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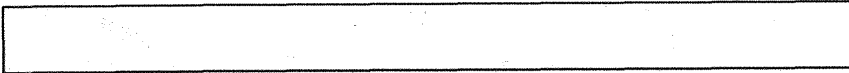
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Date: 05/29/2007

Category: 20 - Human Resources **OPR:** SC

Title: AR 20-40 THE OFFICIAL SEAL OF THE CENTRAL INTELLIGENCE AGENCY, THE AGENCY FLAG, THE AGENCY PLAQUES, AND THE AGENCY NAME AND INITIALS.



REVISION SUMMARY: 29 May 2007

This regulation supersedes AR 20-40 dated 16 July 1998.

AR 20-40 is revised to reflect the D/CIA's decision, effective 13 October 2005, to establish the National Clandestine Service and remove "Deputy Director" designation from the other Directorates and replace it with "Director." This revision also reflects the 4 January 2005 decision to abolish the Mission Support Offices and establish the Directorate of Support. Additionally, this revision reflects the updated DS organizational titles and OPR. This revision also incorporates AR 20-40, Figures 9-11.

AR 20-40, Figures 9-11 is hereby rescinded.

Boldfaced text in this regulation indicates revisions.

This regulation was written by the Office of Security @ DS_SC_ 

40. (U) THE OFFICIAL SEAL OF THE CENTRAL INTELLIGENCE AGENCY, THE AGENCY FLAG, THE AGENCY PLAQUES, AND THE AGENCY NAME AND INITIALS

(U) SYNOPSIS. This regulation sets forth policy and responsibilities pertaining to the reproduction and use of the official Agency seal, the Agency flag, the Agency plaques, and the Agency name and initials.

a. (U) AUTHORITY. The official seal, or seal of office, of the Central Intelligence Agency (see Figure 9 within this regulation) was approved under Executive Order 10111, dated 17

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APPROVED FOR RELEASE
DATE: JAN 2008

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February 1950 pursuant to the CIA Act of 1949. Section 13 of the CIA Act of 1949 (50 U.S.C. 403m) prohibits the misuse of the Agency name, initials, or seal.

b. (U) POLICY

- (1) No person may knowingly use the name, initials, or seal of the Agency or any colorable imitation of such name, initials, or seal in connection with any merchandise, impersonation, solicitation, or commercial activity in a manner reasonably calculated to convey the impression that such use is approved, endorsed, or authorized by the Agency, except as authorized by **Director, Office of Security (D/OS)** in writing, in coordination with the General Counsel. The General Counsel will request the Attorney General or United States Attorney, as appropriate, to take whatever legal action is necessary whenever it appears that any person is engaged or about to engage in an act or practice which constitutes or will constitute misuse under section 13 of the CIA Act of 1949 of the name, initials, or seal of the Agency.
- (2) The Agency seal is the only seal approved for reproduction on the Agency flag, in the form of Agency plaques, and on Agency publications and documents. The seal may be reproduced only as described in this regulation, except as may be otherwise authorized by the **D/OS**. This **D/OS** authority is nondelegable.

