or feel sorry for me. I have had the great Honor of being your flag of the United States of America and the Republic for which I stand, one Nation under God, indivisible, with Liberty and Justice for all.”

“When my stripes are gone, take the blue field and lay it across the fire. Then stand silently as you watch each star twinkle and fade into ashes.”

Call ATTENTION and repeat the Pledge of Allegiance.

The narrator will state that the ceremony is concluded and the officials will proceed to bury the ashes.

The ashes are collected and put in a bucket or can, a hole will be dug away from the building, and the ashes will be buried, using the shovel. This will officially concludes the flag retirement ceremony.

APPENDIX A : FOLDING THE UNITED STATES FLAG

(From American Legion website <https://www.legion.org/flag/folding>)

The traditional method of folding the US flag is as follows:

(A) Straighten out the flag to full length and fold lengthwise once.



A)



(B) Fold it lengthwise a second time to meet the open edge, making sure that the union of stars on the blue field remains outward in full view. (A large flag may have to be folded lengthwise a third time.)

B)



(C) A triangular fold is then started by bringing the striped corner of the folded edge to the open edge.

C)



(D) The outer point is then turned inward, parallel with the open edge, to form a second triangle.

D)



(E) The diagonal or triangular folding is continued toward the blue union until the end is reached, with only the blue showing and the form being that of a cocked (three-corner) hat.



E)



Meaning of Flag-Folding Program

The flag-folding ceremony represents the same religious principles on which our great country was originally founded.

The portion of the flag denoting honor is the canton of blue containing the stars representing states our veterans served in uniform. The canton field of blue dresses from left to right and is inverted only when draped as a pall on the casket of a veteran who has served our country honorably in uniform.

In the U.S. Armed Forces, at the ceremony of retreat, the flag is lowered, folded in a triangle fold and kept under watch throughout the night as a tribute to our nation's honored dead. The next morning it is brought out and, at the ceremony of reveille, run aloft as a symbol of our belief in the resurrection of the body.

Symbols for the Folds of the Flag

The **first** fold of our flag is a symbol of life.

The **second** fold is a symbol of our belief in eternal life.

The **third** fold is made in honor and remembrance of the veteran departing our ranks, and who gave a portion of his or her life for the defense of our country to attain peace throughout the world.

The **fourth** fold represents our weaker nature; as American citizens trusting in God, it is to Him we turn in times of peace, as well as in times of war, for His divine guidance.

The **fifth** fold is a tribute to our country, for in the words of Stephen Decatur, “Our country, in dealing with other countries, may she always be right, but it is still our country, right or wrong.”

The **sixth** fold is for where our hearts lie. It is with our heart that we pledge allegiance to the flag of the United States of America, and to the republic for which it stands, one nation under God, indivisible, with liberty and justice for all.

The **seventh** fold is a tribute to our armed forces, for it is through the armed forces that we protect our country and our flag against all enemies, whether they be found within or without the boundaries of our republic.

The **eighth** fold is a tribute to the one who entered into the valley of the shadow of death, that we might see the light of day, and to honor our mother, for whom it flies on Mother’s Day.

The **ninth** fold is a tribute to womanhood, for it has been through their faith, love, loyalty and devotion that the character of the men and women who have made this country great have been molded.

The **10th** fold is a tribute to father, for he, too, has given his sons and daughters for the defense of our country since he or she was first born.

The **11th** fold, in the eyes of Hebrew citizens, represents the lower portion of the seal of King David and King Solomon and glorifies, in their eyes, the God of Abraham, Isaac and Jacob.

The **12th** fold, in the eyes of a Christian citizen, represents an emblem of eternity and glorifies, in their eyes, God the Father, the Son and Holy Ghost.

When the flag is completely folded, the stars are uppermost, reminding us of our national motto, “In God We Trust.”

After the flag is completely folded and tucked in, it has the appearance of a cocked hat, ever reminding us of the soldiers who served under Gen. George Washington and the sailors and Marines who served under Capt. John Paul Jones and were followed by their comrades and shipmates in the U.S. Armed Forces, preserving for us the rights, privileges and freedoms we enjoy today.

The source and the date of origin of this Flag Folding Procedure is unknown, however some sources attribute it to the Gold Star Mothers of America while others to an Air Force chaplain stationed at the United States Air Force Academy. Others consider it to be an urban legend. It is provided by the American Legion on their website as a patriotic service to all.

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OTHER

1. “Funeral Service example #1” provided by Kelvin Paxton
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3. “Flag Retirement example #2” provided by Ron Derrick.