

Kerr J (Joanne)

From: Protocol and Honours Mailbox
Subject: FW: using flags on social media

From: [redacted]
On Behalf Of Protocol and Honours Mailbox
Sent: 05 December 2017 13:54
To: [redacted] Corporate Communications
Cc: Protocol and Honours Mailbox
Subject: RE: using flags on social media

[redacted]

Thanks for your email.. From a Protocol and honours point of view we don't have an issue with the image being put on Twitter. However, you should also run this query past Corporate Comms team who I have included this response.

Hope the above helps.

[redacted]

| [redacted] Protocol and Honours | Cabinet, Parliament and Governance Division | 4N.01 St Andrews House
Edinburgh EH1 3DG | [redacted]

Please consider the environment before printing this email.



From: [redacted]
Sent: 05 December 2017 13:46
To: Protocol and Honours Mailbox
Subject: FW: using flags on social media

Hi,

I'm not sure if you are the correct team to ask but I was looking for some advice on using flags in social media in particular Twitter. We have delegates from the Republic of Korea coming over on Friday and we wanted to tweet about it and put the attached picture on the tweet. Is this ok? Or do you know who I could ask about it?

Thanks

[redacted]

<< File: flag pin.jpg >>

[redacted]
Engagement Manager
Scottish Procurement
[redacted]

<< OLE Object: Picture (Device Independent Bitmap) >> [@ScotProcurement](#)

From: [redacted] **On Behalf Of** WEBSITE (NEWSWEBSITE)
Sent: 04 December 2017 15:39
To: [redacted]
Cc: [redacted]WEBSITE (NEWSWEBSITE)
Subject: RE: using flags on social media

Hi [redacted]

Sorry – not one for Digital Comms.

Possibly a question for the Honours and Protocol team?

Thanks

[redacted]

[redacted]
Senior Website Manager
The Scottish Government, Digital Communications, 3rd Floor West
St Andrew's House, Edinburgh, EH1 3DG
[redacted]
www.gov.scot
www.twitter.com/scotgov

From: [redacted]
Sent: 04 December 2017 14:22
To: [redacted]WEBSITE (NEWSWEBSITE)
Subject: using flags on social media

Hello,

Not sure if you are the right people to ask but colleagues are being visited by delegates from the Republic of Korea later in the week and I was going to tweet about it and add the Republic of Korea flag along with the Scottish flag. Would there be any issues with this?

Thanks
[redacted]

[redacted]
Engagement Manager

Scottish Procurement

[redacted]

<< OLE Object: Picture (Device Independent Bitmap) >> [@ScotProcurement](#)

Kerr J (Joanne)

From: Protocol and Honours Mailbox
Subject: FW: Flag display[redacted]

From: [redacted] **On Behalf Of** Protocol and Honours Mailbox
Sent: 06 December 2017 10:33
To: [redacted]
Cc: Protocol and Honours Mailbox
Subject: Flag display [redacted]

Dear [redacted]

Thank you for your further email regarding flags flown from St Andrew's House.

The Scottish Government closely follows the UK Government Department for Digital, Culture, Media and Sport flag flying guidance to commemorate Royal birthdays and other commemorative days. For example, to mark Remembrance Sunday, the Union Flag and Saltire flag were flown from our Scottish Government buildings, St. Andrew's House and Victoria Quay to honour the fallen.

For occasions which are Royal in nature (for example, the birthday of Her Majesty The Queen) our practice is to fly the Royal Banner of the Royal Arms of Scotland (the 'Lion Rampant') from St. Andrew's House, our principal Scottish Government building. Flying the Royal Banner from our principal building ensures that the Scottish Government pays, in fitting terms, appropriate respect on such Royal occasions. Her Majesty graciously gave her permission some time ago for the Royal Banner to be flown from St Andrew's House. However, the Royal Banner may not be flown from other Scottish Government buildings.

Please address any complaints regarding flag flying to firstminister@gov.scot

Kind regards

[redacted]
Protocol and Honours Team
Scottish Government
4N.01-4N.02
St. Andrew's House
Regent Road
Edinburgh
EH1 3DG
[redacted]

Kerr J (Joanne)

From: Protocol and Honours Mailbox
Subject: FW: CEA - Flag flying - V

From: [redacted] **On Behalf Of** Protocol and Honours Mailbox
Sent: 06 December 2017 12:28
To: [redacted]
Cc: Protocol and Honours Mailbox
Subject: CEA - Flag flying - [redacted]

Dear [redacted]

Thank you for your email of 14 November 2017 regarding Flag flying. **I refer to our previous response of 30th October 2017 and therefore** we have nothing further to add.

