

OAKLAND UNIVERSITY

ADMINISTRATIVE POLICIES AND PROCEDURES

423 FLAGS AT HALF-STAFF

SUBJECT: FLAGS AT HALF-STAFF

NUMBER: 423

AUTHORIZING BODY: VICE PRESIDENT FOR FINANCE AND
ADMINISTRATION

RESPONSIBLE OFFICE: OFFICE OF THE CHIEF OF POLICE

DATE ISSUED: JUNE 1995

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RATIONALE: To provide guidelines for the lowering of Flags on campus to half-staff.

POLICY: Oakland University (University) lowers the Flags for the following conditions or reasons:

1. The Flags will be lowered to half-staff on the last day of classes in the winter semester, for a 24-hour period, to honor and memorialize the deaths of faculty, staff, students and alumni of Oakland University.
2. On other occasions, the Oakland University Police Department (OUPD) will normally receive official notification to lower Flags from the Office of the Governor via state-wide e-mail communication.

SCOPE AND APPLICABILITY: This policy applies to any and all United States flags flown on campus.

DEFINITIONS:

Flag: US, Michigan, Oakland University and any other flags present with the US flag.

PROCEDURES: Upon receiving official notification from the Office of the Governor, the Office of the Chief of Police will notify via e-mail Media Relations and other selected support staff with the pertinent information (reason, duration, dates and times) and request Flags be lowered.

Designated staff will appropriately lower Flags as requested

RELATED POLICIES AND FORMS:

APPENDIX: