

**Nova Scotia Agricultural College  
August 2003**

**Regulations re: Lowering of the Flags**

**Purpose:** Flags are flown at half-mast position as a sign of mourning. On occasions requiring that one flag be flown at half-mast, all flags flown together should also be flown at half-mast, except personal flags and standards.

**Policy:** The flags will be set at half-mast as soon as possible after notice is published of the death of a member of one of the following groups:

1. Her Majesty, the Queen, and members of the Royal Family
2. Governor-General of Canada
3. A member of the student body enrolled in a program within the last 12 months
4. A graduate student in course any time during the year
5. A member of the Advisory Board
6. Emeritus Positions and Past Principal/President
7. A current member of College Staff
8. Holders of Honourary Degrees
9. Other, at the discretion of the President.

**President's Discretion:** The flag may also be lowered at the discretion of the President or his designate in his absence. The President's decision will depend on the relationship of the person(s) to the University, and/or the individual's prominence in the community. Disasters that affect the University community may also result in lowering of the flag. Special requests will be considered on an individual basis, taking into consideration the above factors.

The President's Office may consult the Province's Chief Protocol Officer (902) 424-4194 or (902) 424-6740 for advice.

**Duration:** The flags will be raised following the funeral or memorial service, or after two days if no service is to be held.