

**CHIEF ADMINISTRATIVE OFFICER APPROVALS**

**Information Release**

Policies CMD-R-4.3 Flag Protocol and CMD-R-4.4 Proclamations and Lighting of the Municipal Centre delegate authority to the Chief Administrative Officer (CAO) to approve requests.

For Council’s information, the following requests have been approved by the CAO or were previously approved on a recurring basis.

Proclamations, raising and lowering of flags, and lighting of the Municipal Centre events are published on the Town’s website.

Requesting Organization	Type of Request and Date		
	Proclamation	Lighting of the Municipal Centre	Flag Raising
International Day for the Elimination of Racial Discrimination	March 21 – Attachment 1	n/a	n/a
Purple Day for Epilepsy Awareness	March 26- Attachment 2	n/a	n/a
Parkinson Awareness Day – Spark the Night	n/a	April 11 – medium blue Attachment 3	n/a
World Hemophilia Day	April 17 – Attachment 4	April 17 – red	n/a
Lights on After School	n/a	April 24 – yellow and blue – Attachment 5	

**Attachment(s):**

1. International Day for the Elimination of Racial Discrimination
2. Purple Day for Epilepsy Awareness proclamation request
3. Parkinson Awareness Day – Spark the Night lighting request
4. World Hemophilia Day proclamation and lighting request
5. Lights on After School lighting request