
Overview

This standard covers the preparation of burials and the restoration of internment plots.

This standard is for those responsible for the preparation of burials and restoration of interment plots.

Throughout operations you will demonstrate respect for the deceased and the mourners.

All operations must be carried out with due regard to relevant legislation and industry codes of practice.

**Performance
criteria**

You must be able to:

- P1 ensure the required authorisation prior to burial has been given
- P2 locate the correct plot for the appointed burial
- P3 assess the site for readiness and safety prior to burial and take appropriate action where required
- P4 dress the bottom of the grave where appropriate
- P5 check the condition and positioning of equipment such as ropes, putlogs and grass mats in preparation for burial
- P6 restrict access to internment plot to members of the public effectively
- P7 keep the condition of the internment plot for the burial in a safe and appropriate condition prior to the arrival of the cortège
- P8 direct the cortège to the graveside correctly and helpfully
- P9 respond to unexpected problems and take appropriate action
- P10 show respect for the deceased, mourners and those officiating throughout the ceremony
- P11 carry out all operations following the departure of the mourners according to specifications
- P12 backfill according to specifications and soil conditions
- P13 arrange floral tributes in an orderly manner, showing respect for the deceased and bereaved
- P14 leave the plot in a tidy and safe condition
- P15 remove equipment and resources in a safe and efficient manner
- P16 clean and store equipment correctly and efficiently
- P17 ensure records are maintained in the appropriate manner
- P18 carry out all work in accordance with relevant environmental and health and safety legislation, risk assessment requirements, codes of practice and company policies

Knowledge and understanding

You need to know and understand:

- K1 authorisation procedures for burials
- K2 how to locate the appropriate plot
- K3 how to assess the site prior to burial
- K4 time required to prepare the grave site to meet the specifications
- K5 the equipment and resources required and how to ensure they are in good order
- K6 details of shoring, dressing material and soil box construction
- K7 why it is important to restrict public access to the grave site
- K8 how to ensure the site is in a proper condition prior to the arrival of the cortège
- K9 how to position lowering ropes safely and in a way appropriate to the coffin and the conditions
- K10 how to respond to problems which may occur
- K11 how to ensure behaviour is suitable to different types of ceremonies, cultures and customs and why this is important
- K12 why it is important to show respect to all those involved throughout the ceremony
- K13 why all operations should take place after the mourners have left
- K14 the appropriate way to carry out preliminary backfilling
- K15 how to ensure the remaining backfilling is safe and appropriate to the soil conditions
- K16 how to arrange the floral tributes in an orderly way which shows respect for the deceased and bereaved and why it is important to do so
- K17 how to remove equipment and resources in a safe and effective manner
- K18 how to ensure the plot is left in a clean and tidy condition
- K19 how to clean and store the equipment and resources in a safe manner
- K20 the records that need to be completed
- K21 your responsibilities under current environmental and health and safety legislation, codes of practice and company policies

Glossary

Unexpected problems:

- water
- collapse
- shrinkage
- unexpected find
- poor weather conditions

Equipment:

- hand tools
- grass mats
- lowering ropes
- putlogs
- pumps
- excavators
- soil boxes

Types of authorisation:

- oral instruction
- presentation of disposal form

Types of soil conditions:

- wet
- dry
- clay
- sand/shingle
- made up ground

Specifications:

- drawings
- schedules
- method statements
- Standard Operating Procedures (SOPs)
- manufacturers' guidelines

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