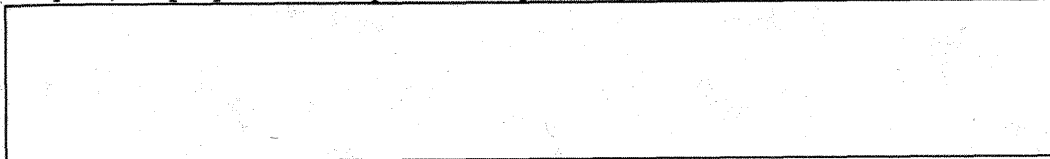
c. (U) RESPONSIBILITIES

- (1) **AGENCY FLAG.** The Agency flag (see Figure 10) is displayed as a symbol of the CIA.
 - (a) The official Agency flag may be issued for official display on a permanent basis in auditoriums, offices, and other areas where such symbolism is appropriate. When displayed by individuals in their offices, the flag normally is considered an insignia of leadership or rank. To obtain an official Agency flag for such official display, the **Director**, Head of Independent Office, or Operating Official concerned will submit to the **D/OS** a written request stating the intended use of the flag. Upon approval by the **D/OS**, the flag can be requisitioned from **DS/GS/Logistics Support (LS)**.
 - (b) The official Agency flag may be issued on a temporary basis for ceremonial use upon written request by a Director, Operating Official or ~~Head of Independent Office~~. Such requests will be sent directly to **DS/GI/Facilities Support (FS)**. The flag will be returned to **FS** after it has served the purpose for which it was loaned.
 - (c) The **D/OS** will maintain records on all dispositions of the official Agency flag except when the flag is issued on a temporary basis.
 - (d) A commemorative version of the Agency flag is authorized for sale at the Employee Activity Association store.
- (2) **AGENCY PLAQUES.** The Agency plaques (see Figure 11), both in color and bronze, are displayed as symbols of present or past association of an individual or organization with the Agency and are interchangeable.
 - (a) The Agency plaques may be issued for official display within Agency-controlled premises. To obtain an Agency plaque for display, the **Director**, Head of Independent Office or Operating Official concerned will submit a written request to the **D/OS**

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justifying the intended use of the plaque. Upon approval of the request, the plaque can be requisitioned from LS.

- (b) The Agency plaques may be presented to U.S. organizations or U.S. citizens closely associated with the Agency. To obtain an Agency plaque for such award or presentation, the Operating Official concerned will submit a written request to the D/OS justifying the award or presentation of the plaque. Upon approval of the request, the plaque can be requisitioned by the requester for award or presentation.




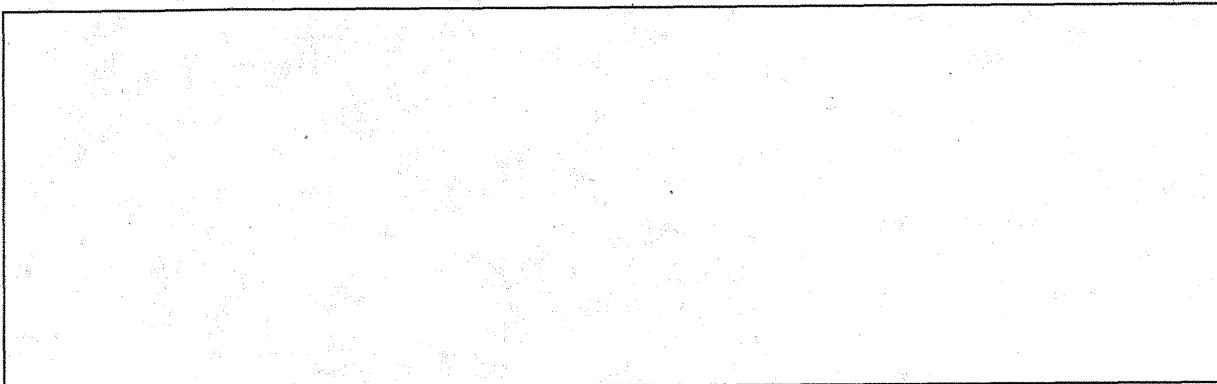
- (c) The D/OS will maintain records on dispositions of Agency plaques.

(3) AGENCY PUBLICATIONS AND DOCUMENTS

- (a) The General Counsel is the custodian of the press by which the official Agency seal is affixed to documents for evidentiary purposes. Requests for such action should be addressed to the Office of General Counsel.
- (b) Requests for the production of initial stocks of stationery, publication covers, and the like, upon which the Agency seal is to be reproduced, will be submitted to the **Chief, DS/LS/Imaging & Publishing Support (IPS)**. C/IPS will monitor the use of the Agency seal and will ensure that an exact likeness of the approved Agency seal is reproduced on such stock.
- (c) A facsimile of the official Agency seal can be reproduced in color or in line-cut form.

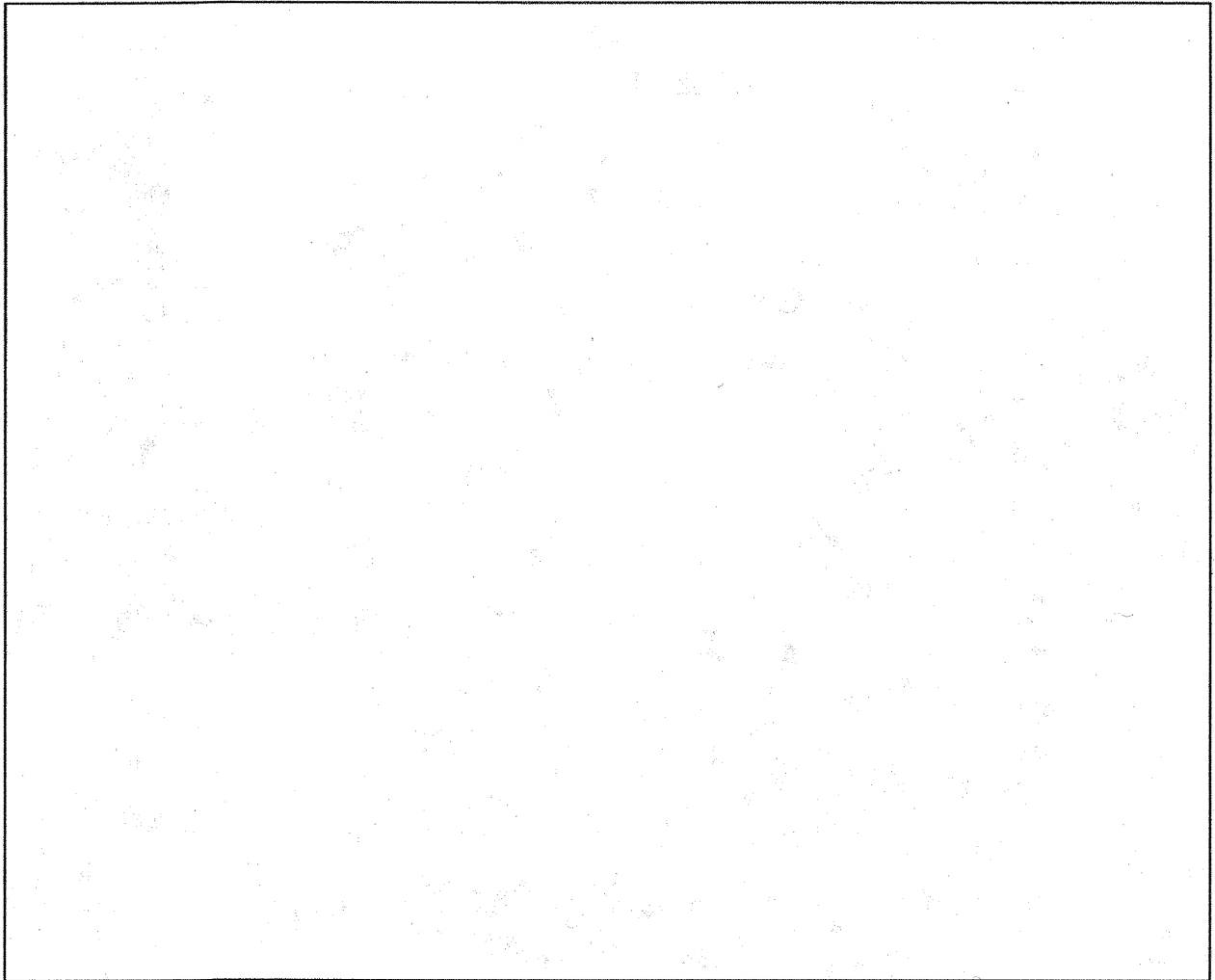
d. (U) SECURITY CONSIDERATIONS

- (1) The issuance and display of the official Agency flag and the issuance, display, and award or presentation of the Agency plaques will be consistent with Agency security and cover requirements.
- (2) The Agency seal, flag, and plaques will not be retained in the Agency's overseas facilities. Requests for exceptions should be submitted to Chief  **National Clandestine Service**. This provision does not apply to the temporary storage required for material that is forwarded to the Agency's overseas facilities to be presented to individuals or organizations outside Agency facilities.



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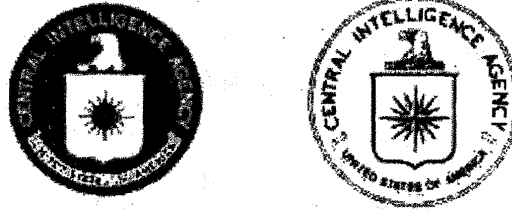


Figure 9
Official Seal of the Central Intelligence Agency



Figure 10
Agency Flag

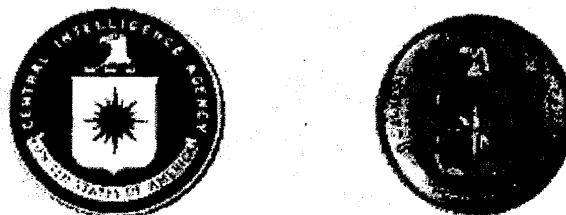


Figure 11
Agency Plaques

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