
**MODEL
DISPOSITION
STANDARDS
FOR FUNERAL SERVICE**

as of **March 2023**

The Conference
THE INTERNATIONAL CONFERENCE OF
FUNERAL SERVICE EXAMINING BOARDS

Conference Model Disposition Standards

Table of Contents

Introduction	4
Article I. Definitions	5
Article II. Authorizing Agent	8
Article III. Cremation	11
Qualifications for Crematory Operator Certification	12
Crematory Licensure	13
Cremation Authorization	15
Cremation Procedures	16
Disposition of Cremated Remains	19
Article IV. Alkaline Hydrolysis	20
Qualifications for Alkaline Hydrolysis Operator Certification	21
Alkaline Hydrolysis Facility Licensure	22
Alkaline Hydrolyze Authorization	24
Alkaline Hydrolysis Procedures	25
Disposition of Hydrolyzed Remains	28
Article V. Natural Organic Reduction	29
Qualifications for Natural Organic Reduction Operator Certification	30
Natural Organic Reduction Facility Licensure	31
Natural Organic Reduction Authorization	33
Natural Organic Reduction Procedures	34
Disposition of Reduced Remains	36
Article VI. Burial	37
Burial Authorization	38
Recordkeeping	38
Other Standards	39
Recordkeeping	40
Refrigeration	40
Forwarding Remains	40
Sample Document for Chain of Custody/Decedent Tracking	41

Conference Model Disposition Standards

INTRODUCTION

The International Conference of Funeral Service Examining Boards is pleased to provide Model Disposition Standards. These standards are intended to be a resource to state legislatures, state boards, and funeral service regulators (The Conference) to promote clarity, uniformity, and consistency in laws on right of disposition and the licensing and regulation of individuals and facilities carrying out final disposition of human remains.

The primary objective of funeral service regulation is to protect the public. Laws that clearly define the process and authority for final disposition and that establish standards for how and where disposition happens, serve to further that objective.

The committee appointed to draft this model document included regulators, practitioners and educators from different regions of the United States and Canada. It was recognized that local and regional customs and broader statutory and regulatory frameworks vary. Some parts of this document are less prescriptive than others to allow for those variations. However, to the extent that funeral service laws can be uniformly established and consistently enforced, The Conference recommends doing so. The public is better served when it can rely on the same protections wherever they are located. Regulators and practitioners are better able to serve the public when laws are standardized and compliance processes are well established and consistently applied.

Work on this document began in June of 2021. An initial draft was sent for public comment on November 18, 2022, and a final draft was presented to The Conference and approved by its membership at the 119th Annual Meeting on March 1, 2023.

This document is intended to be reviewed and updated as needed. Some sections in this document are followed by notes that provide additional information such as comments, background, and suggested alternatives. In reviewing the Model Act, readers are encouraged to consider this additional information.



Article I. Definitions

Conference Model Disposition Standards

DEFINITIONS *These terms are capitalized throughout this document.*

Alkaline Hydrolysis *means technical process that reduces human remains to bone fragments using heat, water and chemical agents.*

Alkaline Hydrolysis Chamber *means the enclosed space within which the alkaline hydrolysis process takes place.*

Authorizing Agent(s) *means the person(s) legally entitled to control the disposition of human remains.*

Basket *means a receptacle used from decedents during the process of alkaline hydrolysis.*

Board of Funeral Service (Board) *means the entity created and empowered under this Act.*

Body Donation *means the donation of human remains or human bodies to science for medical education, research or clinical practice purposes.*

Burial *means the interment of a decedent in the earth.*

Certificate of Alkaline Hydrolysis *means a document certifying that a decedent has been hydrolyzed.*

Certificate of Cremation *means a document certifying that a decedent has been cremated.*

Certificate of Natural Organic Reduction *means a document certifying that a decedent has been organically reduced.*

Collection Pan *means the pan used to retrieve cremated remain [from a chamber] prior to processing. See Recovery Tray*

Cremation Chamber *means the enclosed space within which the cremation process takes place.*

Cremation Pan *means a special pan that helps contain remains when cremating small decedents or body parts.*

Cremation Container *means the case in which a decedent is delivered to the crematory and in which it is cremated.*

Cremated Remains *means the remains of a decedent after the cremation process is complete.*

Cremation *means the technical process that reduces human remains to bone fragments through combustion and pulverization.*

Cremator *means the total mechanical unit designed specifically for the incineration of decedents.*

Crematory *means a building or area that houses one or more cremation chambers where cremation takes place and includes an area to properly hold a decedent in preparation for cremation.*

Crematory Manager *means the person who is responsible for the management and operation of the crematory.*

Crematory Operator *means any certified person who operates a crematory.*

Decedent *a dead human body.*

Encasement *means the material used to cover or surround the decedent for alkaline hydrolysis.*

Funeral Establishment means any place of business licensed by the Board to be used for storing and embalming human remains; preparing human remains for disposition; viewing human remains; and may include conducting funeral or memorial services and making funeral arrangements.

Funeral Service Provider means any person, partnership or corporation that sells or offers to sell funeral goods and funeral services to the public.

Holding Room means an area of a funeral home, crematory or embalming facility exclusively used for preparation and storage of decedents by means other than embalming; not to be used as a substitute for refrigeration.

Hydrolyzed Remains means the remains of a decedent after the alkaline hydrolysis process is complete.

Licensee means a person or entity duly licensed under this Act.

Natural Organic Reduction means the contained, accelerated conversion of human remains to soil.

Personal Representative a fiduciary appointed by a court to administer a decedent's estate.

Preparation Room means a room in a Funeral Establishment where human remains are prepared for final disposition.

Processing means the pre-pulverization process of removing any foreign materials from cremated, hydrolyzed, or reduced remains in preparation for pulverization.

Pulverization means the reduction of identifiable bone fragments after the completion of cremation, alkaline hydrolysis, or natural organic reduction and processing to granulated particles by manual or mechanical means.

Recovery Tray means the device used to hold and secure the skeletal remains prior to pulverization once removed from the chamber or vessel following cremation, alkaline hydrolysis, or natural organic reduction. See Cremation Pan, Collection Pan

Reduced Remains means the remains of a decedent after the natural organic reduction process is complete.

Refrigeration means a climate-controlled environment using mechanical means which maintains a temperature of 40 degrees Fahrenheit or less.

Shroud means a cloth or garment in which a decedent is wrapped or dressed for disposition.

Storage means a place to properly hold a decedent for preparation of final disposition. (Should only occur in a Funeral Establishment or Crematory.)

Temporary Container means a receptacle made of cardboard, plastic or similar material designed to hold the cremated, hydrolyzed, or reduced remains until another permanent placement.

Unique Identification Number means a number assigned to each human remains which is to be individually imprinted with consecutive numbers on a non-combustible disc or other legal method. The number should accompany the human remains throughout each phase of the various disposition process(es) to ensure proper identification of the remains is maintained.

Urn means a container selected by the consumer for cremated, hydrolyzed, or reduced remains designed for decorative, inurnment or scattering purposes.

Vessel means a chamber or container designed for the purpose of encasing, holding, or securing a decedent during the process of alkaline hydrolysis or natural organic reduction.



Article II.

Authorizing Agent

Conference Model Disposition Standards

Article II.

Section 201. Authorizing Agent

(a) Funeral arrangements and final disposition may be determined by the Decedent through a prepaid funeral agreement with a licensed funeral provider. The arrangements and final disposition indicated in a prepaid funeral agreement supersede any other document executed by the deceased and are binding.

