

Do's & Don'ts Of

**GETTING IT RIGHT
WITH BURIALS**

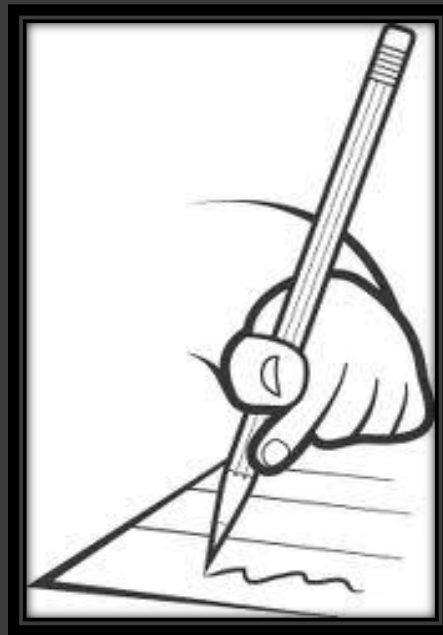
❖ Some Do's

Compliance:

Cemeteries Act 1986 section 27

- Protection of Right of Burial

**Do ensure Grantee has signed
the application for a new grant/
or to re-open grave**



Do insist on a signed Statutory Declaration to re-open a grave if the grantee is deceased or unavailable

Do obtain a signed Statutory Declaration from the new Grantee when a new Grant is issued for a previously expired grave site – not statutory, but best practise

**Do keep a register of all burials
including cremated remains into
graves**



Do keep an up to date mapping system showing all available grave sites, pre needs, reservations, memorial areas, sprinklers, trees, gates, breaks in beams etc.



Do have a fail safe process so that the correct grave is dug



**Do insist Funeral Directors drop
off all paperwork prior to the
funeral for checking for
compliance**



Do ensure the lead ID nameplate on the coffin/ casket matches the declaration of identity of the deceased

Do ensure the coffin/ casket meets industry standards. For example is leak proof, odorous proof and has handles for safe manual handling

Do make sure monuments are safely removed and gravesite is safe to dig – remove piers, kerbs etc. and store safely



Do have enough trained
pallbearers (up to 30kg weight
per adult pall bearer as a guide)



Do have cemetery staff take charge and lead or direct to safe access of grave site



Do have Standard Operation Procedures (SOPs) for grave digging: Identifying the grave, preparing JSA (Job Site Assessment), shoring, digging (hand/machine), leading in a funeral and backfilling

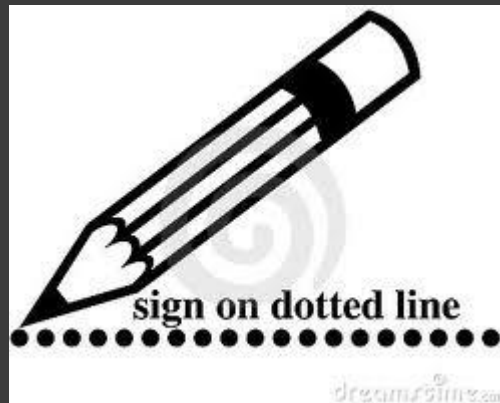
Do have correct policies in place
for manual handling



Do have correct emergency and safety procedures – grave collapse, working alone etc.



Do have open communication
with Funeral Directors – notes of
discussions for arrangements,
signed declarations and
instructions, confirmations,
digging requisitions and digging
tickets

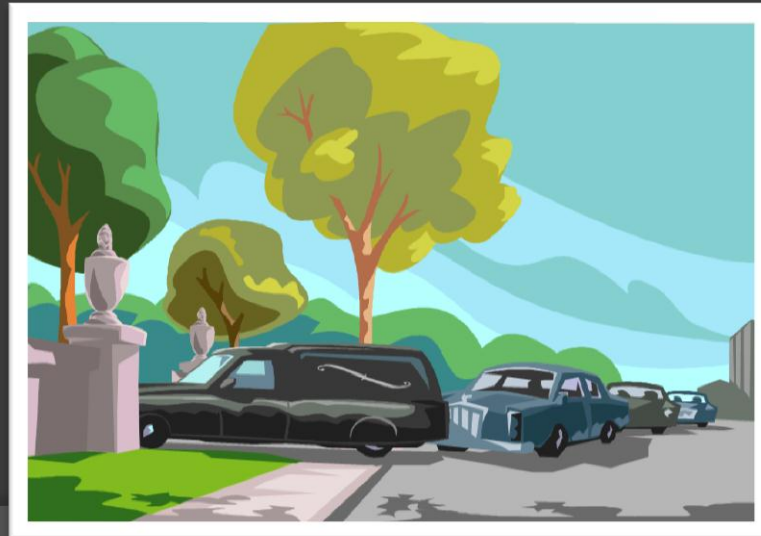


❖ Some Don'ts

Don't allow open ended service times – Funeral Director is responsible for management of the funeral and responsible for arranging adequate crowd control if needed



Don't allow Funeral Directors to run off and leave mourners to the diggers/ cemetery staff to manage. Cemetery staff need to be able to backfill the grave safely



Don't take the weight of the coffin/ casket by lifting at the head end



**Don't ignore potential
hazards and their
consequences**

Don't forget to wear protective clothing and personal protective equipment



Don't forget to assess surrounding monuments for stability and monitor for potential cave ins. Don't forget to brace nearby monuments prior to the dig



**Don't back fill if the application to
hold a burial is incomplete – non
compliance**



Should you allow families to
backfill?



Thank you!

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"Well, you know what they say?
Aspire to inspire before you expire."