



Policy Title: Proclamation Policy
Policy Number: CC015
Report Number: N/A
Approved by: Council
Effective Date: 1990 November 19
Business Unit: City Clerk's

BACKGROUND

Council approved the Proclamation Policy at its meeting of 1990 November 19.

PURPOSE

The purpose of the policy is to provide general criteria to the issuing of Proclamations.

POLICY

It is a matter of custom that the Mayor issues proclamations. The authority to make proclamations on behalf of the citizens of Calgary is entrusted to The Office of the Mayor as a matter of executive privilege. The declaration of all proclamations is at the discretion of The Office of the Mayor.

1. A request for a proclamation should meet at least one of the following criteria:
 - a. The sponsoring agency be a charitable organization;
 - b. The cause be one of national significance;
 - c. The cause be one of benefit to the majority of Calgarians;
 - d. The cause be an initiative of The City of Calgary.
2. Requests with commercial or political overtones will not be considered.
3. Requests for proclamations to support a cause, which is contentious or divisive within the community, will not be considered.
4. Consideration will be given in cases where a precedent has been set by a previous proclamation, as long as it meets one of the above criteria.
5. Consideration will be given to offering "Letters of Recognition" to worthwhile causes, which do not merit a proclamation, as determined based on the above criteria.



PROCEDURE

1. The City of Calgary will compose the text for proclamations and letters of support or recognition with input from The Office of the Mayor.
2. The City of Calgary or The Office of the Mayor will not publish or incur any expense for the advertising of any proclamation, on behalf of any groups or organizations.
3. All proclamations will be affixed with the seal of The Office of the Mayor.

AMENDMENTS

None