(b) If the Decedent did not execute a prepaid funeral agreement, the right to make funeral arrangements and final disposition decisions vests in the following person(s):

- (1) A person designated by the Decedent as authorized to direct disposition pursuant to Public Law No. 109-163, Section 564, as listed on the Decedent's United States Department of Defense Record of Emergency Data, DD Form 93, or its successor form, if the Decedent died while serving on active duty in any branch of the United States Armed Forces, United States Reserve Forces, or National Guard.
- (2) A person designated by the Decedent, known as the designee, who is authorized to direct disposition in a writing that is notarized or witnessed by two people, or both.
- (3) The surviving spouse.
- (4) The majority of
 - (i) children of legal age;
 - (ii) parents of Decedent;
 - (iii) sibling(s) of legal age;
 - (iv) grandchildren of legal age;
 - (v) grandparents.
- (5) The closest relative(s) according to state laws of intestate succession. If there is more than one person of the same degree, the first person of that degree to contact the funeral provider may act as Authorizing Agent.
- (6) The guardian of the Decedent at the time of death
- (7) The Personal Representative of the Decedent's estate or a Personal Representative nominated in the Decedent's will.
- (8) The public officer, administrator, or employee responsible for arranging the final disposition of the remains of the Decedent if the disposition of the remains is the responsibility of the state or a political subdivision of the state.
- (9) Any other person willing to assume the responsibility of acting on and arranging the final disposition of the remains of the Decedent, including the funeral practitioner that has custody of the Decedent, in the absence of any person specified in subdivisions (1) to (8), inclusive. The person must attest in writing that good faith efforts to contact the person(s) specified in subdivisions (1) to (8), inclusive, have been unsuccessful.

(c) If the right of disposition is declined, the person(s) in the next order of priority listed in section (a) may exercise the right. (b) The right of disposition is forfeited by the Authorizing Agent and passes to the next person(s) listed in section (a), in any of the following circumstances:

- (1) The Authorizing Agent is criminally charged directly related to the death of the Decedent.
- (2) The Authorizing Agent does not exercise his or her right of disposition within ___ days after notification of the death of the Decedent or within ___ days after the death of the Decedent, whichever is earlier.

Comment: *Regarding subsection (c)(2), the committee noted number of days can be determined by each jurisdiction.*

Conference Model Disposition Standards

Section 201. Authorizing Agent cont.

- (3) If the Authorizing Agent is the spouse of the Decedent and a petition to dissolve the marriage was pending at the time of death of the Decedent.
- (c) Notwithstanding subsections (b) and (c), the court may award the right of disposition to the person the court determines to be the most appropriate to manage the right of disposition, and may make decisions regarding the remains of the Decedent if the persons possessing the right of disposition do not agree, or cannot be found. If two or more persons who possess an equal right of disposition are not able by majority vote to agree upon the disposition of the remains of the Decedent, any of those persons or the Funeral Establishment with custody of the remains may file a petition asking the court to decide the matter.
- (d) Absent recklessness, or deliberate misconduct in the event of a dispute regarding the right of disposition, a Funeral Establishment is immune from civil liability for refusing to accept remains, for interring, or for otherwise disposing of the remains of a Decedent or for completing arrangements for the final disposition of remains until the Funeral Establishment receives an order from the court, or other written agreement signed by all persons with a right of disposition, regarding the final disposition of the remains. If a Funeral Establishment retains remains for final disposition during a disagreement, the Funeral Establishment may embalm or refrigerate and shelter the Decedent, or both, pending the final decision of the court. The Funeral Establishment may charge for the cost of embalming or refrigeration and sheltering, or both. If a Funeral Establishment files a petition pursuant to subsection (d), the Funeral Establishment may add legal fees and court costs to the cost of final disposition. This section must not be construed to require or impose a duty upon a Funeral Establishment to bring an action pursuant to this section. A Funeral Establishment and its employees may not be criminally charged or held civilly liable for not bringing an action pursuant to this section.
- (e) Except to the degree that it may be considered by the court, a person who has paid or has agreed to pay for all or a part of funeral costs does not have a superior right of disposition than he or she would have had otherwise. The Personal Representative of the estate of a Decedent does not have a superior right of disposition than he or she would have had otherwise.

Sample Affidavit

State of _____ County of _____ I, _____ designate _____ to control the disposition of my remains upon my death. I ___ have ___ have not attached specific directions concerning the disposition of my remains.

If specific directions are attached, the designee shall substantially comply with those directions, provided the directions are lawful and there are sufficient resources in my estate to carry out those directions.

Subscribed and sworn to before me this ___ day of the month of _____ of the year _____.

(signature of notary public)



Article III. Cremation

Conference Model Disposition Standards

Article III.

Section 301. Unlawful Practice

It is unlawful for any person or entity to operate a Crematory or cremate any human remains without a valid certification issued by the Board.

Introductory Comment

The Model Act recommends the term "certification" instead of "license" for a Crematory Operator. This position engages in specific, limited activity which has a lower risk to the public than the activities that require full licensure (e.g. Funeral Directors; Embalmers).

Section 302. Qualifications for Crematory Operator Certification

(a) To obtain a certificate as a Crematory Operator, an applicant must:

- (1) Submit a completed application;
- (2) Be at least 18 years of age;
- (3) Be a high school graduate or have earned a GED;
- (4) Payment all applicable fees;
- (5) Complete a (___ hour minimum) approved course in Crematory Operator training approved by the Board;
- (6) Complete training in Occupational Safety and Health Administration standards for universal precautions and blood-borne pathogens approved by the Board;
- (7) Be of good moral character.
- (8) Submit a full set of fingerprints for the purpose of obtaining state and federal criminal records checks, pursuant to (insert reference to authorizing state statute) and applicable federal law. The (state agency responsible for managing fingerprint data e.g. the department of public safety) may submit fingerprints to and exchange data with the Federal Bureau of Investigation. All character information, including the information obtained through criminal records checks, will be considered in licensure decisions to the extent permissible by law.

Notes on Crematory Operator Certification

The Model Act recommends the operator successfully complete Board approved training specific to the crematory equipment, regardless of the length of the course, in addition to on-the-job training specific to company policies and procedures.

The addition of OSHA training was included due to the contact between the operator and human remains.

The Model Act recommends certificate holders submit proof of completion of the Crematory Operator training course and OSHA training course every five years in order to maintain their certificate.

The Model Disposition Committee recommends the minimum hours for operator training to be determined by the jurisdiction.

Conference Model Disposition Standards

Introductory Comment to Crematory Licensure

Each state regulates Crematory/Funeral Establishments and branches differently. The standards outlined recommend the following Crematory Establishment standards which provide a guideline for states to use.

Section 303. Crematory Licensure

(a) A Crematory must have a physical address for each location and is subject to inspection as determined by the Board.

(b) To obtain a license as a Crematory, an applicant must:

- (1) Submit a completed application as required by the Board;
- (2) Pay all applicable fee(s);
- (3) Designate a Crematory Manager who will serve as the manager of record;
- (4) Employ operator(s) authorized to perform Cremations;
- (5) Provide proof of liability insurance for no less than \$1,000,000;
- (6) Pass an inspection by the Board prior to the issuance of the license.

(c) A Crematory must:

- (1) Comply with all provisions of this Act;
- (2) Comply with all applicable local and state building codes, zoning laws, and ordinances, environmental laws and OSHA requirements;
- (3) Only use commercially produced equipment including a Cremator and processor
- (4) Have a secure room within the Crematory designated for holding human remains before Cremation. The holding area must include Refrigeration for un-embalmed remains;
- (5) Have a secure area for holding Cremated Remains;
- (6) Have a designated location for all Crematory records;
- (7) Employ a certified Crematory Manager who must:
 - (i) be and remain employed by such Crematory at the designated location;
 - (ii) be responsible and accountable for the Crematory to the Board;
 - (iii) be responsible for reports and documents prescribed by the Board; and
 - (iv) report any changes of information to the Board.
- (8) Employ a certified Crematory Operator(s) who is authorized to:
 - (i) perform Cremations;
 - (ii) process and package created remains
 - (iii) complete required documents and
- (9) Disclose to the funeral provider the location and method of Storage of human remains and Cremated Remains;
- (10) Maintain and conspicuously display all current licenses and permits.

