



Operating Policy – Bereavement

1. Purpose

- 1.1. To honour the student as a respected member of the McMaster community;
- 1.2. To support the family of the deceased individual.

2. Procedure

- 2.1. 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;
 - 2.1.1. At the discretion of the MSU Board of Directors, the letter(s) shall be sent to:
 - 2.1.1.1. The spouse;
 - 2.1.1.2. The parent(s); or
 - 2.1.1.3. The immediate family of the deceased.
 - 2.1.2. The letter shall indicate that the McMaster Students Union will make a monetary donation to a charity or to the surviving family;
 - 2.1.2.1. The amount of the donation shall be \$200.00 (CAD);
 - 2.1.2.2. The choice of recipient(s) will be at the discretion of the family;
 - 2.1.2.3. If the donation is sent to a charity:
 - 2.1.2.3.1. A cheque for the appropriate amount shall be processed and sent to the respective charity;
 - 2.1.2.3.2. A letter advising the family that their wishes have been fulfilled will be forwarded to them.
 - 2.1.2.4. If the donation is sent to the family:
 - 2.1.2.4.1. (A) cheque(s) for the appropriate amount shall be processed and sent to the respective individual(s).

Approved 14Q
Revised 20G

- 2.2. The MSU Board of Directors shall determine if any further action should be taken.