

## **Policy for Display of the Flag at Half-Staff**

The flag of the United States is flown at California State University, Fresno pursuant to Federal guidelines in the United States Flag Code (4 USC 1).

The President of the United States, the Governor of California, the Chancellor of the California State University system, or the President of California State University, Fresno, or designee, may declare a period of mourning whereby the flag may be flown at half-staff.

The President of California State University, Fresno, may authorize the flag to be flown at half-staff for one day due to the death of one of the following:

- Dignitary
- Student of the University
- Former student of the University
- University employee
- University retiree
- University faculty
- University faculty emeritus

If knowledge of a death becomes available, a University employee shall notify the on-duty supervisor at the University Police Department and request that the flag be flown at half-staff for the aforementioned. The on-duty supervisor shall contact the Chief of Police or the Director of Public Safety, who will verify the merit of the request. If the flying of the flag at staff is deemed appropriate, the Chief of Police or the Director of Public Safety shall notify University Relations, who shall in turn contact the President for authorization and prepare a press release detailing the reason for the half-staff decree. University Relations shall notify the University Police Department of the President's decision as soon as possible. The on-duty supervisor at the University Police Department will then order the lowering of the flag.

The President of California State University, Fresno, or designee, may also authorize the flying of the flag at half-staff out of respect for events, occurrences, or based on discretionary consideration.

The University Police Department shall be responsible for following the protocols of displaying the flag at the University, and lowering the flag in a dignified manner consistent with the United States Flag Code.

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Approved by President:

May 13, 2000

Revised:

October 6, 2003 (Extracted from Policy D-08, Section 29)