

Policy Title: Flags at Half Mast

Category:	<input type="checkbox"/> Institutional - Board <input type="checkbox"/> Academic - Administrative <input checked="" type="checkbox"/> Institutional - Administrative <input type="checkbox"/> Employment - Administrative		
Approved by:	<input type="checkbox"/> Board <input checked="" type="checkbox"/> President		
Date approved:	November 30, 2023	Effective date:	November 30, 2023
Policy Sponsor:	Vice President, Administration & Finance	Date last reviewed:	November 30, 2023
Date of Mandatory Review (expiry date):	November 2028	Date of last revision of Procedures:	N/A

1. POLICY

In general, the flags flown at CMCC should be at half-mast in the following circumstance:

1. The death of someone who made an extraordinary contribution to CMCC.
2. The death of an exceptional Canadian or international leader.
3. The death of anyone where such death would result in an emotional response from a majority of CMCC students and employees, Torontonians, or Canadians.

The Vice President, Administration & Finance (VPAF) will be responsible for working with the Director of Physical Facilities to ensure compliance with this policy.

Unless otherwise indicated, flags that have been set at half-mast by virtue of one of the above situations should remain at half-mast until the funeral for the deceased has taken place or as determined by the VPAF.

2. PURPOSE

To provide guidelines for lowering flags flown at CMCC.

3. SCOPE

All employees and students.

4. INFORMATION AND COMPLIANCE PLANS (not a comprehensive list)

N/A

5. RELATED POLICIES (not a comprehensive list)

N/A

6. DEFINITIONS

N/A

New Policy Approved (date):	August 2002
Policy Revision History (dates):	August 2017

-----**END OF POLICY**-----

7. PROCEDURES

N/A

New Procedure Approved (date):	
Procedure Revision History (dates):	

8. ATTACHMENTS

None.