(d) A Crematory license is not transferable. If the Crematory changes ownership or there is more than a 50% change in equity ownership, the person or entity acquiring ownership or control must:

- (1) Submit a completed application at least 30 days prior to the change of ownership as required by the Board;
- (2) Pay all applicable fees;
- (3) Meet all the requirements for licensure in Section ____; and
- (4) Pass an inspection by the Board prior to the issuance of the license.

Conference Model Disposition Standards

Section 303. Crematory Licensure continued

- (e) When a Crematory changes location, the person or entity that owns or operates the Crematory must:
- (1) Submit a completed application at least 30 days prior to change of location as required by the Board;
 - (2) Pay all applicable fees;
 - (3) Meet all the requirements for licensure in Section ____; and
 - (4) Pass an inspection by the Board prior to the issuance of the license.

Other Considerations for Crematory Licensure

The Model Disposition Committee also identified the following standards for consideration or further requirements:

A Crematory must:

- *have all equipment and supplies, in working condition, necessary to complete the Cremation process;*
- *have nonporous floors in the holding facility, Refrigeration unit, and around the Cremation Chamber;*
- *be maintained in a clean, orderly, and sanitary manner;*
- *have a hand-washing sink with hot and cold running water.*

The Crematory Manager is responsible for compliance with the manufacturer's prescribed maintenance schedule. This includes annual inspections of the cremation unit by a technician certified by the cremation unit manufacturer.

Conference Model Disposition Standards

Section 304. Cremation Authorization

Before Cremation takes place a Crematory must receive a Cremation Authorization Form as provided in paragraph (a) and a completed and executed permit for transit or Cremation.

(a) A Cremation Authorization Form must be signed by the Authorizing Agent(s) and must include:

- (1) legal name of deceased or identification of remains;
- (2) date, time, and place of death;
- (3) name of Crematory performing the Cremation;
- (4) name of Funeral Establishment and name and signature of funeral practitioner that obtained the cremation authorization;
- (5) identification of the Authorizing Agent(s) and the relationship between the Authorizing Agent(s) and deceased;
- (6) a representation that the Authorizing Agent(s) has the right to authorize the Cremation;
- (7) authorization of Crematory to cremate the human remains;
- (8) a list of any material(s), medical device(s) or implant(s) (including radioactive or battery-powered) that may be potentially hazardous to equipment or person(s) performing the Cremation;
- (9) disclosures acknowledging:
 - (i) any communicable disease(s);
 - (ii) it is not possible to recover all particles of the Cremated Remains and that some particles may inadvertently become commingled with particles of other Cremated Remains;
 - (iii) the Cremated Remains will be mechanically reduced to a granulated appearance;
 - (iv) the cremation provider will keep any money received for the disposal or recycling of non-organic material(s);
 - (v) Cremated Remains not claimed within 60 days from the date of Cremation will be disposed of according to Section ____.
- (10) the name of the person(s) authorized to claim the Cremated Remains;
- (11) the Cremation Container selected for the Cremation process;
- (12) the Temporary Container or Urn selected to hold the Cremated Remains;
- (13) the intended disposition of Cremated Remains.

(b) A Crematory is immune from civil liability for reasonably relying on the representations made in a cremation authorization.

Notes on Cremation Authorization:

Section (a)(1) "identification of remains" refers to body parts opposed to a deceased person.

Section (a)(2) The committee discussed various unique identifiers to list on the Cremation Authorization Form. Other unique identifiers suggested by committee include: date of birth, race or ancestry, gender.

Section (a)(6) please refer to Article II, Authorizing Agent section.

Additionally, other special request(s) may be listed on the form including, but not limited to: scheduling the witnessing of Cremation, withhold Pulverization, collect lock of hair, fingerprints, removal and return of personal property prior to Cremation, etc.

Conference Model Disposition Standards

Section 305. Cremation Procedures

(a) Receiving human remains at Crematory

- (1) A Crematory cannot accept human remains without identification affixed to the remains and labeled on the Cremation Container.
- (2) The Crematory must give the person who delivers human remains to the Crematory a receipt, signed by both the Crematory personnel and the person who delivers the human remains, that includes:
 - (i) date and time of the delivery;
 - (ii) type of casket or Cremation Container;
 - (iii) name of the person delivering the human remains;
 - (iv) name of the Funeral Establishment or other entity arranging disposition;
 - (v) name of Crematory personnel receiving remains at Crematory;
 - (vi) name of the Decedent;
 - (vii) statement from the funeral provider that all implanted devices have been removed;
 - (viii) any special instructions (items to be cremated with remains, or placed in Urn).
- (3) The Crematory must assign a Unique Identification Number for each human remains.
- (4) The Unique Identification Number must include the name of the facility and accompany the human remains through each phase of Cremation, Processing , and packaging.

(b) Cremation Container

- (1) A container in which human remains are placed in the Cremation Chamber for Cremation must be:
 - (i) composed of readily combustible and consumable materials suitable for Cremation;
 - (ii) able to be closed in order to provide a complete covering for the dignity of human remains;
 - (iii) resistant to leakage or spillage;
 - (iv) rigid enough for handling with ease; and
 - (v) able to provide protection for the health and safety of Crematory personnel.
- (2) When a container is delivered and shows evidence of bodily fluid leakage, it must be returned to the contracting Funeral Establishment or transferred to a new container, of equal or greater quality of value, by a properly licensed individual.

(c) Required documents prior to Cremation

- (1) The Crematory can only proceed with Cremation after receiving:
 - (i) a completed Cremation Authorization Form;
 - (ii) a completed visual identification form;
 - (iii) a disposition permit issued by the governing agency;
 - (iv) a permit issued by the medical examiner.

(d) Holding Room

- (1) The Holding Room must:
 - (i) comply with all applicable public health laws;
 - (ii) preserve the dignity of the human remains;
 - (iii) provide for the health and safety of Crematory Operators and others;
 - (iv) be secure from access by anyone other than authorized personnel; and
 - (v) include Refrigeration for all un-embalmed human remains.
- (2) Un-embalmed human remains must be held only within a mechanically or commercially acceptable refrigerated facility, which maintains a temperature of 40 degrees Fahrenheit or less, and otherwise meet the requirements of the local health jurisdiction.

Notes: *Committee was mindful that metal tag or disc is commonly used, but Unique Identification Number encompasses barcode system.*

Conference Model Disposition Standards

Section 305. Cremation Procedures

(e) Cremation process

- (1) Only those persons necessary to carry out the operations of the Crematory are permitted in the Crematory area while human remains are present.
- (2) A Crematory Operator may inspect human remains prior to cremation for the sole purpose of verifying identification.
- (3) A Unique Identification Number must be assigned to each Decedent and must accompany the remains throughout the entire cremation process and be affixed to the Cremated Remains.
- (4) Only one Decedent may be cremated at a time in the same Cremation Chamber without prior written consent by the Authorizing Agent(s).
 - (i) An exception is permitted if body parts or tissue from more than one Decedent that have been received from a medical facility or anatomical donation organization , if not otherwise arranged or prohibited.
- (5) A cremation must be performed by a Crematory Operator qualified under Section ____.
- (6) A cremation may only be witnessed by individual(s) authorized by the Authorizing Agent(s).

