

**THE FOLLOWING CONDITIONS MUST BE OBSERVED
BY THE FUNERAL DIRECTOR FOR A CREMATION TO PROCEED**

1) RESPONSIBILITY

The Funeral Director shall observe the regulations of the Cremation Authority. The Funeral Director is responsible for the provision of sufficient bearers to convey the coffin from the hearse to the catafalque reverently and safely. When the coffin is in position on the catafalque in the Chapel the responsibility of the Funeral Director towards it ceases and that of the Cremation Authority begins.

2) NOTICE OF CREMATION

The funeral director must observe the Cremation Authority's regulations regarding the length of notice to be given for a cremation and the times of the cremation, as agreed, must be strictly adhered to. All statutory and non-statutory forms and certificates, as required by the Cremation Authority, must reach the office by the specified time.

3) CONSTRUCTION OF THE COFFIN

The coffin must be made of wood or a wood by-product which, when placed into a cremator and subjected to the accepted cremation process, is easily combustible and which does not emit smoke, give off toxic emissions or leave any retarding smears or drips after final combustion. No metal furniture or fittings whatever shall be used. No metal of any kind shall be used in the manufacture of such coffin except as is necessary for its safe construction and then only metal of a high ferrous content. Cross pieces must not be attached to the bottom of the coffin. The coffin must not be painted or varnished but may be covered in a suitable cloth. Products manufactured in polyvinyl (PVC) must not be used in the construction of the coffin or its furnishings. The use of polystyrene must be restricted to the coffin nameplate and handles only.

4) LINING OF THE COFFIN

The use of sawdust, cotton wool, newspapers or other paper products must be avoided. If circumstances require, suitable sealing material may be used, but no metal, rubber or polyvinyl (PVC) will be permitted and on no account must pitch or similar substances be used. Lead or Zinc linings must not be used.

5) SIZE OF COFFIN

Maximum Dimensions & Weight for Catafalque & Crematory Equipment:

Width – 41" Height – 24" Length – 96" Weight - 39 Stone including coffin

ALL COFFINS MUST HAVE A FLAT BASE, NO RIDGES OR GOOVES FOR CHARGING PURPOSES. A SURCHARGE WILL BE MADE FOR A COFFIN FAILING TO MEET THESE REQUIREMENTS

6) COFFIN IDENTIFICATION

Every coffin brought into the Crematorium must have the deceased's full name, age and date of death clearly marked thereon or attached thereto. The Superintendent will refuse to allow the coffin into the premises or carry out the cremation unless this requirement has been complied with.

7) CLOTHING & COFFIN CONTENT

In order to minimise the release of pollutants into the air, it is recommended that clothing should be of natural fibres and that the deceased shall not wear any clothing containing a PVC type material nor shall any article be placed in the coffin containing PVC or rubber material. Body adornments manufactured from copper should be removed as should any easily removable prostheses or other material.

Additional items of any sort, particularly of glass and plastic, should not be placed within the coffin.

8) RECYCLING OF METALS

All metals remaining following cremation will be sent for recycling. These metals consist mainly of nails and screws used in the construction of the coffin and orthopaedic implants. Disposing of these metals by recycling helps us to reduce our impact on the environment, avoids the use of non-renewable resources and complies with waste-management legislation. Rings or other items of personal jewellery should be removed from a body to be cremated; they are usually destroyed and any precious metals vaporise during the process of cremation, but any residue which sometimes remains will also be recycled.

9) CREMATION

Cremators rely upon large quantities of energy to operate. In order for us to maximise the efficiency of our crematory equipment and to reduce excessive energy usage it is sometimes not possible for a cremation to be carried out on the same day as the funeral service. For us to reduce our impact on the environment by ensuring more efficient use and minimizing carbon dioxide emissions the cremation may be delayed, for a maximum of up to 3 days.

However the majority of our cremations take place within 24 hours of the funeral service.