

**CHAPTER 5**  
**SPECIAL CEREMONIES**  
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**CHAPTER 5**  
**SPECIAL CEREMONIES**

1. GENERAL.

a. All special ceremony requests shall be forwarded, through channels, to the Office of the Commissioner for approval. Once approved, special functions will be coordinated by the appropriate Division's Special Services commander or designated alternate, unless otherwise specified or requested.

b. The Special Services commander shall work with the requesting person or agency to determine the appropriateness and extent of the departmental participation.

2. SPECIAL CEREMONIES.

a. Funerals/Memorial Services. In addition to the functions outlined in Chapter 3, Funerals, of this manual, the Department may be requested to perform the following:

(1) National Colors Presentation. The Department may be called upon to fold and present the flag of the United States of America (Colors) for funerals. The Department's Special Honors Detail squads (Chapter 6, Special Honors Detail, of this manual) shall be trained in the removal, folding, and presentation of the National Colors.

(2) Gun Salute. A gun salute is occasionally requested for funerals or special memorial services. This function shall only be performed by members of the Special Honors Detail. The Special Honors Detail shall be fully trained in the safe execution of this function. The appropriate Special Services commander or designated alternate shall coordinate with the funeral director to determine the appropriateness of the gun salute.

b. Parades. The Department's Mounted Unit may be requested to participate in parades. The appropriateness and extent of participation shall be coordinated by the Mounted Unit supervisor. Other requests shall be coordinated through the appropriate Division's Special Services commander.

c. Civic Events, State Affairs, and Other Official Functions. The Department may be called upon to represent and coordinate civic events such as the Governor's inauguration ceremony. Requests of this nature shall be coordinated by the

Dignitary Protection Section commander and the appropriate Division's Special Services commander.

d. National Peace Officers' Memorial. The Office of the Commissioner may select a representative to attend the National Peace Officers' Memorial ceremony as set forth in California Vehicle Code Section 2421. The representative shall adhere to the uniform requirements as outlined in Chapter 4, Presentation of State Flags and Memorial Certificates, paragraph 2.d.(1), of this manual.

e. Bell Toll Tribute. Upon notification of a California Highway Patrol line of duty death (LODD), the Academy, Administrative Services Unit, supervisor shall immediately notify the Academy commander. The Academy Standard Operating Procedures shall maintain the procedures for the Bell Toll Tribute, including contingencies for dignitary attendance.

(1) Timing. The Bell Toll Tribute should be performed at 0900 hours at the Academy on the next business day after a LODD.

(a) For example: If the LODD was on 01/01/19 at 2350 hours, the tribute should take place on 01/02/19 at 0900 hours.

(b) If the LODD was on 01/02/19 at 0030 hours, the tribute should take place on 01/03/19 at 0900 hours.