## SCOTTISH STATUTORY INSTRUMENTS

## 2019 No. 36

## **CREMATION**

## The Cremation (Scotland) Regulations 2019

Made - - - - 7th February 2019

Coming into force - - 4th April 2019

The Scottish Ministers make the following Regulations in exercise of the powers conferred by sections 47(1), 48(2) and (4), 56(1) and (2), 57(1) and (2) and 106(1)(a) of the Burial and Cremation (Scotland) Act 2016 M1 and section 27A(2) and (6)(a) of the Registration of Births, Deaths and Marriages (Scotland) Act 1965 M2 and all other powers enabling them to do so.

In accordance with section 104(4) of the Burial and Cremation (Scotland) Act 2016 they have consulted cremation authorities and such other persons as they consider appropriate.

In accordance with section 106(2) of that Act a draft of this instrument has been laid before and approved by resolution of the Scottish Parliament <sup>M3</sup>.

## **Marginal Citations**

**M1** 2016 asp 20 ("the Act").

M2 1965 c.49. Section 27A was inserted by the Certification of Death (Scotland) Act 2011 (asp 11), section 25

M3 The powers to make these Regulations are exercised together by virtue of section 33(2) of the Interpretation and Legislative Reform (Scotland) Act 2010 (asp 10). By virtue of that section the Regulations are subject to the affirmative procedure.

## General

## Citation, commencement and interpretation S

- 1.—(1) These Regulations may be cited as the Cremation (Scotland) Regulations 2019 and come into force on 4 April 2019.
  - (2) In these Regulations—

"the Act" means the Burial and Cremation (Scotland) Act 2016,

"adult" means a person who is 16 years of age or over,

"child" means a person (other than a still-born child) who is under 16 years of age,

"electronic communication" has the meaning given in section 15(1) (general interpretation) of the Electronic Communications Act 2000 M4 and similar expressions are to be construed accordingly,

"joint cremation" has the meaning given in regulation 6(3), and

- "shared cremation" has the meaning given in regulation 7(3).
- (3) A form set out in a schedule of these Regulations may be communicated electronically.
- (4) A signature required as shown on a form set out in a schedule of these Regulations must, where—
  - (a) an electronic form is used or a form is an electronic communication, be—
    - (i) a signature in digital ink, or
    - (ii) an image of a signature,
- (b) a paper form is used, be a signature in ink, and must be the signatory's handwritten signature.

## **Commencement Information**

II Reg. 1 in force at 4.4.2019, see reg. 1(1)

## **Marginal Citations**

M4 2000 c.7. Section 15 was amended by paragraph 158 of schedule 17 of the Communications Act 2003 (c.21).

## Management and operation of crematoriums

## **Management of crematoriums S**

- **2.**—(1) Each cremation authority must—
  - (a) prepare and maintain a Crematorium Management Plan in accordance with paragraph (3) ("the Plan") in relation to each crematorium for which it is the cremation authority, and
  - (b) ensure that the crematorium is managed and operated in accordance with the Plan.
- (2) A cremation authority must make arrangements for the Plan to be available for inspection by—
  - (a) a person appointed under section 89(1)(b) (inspectors of cremation) of the Act, and
  - (b) members of the public.
- (3) For the purposes of this regulation a Crematorium Management Plan is a document which is prepared and maintained by the cremation authority with responsibility for the management of the crematorium and which contains provision about the matters specified in paragraph (4).
  - (4) The matters are—
    - (a) the name, address and business hours of the crematorium,
    - (b) procedures for—
      - (i) the carrying out of cremations,
      - (ii) dealing with any unexpected increase in the number of cremations,
      - (iii) the operation, and servicing, of all equipment used in the cremation process,
      - (iv) the disposal of cremation residues,
      - (v) the disposal of ashes, and

- (vi) contingency arrangements for any unexpected disruption to, or loss of, services,
- (c) the review of the Plan.
- (5) The Plan must be—
  - (a) prepared within 6 months from the date these Regulations come into force, and
  - (b) reviewed at least every 12 months thereafter.
- (6) In paragraph (4)(a) "address" includes the email address (if any) of the crematorium.

## **Commencement Information**

**I2** Reg. 2 in force at 4.4.2019, see reg. 1(1)

## Records S

- **3.**—(1) For each cremation it carries out each cremation authority must retain for a period of 50 years beginning with the date on which the cremation is carried out the cremation application form submitted in accordance with regulation 8 and any accompanying documentation or certificates.
- (2) All documentation retained under paragraph (1) must be treated by the cremation authority as confidential.
- (3) The cremation authority must ensure that all documentation retained under paragraph (1) is at all times kept in an accessible form in secure conditions and that all appropriate measures are taken to prevent theft, unauthorised disclosure, damage, loss or destruction.

## **Commencement Information**

**I3** Reg. 3 in force at 4.4.2019, see reg. 1(1)

## Maintenance and operation of crematoriums S

- **4.**—(1) The cremation authority must, in respect of each crematorium for which it is the cremation authority, ensure—
  - (a) the equipment installed at each crematorium is maintained—
    - (i) in efficient working order,
    - (ii) in good repair, and
    - (iii) in a clean and orderly condition,
  - (b) staff are trained in the operation of the equipment installed at the crematorium, and
  - (c) the equipment is regularly serviced.
  - (2) The cremation authority must prepare and maintain a written record of—
    - (a) all training undertaken by staff operating at the crematorium, and
    - (b) each service check carried out in accordance with paragraph (1)(c).

## **Commencement Information**

**I4** Reg. 4 in force at 4.4.2019, see reg. 1(1)

## **Operation of cremator S**

- **5.**—(1) This regulation applies where a cremation is carried out.
- (2) A cremation authority must ensure that—
  - (a) the remains of only one adult, child, still-born child or fetus are placed in the cremator, and
  - (b) at the end of the burning process the remains are raked into the cooling tray before the remains of another adult, child, still born child or fetus are placed in the cremator for cremation.
- (3) Paragraph (2)(a) does not apply to—
  - (a) a joint cremation, or
  - (b) a shared cremation.

## **Commencement Information**

**I5** Reg. 5 in force at 4.4.2019, see reg. 1(1)

## Joint cremations S

- **6.**—(1) Where paragraph (2) applies a cremation authority may—
  - (a) cremate together the remains of two adults,
  - (b) cremate the remains of one adult together with one, or more than one, child, still-born child or fetus, or
  - (c) cremate together the remains of more than one child, still-born child or fetus.
- (2) This paragraph applies where, in the circumstances described in—
  - (a) paragraph (1)(a), written permission has been given by the authorised person for the cremation together of each adult,
  - (b) paragraph (1)(b), written permission has been given by the authorised person for the cremation together of the adult and each child, still-born child or fetus, or
  - (c) paragraph (1)(c), written permission has been given by the authorised person for the cremation together of each child, still-born child or fetus.
- (3) A cremation carried out in accordance with this regulation is to be known as a joint cremation.
- (4) In paragraph (2) "the authorised person" is—
  - (a) for an adult, a person who may submit an application for cremation in respect of the adult by virtue of regulation 8(2)(a),
  - (b) for a child, a person who may submit an application for cremation in respect of the child by virtue of regulation 8(2)(b),
  - (c) for a still-born child or fetus, a person who may submit an application for cremation in respect of the still-born child or fetus by virtue of regulation 8(2)(c).

## **Commencement Information**

**I6** Reg. 6 in force at 4.4.2019, see reg. 1(1)

## **Shared cremations S**

- 7.—(1) Where paragraph (2) applies a cremation authority may cremate together the remains of more than one fetus.
  - (2) This paragraph applies where—
    - (a) an application is made under regulation 8(3)(d) in the form set out in schedule 4 for the cremation together of the remains of more than one fetus, and
    - (b) the application is made by the health body or authority which is authorised to make arrangements for the cremation of each fetus by virtue of section 77(2)(c), 79(2)(c), 80(2), 81(2) or 84(2) of the Act.
- (3) A cremation carried out in accordance with this regulation is to be known as a shared cremation.

