

Construction of Monuments

For full details the Exclusive Rights Holder should discuss specific designs with your Stonemason or Cemetery staff

The Exclusive Right Holder must abide by Canberra Cemeteries rules and policies and by the Code of Practice (Cemeteries and Crematoria Act 2003) with respect to the use and maintenance of the Burial Place. Additionally there are minimum requirements that need to be met to ensure that burials and burial areas are safe.

Monumental headstone areas are provided at Gungahlin, Woden and Hall Cemeteries. *Except for monuments in lawn areas*, including Hall Cemetery and Islamic areas, monuments are to cover the full allotment in areas. Specifications vary for each of these areas.

- Standard metric monumental allotments are 2500 mm x 1250 mm.
- Imperial monumental allotments are 2438 mm x 1219mm (site requirements must be taken into consideration when calculating width)

A standard monument comprises a foundation, a full kerb and a solid ledger that is made of stone or high density concrete. Generally, loose coverings such as pebbles or scoria are discouraged as these inevitably become contaminated, are scattered around the monument and may be a safety hazard to both visitors and staff.

Any form of temporary grave cover or surround, including those with loose covering, must be completely removed prior to the installation of a monument.

As required by the Code of Practice (*Cemeteries and Crematoria Act 2003*) an Application for a Permit to erect a Memorial, carry out repairs, alterations or additions (Permit Application) must be tendered for approval prior to commencing work on the construction of a monument. Removal of monuments

may be required for those constructed without issue of a permit.

Permit Application form must be signed by the Exclusive Right Holder.

All monumental work must be in accordance with cemetery requirements (full details may be found in the document Regulations and Specifications for the Construction of Monuments; and/or otherwise specified by the approving officer; and to Australian Standard AS 4204-1994 Headstones and Cemetery Monuments. Together, these documents are to be regarded as the minimum requirements. Please note:

- Full canopy type monuments are not permitted.
- For unambiguous identification purposes the inscription must include the name of the deceased in characters from the Roman alphabet.
- Headstones on the side of monuments specifically are not permitted.
- Additional materials, not specified in an *Application to Construct a Monument* may not be added to a grave or monument.

Foundations are required to abut adjoining foundations. Foundations shall not extend above ground level or the concrete path (where provided) by more than 50mm at the highest point of the allotment. Capping of foundations with stone is discouraged and carried out at the risk of the ERH. Canberra Cemeteries expressly accepts no liability for any damage to stone or capping treatments of foundations.

Removal and replacement of ledgers/monuments for burials will generally be arranged by cemetery staff.

Canberra Cemeteries will require removal or modification of monuments that do not meet these specifications.

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