

PROCEDURE FOR POLICY 1.1 – Obtaining Authorization to Hold a Demonstration

1.00 These Procedures apply to obtaining an authorization to hold a Demonstration.

2.00 In these Procedures, reference to “the Policy” shall mean the Use of University Facilities for other than Regularly Scheduled Academic Purposes Policy.

3.00 Reference to a “Demonstration” shall mean a public gathering of a person or group of persons to express a sentiment by explicit means including but not limited to picketing, marching, carrying signs, distribution of literature, and other related activities, usually in favour of or opposed to some action or opinion.

4.00 Reference to an “individual” in these procedures shall also include a group of individuals.

5.00 Reference to the “Director” in these procedures shall mean the Director, Campus Safety & Emergency Services or their designate.

Approval Process

6.00 An individual shall apply via email to the Director at least five (5) business days prior to the proposed Demonstration for approval to hold the Demonstration.

7.00 The individual shall provide the following information in their email:

- (i) a brief description of the purpose for the Demonstration;
- (ii) name and contact information of the organizer who will be the primary point person for questions or clarifications, will be present on site during the Demonstration, and will ensure all policies and directions are followed;
- (iii) date and time of the proposed Demonstration;
- (iv) expected length of the Demonstration;
- (v) approximate number of attendees; and
- (vi) proposed location for the Demonstration.

8.00 The Director will advise the individual if the Demonstration is approved and will provide reasonable directions for the Demonstration including time, location, and manner for the Demonstration.

9.00 No individual shall advertise a Demonstration prior to approval.

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- 10.00 The Director shall deny an application for Demonstration if the proposed Demonstration would result in undue risk to an individual or the University or violate the law or University policy.
- 11.00 Demonstrations shall occur between the hours of 12:00 to 6:00 pm on Monday-Friday when classes are in session (does not include reading days or exam periods) in a manner that does not disrupt normal University operations.
- 12.00 It is prohibited to hold a Demonstration (i) at a time, location, or in a manner other than approved by the Director; (ii) contrary to the Director's directions or (iii) that disrupts normal University operations.