## **Commencement Information**

**I7** Reg. 7 in force at 4.4.2019, see reg. 1(1)

## Cremation applications

## **Application for cremation** S

- **8.**—(1) An application under section 48(1) of the Act (application for cremation) is to be made in accordance with this regulation.
  - (2) An application for cremation may be submitted where—
    - (a) the deceased is an adult by—
      - (i) the person specified by the adult in an arrangements on death declaration M5 made by the adult,
      - (ii) any person who may make arrangements on the death of the adult by virtue of section 65(2), 68 or 87 of the Act,
      - (iii) a person employed in the provision of, or managing the provision of, a care home service at which the deceased was living at the time of his or her death, or
      - (iv) the managers of the hospital in which the deceased died or any officer or person designated for that purpose by the managers,
    - (b) the deceased is a child, by a person who may make arrangements on the death of the child by virtue of section 66(2), 68 or 87 of the Act,
    - (c) the remains to be cremated are those of a still-born child or fetus, by the mother, or the person with authority to make arrangements in relation to the remains of that still-born child or fetus by virtue of Part 3 of the Act, or
    - (d) the body or any body part or body parts of the deceased have undergone anatomical examination, by a person licensed under section 3(2) of the Anatomy Act 1984 M6.
  - (3) An application for—
    - (a) the cremation of an adult or child (other than an application made by a local authority) must be in the form set out in schedule 1 and contain the information and documents specified in sections 1 to 4 of that form,
    - (b) the cremation of a still-born child must be in the form set out in schedule 2 and contain the information and documents specified in sections 1 to 4 of that form,

- (c) the cremation of a fetus where an individual is making arrangements for the cremation of the fetus, must be in the form set out in schedule 3 and contain the information and documents specified in sections 1 to 4, of that form,
- (d) the cremation of a fetus where a person other than an individual is making arrangements for the cremation under Part 3 of the Act must be in the form set out in schedule 4 and contain the information and documents specified in section 1 of that form,
- (e) the cremation of an adult or child made by a local authority by virtue of section 87 of the Act (burial or cremation: duty of local authority) must be in the form set out in schedule 5 and contain the information and documents specified in sections 1 to 4 of that form,
- (f) the cremation of a body part or parts following a post-mortem examination (other than a post-mortem examination carried out for the purposes of the functions, or under the authority, of the procurator fiscal) must be in the form set out in schedule 6 and contain the information and documents specified in section 3 that form,
- (g) the cremation of a body, body part or body parts following anatomical examination where authority was given under—
  - (i) section 4A(1), or
  - (ii) section 4(2),
  - of the Anatomy Act 1984 for the person's body to be used for anatomical examination must be in the form set out in schedule 6 and contain the information and documents specified for the cremation of a whole body, in section 1 of that form or, for the cremation of a body part or body parts, in section 2 of that form,
- (h) the cremation of a body part or parts following anatomical examination where the deceased died before 14th February 1988 must be in the form set out in schedule 7 and contain the information specified in section 1 of that form.
- (4) In paragraph (2)(a)(iii) "care home service" means a care home service within the meaning of paragraph 2 of schedule 12 of the Public Services Reform (Scotland) Act 2010 M7.
  - (5) In paragraph (2)(a)(iv) "managers" in relation to a hospital means—
    - (a) in relation to a hospital vested in the Scottish Ministers under the National Health Service (Scotland) Act 1978 <sup>M8</sup> ("the 1978 Act") the Health Board, or Special Health Board, responsible for the administration of that hospital,
    - (b) in the case of a hospital vested in a National Health Service trust established under section 12A of the 1978 M9 Act the directors of the trust,
    - (c) in the case of an independent health care service which is registered under section 10Q(1) of the 1978 Act the person identified under section  $10P(2)(b)^{M10}$  of that Act in the application for registration, and
    - (d) in the case of a state hospital—
      - (i) where the Scottish Ministers have delegated the management of the hospital to a Health Board, Special Health Board, National Health Service or the Common Services Agency for the Scottish Health Service, that Board, trust or agency,
      - (ii) where the management of the hospital has not been so delegated, the Scottish Ministers.

## **Commencement Information**

**I8** Reg. 8 in force at 4.4.2019, see reg. 1(1)

## Marginal Citations

M5 An "arrangements on death declaration" is defined in section 65(8) of the Burial and Cremation (Scotland) Act 2016 asp 20.

**M6** 1984 c.14.

**M7** 2010 asp 8.

M8 1978 c.29.

M9 Section 12A was inserted by the National Health Service and Community Care Act 1990 (c.19), section 31

M10 Sections 10Q and 10P were inserted by the Public Services Reform (Scotland) Act 2010 (asp 8), section 108.

## Deaths investigated by the procurator fiscal: requirements for cremation S

**9.** Where the death of a person has been investigated by the procurator fiscal a certificate in the form of Form E1 set out in schedule 8 confirming that the remains of the deceased may be cremated is specified for the purpose of section 27A(2)(a) of the Registration of Births, Deaths and Marriages (Scotland) Act 1965 MII for the disposal of the remains of that person by cremation.

## Commencement Information 19 Reg. 9 in force at 4.4.2019, see reg. 1(1)

## **Marginal Citations**

M11 1965 c.49.

## Cremation following warrant to disinter S

- 10.—(1) This regulation applies where—
  - (a) a cremation authority receives an application for cremation under regulation 8, and
  - (b) the person who submits the application referred to in sub-paragraph (a) informs the cremation authority that a warrant to disinter has been granted by the sheriff in respect of the remains of the deceased specified on the application form.
- (2) The cremation authority may only carry out the cremation after the warrant to disinter has been received by the cremation authority.

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Commencement Information
110 Reg. 10 in force at 4.4.2019, see reg. 1(1)
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## Cremation applications: further inquiry S

11. A cremation authority may make any inquiry in respect of an application made under regulation 8 and any accompanying documentation, evidence or certificates.

# Commencement Information III Reg. 11 in force at 4.4.2019, see reg. 1(1)

## Handling of ashes

## Handling of ashes: notices S

- 12.—(1) Where, by virtue of section 52(3) (duty of cremation authority following cremation) of the Act, a funeral director has collected ashes from a cremation authority, the funeral director must as soon as reasonably practicable after collecting the ashes from the cremation authority give written notice to the applicant that the ashes are available for collection by the applicant from the funeral director.
- (2) Paragraph (3) applies where, by virtue of section 54(5) (power of funeral director in relation to ashes) of the Act, a funeral director returns ashes to a cremation authority.
- (3) For the purpose of section 55(2) (duties of cremation authority where ashes returned) of the Act the cremation authority must as soon as reasonably practicable after the ashes are returned to the cremation authority by the funeral director give written notice to the applicant to ascertain whether the applicant wishes—
  - (a) the ashes to be retained by the cremation authority during the specified period and made available for collection during that period by the applicant, or
  - (b) the ashes to be disposed of by the cremation authority in the specified manner.
  - (4) In this regulation—
    - "applicant" has the meaning given by section 52(5) of the Act,
    - "specified" has the meaning given by section 51(4) of the Act M12.
  - (5) In this regulation reference to a written notice includes an electronic communication.

## **Commencement Information**

**I12** Reg. 12 in force at 4.4.2019, see reg. 1(1)

## **Marginal Citations**

M12 Regulation 13(4) makes provision for the specified period for the purpose of section 55(2)(a) and (3) of the Act. Regulation 14 makes provision for the specified manner of disposal of ashes for the purpose of section 55 (and sections 51 and 53) of the Act.

## Handling of ashes: time periods for collection of ashes (specified period) S

- 13.—(1) For the purposes of sections 51(3)(a) and (b) (duty of cremation authority before carrying out cremation) and 52(2) and (3) (duty of cremation authority following cremation) of the Act the specified period during which ashes are to be retained by the cremation authority and made available for collection is 4 weeks beginning with the day after the day on which the cremation took place.
- (2) For the purposes of section 53(2)(a) and (b) (failure to collect ashes) of the Act the further period is 4 weeks beginning with the day after the end of the specified period mentioned in paragraph (1).
- (3) For the purposes of section 54(1)(b) (power of funeral director in relation to ashes) of the Act the specified period for the applicant to collect the ashes from the funeral director is 4 weeks beginning with the day written notice is given to the applicant by the funeral director under regulation 12(1).
- (4) For the purposes of section 55(2)(a) and (3) (duties of cremation authority where ashes returned) of the Act the specified period during which ashes are to be retained by the cremation

authority and made available for collection is 4 weeks beginning with the day written notice is given to the applicant by the cremation authority under regulation 12(3).

(5) In this regulation "applicant" has the meaning given by section 52(5) of the Act.

## **Modifications etc. (not altering text)**

- C1 Reg. 13(2)(3)(4): power to suspend conferred (temp.) (25.3.2020) by Coronavirus Act 2020 (c. 7), s. 87(1), Sch. 14 para. 9 (with ss. 88-90) (which affecting provision expires (25.3.2022) by virtue of Coronavirus Act 2020 (c. 7), s. 89 (with s. 90))
- C2 Reg. 13(2)(3)(4) expiry of earlier affecting provision 2020 c. 7, Sch. 14 (25.3.2022) by Coronavirus Act 2020 (c. 7), s. 89 (with s. 90)

## **Commencement Information**

**I13** Reg. 13 in force at 4.4.2019, see reg. 1(1)

## Disposal of ashes by cremation authority (specified manner) S

**14.** For the purposes of section 51(3)(c) (disposal of ashes by cremation authority), 53(6)(b) (failure to collect ashes) and 55(2)(b), (4) and (5)(b) (duties of cremation authorities where ashes returned) of the Act the specified manner for the disposal of ashes by the cremation authority is the burial or scattering of the ashes by the cremation authority.