(f) Removing Cremated Remains from chamber

- (1) All of the Cremated Remains that can be reasonably recovered must be removed from the Cremation Chamber and placed in the Recovery Tray.
- (2) Cremated Remains must not be intentionally commingled with Cremated Remains of another person or be divided or separated without the prior written consent of the Authorizing Agent.

(g) Processing and packaging Cremated Remains

- (1) Non-organic materials must be removed from Cremated Remains and disposed of or recycled before processing.
- (2) Cremated Remains must be mechanically pulverized to 1/8 inch or less and placed into a clear plastic bag with the Unique Identification Number attached to the outside of the bag.
- (3) Cremated Remains must be placed in a Temporary Container or container designated by the Authorizing Agent(s). The container must be labeled with:
 - (i) name of Crematory;
 - (ii) name of Decedent;
 - (iii) Unique Identification Number;
 - (iv) sequential numbering if more than one container is used.
- (4) Excess Cremated Remains must be placed in an additional container(s) and labelled appropriately.
- (5) The Cremated Remains may be divided into multiple, identifiable containers.

Conference Model Disposition Standards

Section 306. Recordkeeping

- (a) The Crematory must maintain a cremation log that includes:
- (1) Decedent name and date of death;
 - (2) Unique Identification Number;
 - (3) date and time of delivery of remains to Crematory;
 - (4) name of Funeral Establishment delivering to the Crematory;
 - (5) type of cremation container;
 - (6) date and time of placement into Refrigeration, if applicable;
 - (7) date and time of removal from Refrigeration, if applicable;
 - (8) name of Crematory Operator;
 - (9) date and time cremation started;
 - (10) date and time cremation ended;
 - (11) date and time Processing Cremated Remains;
 - (12) date and time packaging Cremated Remains;
 - (13) name of operator Processing Cremated Remains;
 - (14) name of operator packaging Cremated Remains;
 - (15) type of Temporary Container(s) or Urn(s) used;
 - (16) date and time Cremated Remains released from Crematory; and
 - (17) name of individual receiving Cremated Remains.
- (b) The Crematory must maintain a record for each cremation performed that includes the following:
- (1) a completed Crematory delivery receipt;
 - (2) a completed Cremation Authorization Form;
 - (3) a completed visual identification form;
 - (4) a disposition permit issued by the governing agency;
 - (5) a permit issued by the medical examiner;
 - (6) a Certificate of Cremation; and
 - (7) a release of Cremated Remains form that includes the following:
 - (i) name of Crematory;
 - (ii) name of Decedent;
 - (iii) Unique Identification Number;
 - (iv) name, signature, and relationship to Decedent of person receiving Cremated Remains;
 - (v) date and time of release;
 - (vi) type of container;
 - (vii) name and signature of the person releasing Cremated Remains;
 - (viii) shipping or mailing receipts of Cremated Remains (if applicable).
- (c) The Crematory must retain the record for a period of ____ years.

Notes on Identification and Chain of Custody

Chain of custody documentation is necessary to track the Decedent throughout the entire disposition process. At the time of removal, an identification tag must be placed on deceased and verified/documented through the disposition processes outlined. The identification tag must include:

Full name of deceased; Date of death; Date of birth

A Chain of custody document should include:

Name, date of birth, and date of death of the deceased; Name of person taking custody of the Decedent; Date; Time; Location of the deceased; Reason for custody

Conference Model Disposition Standards

Section 307. Disposition of Cremated Remains

- (a) The Authorizing Agent is required to provide the Funeral Service Provider with a signed statement specifying the permanent placement or return to Authorizing Agent(s) of Cremated Remains. A copy of this statement must be retained by the Funeral Service Provider.
- (b) If, after a period of 60 days from the date of cremation, the Authorizing Agent or his/her representative has not permanently placed or claimed the Cremated Remains, the Funeral Service Provider may:
- (1) submit the name of the Decedent to a federally chartered veteran service organization to determine eligibility for placement in a national cemetery, or
 - (2) dispose of the Cremated Remains in a dignified manner permitted by law.
- (c) The Authorizing Agent is responsible for all reasonable expenses incurred in disposing or retrieving of the Cremated Remains pursuant to this section. A record of such disposition shall be made and kept by the person making such disposition or releasing the Cremated Remains.
- (d) Upon disposing of Cremated Remains in accordance with section (b), no Funeral Service Provider or person in possession of the Cremated Remains shall be liable for the disposition or non-recoverability of such Cremated Remains. This provision shall apply to all Cremated Remains currently in the possession of a Funeral Service Provider.



Article IV.

Alkaline Hydrolysis

Conference Model Disposition Standards

Article IV.

Section 401. Unlawful Practice

It is unlawful for any person or entity to operate an Alkaline Hydrolysis facility or hydrolyze human remains without a valid certification issued by the Board.

Introductory Comment

The Model Act recommends the term "certification" instead of "license" for an Alkaline Hydrolysis operator. This position engages in specific, limited activity which has a lower risk to the public than the activities that require full licensure (e.g. Funeral Directors; Embalmers).

Section 402. Qualifications for Alkaline Hydrolysis Operator Certification

(a) To obtain a certificate as an Alkaline Hydrolysis Operator, an applicant must:

- (1) Submit a completed application;
- (2) Be a minimum of 18 years of age;
- (3) Be a high school graduate or have earned a GED;
- (4) Pay all applicable fees;
- (5) Complete a (___ hour minimum) approved course in Alkaline Hydrolysis operator training approved by the Board;
- (6) Provide evidence of training in Occupational Safety and Health Administration standards for universal precautions and blood-borne pathogens approved by the Board;
- (7) Be of good moral character.
- (8) Submit a full set of fingerprints for the purpose of obtaining state and federal criminal records checks, pursuant to *(insert reference to authorizing state statute)* and applicable federal law. The *(state agency responsible for managing fingerprint data e.g. the department of public safety)* may submit fingerprints to and exchange data with the Federal Bureau of Investigation. All character information, including the information obtained through the criminal records checks, shall be considered in licensure decisions to the extent permissible by all applicable laws.

Notes on Alkaline Hydrolysis Operator Certification

The Model Act recommends the operator successfully complete Board approved training specific to the Alkaline Hydrolysis equipment, regardless of the length of the course, in addition to on-the-job training specific to company policies and procedures.

The addition of OSHA training was included due to the contact between the operator and Human Remains.

The Model Act recommends certificate holders submit proof of completion of the Alkaline Hydrolysis operator training course and OSHA training course every five years in order to maintain their certificate .

The Model Disposition Committee recommends the minimum hours for operator training to be determined by the jurisdiction.

Conference Model Disposition Standards

Introductory Comment to Alkaline Hydrolysis Facility

Each state regulates facilities/establishments and branches differently. The standards outlined recommend the following Alkaline Hydrolysis Facility standards which provide a guideline for states to use.

