



# NORWICH UNIVERSITY™

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## Memorandum for the University Community

**Date:** 6 January, 2012

**Subject:** Echo Taps Policy

**From:** Richard W. Schneider, President

**RE:** Echo Taps Policy

*"In the spring of 1984 a tragic accident took the lives of three members of the Norwich University Fire Brigade. Following the accident the corps of cadets met at taps on the parade Ground at 2300. It was a night marked by heavy rain, brilliant lightning, and ear deafening thunder. Echo taps was played and the Corps silently returned to their barracks. Since that dramatic evening the Corps has shown its respect for fallen cadets and as required by the President for extraordinary purposes; assembling at 2300 and executing echo taps followed by a silent retreat." Rook Book, 2010 Edition*

The following updates and codifies when Echo Taps may be ordered, and by whom.

1. In the event of the death of a current NU student or a student on a bona fide leave of absence, the NU Corps of Cadets will conduct Echo Taps. The Office of the Commandant / Office of the Dean of Students will confirm the death of the student. If the death occurs over the summer or during a University break when classes are not in session, the Echo Taps will be delayed and conducted within a reasonable time after the student body returns. The Regimental Commander will consult with the Commandant and jointly agree on a date, and an announcement will be made to the University community. All members of the University community will be encouraged to attend the ceremony. The Commandant will notify the President and Cabinet.
2. In the event of the death of an alumnus / alumna killed in action in the line of duty in a war zone, the Norwich President will order Echo Taps on the recommendation of the Commandant. The date of the Echo Taps will be coordinated with the Regimental Commander and announced to the entire University community.
3. For all other Echo Taps considerations the President is the sole authority who can order the Corps to assemble for this ceremony. The Regimental Commander does not have the authority "to order" a ceremony.

At the conclusion of Echo Taps the student body / University community may conduct a candlelight vigil in the vicinity of the NU flag pole in front of Jackman Hall in memory of the student or other honored person.

The Office of the Commandant will codify the particulars of Echo Taps.

OFFICE OF THE PRESIDENT