## **Commencement Information**

**I14** Reg. 14 in force at 4.4.2019, see reg. 1(1)

## Cremation register

## Cremation register S

- 15.—(1) For the purpose of section 57(1) of the Act a cremation register must—
  - (a) for the cremation of an adult or child, be in the form set out in schedule 9 and contain the information specified in that form,
  - (b) for the cremation of a body part, or body parts, be in the form set out in schedule 10 and contain the information specified in that form, and
  - (c) for the cremation of a fetus or still-born child, be in the form set out in schedule 11 and contain the information specified in that form.
- (2) The information in respect of each cremation must be entered on the register as soon as practicable after the cremation.
  - (3) The cremation authority must—
    - (a) review each register from time to time, and
    - (b) ensure that the information in each register is accurate and up to date.

## **Commencement Information**

**I15** Reg. 15 in force at 4.4.2019, see reg. 1(1)

Changes to legislation: There are currently no known outstanding effects for the The Cremation (Scotland) Regulations 2019. (See end of Document for details)

St Andrew's House, Edinburgh JOE FITZPATRICK
Authorised to sign by the Scottish Ministers

## SCHEDULE 1 S

Regulation 8(3)(a)

## APPLICATION FORM FOR THE CREMATION OF ADULT OR CHILD

	<b>I16</b> Sch. 1 in force at 4.4.20	019, see reg. 1
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C	rematorium/cremation authority Time of cremation	
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th (S	nis form must be used to apply for the cremation of an adult or a child. This is a rec e Cremation (Scotland) Regulations 2019, made under section 48 of the Burial and codland) Act 2016. An adult is someone who is 16 years old or older at the time tild is someone under 16 at the time of death.	d Cremation
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memorion Apolioants 1	or older on the date the deceased died to apply for
however, you may wish to seek the si	or older on the date the deceased died to apply for the age of 16 if they are the parent of the child who has died, upport of a parent or guardian if you feel it would be helpful.
Title	First name
Sumame	
Address	
Post code	
Telephone	
Email address	
Relationship to deceased adult	
below)	ed for a child who has died (Please tick the relevant box
I am the parent of the child who ha	
	ation in respect of the child who has died
What is your relationship to the child	(if you are not the parent)?
Section 2: Information about the ac	dult or child who has died
Details of the adult / child who has di	ied
Title	Sex (please delete as applicable)
First name(s) (including any middle r	Male/Female
rust name(s) (including any middle h	umes)
Surname	
Name as shown on coffin plate (if ap)	plicable)
Date of birth	Age (at death)
Address	
Post code	
	nd dead) (DD/MM/YYYY)
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Date on which they died for were for  Place of death  Pleate alread  If the death adversal of sections of court in the court of such and the authors.	you will need to produce a copy of that country's equivalent restriction to remove the body from that country. Healthcare
Date on which they died for were for  Place of death  Place of death  Place of death  Place of death abroad  If the death courted outside the UK  of excellinate of death and the author  inprovement Socialnd (HS) must of  the glodatene roles for more death	you will need to produce a copy of that country's equivalent resistant to remove the body from that country. Healthcare deed all purpers and will authorise the creamons. See Nos 2
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Changes to legislation: There are currently no known outstanding effects for the The Cremation (Scotland) Regulations 2019. (See end of Document for details)

If you answered 'yes' to the questions about a cardiac pacemaker and please give details and state whether the device has been removed.	Vor radioactive m	aterial,
Section 4: Declaration		
This section requires you to declare that the information you have pro the best of your knowledge, true, and that you are entitled to apply for offence to knowingly provide false information and if you do so yo	vided in sections r this cremation. ou may be liable	I to 3 is, to It is an to a fine of
up to Level 3 on conviction.  You must declare that you understand the choice you have made about		
ashes following the cremation.  Applicant's declaration		
I declare that I have the legal right to apply for this cremation. To the	e best of my know	vledge, the
information I have provided is true and accurate. I confirm that the c with the ashes have been explained to me and that I fully understand	options for what of the option that I I	can happen nave chosen.
Signature of applicant		
Date (DD/MM/YYYY)		
Combined weight of the coffin and deceased (complete if no funeral director involved)		
Funeral Director (to be completed by the funeral director if servi		
I declare that I have discussed the options with the applicant and kno- cremation cannot take place. I understand that if I become aware of cremation should be delayed between the paperwork being completed place, I must inform the cremation authority and the applicant.	w no reason why inything that may I and the cremati	mean the on taking
Name of funeral director's representative		
Company name and address of funeral director		
Post code		
Combined weight of the coffin and deceased		
Signature of funeral director's representative		
Date (DD/MM/YYYY)		
Section 5: Disposal of ashes		
This section is used to record what is to happen to the ashes after crer only one option. Please tick the box and then initial beside the opt Options will vary at each crematorium. Please see Note 5 in the guid	nation. You mu:	st choose
	ance notes. For	osen.
information you can discuss with the funeral director or cremation au	thority the option	s available
Options will vary at each crematorium. Please see Note 5 in the guid information you can discuss with the funeral director or cremation au for ashes at your chosen crematorium or visit the crematorium's web-authorities may offer to split the ashes but you should confirm with it so. If so please add details of how the ashes are to be split to the Specelow.	thority the option site. Some crems nem first if they a	is available ition re able to do
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Guidance Notes	
1. Note 1	
person may complete the application for person does not wish to make the applic who is entitled under section 65 of the I arrangements on the death of an adult.	
on the death of a child under section 66 Where the nearest relative in the hierarc arrangements for any reason, the application in the hierarchy.	neurset relative who is entitled to make arrangements of the Burala and Caramion (Scodnad), Ac 2016. hy is unable or does not want to make the attornation can be made by the neurser relative listed below tiggles and responsibilities (but who is not a local lights and responsibilities (but who is not a local
	I, the form may also be completed by the hospital gnated by the hospital, for example, if no family I not wish to make the application.
	sheltered housing or a long stay unit and there are no nation, the form may be completed by the manager or a

## 2. Note 2 i Procurator Fiscal

- Examples include: pacemaker; cardiac implant; drug pump; neuro-stimulator; shunt; battery powered implant; Fiskon sails used in treatment of bone fractures. Please discuss with the funeral discuss or cardiac interactive or cereation anotherity if you are unathority if you are unathority if you are unathority if you are unathority of you are unathority of your area in the part of the part

- The applicant is required to declare that they are entitled to apply for the cremation in terms of the Burial and Cremation (Scotland) Act 2016.
- The funeral director is required to complete the second part of section 4.

Changes to legislation: There are currently no known outstanding effects for the The Cremation (Scotland) Regulations 2019. (See end of Document for details)

- The cremation authority is required to verify that the information contained in this form is correct before the cremation can proceed.

  The signatory should sign the form when they approve the cremation.

SCHEDULE 2 S

Regulation 8(3)(b)

## APPLICATION FORM FOR THE CREMATION OF A STILLBORN BABY

## **Commencement Information**

II7 Sch. 2 in force at 4.4.2019, see reg. 1(1)