Section 403. Alkaline Hydrolysis Facility Licensure

- (a) An Alkaline Hydrolysis facility must have a physical address for each location and is subject to inspection as determined by the Board.
- (b) To obtain a license as an Alkaline Hydrolysis facility, an applicant must:
- (1) Submit a completed application as required by the Board;
 - (2) Pay all applicable fee(s);
 - (3) Designate an Alkaline Hydrolysis manager who will serve as the manager of record;
 - (4) Employ operator(s) authorized to perform Alkaline Hydrolysis processes;
 - (5) Submit proof of liability insurance for no less than \$1,000,000;
 - (6) Complete an inspection by the Board prior to the issuance of the license.
- (c) An Alkaline Hydrolysis facility must:
- (1) Comply with all provisions of this Act;
 - (2) Be in compliance with all applicable local and state building codes, zoning laws, and ordinances, environmental laws and OSHA requirements;
 - (3) Only use commercially produced equipment including Vessel and processor;
 - (4) Have a secure Holding Room within the Alkaline Hydrolysis facility designated for the retention of human remains before Alkaline Hydrolysis occurs which must include Refrigeration for un-embalmed remains;
 - (5) Have a secure holding area designated for the retention of Hydrolyzed Remains;
 - (6) Designate a location for all Alkaline Hydrolysis records;
 - (7) Employ an Alkaline Hydrolysis facility manager who must:
 - (i) remain employed by the facility at the designated location;
 - (ii) be responsible and accountable for the Alkaline Hydrolysis facility;
 - (iii) maintain and submit reports and documents prescribed by the Board;
 - (iv) report any changes of information to the Board.
 - (8) Employ a certified Alkaline Hydrolysis operator(s) who is authorized to:
 - (i) perform Alkaline Hydrolysis;
 - (ii) perform processing and packaging;
 - (iii) complete paperwork;
 - (9) Disclose the location and method of Storage of human remains and Hydrolyzed Remains to the person who has right to control those remains;
 - (10) Maintain and conspicuously display all current licenses and permits.

Conference Model Disposition Standards

Introductory Comment to Alkaline Hydrolysis Facility

Each state regulates facilities/establishments and branches differently. The standards outlined recommend the following Alkaline Hydrolysis Facility standards which provide a guideline for states to use.

Section 403. Alkaline Hydrolysis Facility Licensure continued

(d) An Alkaline Hydrolysis facility license is not transferable. If the Alkaline Hydrolysis facility changes ownership or there is more than a 50% change in equity ownership, the person or entity acquiring ownership or control must:

- (1) Submit a completed application at least 30 days prior to the change of ownership as required by the Board;
- (2) Pay all applicable fees;
- (3) Meet all the requirements for licensure in Section ____; and
- (4) Pass an inspection by the Board prior to the issuance of the license.

(e) When an Alkaline Hydrolysis facility changes location, the person or entity that owns or controls the Alkaline Hydrolysis facility must:

- (1) Submit a completed application at least 30 days prior to change of location as required by the Board;
- (2) Pay all applicable fees;
- (3) Meet all the requirements for licensure in Section ____; and
- (4) Pass an inspection by the Board prior to the issuance of the license.

Conference Model Disposition Standards

Section 404. Alkaline Hydrolysis Authorization

Before Alkaline Hydrolysis takes place the Alkaline Hydrolysis facility must receive an authorization form as provided in paragraph (a) and a completed and executed permit for transit or Alkaline Hydrolysis has been received by the Alkaline Hydrolysis facility.

- (a) An Alkaline Hydrolysis Authorization Form must be signed by the Authorizing Agent(s) and must include:
- (1) legal name of deceased or identification of remains;
 - (2) date, time, and place of death;
 - (3) name of Alkaline Hydrolysis facility performing Alkaline Hydrolysis;
 - (4) name of Funeral Establishment and name and signature of funeral practitioner that obtained the Alkaline Hydrolysis authorization;
 - (5) identification of the Authorizing Agent(s) and the relationship between the Authorizing Agent(s) and deceased;
 - (6) a representation that the Authorizing Agent(s) has the right to authorize the Alkaline Hydrolysis;
 - (7) authorization to hydrolyze the human remains;
 - (8) a list of any material(s), medical device(s) or implant(s) (including radioactive or battery-powered) that may be potentially hazardous to equipment or person(s) performing the Alkaline Hydrolysis;
 - (9) disclosures acknowledging:
 - (i) any communicable disease(s);
 - (ii) it is not possible to recover all particles of the Hydrolyzed Remains and that some particles may inadvertently become commingled with particles of other Hydrolyzed Remains;
 - (iii) the Hydrolyzed Remains will be mechanically reduced to a granulated appearance;
 - (iv) the Alkaline Hydrolysis provider will keep any money received for the disposal or recycling of non-organic material(s);
 - (v) Hydrolyzed Remains not claimed within ____ days from the date of Alkaline Hydrolysis will be disposed of according to Section ____.
 - (10) the name of the person(s) authorized to claim the Hydrolyzed Remains;
 - (11) the Alkaline Hydrolysis container (Shroud) selected for the Alkaline Hydrolysis process, if applicable;
 - (12) the Temporary Container or Urn selected to hold the Hydrolyzed Remains;
 - (13) the intended disposition of Hydrolyzed Remains.
- (b) An Alkaline Hydrolysis facility is immune from civil liability for reasonably relying on the representations made in an Alkaline Hydrolysis authorization.

Conference Model Disposition Standards

Section 405. Alkaline Hydrolysis Procedures

(a) Receiving human remains at alkaline hydrolysis facility

- (1) There must be identification affixed to human remains for acceptance by an alkaline hydrolysis facility.
- (2) The alkaline hydrolysis facility must furnish to the person who delivers human remains to the alkaline hydrolysis facility a receipt, signed by both the alkaline hydrolysis facility personnel and the person who delivers the human remains, which includes:
 - (i) date and time of the delivery;
 - (ii) type of Encasement (Shroud);
 - (iii) name of the person delivering the human remains;
 - (iv) name of the Funeral Establishment or other entity arranging disposition;
 - (v) name of alkaline hydrolysis facility personnel receiving remains at alkaline hydrolysis facility;
 - (vi) name of the Decedent;
 - (vii) statement from the funeral provider that all implanted devices have been removed;
 - (viii) any special instructions (items to be hydrolyzed with remains, or placed in Urn(s))
- (3) The alkaline hydrolysis facility must assign a Unique Identification Number for each human remains.
- (4) The Unique Identification Number must include the name of the facility and accompany the human remains through each phase of alkaline hydrolysis, drying, processing, and packaging.

(b) Alkaline Hydrolysis Encasement

- (1) If an Encasement is selected, the alkaline hydrolysis encasement must be:
 - (i) able to provide a complete covering for the dignity of human remains;
 - (ii) resistant to leakage or spillage;
 - (iii) able to provide protection for the health and safety of alkaline hydrolysis facility personnel.
- (2) When a Decedent is delivered and the Encasement shows evidence of bodily fluid leakage, it must be returned to the contracting Funeral Establishment or transferred to a new Encasement, of equal or greater quality of value, by a properly licensed individual.

(c) Required documents prior to alkaline hydrolysis

- (1) The alkaline hydrolysis facility can only proceed with alkaline hydrolysis after receiving:
 - (i) a completed alkaline hydrolysis authorization form;
 - (ii) a completed visual identification form;
 - (iii) a disposition permit issued by the governing agency;
 - (iv) a permit issued by the medical examiner.

(d) Holding Room:

- (1) The Holding Room must:
 - (i) comply with all applicable public health laws;
 - (ii) preserve the dignity of the human remains;
 - (iii) provide for the health and safety of alkaline hydrolysis facility operators and others;
 - (iv) be secure from access by anyone other than authorized personnel; and
 - (v) include Refrigeration for all un-embalmed human remains.
- (2) Un-embalmed human remains must be held only within a mechanically or commercially acceptable refrigerated facility, which maintains a temperature of 40 degrees Fahrenheit or less, and otherwise meet the requirements of the local health jurisdiction.

