


Policy Name:	DISPLAY OF FLAGS	
Approved By:	Board of Governors	
Approval Date:	April 14, 2023	
Next Scheduled Renewal Date:	March 2028	
Policy Holder:	VP, Corporate Services	
Operational Lead:	Director, Facility and Ancillary Services	
Policy Number:	ADM-013	

DISPLAY OF FLAGS POLICY

1.00 PURPOSE

- 1.1 Coast Mountain College (CMTN) displays flags with dignity, respect, and generally established etiquette.

2.00 DEFINITIONS

- 2.1 **Half-masting:** Flags are flown at the half-mast position as a sign of respect and mourning for an individual of precedence¹ or on special days that are federally and/or provincially designated to be commemorated.

3.00 POLICY SCOPE

- 3.1 This policy applies to all CMTN campuses and centres where the national, provincial or CMTN flags are displayed.

4.00 RESPONSIBILITIES

- 4.1 The Facilities Director and Facilities staff are responsible for monitoring the condition, requesting the replacement, and disposing of flags.

5.00 DISPLAY ETIQUETTE

- 5.1 Flags are displayed on exterior flagpoles at CMTN campuses and centres.
- 5.2 Flags will be flown at half-mast in commemoration of federally and provincially designated days and as a sign of mourning upon the death of those listed in *Display of Flags Procedure*.

6.00 RELATED POLICIES, PROCEDURES, AND SUPPORTING DOCUMENTS

- 6.1 [British Columbia Half-Masting Policy](#)
- 6.2 [Rules for flying the National Flag of Canada](#)

¹ From: British Columbia Half-Masting Policy, Amendment 1.8, March 30, 2021

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7.00 HISTORY

Created/Revised/ Reviewed	Date	Author's Name and Role	Approved By
Created	Apr 14, 2023	L. Wayne, President & CEO	Board of Governors