Kind regards

[redacted]
Protocol and Honours Team
Scottish Government
4N.02
St. Andrew's House
Regent Road
Edinburgh
EH1 3DG
[redacted]

From: [redacted]
Sent: 14 November 2017 15:25
To: Protocol and Honours Mailbox
Subject: Re: CEA - Flag flying - [redacted]

[redacted] thanks for your response.

There's no Union Flag flying at Victoria Quay today, so the protocol still isn't being followed. Why is that?

[redacted]

From: [redacted] on behalf of [redacted] <[redacted]@gov.scot>
Sent: 30 October 2017 17:09
To: s[redacted]
Cc: [redacted]@gov.scot
Subject: RE: CEA - Flag flying - [redacted]

Dear [redacted]

Thank you for your further email of 24 October regarding the flying of flags from the Scottish Government building at Victoria Quay.

For those occasions which are royal in nature (for example, the birthday of Her Majesty The Queen) our practice has been to fly the Royal Banner of the Royal Arms of Scotland (the 'Lion Rampant') from St. Andrew's House, our principal Scottish Government building. Flying the Royal Banner from our principal building ensures that the Scottish Government pays, in fitting terms,

appropriate respect on those royal occasions. Her Majesty graciously gave her permission some time ago that the Royal Banner could be flown from St Andrew's House. However, the Royal Banner may not be flown from other SG buildings.

For occasions which are not royal in nature we will fly other appropriate flags from both St Andrew's House and Victoria Quay. For example, for the upcoming Remembrance Day the Union Flag will be flown from both St Andrew's House and Victoria Quay to honour the fallen.

Kind regards

[redacted]

Protocol and Honours Team

Scottish Government

4N.02

St. Andrew's House

Regent Road

Edinburgh

EH1 3DG

[redacted]

fro [redacted]

Sent: 24 October 2017 17:24

To: Protocol and Honours Mailbox

Subject: Re: CEA - Flag flying - [redacted]

[redacted]

Thanks for your response. So are you saying the protocol isn't followed at VQ when it comes to marking Royal Birthdays and anniversaries? I haven't seen the Union Flag flying at VQ at all in 2017, hence the reason for my original enquiry.

I look forward to your reply.

Regards,

[redacted]

From: [redacted]> on behalf of [redacted] <[redacted]@gov.scot>

Sent: 20 September 2017 16:55

To: [redacted]

Cc: [redacted]@gov.scot

Subject: Re: CEA - Flag flying - [redacted]

Dear [redacted]

Thank you for your further email of 20 September 2017 regarding flag flying from the Scottish Government's building at Victoria Quay.

As highlighted in our earlier correspondence Saltires are flown daily from Victoria Quay. The Rainbow flag was flown from Victoria Quay on 1 February for the Start of LGBT History Month and again on 17 May for International Day Against Homophobia, Biphobia and Transphobia (IDAHOBIT). It was also flown on 17 June for Edinburgh Pride and 19-20 August for Glasgow Pride. Other flags flown at Victoria Quay were the Commonwealth flag on 13 March for Commonwealth Day, the Europe flag on 9 May for Europe Day and the Merchant Navy flag on 3 September for Merchant Navy Day.

The Scottish Government mark other specific dates such as Royal birthdays and Royal anniversaries by flying the Royal Banner of the Royal Arms of Scotland (Lion Rampant) from St. Andrew's House our principal Scottish Government building.

Kind regards

[redacted]
Protocol and Honours Team
Scottish Government
4N.02
St. Andrew's House
Regent Road
Edinburgh
EH1 3DG
[redacted]

From: [redacted]
Sent: 20 September 2017 10:46
To: Protocol and Honours Mailbox
Subject: Re: CEA - Flag flying - [redacted]

[redacted]

Unfortunately I need to contact you again on this matter as I feel you are either missing the point, or being deliberately evasive.

I am well aware that there are certain flags which fly on certain days from Scottish Government buildings, including Victoria Quay. The dates and guidance is on your website and I read it before contacting you.