		Cremation number:
Form A2: Application for cremation of a stillborn		
	Time of cremation _ Date of cremation _	
BABY'S NAME (if given)		
This form must be used to apply for the cremation of Cremation (Scotland) Regulations 2019, made under (Scotland) Act 2016. A stillborn baby is a baby deliv showing any signs of life.	section 48 of the Bur ered after 24 weeks g	ial and Cremation estation without
The application is made to the cremation authority or cremation authority is the organisation responsible for cremation is to take place. The cremation authority or contains all of the necessary information. Missing in may result in the cremation being delayed or refused.	u want to carry out the r running the cremato will need to check the formation or informat	e cremation. The rium where the form to make sure it ion that is not accurate
As the person who is applying for the cremation, you right to apply for the cremation (see guidance notes a If you are unsure about any of the information that is form means, you should speak to the funeral director	t the end of this form; required, or are not s	i. are what any part of the
crematorium, or to any other person who is arranging You do not have to use the services of a funeral direc- being used the funeral director should sign the releva has not been completed correctly or is incomplete, the	the funeral. tor to arrange a crema nt part of section 4 of e cremation authority	ation but where one is this form. If this form will contact the
applicant to complete the form before the cremation of at the end of this form.	an take place. Guida	nce notes are provided
Change of crematorium	Fr 12	should be considered
If it is necessary to change the crematorium for any n  Forms checklist	rason a new Form A2	should be completed.
You should ensure that you have attached any necess cremation authority will need to have them to allow t appropriate).	ary documents to this he cremation to take p	application form. The blace (please tick as
Required		
Certificate of registration of stillbirth.  Optional		
Form E1 (if Procurator Fiscal has been involve cremation) (see Note 2 of the guidance notes).	ed and has released th	e remains for
Personal details of individuals contained in this fo purpose.	rm are not to be use	d for any other
The information provided on this form is a legal required (Scotland) Act 2016 and will be processed in line with the held by the cremation authority that is carrying or confidence and processed solely for the purpose of carrying or the p	h Data Protection leg- t the cremation. It wi arrying out the cremat a have the right to kno- authority in writing, re-	islation. The data will ll be held securely, in ion and the handling of ow what data is held seeive a copy of that
Section 1: Your information ('the applicant')		
This section is used to record your details. In comple cremation. If you are completing the form on behalf	ting this form you are	the applicant for the
cremation. If you are completing the form on behalf the business address and contact details. Please see N apply.		
Applicants MUST be 16 years of age or older to a under the age of 16 if they are the parent of the ba wish to seek the support of a parent or guardian if	by who was stillborn	i, however, you may
Title		
First name		
Surname		
Surname		
Sumame		
Surname		
Surname		
Address		
Address		
Address Plast code		
Address Plast code		
Address  Post code  Totophone		
Address  Post code  Totophone		
Address  Fost code  Telephone  Email address	orn baby	
Address  Pest code  Telephone  Email address  Section 2: Application for the cremation of a stillh		y one option below).
Address  Post code  Email address  Escetion 2: Application for the cremation of a stillb		
Address  Pest code  Emil address  Section 2: Application for the cremation of a stillb This section is used to record the details of a stillborn I am the parent of the buby who was stillborn	baby (please tick onl	sections 2a and 2c)
Address  Fost code  Email address  Section 2: Application for the cremation of a stillborn is section is used to record the details of a stillborn are the parent of the baby who was stillborn thave been authorised to make the application	baby (please tick onl	sections 2a and 2c)
Address  Fost code  Email address  Section 2: Application for the cremation of a stillborn is section is used to record the details of a stillborn are the parent of the baby who was stillborn thave been authorised to make the application	baby (please tick onl	sections 2a and 2c)
Telephone  Emili address  Section 2: Application for the cremation of a stillborn I am the parent of the haly who was stillborn I am the parent of the haly who was stillborn I there been authorised to make the application What is your relationship to the baby (if you are not t	baby (please tick onl	
Address  Telephone  Email address  Section 2: Application for the cremation of a stillbe This section is used to record the details of a stillbern I am the parent of the buby who was stillborn I have been authorised to make the application What is your relationship to the baby (if you are not to	baby (please tick onl	sections 2a and 2c)
Address  Fost code  Entail address  Section 2: Application for the cremation of a stillborn is section is used to record the details of a stillborn I am the parent of the buly who was stillborn I have been authorised to make the application	baby (please tick onl	sections 2a and 2c)

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Changes to legislation: There are currently no known outstanding effects for the The Cremation (Scotland) Regulations 2019. (See end of Document for details)

	ered (DD/MM/YYYY)	Sex of baby (delete as appropriate) Male / Female
Section 2b		
Name of the baby's mothe	r Name o	of baby's father/parent
Address of the baby's mot	her	
Post code		
Section 2c		
	E) how investigated the stillhigh	the cremation cannot take place unti
the PF has given approval.	More information about the inv	olvement of the procurator fiscal is se tick boxes below as applicable).
	gated by the procurator fiscal?	Yes No
If yes, has the cremation b	een approved by the procurator i	iscal? Yes □ No
•	led by the procurator fiscal	Yes No
Section 3: Hazards		
The presence of some has doubt about this, you must	discuss it with the funeral direct	mation taking place. If you are in tor or crematorium staff.
Are you aware if any of t	he following apply:	
Does the body of the baby	pose a risk to public health: for	Yes No
example did the mother ha was she contaminated imn	ve a notifiable infectious disease	or
Is there a cardiac pacemak	er or any other potentially explo	sive
guidance notes for exampl	or on the body of the baby? (see es)	tine
	al or any other hazardous implan	
currently present in or on t	he body of the baby?	`
If you answered 'ues' to th	e questions about a cardiac nace	maker and/or radioactive material,
alone alon details		moved.
prease give details and stat	e whether the device has been re	
prease give details and stat	e whether the device has been re	
prease give details and stat	e whether the device has been re	
prease give details and stat	e whether the device has been re	
prease give details and stat	e whether the device has been re	
prease give details and stat	e witcuter inc device has seen re	
	e witcuter tine device has oven re	
Section 4: Declaration		
Section 4: Declaration This section requires you to the best of your knowledge.	o declare that the information yo	he have provided in sections I to 3 in on moby for this, remarks II is an
Section 4: Declaration This section requires you to the best of your knowledge forferace to knowingly pro offerace to knowingly pro up to Level 3 on conviction.	o declare that the information you, two, and that you are entitled to vide false information and if you	u have provided in sections 1 to 3 is o apply for this cremation. It is an out do so you may be liable to a flor
Section 4: Declaration  This section requires you t the best of your knowledge offence to knowledge you up to Level 3 on convicti You must declare that you	o declare that the information yo, true, and that you are entitled used false information and if yo m. understand the choice was how	he have provided in sections I to 3 in on moby for this, remarks II is an
Section 4: Declaration This section requires you to the best of your backer of the control of the control you follow the control you must declare that you ashes following the creman	o declare that the information yo, true, and that you are entitled used false information and if yo m. understand the choice was how	u have provided in sections 1 to 3 is o apply for this cremation. It is an out do so you may be liable to a flor
Section 4: Declaration This section requires you to the best of your knowledge offence to knowledge offence to knowledge offence to knowledge offence to knowledge of you not declared 3 on conviction. You must declare the cremation as the convenience of the con	o declare that the information ye, true, and that you are entitled vide false information and if y in understand the choice you have ion.	w have provided in sections 1 to 3 is o apply for this cremation. It is an out of the own and the own
Section 4: Declaration This section requires you the best of your knowledge offence to knowledge offence to knowledge offence to knowledge offence to knowledge of the converted	to declare that the information ye, true, and that you are entitled vide fashes information and if you.  understand the choice you have ion.  at right to apply for this cerematic in the interest of the present of the	us have provided in sections. I to 3 i so on poly for this cernation. It is an our do so you may be liable to a fine made about what is to happen to the configuration of the con
Section 4: Declaration This section requires you to be best of your knowledge good to be the control of your knowledge good to be the control of your knowledge good to be the control of your most declare that you aske following the cremit askes following the cremit of the control of the con	to declare that the information ye, true, and that you are entitled vide fashes information and if you.  understand the choice you have ion.  at right to apply for this cerematic in the interest of the present of the	so have provided in sections 1 to 3 is on apply for this cremation. It is an of so you may be false to a find made about what is to happen to the made about what is to happen to the form of the false to the false to find the fal
the best of your knowledge offence to knowlingly pro up to Level 3 on conviction. You must declare that you ashes following the cremat Applicant's declaration I declare that I have the leg information I have provide	to declare that the information ye, true, and that you are entitled vide fashes information and if you.  understand the choice you have ion.  at right to apply for this cerematic in the interest of the present of the	us have provided in sections. I to 3 i so on poly for this cernation. It is an our do so you may be liable to a fine made about what is to happen to the configuration of the con
Section 4: Declaration This section requires you the best of your knowledge offence to knowledge you for feet 3 or constellar you must declare that you abste following the failure of the abstence of the abs	to declare that the information ye, true, and that you are entitled vide fashes information and if you.  understand the choice you have ion.  at right to apply for this cerematic in the interest of the present of the	us have provided in sections. I to 3 i so on poly for this cernation. It is an our do so you may be liable to a fine made about what is to happen to the configuration of the con
Section 4: Declaration This section requires you the best of your knowledge offence to knowledge you for feet 3 or constellar you must declare that you abste following the failure of the abstence of the abs	to declare that the information ye, true, and that you are entitled vide fashes information and if you.  understand the choice you have ion.  at right to apply for this cerematic in the interest of the present of the	us have provided in sections. I to 3 i so on poly for this cernation. It is an our do so you may be liable to a fine made about what is to happen to the configuration of the con
Section 4: Declaration This section requires you to be best of your knowledge good to be the control of your knowledge good to be the control of your knowledge good to be the control of your most declare that you aske following the cremit askes following the cremit of the control of the con	to declare that the information ye, true, and that you are entitled vide fashes information and if you.  understand the choice you have ion.  at right to apply for this cerematic in the interest of the present of the	us have provided in sections. I to 3 i so on poly for this cernation. It is an our do so you may be liable to a fine made about what is to happen to the configuration of the con
Section 4: Declaration This section requires you the best of your knowledge offence to knowledge you for feet 3 or constellar you must declare that you abste following the failure of the abstence of the abs	to declare that the information ye, true, and that you are entitled vide fashes information and if you.  understand the choice you have ion.  at right to apply for this cerematic in the interest of the present of the	us have provided in sections. I to 3 i so on poly for this cernation. It is an our do so you may be liable to a fine made about what is to happen to the configuration of the con
Section 4: Declaration This action requires you to be lead of your face of the lead of the	to declare that the information ye, true, and that you are entitled vide fashes information and if you.  understand the choice you have ion.  at right to apply for this cerematic in the interest of the present of the	to have provided in sections 1 to 3.3 to upply for this committee. It is an or do so you may be liable to a fin made about what is to happen to the committee about the committee abou

