UNIVERSITY OF MANITOBA
POLICY

Policy: FLAG ETIQUETTE

<table>
<thead>
<tr>
<th>Policy:</th>
<th>FLAG ETIQUETTE</th>
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<tbody>
<tr>
<td>Effective Date:</td>
<td>April 11, 1968</td>
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<tr>
<td>Revised Date:</td>
<td>January 27, 2015</td>
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<tr>
<td>Review Date:</td>
<td>January 27, 2025</td>
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<tr>
<td>Approving Body:</td>
<td>Board of Governors</td>
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<tr>
<td>Authority:</td>
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<td>Responsible Executive Officer:</td>
<td>President</td>
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<tr>
<td>Delegate:</td>
<td>Director, Office of the President</td>
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<td>Contact:</td>
<td>Director, Office of the President</td>
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<td>Application:</td>
<td>All Staff and Students</td>
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Part I
Reason for Policy

1.1 This Policy outlines the circumstances under which the University of Manitoba (“University”) will lower the Canadian Flag to half-mast as a symbol of mourning.

Part II
Policy Content

2.1 The only Canadian Flag to be half-masted as a symbol of mourning is the Canadian Flag affixed to the rooftop of the Administration Building located at 202 Administration Building, Winnipeg, Manitoba, on the Fort Garry Campus.

2.2 The University shall lower the Canadian Flag in the event of the following:

(a) The death of any of the following members of the University Community:

   (i) registered students;

   (ii) current members of the Board of Governors or Senate;

   (iii) current or former Chairs of the Board of Governors, Presidents or Chancellors;

   (iv) current members of the faculty or staff;
(v) Professors Emeriti;
(vi) retirees;
(vii) recipients of University of Manitoba honorary degrees;
(viii) any other individual(s) as deemed appropriate by the President.

(b) The death of any of the following members of the Canadian Government:

(i) Prime Minister;
(ii) Chief Justice of Canada;
(iii) Premier of Manitoba;
(iv) Sovereign;
(v) Governor General;
(vi) Manitoba Lieutenant Governor;
(vii) any other individual(s) as deemed appropriate by the President.

(c) Special days including, but not limited to, the following:

(i) November 11 (Remembrance Day);
(ii) December 6 (National Day of Remembrance and Action on Violence Against Women);
(iii) any other day(s) as deemed appropriate by the President.

(d) In exceptional circumstances as deemed appropriate by the President.

2.3 In exceptional circumstances the Canadian Flag may be flown at half-mast to mourn the lives lost in tragic national and international events. In such cases the period during which the Canadian Flag will remain at half-mast will generally mirror the practice of the Province of Manitoba.

2.4 Only in exceptional circumstances will the Canadian Flag be half-masted on Victoria Day or Canada Day.

Part III
Accountability

3.1 The Office of Legal Counsel is responsible for advising the President that a formal review of this Policy is required.
The Director, Office of the President, is responsible for the implementation, administration and review of this Policy.

All Staff and Students are responsible for complying with this Policy.

**Part IV**
**Authority to Approve Procedures**

4.1 The President may approve Procedures, if applicable, which are secondary to and comply with this Policy.

**Part V**
**Review**

5.1 Governing Document reviews shall be conducted every ten (10) years. The next scheduled review date for this Policy is January 27, 2025.

5.2 In the interim, this Policy may be revised or repealed if:

(a) the President or the Approving Body deems it necessary or desirable to do so;

(b) the Policy is no longer legislatively or statutorily compliant; and/or

(c) the Policy is now in conflict with another Governing Document.

5.3 If this Policy is revised or repealed all Secondary Documents, if applicable, shall be reviewed as soon as possible in order that they:

(a) comply with the revised Policy; or

(b) are in turn repealed.

**Part VI**
**Effect on Previous Statements**

6.1 This Policy supersedes all of the following:

(a) Flag Etiquette Policy, effective April 11, 1968;

(b) all previous Board of Governors/Senate Governing Documents on the subject matter contained herein; and

(c) all previous Administration Governing Documents on the subject matter contained herein.
Part VII
Cross References

7.1 This Policy should be cross referenced to the following relevant Governing Documents, legislation and/or forms:

(a) Flag Etiquette Procedure