Operating Policy – Bereavement

1. Purpose
   1. The death of a fellow student is a tragic event – a loss to not only family and friends, but the entire McMaster community. Given that the purpose of the McMaster Students Union is to bring all the students together into a true society, it is fitting that the MSU should be taking some sort of action upon the death upon one of the members of our McMaster community.
2. Procedure
   1. Upon notification of the death of a student, where appropriate, the President of the MSU shall prepare a letter of condolence to the surviving family. The letter shall be sent to the spouse, the parent(s), or the immediate family of the deceased, depending on the situation.
      1. The letter shall indicate that the McMaster Students Union will make a donation to a charity of the surviving family’s choice or to the family.
   2. Upon notification of the charity or trust fund of choice from the surviving family, a cheque for the appropriate amount shall be processed and sent to the charity or the family, and a letter advising the family that their wishes have been fulfilled will be forwarded to them.
      1. The amount of the donation will be $200.00.
   3. The MSU Board of Directors shall determine if any further action should be taken.