# Document Generated: 2024-05-28 Changes to legislation: There are currently no known outstanding effects for the The Cremation (Scotland) Regulations 2019. (See end of Document for details)

Company name and address of funeral director				
Post code				
Tool Code				
Signature of funeral director's repri	esentative			
		_		
Date (DD/MM/YYYY)				
Section 5: Disposal of ashes This section is used to record what		V		
only one ontion. Please tick the b	ox and then initial beside the ontic	on you have ch	osen.	
Options will vary at each crematori with the funeral director or cremati	um. Please see Note 5 of the guida on authority the options available fo	r ashes at your	chosen	
fully recover ashes, but in the eve	m's website. All necessary steps v nt that ashes are not recovered, the	ne Inspector of	Cremation	
will investigate the reasons.				
The term "ashes" means the mat- reduced by cremation including to crematorium to help reduce the imp	he coffin and any clothing. Metal	s may be recycle	ed by the	
practices. Should you wish to disp	ose of the metals in any other way the	nen please indic	ate by	
ticking the box and metals will be r them - □ (please see Note 5 of the	eturned to you within the cremated guidance notes for further informati	remains or sepa on).	rately from	
A. I or my representative w	ill collect the ashes from the	Initials		
crematorium.				
I understand that the ashes m cremation.	ust be collected from the crematoriu	m within 4 wee	ks of the	
Identification will be needed (Name of representative	when the ashes are collected.			
B. I authorise the funeral d cremation to collect the ash	irector who arranged the es on my behalf.	Initials		
Lunderstand that the ashes m	ust be collected from the funeral dir	ector within 4 v	reeks of	
them being made available.	an ic concetta from the function of	ccion within 4 e	ccas or	
Identification will be needed	when the ashes are collected.			
C. I instruct the crematoriu their usual method.	m to disperse the ashes using	Initials		
	rium may offer only burial or only		_	
	ne ashes are buried or scattered (i		_	
If you would like to be pres	ent, please contact the crematoriu	m to arrange a	date	
D. I would like the ashes to	be scattered/buried in the same lo	cation as a pre	viously	
deceased person	be seatter to burie in the same is	cation as a pre	Tiousy	
Name of deceased				
Date of death				
	be in a location agreed with the c			
riease state location below (must	be in a location agreed with the c	remation author	orny):	
Special Instructions				
Special histractions				
(e.g. no cremulation; what you war	t done with any metal remaining aft	er cremation)		
Section 6: Authorisation for cren				
This section is used by the cremato cremation can take place.	rium to confirm that the application	is in order and	that the	
☐ Loonfirm that I have receive	ed the appropriate documentation (a	s outlined in the	checklist	
on page 1 of this form) to a please contact the applicant	llow the cremation to take place (If or their funeral director).	a occument is st	uu missing,	
I confirm that all relevant se	ections of this form have been comp			
I confirm that I approve this	s application for cremation.	_		
Date (DD/MM/YYYY)				
Name of crematorium staff				
Signature of crematorium staff				

Changes to legislation: There are currently no known outstanding effects for the The Cremation (Scotland) Regulations 2019. (See end of Document for details)

Position	

- vote 1.

  A stillborn bady is a baby who was delivered after 24 weeks gestation without showing any signs of life.

  The nearest relative is entitled to make the arrangements. The nearest relative must be 16 years or over unless they are the parent of the baby. The hierarchy below sets out the nearest relative to his entitled to make the arrangements (section 24 of the 2016 Act). Where the nearest relative in the hierarchy is unable to make the arrangements for any reason, the angletication can be made by the next nearest relative listed between them in the hierarchy:

Trectarion Feed.

All deaths which are sudden, suspicious, unexplained or unexpected are reported to the All deaths which are sudden, suspicious, unexplained or unexpected are reported to the Whithin the Crown Office and Procurator Fixed Service (COPFS), the Socialis Finalistics Whithin the Crown Office and Procurator Fixed Service (COPFS), the Socialis Finalistics and Environmental Conference of the Company of the Crown Copfice of the C

## 3. Note 3

- Examples include: pacemaker; cardiac implant; drug pump; neuro-stimulator; shunt; battery powered implant; Fixion nails used in treatment of bone fractures. Please discuss with the funeral director or cremation authority if you are unsure.
- ii Nerifiable diseases are listed in Schedule (of the Public Health etc. (Scotland) Act 2008 http://www.legislation.gov.uk/asp/2008/schedulef.
  iii Some injection for caracter treatment contain radiacetive material which may mean that the cremation has to be delayed for a short period.

- The applicant is required to declare that they are entitled to apply for the cremation in terms of the Burial and Cremation (Scotland) Act 2016.

- Further information about the options at section 5 are detailed here:

A. I or my representative will collect the ashes from the crematorium.

The person collecting the ashes must bring identification with hem. If you do not collect the ashes from the crematorium within 4 weeks of the cremation taking place, the cremation anthority will try to connect you to find on what you want done with the ashes. At this time you may inform them that you still intend to collect the ashes and must agree a new collection date. On may also instruct the cremation authority but your seature the ashes off they offer this service.) If you do not respond or do not tell the cremation authority may relater to the proportion authority what the cremation authority may scatter or why the ashes according to their standard precedure. If the cremation authority scatters or buries the ashes this will be recorded in to cremation register.

can couce tuent users or so until use creminor automory may scatter of only ment. If you do not respond or do not inform the funeral director what your instructions are, the funeral director what your instructions are, the funeral director what you instructions are, the funeral director what you start and most what you sust A this time you nay inform them that you still intend to collect the ashes and must agree a new collection date. You may also instruct the cremation authority to bury or scatter the absets (if they offer this service). If you do not collect the ashes, they may then be scattered or buried by the cremation authority.

## C. I instruct the cremation authority to bury or scatter the ashes (whichever option is offered).

## D. I instruct the cremation authority to bury or scatter the ashes in the same location as another person.

## Sensitive disposal of metals—

- The cremation authority is required to verify that the information contained in this form is correct and that the cremation can proceed.
- ii. The signatory should sign the form when they approve the cremation.



Regulation 8(3)(c)

## APPLICATION FORM FOR THE CREMATION OF A PREGNANCY LOSS ON OR BEFORE 24 WEEKS

Commencement Info I18 Sch. 3 in force a	ormation at 4.4.2019, see re	g. 1(1)		
	Cremation number:			
Form A3: Application for cremation following a pregnancy loss				
Crematorium/cremation authority Time of c	remation			
Date of cr				
BABY'S NAME (if given)				
This form must be used to apply for the cremation of a pregnancy loss, where the loss occurred on or before the end of the 24th week of gentation and showed no signs of life. This is a requirement of the Cremation Osciolatal Regulations 2019, must under second 40 of the Burnal of Cremation (Scotland) Act 2016. This application form should be completed by the vorant who has on her behalf or it less is unable to due to exceptional circumstance promot to complete the form on her behalf or it less is unable to due to exceptional circumstance promot to complete the form				
The application is made to the cremation authority you want to c cremation authority is the organisation responsible for running th cremation is to take place. The cremation authority will need to contains all of the necessary information. Missing information of may result in the cremation being delayed or refused.	te crematorium where the check the form to make sure it			
As the person who is applying for the cremation, you are 'the ap- right to apply for the cremation (see guidance notes). If you are information that is required, or are not sure what certain parts of to the funeral director who is making the arrangements, staff at cremation is to take place, or to any other person who is arrangin	unsure about any of the the form mean, you should speak ne crematorium where the			
It is not a requirement to use the services of a funeral director bu funeral director should sign the relevant part of section 4. Guida of this form.				
Change of crematorium				
If it is necessary to change the crematorium for any reason a new	Form A3 should be completed.			
Forms checklist				
You should ensure that you have attached any necessary docume cremation authority will need to have them to allow the crematic appropriate).	ents to this application form. The in to take place (please tick as			
Required				
☐ Medical certificate of pregnancy loss OR				
☐ Health Authority/medical practitioner confirmation that the	pregnancy has ended.			
Optional				
Form E1 (if Procurator Fiscal has been involved and has rele (see Note 2 of the guidance notes).	eased the remains for cremation)			
Personal details of individuals contained in this form are not purpose.	to be used for any other			
The information provided on this form is a legal requirement une Scotland) Act 2016 and will be processed in line with Data Prot be held by the creation anathority that is carring out the cream confidence and processed solely for the purpose of carrying out scales. It will not be shared with any third party. Von taxee they about you and you can, by contacting the cremation authority in that. The cremation authority is obliged to include in their priva- be held, for how long and how you may make a complaint to the Office.	ection legislation. The data will ion. It will be held securely, in he cremation and the handling of ht to know what data is held writing, receive a copy of that cy notice how the information will			
Section 1: Your information ('the applicant')				
This section is used to record your details. In completing this for cremation. Please see Note 1 of the guidance notes for who can	rm you are the applicant for the apply.			
Applicants MUST be 16 years of age or older to apply for a c under the age of 16 if they are the woman who experienced the to seek the support of a parent or guardian if you feel it would	remation. Applicants may be he loss, however, you may wish			
Title				
First name				
Surname				