Between 1 January 2017 and 15 August 2017 I have not witnessed any other flags flying at Victoria Quay on the specific days in your published guidance. The reason I know this is because I have made a point of checking. On 15 August there were 4 Saltires flying. This is not the only day the protocol hasn't been followed.

My question is simply this: **why, has the protocol not been followed at Victoria Quay from 1 January 2017 until after 15 August 2017?**

[redacted]

From: [redacted] on behalf of [redacted] <[redacted]@gov.scot>
Sent: 13 September 2017 15:18
To: [redacted]
Cc: [redacted]@gov.scot
Subject: FW: CEA - Flag flying - [redacted]

Dear [redacted]

Thank you for your further email of 11 September 2017 regarding flag flying from the Scottish Government's building at Victoria Quay.

The Red Ensign and Rainbow Flag are flown from Victoria Quay as per our guidance to be found at the link below. The Scottish Government mark other specific dates such as Royal birthdays and Royal anniversaries by flying the Royal Banner of the Royal Arms of Scotland (Lion Rampant) from St. Andrew's House our principal Scottish Government building.

<https://beta.gov.scot/publications/flag-flying/>

Kind regards

[redacted]
Protocol and Honours Team
Scottish Government
4N.02
St. Andrew's House
Regent Road
Edinburgh
EH1 3DG
[redacted]

From: [redacted]
Sent: 11 September 2017 17:00
To: Protocol and Honours Mailbox
Subject: Re: CEA - Flag flying - [redacted]

[redacted]
Many thanks for your reply. However, unfortunately it hasn't answered the question. I've copied it again for ease of reference and highlighted the salient points.

On checking your website I understand there's certain dates on which certain flags are supposed to fly from flagpoles on Scottish Government buildings. **Is there any reason this hasn't been happening in Victoria Quay?** There are 4 flagpoles on this building but the only flags flying are the St Andrews Cross.

Since sending my initial email on 15 August, I have noticed the Red Ensign and Rainbow Flag being flown at Victoria Quay. However, I am not aware of any other flag other than the Saltire having been flown on designated days in 2017 and wondered what the reason behind this was.

I look forward to your response.
Thanks
[redacted]

From: [redacted] on behalf of <[\[redacted\]s@gov.scot](mailto:[redacted]s@gov.scot)>
Sent: 28 August 2017 11:48
To: s[redacted]
Cc: [redacted]@gov.scot
Subject: CEA - Flag flying - [redacted]

Dear [redacted]

Thank you for your email sent to the Scottish Government regarding the flying of flags from our Victoria Quay building. I have been asked to respond.

Saltires are flown from Scottish Government buildings that have flag poles on a daily basis. The Royal Banner of the Royal Arms of Scotland (the 'Lion Rampant') and other distinguished flags are flown from St. Andrew's House our principal Scottish Government building to recognise specific dates such as Royal birthdays and anniversaries as well as other commemorative dates such as Armed Forces Day and Commonwealth Day.

I attach a link below to the Scottish Government guidance relating to the flying of flags for your information which I hope you find helpful.

<https://beta.gov.scot/publications/flag-flying/>



Flag flying guidance 2017 - gov.scot

beta.gov.scot

Flags that can be flown on government buildings and when they should be flown.

Kind regards

[redacted]

Protocol and Honours Team
Scottish Government
4N.02
St. Andrew's House
Regent Road
Edinburgh
EH1 3DG

[redacted]

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Tha am post-d seo (agus faidhle neo ceanglan còmhla ris) dhan neach neo luchd-ainmichte a-mhàin. Chan eil e ceadaichte a chleachdadh ann an dòigh sam bith, a' toirt a-steach còraichean, foillseachadh neo sgaoileadh, gun chead. Ma 's e is gun d'fhuair sibh seo gun fhiosd', bu choir cur às dhan phost-d agus lethbhreac sam bith air an t-siostam agaibh agus fios a leigeil chun neach a sgaoil am post-d gun dàil.

Dh'fhaodadh gum bi teachdaireachd sam bith bho Riaghaltas na h-Alba air a chlàradh neo air a sgrùdadh airson dearbhadh gu bheil an siostam ag obair gu h-èifeachdach neo airson adhbhar laghail eile. Dh'fhaodadh nach eil beachdan anns a' phost-d seo co-ionann ri beachdan Riaghaltas na h-Alba.