Notes: *Committee was mindful that metal tag or disc is commonly used, but Unique Identification Number encompasses barcode system.*

Conference Model Disposition Standards

Section 405. Alkaline Hydrolysis Procedures

(e) Alkaline hydrolysis process

- (1) Only persons necessary to carry out the operations of alkaline hydrolysis are permitted in the alkaline hydrolysis facility area while remains are present.
- (2) An alkaline hydrolysis operator must inspect human remains prior to alkaline hydrolysis for the sole purpose of verifying identification.
- (3) A Unique Identification Number must be assigned to each Decedent and must accompany the remains throughout the entire alkaline hydrolysis process and be affixed to the Hydrolyzed Remains.
- (4) Only one Decedent may be hydrolyzed at a time in the same Alkaline Hydrolysis Chamber without prior written consent by the Authorizing Agent(s).
 - (i) An exception is permitted if body parts or tissue from more than one Decedent that have been received from medical facilities or anatomical donation organizations may be simultaneously hydrolyzed, if not otherwise arranged or prohibited.
- (5) Alkaline hydrolysis must be performed by an alkaline hydrolysis operator certified under Section _____.
- (6) Alkaline hydrolysis may only be witnessed by individual(s) authorized by the Authorizing Agent(s).

(f) Removing Hydrolyzed Remains from chamber

- (1) All of the Hydrolyzed Remains that can be reasonably recovered must be removed from the alkaline hydrolysis Vessel and placed in the Recovery Tray.
- (2) Hydrolyzed Remains must not be intentionally commingled with Hydrolyzed Remains of another person or be divided or separated without the prior written consent of the Authorizing Agent.

(g) Processing and packaging Hydrolyzed Remains

- (1) Non-organic materials must be removed from Hydrolyzed Remains and disposed of or recycled before processing.
- (2) Hydrolyzed Remains must be dried prior to Pulverization.
 - (i) When drying Hydrolyzed Remains of multiple Decedents in the drying area, remains must be clearly identified, kept separate, and secure.
- (3) Hydrolyzed Remains must be mechanically pulverized to 1/8 inch or less and placed into a clear plastic bag with the Unique Identification Number attached to the outside of the bag.
- (4) Hydrolyzed Remains must be placed in a Temporary Container(s) or container(s) designated by the Authorizing Agent(s). The container(s) must be labeled with:
 - (i) name of alkaline hydrolysis facility;
 - (ii) name of Decedent;
 - (iii) Unique Identification Number;
 - (iv) sequential numbering if more than one container is used.
- (5) Excess Hydrolyzed Remains must be placed in additional container(s) and labelled appropriately.
- (6) The Hydrolyzed Remains may be divided into multiple, identifiable containers.

Conference Model Disposition Standards

Section 406. Recordkeeping

- (a) The alkaline hydrolysis facility must maintain an alkaline hydrolysis log that includes:
- (1) Decedent name and date of death;
 - (2) Unique Identification Number;
 - (3) date and time of delivery of remains to alkaline hydrolysis facility;
 - (4) name of Funeral Establishment delivering to the alkaline hydrolysis facility;
 - (5) type of Alkaline Hydrolysis Encasement;
 - (6) date and time of placement into Refrigeration, if applicable;
 - (7) date and time of removal from Refrigeration, if applicable;
 - (8) name of alkaline hydrolysis operator;
 - (9) date and time alkaline hydrolysis started;
 - (10) date and time alkaline hydrolysis ended;
 - (11) date and time processing Hydrolyzed Remains;
 - (12) date and time packaging Hydrolyzed Remains;
 - (13) name of operator processing Hydrolyzed Remains;
 - (14) name of operator packaging Hydrolyzed Remains;
 - (15) type of Temporary Container(s) or Urn(s) used;
 - (16) date and time Hydrolyzed Remains released from alkaline hydrolysis facility; and
 - (17) name of individual receiving Hydrolyzed Remains.
- (b) The alkaline hydrolysis facility must maintain a record for each alkaline hydrolysis performed that includes the following:
- (1) a completed alkaline hydrolysis authorization form;
 - (2) a completed visual identification form;
 - (3) a disposition permit issued by the governing agency;
 - (4) a permit issued by the medical examiner;
 - (5) a Certificate of Alkaline Hydrolysis; and
 - (6) a release of Hydrolyzed Remains form that includes the following:
 - (i) name of alkaline hydrolysis facility;
 - (ii) name of Decedent;
 - (iii) Unique Identification Number;
 - (iv) name, signature, and relationship to Decedent of person receiving Hydrolyzed Remains;
 - (v) date and time of release;
 - (vi) type of container(s);
 - (vii) name and signature of the person releasing Hydrolyzed Remains;
 - (viii) shipping or mailing receipts of Hydrolyzed Remains (if applicable).
- (c) The alkaline hydrolysis facility must retain the record for a period of ____ years.

Notes: See notes on Identification and Chain of Custody on page 18.

Conference Model Disposition Standards

Section 407. Disposition of Hydrolyzed Remains

(a) The Authorizing Agent is required to provide the Funeral Service Provider with a signed statement specifying the permanent placement or return to Authorizing Agent(s) of Hydrolyzed Remains. A copy of this statement must be retained by the Funeral Service Provider.

(b) If, after a period of 60 days from the date of alkaline hydrolysis, the Authorizing Agent or his/her representative has not permanently placed or claimed the Hydrolyzed Remains, the Funeral Service Provider may:

(1) submit the name of the Decedent to a federally chartered veteran service organization to determine eligibility for placement in a national cemetery, or

(2) dispose of the Hydrolyzed Remains in a dignified manner permitted by law.

(c) The Authorizing Agent is responsible for all reasonable expenses incurred in disposing or retrieving of the Hydrolyzed Remains pursuant to this section. A record of such disposition shall be made and kept by the person making such disposition or releasing the Hydrolyzed Remains.

(d) Upon disposing of Hydrolyzed Remains in accordance with section (b), no Funeral Service Provider or person in possession of the Hydrolyzed Remains shall be liable for the disposition or non-recoverability of such Hydrolyzed Remains. This provision shall apply to all Hydrolyzed Remains currently in the possession of a Funeral Service Provider.

Notes: *Committee recommends the dissemination of Hydrolyzed Remains scattering instructions to each family including information about scattering in water by the alkaline hydrolysis facility.*



Article V.

Natural Organic Reduction

Conference Model Disposition Standards

Article IV.

Section 501. Unlawful Practice

It is unlawful for any person or entity to operate a natural organic reduction facility or reduce any human remains without a valid certification issued by the Board.

Introductory Comment

The Model Act recommends the term "certification" instead of "license" for a Natural Organic Reduction Operator. This position engages in specific, limited activity which has a lower risk to the public than the activities that require full licensure (e.g. Funeral Directors; Embalmers).

Section 502. Qualifications for Natural Organic Reduction Operator Certification

(a) To obtain a certificate as a Natural Organic Reduction Operator, an applicant bears must:

- (1) Submit a completed application;
- (2) Be a minimum of 18 years of age;
- (3) Be a high school graduate or have earned a GED;
- (4) Payment of all applicable fees;
- (5) Complete a (___ hour minimum) approved course in natural organic reduction operator training approved by the Board;
- (6) Provide proof of training in Occupational Safety and Health Administration standards for universal precautions and blood-borne pathogens approved by the Board;
- (7) Be of good moral character.
- (8) Submit a full set of fingerprints for the purpose of obtaining state and federal criminal records checks, pursuant to *(insert reference to authorizing state statute)* and applicable federal law. The *(state agency responsible for managing fingerprint data e.g. the department of public safety)* may submit fingerprints to and exchange data with the Federal Bureau of Investigation. All character information, including the information obtained through the criminal records checks, shall be considered in licensure decisions to the extent permissible by all applicable laws.

Notes on Natural Organic Reduction Operator Certification

The Model Act recommends the operator successfully complete Board approved training specific to the natural organic reduction equipment, regardless of the length of the course, in addition to on-the-job training specific to company policies and procedures.

The addition of OSHA training was included due to the contact between the operator and human remains.