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Changes to legislation: There are currently no known outstanding effects for the The Cremation (Scotland) Regulations 2019. (See end of Document for details)

Address		
Post code		
Telephone		
Email address		
Section 2: Application for the cremation of a pregnancy loss		
This section is used to record the details of a pregnancy loss (pleas	e tick the releva	int box below).
I am the woman who has experienced the loss [ ] (please cor	nplete sections 2	a and 2c)
I have been authorised by the woman who experienced the loss to make the application	nplete sections 2	2a, 2b and 2c)
Section 2a		
Date on which pregnancy loss occurred (DD/MM/YYYY)		
Name of baby/ family name		
medical pr certificate	midwife, registe ofessional has is to confirm that	red nurse or ssued a letter or a pregnancy loss
Section 2b	place).	
Please state your relationship to the woman who experienced the le	065	
Name of woman who experienced the loss		
Name of woman who experienced the toss		
Address of woman who experienced the loss		
Treates of Woman who experienced the 1000		
Post code		
Section 2c  If the Procurator Fiscal (PF) has investigated the pregnancy loss if	he cremation ca	anot take place
If the Procurator Fiscal (PF) has investigated the pregnancy loss, the until the PF has given approval. More information about the involis provided at Note 2 in the guidance notes (please tick boxes below the provided at Note 2 in the guidance notes (please tick boxes).	vement of the p	rocurator fiscal
Has the pregnancy loss been investigated by the procurator fiscal?		s 🗌 No 🗌
Form E1 has been provided by the procurator fiscal	Ye	s No 🗌
Section 3: Hazards  This section is used to record details of anything which might be a	bearing desires	
example, the presence of particular diseases. The presence of sor prevent cremation taking place. If you are in any doubt about the	ne hazards may	delay or
funeral director or crematorium staff.	ns, you must us	Cuss it with a
Are you aware if any of the following apply:	Yes	No
Is there a risk to public health: for example did the woman have	168	140
a notifiable infectious disease or was she contaminated immediately before delivery?		
Is there a cardiac pacemaker or any other potentially explosive		
device currently present? (see the guidance notes for examples)  Is there radioactive material or other hazardous implant currently		
present?		
If you answered 'yes' to the questions about a cardiac pacemaker a please give details and state whether the device was removed.	mayor radioactiv	e material,

Section 4: Declaration					
This section requires you to declare that the information you have provided is, to the best of your knowledge, true, and that you are entitled to apply for this cremation. It is an offence to knowingly provide false information and if you do you may be liable to a fine of up to Level 3 on conviction.					
You must declare that you understand the choices you have made about what is to happen to the ashes following the cremation.					
Applicant's declaration					
I declare that I have the legal right to apply for this cremation. To the best of my knowledge, the information I have provided is true and accurate. I confirm that the various options for what is to happen to the ashes have been explained to me and that I understand the option that I have chosen.					
Signature of applicant					
Date (DD/MM/YYYY)					
Funeral Director (to be completed by the funeral director) (if services are used)					
I declare that I have discussed the options with the applicant and know no reason why the cremation cannot take place. I understand that if I become aware of any issues as to why the cremation might not take place between the paperwork being completed and the cremation taking place, I must inform the cremation authority and the applicant.					
Name of funeral director's representative					
Company name of funeral director					
Address of funeral director					
Post code					
Signature of funeral director's representative					
Date (DD/MM/YYYY)					
Section 5: Disposal of ashes					
This section is used to record what is to happer to the ables after cremation. You must choose only one good policy flexes tick the flows and then initial baside the option soy laved chosen. Options will vary at each crematerium. Please see You's 6 of the galaxier notes. Please whose the contractions which is the consequent with the contractions who will be consequently recovere asiles, but in the event that ashes are not recovered, the Inappector of Cremation will investigate the reason.					
The term "ashes" means the material (other than any metal) to which human remains are					
The term "whote" means the material (other than any metal) to which human remains are reduced by remains including the cell final and so chaling. Mustle may be recycled by the crematorium to help reduce the impact on the environment. Each crematorium will have their own practices. Should you wish to dispose of the metals in any other way then please indicate by ticking the box and metals will be returned to you within the cremated remains or separately from them — $\Box$ [please see Nee 5 of the guidace notes for further information).					
A. I or my representative will collect the ashes from the crematorium.					
I understand that the ashes must be collected from the crematorium within 4 weeks of the crematorium.					
Identification will be needed when the ashes are collected.  (Name of representative)					
B. I authorise the funeral director who arranged the Initials					
cremation to collect the ashes on my behalf.  I understand that the ashes must be collected from the funeral director within 4 weeks of them being made available.					
Identification will be needed when the ashes are collected.					
C. I instruct the crematorium to disperse the ashes using their usual method.					
I understand that the crematorium may offer only burial or only scattering.					
I wish to be present when the ashes are buried or scattered (if this is possible)					
If you would like to be present, please contact the crematorium to arrange a date					
D. I would like the ashes to be scattered/buried in the same location as a previously					

Changes to legislation: There are currently no known outstanding effects for the The Cremation (Scotland) Regulations 2019. (See end of Document for details)

Name of deceased
Date of death
Please state location below (must be in a location agreed with the cremation authority):
Special Instructions
(e.g. no cremulation; what you want done with any metal remaining after cremation)
Section 6: Authorisation for cremation (to be completed by the cremation authority)
This section is used by the crematorium to confirm that the application is in order and that the cremation can take place.
☐ I confirm that I have seen the appropriate documentation (as outlined in the checklist on page 1 of this form) to allow the cremation to take place (If a document is still missing, please contact the applicant or their funeral director).
☐ I confirm that all relevant sections of Form A3 have been completed.
☐ I confirm that I approve this application for cremation.
Date (DD/MM/YYYY)
Name of crematorium staff
Think of elementari said
Signature of crematorium staff
Position
Guidance Notes:
I. Note I
i. The applicant is the woman who experienced the pregnancy loss or anyone else the woman
has nominated to make the arrangements on her behalf (section 79 of the 2016 Act).  ii. There is normally a lower age limit of 16 years old to be eligible to apply for a cremation. If
the woman who experienced the loss is the applicant and under 16 years this limit does not apply.
2. Note 2
Procurator Fiscal All deaths which are usiden, suspicious, unexplained or unexpected are reported to the Procurator Fiscal who may instruct the police to investigate the circumstances of the death, Within the Crown Office and Procurator Fiscal Service (COPPS), the Scottiff Fatalities Investigation Unit (SFU) is a specialist unit responsible for investigating these deaths. The SFU will decide whether further investigation is required. Information is available on the COPPS website: http://www.copfs.gov.uk/investigating-deaths/our-role-in-investigating- deaths.
Form EI is issued by the SFIU when the cremation has been approved and may be sent directly to the crematorium. It must be received by the crematorium before the cremation is due to take place.
3. Note 3
<ol> <li>Hazards         Examples include: pacemaker; cardiac implant; drug pump; neuro-stimulator; shunt; battery powered implant; Fixion nails used in treatment of bone fractures. Please discuss with the funeral director or cremation authority if you are unsure.     </li> </ol>

Some injections for cancer treatment contain radioactive material which may mean that the cremation has to be delayed for a short period.
 Note 4
 The applicant is required to declare that they are entitled to apply for the cremation in terms of the Burial and Cremation (Scotland) Act 2016.
 The funeral director is required to complete the second part of section 4.

