

GENERAL ADMINISTRATION MANUAL

VOLUME 1: CORPORATE POLICIES - GENERAL

TITLE: USE OF YUKON/CANADIAN FLAGS

EFFECTIVE: 94 05 12

1 SCOPE

1.1 Authority

1.1.1 This policy is issued under authority of Cabinet meeting No. 94-21, dated May 12, 1994.

1.2 Application

1.2.1 This policy applies to all departments as defined in Policy 1.1.

1.3 Purpose and Principles

1.3.1 This policy establishes the process for ensuring proper protocol for the Yukon and Canadian flags is observed within the Government of Yukon.

2 ROLES AND RESPONSIBILITIES

2.1 The Premier approves the occasions on which all Yukon flags will fly at half-mast, apart from those occasions dictated by national protocol.

2.2 The Executive Council Office (Protocol Office) is responsible for:

- * advising government departments on the proper protocol respecting the Yukon flag;
- * providing information on the proper protocol for the Canadian flag, as established by the Government of Canada;
- * notifying relevant government departments when the Yukon and Canadian flags are to be flown at half-mast;
- * providing other related advice as requested.

2.3 Government departments are responsible for:

- * ensuring the Yukon flag flies on all major Government of Yukon buildings in company with the Canadian flag;
- * ensuring the proper protocol is observed for the Yukon and Canadian flags;
- * notifying the Executive Council Office (Protocol Office) of requests to have the Yukon flag flown at half-mast.