The Model Act recommends certificate holders submit proof of completion of the natural organic reduction operator training course and OSHA training course every five years in order to maintain their certificate.

The Model Disposition Committee recommends the minimum hours for operator training to be determined by the jurisdiction.

Conference Model Disposition Standards

Introductory Comment to Natural Organic Reduction Facility

Each state regulates facilities/establishments and branches differently. The standards outlined recommend the following Natural Organic Reduction Facility standards which provide a guideline for states to use.

Section 503. Natural Organic Reduction Facility Licensure

- (a) All natural organic reduction facilities must have a physical address for each location and are subject to inspection as determined by the Board.
- (b) To obtain a license as a natural organic reduction facility, an applicant must:
- (1) Submit a completed application;
 - (2) Pay all applicable fee(s);
 - (3) Designate a natural organic reduction manager who will serve as the manager of record;
 - (4) Employ operator(s) authorized to perform Natural Organic Reduction;
 - (5) Proof of liability insurance for no less than \$1,000,000;
 - (6) Satisfactory completion of an inspection by the Board prior to the issuance of the license.
- (c) All natural organic reduction facilities must:
- (1) Comply with all provisions of this Act;
 - (2) Comply with all applicable local and state building codes, zoning laws, and ordinances, environmental laws and OSHA requirements;
 - (3) Only use a contained reduction Vessel that is designed to promote aerobic reduction and minimizes odors and vectors;
 - (4) Have a secure Holding Room within the natural organic reduction facility designated for the retention of human remains before Natural Organic Reduction occurs which must include Refrigeration for remains;
 - (5) Have a secure location designated for the retention of natural organic reduction remains;
 - (6) Designate a location of all natural organic reduction records;;
 - (7) Employ a natural organic reduction facility manager who must:
 - (i) be and remain employed by such natural organic reduction facility at the designated location;
 - (ii) be responsible and accountable for the natural organic reduction facility;
 - (iii) maintain and submit for reports and documents prescribed by the Board;
 - (iv) be responsible to report any changes of information to the Board.
 - (8) Employ a certified natural organic reduction operator(s) who is authorized to:
 - (i) perform Natural Organic Reduction;
 - (ii) perform processing and packaging;
 - (iii) complete paperwork;
 - (9) Disclose the location and method of Storage of human remains and Reduced Remains to the person who has right to control those remains;
 - (10) Maintain and conspicuously display all current licenses and permits.

Conference Model Disposition Standards

Section 503. Natural Organic Reduction Facility Licensure continued

(d) A natural organic reduction facility license is not transferable. If the natural organic reduction facility changes ownership or there is more than a 50% change in equity ownership, the person or entity acquiring ownership or control must:

- (1) Submit a completed application at least 30 days prior to the change of ownership as required by the Board;
- (2) Pay all applicable fees;
- (3) Meet all the requirements for licensure in Section ____; and
- (4) Pass an inspection by the Board prior to the issuance of the license.

(e) When a natural organic reduction facility changes location, the person or entity that owns or controls the natural organic reduction facility must:

- (1) Submit a completed application at least 30 days prior to change of location as required by the Board;
- (2) Pay all applicable fees;
- (3) Meet all the requirements for licensure in Section ____; and
- (4) Pass an inspection by the Board prior to the issuance of the license.

Conference Model Disposition Standards

Section 504. Natural Organic Reduction Authorization

Before Natural Organic Reduction takes place a natural organic reduction facility must receive a natural organic reduction authorization form as provided in paragraph (a) and a completed and executed permit for transit or Natural Organic Reduction.

(a) A natural organic reduction authorization form must be signed by the Authorizing Agent(s) and must include:

- (1) legal name of deceased or identification of remains;
- (2) date, time, and place of death;
- (3) name of natural organic reduction facility performing Natural Organic Reduction;
- (4) name of Funeral Establishment and name and signature of Funeral Service Provider that obtained the natural organic reduction authorization;
- (5) identification of the Authorizing Agent(s) and the relationship between the Authorizing Agent(s) and deceased;
- (6) a representation that the Authorizing Agent(s) has the right to authorize the Natural Organic Reduction;
- (7) authorization of Natural Organic Reduction to reduce the human remains;
- (8) a list of any material(s), medical device(s) or implant(s) (including radioactive or battery-powered) that may be potentially hazardous;
- (9) disclosures acknowledging:
 - (i) any communicable disease(s);
 - (ii) the natural organic reduction remains may be mechanically reduced;
 - (iii) the natural organic reduction provider will keep any money received for the disposal or recycling of non-organic material(s);
 - (iv) natural organic reduction remains not claimed within ____ days from the date of Natural Organic Reduction will be disposed of by the facility.
- (10) the name of the person(s) authorized to claim the Reduced Remains;
- (11) the natural organic reduction container (Shroud) selected for the Natural Organic Reduction process, if applicable;
- (12) the container(s) selected to hold the Reduced Remains;
- (13) the intended disposition of Reduced Remains.

Conference Model Disposition Standards

Section 505. Natural Organic Reduction Procedures

(a) Receiving human remains at natural organic reduction facility

- (1) A natural organic reduction facility cannot accept human remains without identification affixed to the remains.
- (2) The natural organic reduction facility must furnish to the person who delivers human remains to the natural organic reduction facility a receipt, signed by both the natural organic reduction facility personnel and the person who delivers the human remains, which includes:
 - (i) date and time of the delivery;
 - (ii) type of Encasement;
 - (iii) name of the person delivering the human remains;
 - (iv) name of the Funeral Establishment or other entity arranging disposition;
 - (v) name of natural organic reduction facility personnel receiving remains at natural organic reduction facility;
 - (vi) name of the Decedent;
 - (vii) statement from the funeral provider that all implanted devices have been removed;
 - (viii) any special instructions (items to be reduced with remains, or placed in container(s))
- (3) The natural organic reduction facility must assign a Unique Identification Number for each human remains.
- (4) The Unique Identification Number must include the name of the facility and accompany the human remains through each phase of natural organic reduction, processing, and packaging.

(b) Natural Organic Reduction Encasement

- (1) If an Encasement is selected, the natural organic reduction encasement must be:
 - (i) able to provide a complete covering for the dignity of human remains;
 - (ii) resistant to leakage or spillage;
 - (iii) able to provide protection for the health and safety of natural organic reduction facility personnel.
- (2) When a Decedent is delivered and the Encasement shows evidence of bodily fluid leakage, it must be returned to the contracting Funeral Establishment or transferred to a new Encasement, of equal or greater quality of value, by a properly licensed individual.

(c) Required documents prior to natural organic reduction

- (1) The natural organic reduction facility can only proceed with natural organic reduction after receiving:
 - (i) a completed natural organic reduction authorization form;
 - (ii) a completed visual identification form;
 - (iii) a disposition permit issued by the governing agency;
 - (iv) a permit issued by the medical examiner.

(d) Holding Room:

- (1) The Holding Room must:
 - (i) comply with all applicable public health laws;
 - (ii) preserve the dignity of the human remains;
 - (iii) provide for the health and safety of natural organic reduction facility operators and others;
 - (iv) be secure from access by anyone other than authorized personnel; and
 - (v) include Refrigeration for all human remains.
- (2) Human remains must be held only within a mechanically or commercially acceptable refrigerated facility, which maintains a temperature of 40 degrees Fahrenheit or less, and otherwise meet the requirements of the local health jurisdiction.