Not all cremation authorities offer the same services – for example, some will scatter abbes while others will inter or bury them. If you are in any doubt about the options available to substance the contract of the contra

can coinct them there or so that the cremation authority may scatter or tory them. If you do not respond or do not inform the funeral director what your instructions are, the funeral director way return the asbes to the crematorium. The cremation authority will try contact you to find out what you want done with the abbes. At this time you may inform them that you still intend to collect the asbes and must agree a new collection date. You may also instruct the cremation authority to buy or scattert the abbes of they offer this service). If you do not collect the asbes, they may then be scattered or buried by the creenation authority.

offered). The cremation authority will bury or scatter the ashes. This is usually done in the Garden of Remembrance, although each cremation authority will have a different procedure. The cremation authority will be able to tell you which options is offers. The cremation authority will record what is done with the ables in the cremation register.

## D. I instruct the cremation authority to bury or scatter the ashes in the same location as another person.

The cremation authority may be able to do this. You will need to tell them the name of the deceased, the date of their cremation and where their ashes were buried or scattered.

- Cremulation which is the reduction of bones into ashes is carried out in most cases following cremation, unless the cremation authority is instructed not to. You must make this clear on the application form.

- The crematorium is required to verify that the information contained in this form is correct and that the cremation can proceed.
- ii. The signatory should sign the form when they approve the cremation.

SCHEDULE 4 S

Regulation 8(3)(d)

## APPLICATION FORM FOR THE CREMATION OF A PREGNANCY LOSS ON OR BEFORE 24 WEEKS: HEALTH AUTHORITY OR BODY ARRANGED CREMATION

## **Commencement Information** Sch. 4 in force at 4.4.2019, see reg. 1(1)

			Cremation number:
Form A4: Application for shared or individual crem	cremation of pre	gnancy loss by a hea	lth authority or body-
Crematorium/cremation au	thority	Time of cren	nation
		Date of crem	nation
more than one pregnancy lo gestation and the loss was f	oss, where the loss for any reason (i.e. ) Regulations 2019 application must b	occurred on or before termination or miscar , made under section e signed by the person	rriage). This is a requirement 48 of the Burial and Cremation authorised to make the
The application is made to cremation authority will ne necessary information. Mi- cremation being delayed or	ed to examine the	form to make sure tha	
If you are unsure about any form means, you should sp			re not sure what any part of the e cremation is to take place.
Individual cremation When a pregnancy loss is to included on this form. Are ashes to be returned to		vidually, no other pre	gnancy loss(es) are to be
If yes – provide contact de	etails of who will	collect the ashes (ind	ividual or funeral director)
Name			
Contact details (phone number / email)			
Personal details of individ	uals contained in	this form are not to	be used for any other

(Sco be he	tland) Act 2016 a eld by the cremati	nd will on auti	this form is a lega be processed in li- nority that is carryi	ne with ing out t	Data Protection le fie cremation. It w	gislatic ill be h	n. The data will eld securely, in	
ashe: abou data	idence and proces s. It will not be sh it you and you car . The cremation a eld, for how long	sed so ared w , by co uthorit	lely for the purpose ith any third party. intacting the crema	e of carr . You hation autude in the	rying out the crema ave the right to kno thority in writing, their privacy notice	ation ar ow what receive how th	d the handling of t data is held a copy of that e information will	
Secti	ion 1: Applicatio	n for c	remation of preg	nancy b	oss by a health au	thorit	or body	
The	person applying f action, under secti	or the	cremation is 'the ap of the Burial and C	pplicant rematio	and has the legal n (Scotland) Act 2	right to 2016.	apply for the	
1					(print name of an	nlicant	on behalf of	
			at I hold paperwor practitioner/ regis tion that each preg y loss showed no s					
Cont	tainer number							
	Pregnancy Loss Unique Identifier		Pregnancy Loss Unique Identifier		Pregnancy Loss Unique Identifier		Pregnancy Loss Unique Identifier	
1	Tourist	13	- Identifier	25 26	lacinine	38	Toolium !	
3		15		27		40		
4		16		28		41		
5		17		29		42		
6		18		30		43		
7		19		31		44		
8		20		32		45		
9		21		33		46		
10		22		34		48		
		2.7		3.0		100		
12	I	24		36		49	I	
				37		50		
I DE	CLARE that all t	ne info	rmation given in th	nis appli	ication is correct, t	hat no	nformation has	
of th	e Burial and Crer	nation	sation for the disp (Scotland) Act 201	osal has 16.		accord	ance with Part 3	
	ature of Applican	-			Date			
0.80	imadon							
Addı	ress							
Post	code			Tele	phone			
				Ι.				
			emation authority					
	remation can take	place						
		relevar	nt sections of Form	Ad hos	e been completed			
			this application fo					
Date	(DD/MM/YYYY	° L		L				
Nam	e of crematorium	staff						
61-								
Sign	ature of cremator	um sta						
ositie	on							
								SCHEDULE 5 S Regulation 8(3)
			Αŀ	PPI	LICA	ΓΙ	ON FO	ORM FOR THE CREMATION OF AN ADULT OR
			CH	H.	D. LC	)C	AL Al	UTHORITY APPLICATION UNDER SECTION 87
			011	••	<b>∠</b> . <b>∟</b> €			original range and the control of
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								ee reg. 1(1)
	140	30	л. Э III	101	ce at 4	.4.	∠019, S	56 16g. 1(1)

Form A5: Application for cremation (by a local au	Cremation number:
Crematorium/cremation authority	Time of cremation
	Date of cremation
NAME OF DECEASED	
This form is used by a local authority to apply for a co a) a person dies or is found dead within the area of	remation of an adult or a child where:
<ul> <li>a) a person dies or is found dead within the area of the person dies or is found dead within the area of the person dies or is found dead within the area of the person dies or is found dead within the area of the person dies or is found dead within the area of the person dies or is found dead within the area of the person dies or is found dead within the area of the person dies or is found dead within the area of the person dies or is found dead within the area of the person dies or is found dead within the area of the person dies or is found dead within the area of the person dies</li></ul>	
This application form must be completed by a represe requirement of the Cremation (Scotland) Regulations of the Burial and Cremation (Scotland) Act 2016.	2019, for cremations made under section 87
The application is made to the cremation authority who cremation authority will need to examine the form to necessary information. Missing information or inform is accurate may result in the cremation being delayed	make sure that it contains all of the nation the cremation authority does not think or refused.
The local authority applying for the cremation is 'the the cremation under section 87 of the 2016 Act. If yo that is required, or are not sure what any part of the fo crematorium where the cremation is to take place or t arrangements. Guidance notes are provided at the en-	applicant' and has the legal right to apply for u are unsure about any of the information rm means, you should speak to staff at the o the funeral director who is making the d of this form.
Change of crematorium	
If it is necessary to change the crematorium for any re Forms checklist	ason a new Form A5 should be completed.
You should ensure that you have attached any necess- cremation authority will need to have them to allow the	ury documents to this application form. The se cremation to take place.
Required Form 14 - Certificate of Registration of Death	L
Optional  Form E1 (if procurator fiscal has been involve cremation) (see Note 2 of guidance notes).	ed and has released the remains for
Personal details of individuals contained in this for purpose.	rm are not to be used for any other
purpose.  The information provided on this form is a legal required (Scotland) Act 2016 and will be processed in line with be held by the cremation authority that is carrying out confidence and processed solely for the purpose of ca askes. It will not be shared with any hird party. You about you and you can, by contacting the cremation a data. The cremation authority is obliged to include in be held, for how long and how you may make a comp Office.	h Data Protection legislation. The data will the cremation. It will be held securely, in rrying out the cremation and the handling of have the right to know what data is held uthority in writing, receive a copy of that their privacy notice how the information will
Section 1: Your information ('the applicant')	
This section is used to record your details, as the repr for the cremation. In completing this form you are th	esentative of the local authority responsible
Position Position	applicant for the cremation.
Title	
First names	
The many	
Sumame	
Local authority	
Business address	
Post code	
Business telephone	
business telephone	
Email address	
Crematorium at which the cremation will take place	
Section 2: Application for cremation	
This section is used to record the details of the person	who has died.
(local authority	blicant) on behalf of ) declare that the person has died or has been
found dead within the above local authority area (or d receiving assistance from the local authority which is no arrangements have been or are being made for the	ied in another local authority area but was
Details of the person who has died	
First names	
Sumame	

Changes to legislation: There are currently no known outstanding effects for the The Cremation (Scotland) Regulations 2019. (See end of Document for details)