Conference Model Disposition Standards

Section 505. Natural Organic Reduction Procedures continued

(e) Natural organic reduction process

- (1) Only those persons necessary to carry out the operations of the natural organic reduction facility are permitted in the natural organic reduction facility area while human remains are present.
- (2) A natural organic reduction operator must inspect human remains prior to natural organic reduction for the sole purpose of verifying identification.
- (3) A Unique Identification Number must be assigned to each Decedent and must accompany the remains throughout the entire natural organic reduction process and be affixed to the Reduced Remains.
- (4) Only one Decedent may be reduced at a time in the natural organic reduction Vessel without prior written consent by the Authorizing Agent(s).
 - (i) An exception is permitted if body parts or tissue from more than one Decedent that have been received from medical facilities or anatomical donation organizations may be simultaneously reduced, if not otherwise arranged or prohibited.
- (5) Natural organic reduction must be performed by a natural organic reduction operator qualified under Section _____.
- (6) The placement of human remains in the Vessel for the natural organic reduction process may only be witnessed by individual(s) authorized by the Authorizing Agent(s).

(f) Removing natural organic reduction remains from Vessel

- (1) All of the Reduced Remains that can be reasonably recovered must be removed from the Natural Organic Reduction Vessel.
- (2) Reduced Remains must not be intentionally commingled with Reduced Remains of another person or be divided or separated without the prior written consent of the Authorizing Agent.

(g) Processing and packaging Reduced Remains

- (1) Non-organic materials must be removed from Reduced Remains and disposed of or recycled before processing.
- (2) Any skeletal remains must be mechanically pulverized to 1/8 inch or less.
- (3) Reduced Remains must be placed in container(s) designated by the Authorizing Agent(s). The container(s) must be labeled with:
 - (i) name of natural organic reduction facility;
 - (ii) name of Decedent;
 - (iii) Unique Identification Number;
 - (iv) sequential numbering if more than one container is used.
- (4) The Reduced Remains may be divided into multiple, identifiable containers.

Conference Model Disposition Standards

Section 506. Recordkeeping

- (a) The natural organic reduction facility must maintain a natural organic reduction log that includes:
- (1) Decedent name and date of death;
 - (2) Unique Identification Number;
 - (3) date and time of delivery of remains to natural organic reduction facility;
 - (4) name of Funeral Establishment delivering to the natural organic reduction facility;
 - (5) type of natural organic reduction encasement;
 - (6) date and time of placement into Refrigeration, if applicable;
 - (7) date and time of removal from Refrigeration, if applicable;
 - (8) name of natural organic reduction operator;
 - (9) date and time natural organic reduction started;
 - (10) date and time natural organic reduction ended;
 - (11) date and time processing Reduced Remains;
 - (12) date and time packaging Reduced Remains;
 - (13) name of operator processing Reduced Remains;
 - (14) name of operator packaging Reduced Remains;
 - (15) type of container(s) used;
 - (16) date and time Reduced Remains released from natural organic reduction facility; and
 - (17) name of individual receiving Reduced Remains.
- (b) The natural organic reduction facility must maintain a record for each natural organic reduction performed that includes the following:
- (1) a completed natural organic reduction authorization form;
 - (2) a completed visual identification form;
 - (3) a disposition permit issued by the governing agency;
 - (4) a permit issued by the medical examiner;
 - (5) a Certificate of Natural Organic Reduction; and
 - (6) a release of natural organic reduction remains form that includes the following:
 - (i) name of natural organic reduction facility;
 - (ii) name of Decedent;
 - (iii) Unique Identification Number;
 - (iv) name, signature, and relationship to Decedent of person receiving Reduced Remains;
 - (v) date and time of release;
 - (vi) type of container(s);
 - (vii) name and signature of the person releasing Reduced Remains;
 - (viii) shipping or mailing receipts of Reduced Remains (if applicable).
- (c) The natural organic reduction facility must retain the record for a period of ____ years.

Notes: See notes on Identification and Chain of Custody on page 18.

Section 507. Disposition of Reduced Remains

- (a) The Authorizing Agent is required to provide the Funeral Service Provider with a signed statement specifying the permanent placement or return to Authorizing Agent(s) of Reduced Remains. A copy of this statement must be retained by the Funeral Service Provider.
- (b) If Reduced Remains are not claimed within ____ days from the date of Natural Organic Reduction, Reduced Remains will be disposed of by the facility.



Article VI. Burial

Conference Model Disposition Standards

Introductory Comment

The Model Disposition Standards were drafted to be used in conjunction with the Model Practice Act. Please refer to Article III of the Model Practice Act for qualifications for individuals (including funeral directors and embalmers) and establishment licensure.

Section 601. Disposition by Burial or Entombment Authorization Form

(a) A Burial/entombment authorization form must be signed by the Authorizing Agent(s) and must include:

- (1) legal name or identification of Decedent;
- (2) date, time, and place of death;
- (3) name of cemetery performing Burial/entombment;
- (4) name of Funeral Establishment and name and signature of funeral practitioner that obtained the Burial/entombment authorization;
- (5) identification of the Authorizing Agent(s) and the relationship between the Authorizing Agent(s) and deceased;
- (6) a representation that the Authorizing Agent(s) has the right to authorize the Burial/entombment;
- (7) authorization to bury/entomb the Decedent;
- (8) disclosures acknowledging:
 - (i) any communicable disease(s);
 - (ii) the right of disposition shall be forfeited by the Authorizing Agent and passed to the next person(s) if the Authorizing Agent does not exercise his or her right of disposition within ____ days after notification of the death of the Decedent or within ____ days after the death of the Decedent, whichever is earlier.
- (9) the casket, container, or shroud selected.

Section 602. Recordkeeping

The Funeral Establishment must maintain a record for each Burial/entombment that includes the following:

- (1) a completed Burial/entombment authorization form;
- (2) a completed visual identification form;
- (3) a disposition permit issued by the governing agency;
- (4) a permit issued by the medical examiner, if applicable.

Notes: See notes on Identification and Chain of Custody on page 18.



Other Standards

Conference Model Disposition Standards

Recordkeeping

The Funeral Establishment must maintain a record for each disposition that includes the following:

- (1) a completed disposition authorization form;
- (2) a completed visual identification form;
- (3) a disposition permit issued by the governing agency;
- (4) a permit issued by the medical examiner, if applicable.

Refrigeration

Un-embalmed human remains must be held only within a mechanically or commercially acceptable refrigerated facility, which maintains a temperature of 40 degrees Fahrenheit or less, and otherwise meet the requirements of the local health jurisdiction.

A Decedent may not be stored directly on the floor of any room. For the purposes of this subsection, "floor of any room" includes the floor of a room which is part of a Refrigeration unit.

A Decedent must be stored and transported face up at all times.

A Decedent must not be placed on other Decedent(s) for the purpose of Storage or transportation.

Forwarding Remains

If embalming has been performed, the shipping Funeral Establishment must provide copy of embalming report to the receiving Funeral Establishment. A new shipping container must be used.

The shipping Funeral Establishment must secure the applicable documentation prior to shipment, including:

- burial transit permit/disposition permit;
- death certificate;
- letter of non-contagious disease, if applicable;
- shipping affidavit;
- other documentation as required.

Conference Model Disposition Standards

SAMPLE DOCUMENT

Chain of Custody/Decedent Tracking

Name of Decedent _____

Date of Birth _____ Date of Death _____

Name of Person Taking Custody	
Date	
Time	
Location of Deceased	
Reason for Custody	
Signature	

Name of Person Taking Custody	
Date	
Time	
Location of Deceased	
Reason for Custody	
Signature	

Name of Person Taking Custody	
Date	
Time	
Location of Deceased	
Reason for Custody	
Signature	

Notes: See notes on Identification and Chain of Custody on page 18.



The Conference
THE INTERNATIONAL CONFERENCE OF
FUNERAL SERVICE EXAMINING BOARDS