Date of birth of the person who has died (DD/MM/YYYY), if	known		
		Age	
Address of the person who has died (if known)			
Post code			
Date on which the person died (or was found dead) (DD/MM/YYYY)			
	ion of decea	sed (if knov	vn)
Place where death took place (if known)			
Name of hospital or practice where the doctor certified the dea	th		
Name of hospital of practice where the doctor certified the dea	LII.		
Procurator Fiscal (PF)			
If the PF has investigated the death, the cremation cannot take	place until t	he PF has g	iven
approval. More information about the involvement of the pro in the guidance notes (please tick boxes below as applicable).	curator fisca	l is provide	d at Note 2
Has the death been investigated by the procurator fiscal?	Yes		lo 🗆
If yes, has the cremation been approved by the procurator fisca			
Form E1 has been provided by the procurator fiscal	Yes		lo 🗌
		_	
Section 3: Hazards			
This section is used to record details of anything which might	be a hazard	during crem	ation – for
example, certain implants or the presence of particular disease removed from the body before cremation can take place. Impl	<ol> <li>Certain h: ante or device</li> </ol>	azards may	need to be
cremation equipment if not removed before cremation. Some	radioactive t	reatments n	nay
endanger the health of the crematorium staff.			
The presence of some hazards may delay or prevent crema doubt about this, you must discuss it with the funeral director	tion taking	place. If you um staff.	ou are in any
The presence of some hazards may delay or prevent crema doubt about this, you must discuss it with the funeral director of	tion taking or crematorio	place. If you um staff.	ou are in any
The presence of some hazards may delay or prevent crema doubt about this, you must discuss it with the funeral director of	tion taking or crematorii	place. If your staff.	ou are in any
	tion taking or crematorii	place. If you	ou are in any
The presence of some hazards may delay or prevent crema doubt about this, you must discuss it with the funeral director of the discussion of the following apply:		place. If your staff.	
Are you aware if any of the following apply:	tion taking or crematorin	place. If your staff.	No
Are you aware if any of the following apply:  Does the body pose a risk to public health: for example did the deceased have a notifiable inferious disease or was their		place. If your staff.	
Are you aware if any of the following apply:  Does the body pose a risk to public health: for example did		place. If your staff.	
Are you aware if any of the following apply:  Does the body pose a risk to public health: for example did the deceased three anotifiable infectious disease or was their body contaminated immediately before death?		place. If your staff.	
Are you aware if any of the following apply:  Does the body pose a risk to public health: for example did the deceased how an ordiffalse infectious disease or was their body contaminated immediately before death?  In there a cordiac pacemaker or any other potentially explosive device currently present in or on the body? (see		place. If your staff.	
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Are you aware if any of the following apply:  Does the body pose a risk to public health: for example did the deceased have a notifiable infection disease or was their body contaminated immediately before cental?  In there a centale, necentaler or any who potentially applicate, device normally process in or on the body? (see Note 3 in guidance notes camples)  To the their cancel or camples or the control of		place. If your staff.	
Are you aware if any of the following apply:  Does the body pose a risk to public health: for example did the deceased how an ontifible infection disease or was their body contaminated immediately before death?  Is there a cardiac pacemaker or any other potentially explosive device unrestruly present in or on the body? (see Note 3 in guidance notes for examples)		place. If your staff.	
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Are you aware if any of the following apply:  Does the body pose a risk to public health: for example did the deceased have a notifiable infection disease or was their body contaminated immediately before cental?  In there a centale, necentaler or any who potentially applicate, device normally process in or on the body? (see Note 3 in guidance notes camples)  To the their cancel or camples or the control of	Yes Yes		No
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Are you aware if any of the following apply:  Does the body pose a tisk to public health: for example tild the deceased have a notifiable infections disease or was their body contaminated immediately before dimensionally before immediately before dimensionally before immediately before the body for the properties of the cample.  In there a cardiac pacemaker or any other potentially explosive device currently present in or on the body? Goes Nove 3 in guidance notes for examples.  In the readiocative material or other hazardous implant currently present in or on the body?  If you answered "yes" to the questions about a cardiac pacemal.	Yes Yes		No
Are you aware if any of the following apply:  Does the body pose a tisk to public health: for example tild the deceased have a notifiable infections disease or was their body contaminated immediately before dimensionally before immediately before dimensionally before immediately before the body for the properties of the cample.  In there a cardiac pacemaker or any other potentially explosive device currently present in or on the body? Goes Nove 3 in guidance notes for examples.  In the readiocative material or other hazardous implant currently present in or on the body?  If you answered "yes" to the questions about a cardiac pacemal.	Yes Yes		No
Are you aware if any of the following apply:  Does the body pose a tisk to public health: for example tild the deceased have a notifiable infections disease or was their body contaminated immediately before dimensionally before immediately before dimensionally before immediately before the body for the properties of the cample.  In there a cardiac pacemaker or any other potentially explosive device currently present in or on the body? Goes Nove 3 in guidance notes for examples.  In the readiocative material or other hazardous implant currently present in or on the body?  If you answered "yes" to the questions about a cardiac pacemal.	Yes Yes		No
Are you aware if any of the following apply:  Does the body pose a tisk to public health: for example tild the deceased have a notifiable infections disease or was their body contaminated immediately before dimensionally before immediately before dimensionally before immediately before the body of the bod	Yes Yes		No
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Are you aware if any of the following apply:  Does the body pose a risk to public health: for example did the deceased have a notifiable infectious disease or was their body contaminated immediately before death?  Is then a coeffice percentair or any other potentially explosive device currently present in or on the body? (see Note 31 inguidance most for examples).  Is there a coffice most for examples.  If you answered 'yes' to the questions about a cardiac pacental please give details and state whether the device has been remo	Yes  Yes  Ker and/or raved.	dioactive n	No No naterial,
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Are you aware if any of the following apply:  Does the body pose a risk to public health: for example did the deceased have a notifiable infectious disease or was their body contaminated immediately before death?  If the according permitter are any their posterially explosive device currently present in or on the body? (see Note 3 in guidance notes for examples).  If you answered 'yes' to the questions about a cardiac pacental please give details and state whether the device has been remo-	Yes  Yes  Ker and/or raved.	dioactive n	No No naterial,
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Are you aware if any of the following apply:  Those the body pore a side symble headth; for example did the deceased two a notifiable infections disease or was their body contaminated immediately before immediately or both process in each section of the body? too Note 3 in guidance notes for examples.  If you answered 'yes' to the questions about a cardiac permut please give details and state whether the device has been remote the best of your boundedge, true, and that you are entitled to a offence to knowingly provide take information and if you eye to Level 3 on conviction  Applicant's declaration	Yes  Ker and/or ra  eved.  So you m	dioactive n	No naterial.  1 to 3 is, to It is an to a fine of
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Are you aware if any of the following apply:    Does the body pose a side so public headth for example did the deconed have a notificially infectious disease or was their body contaminated immediately before clearly.    In there a cardiactive immediately before clearly explosive device currently present in or on the body? (see Note 3 in guidance notes for example).    In there andiocative nuterial or other hazardous implant currently present in or on the body?    In the adiocative nuterial or other hazardous implant currently present in or on the body?    Note as the property of the present in the present present present present present in or on the body?    Note as the present in or on the bo	Yes  Ker and/or ra  eved.  So you m	dioactive n	No naterial.  1 to 3 is, to It is an to a fine of
Are you aware if any of the following apply:  Does the body pose a risk to public health: for example did the deceased have a notifiable infections disease or was their body contaminated immediately before death?  In the deceased have a notifiable infection disease or was their body contaminated immediately before death?  In the rea careful pencentater or any their posterially explosive device currently present in or on the body? (see Note 3 in guidance notes for examples).  In the rea careful present in or on the body?  If you answered 'yes' to the questions about a cardiace pacernal please give details and state whether the device has been removed by the desired of your knowledge, time, and that you are entitled to a ofference to knowledge provide rake information and if your op to Level 3 on conviction  This section requires you so declare that the information you he the best of your knowledge, time, and that you are entitled to a ofference to knowledgy provide rake information and if you on you to Level 3 on conviction  This section that have the legal right to apply for this cremation, information I have provided it accurate.  First names	Yes  Ker and/or ra  eved.  So you m	dioactive n	No naterial.  1 to 3 is, to It is an to a fine of
Are you aware if any of the following apply:  Does the body pose a risk to public health: for example did the deceased have a notifiable infections disease or was their body contaminated immediately before death?  In the deceased have a notifiable infection disease or was their body contaminated immediately before death?  In the rea careful pencentater or any their posterially explosive device currently present in or on the body? (see Note 3 in guidance notes for examples).  In the rea careful present in or on the body?  If you answered 'yes' to the questions about a cardiace pacernal please give details and state whether the device has been removed by the desired of your knowledge, time, and that you are entitled to a ofference to knowledge provide rake information and if your op to Level 3 on conviction  This section requires you so declare that the information you he the best of your knowledge, time, and that you are entitled to a ofference to knowledgy provide rake information and if you on you to Level 3 on conviction  This section that have the legal right to apply for this cremation, information I have provided it accurate.  First names	Yes  Ker and/or ra  eved.  So you m	dioactive n	No naterial.  1 to 3 is, to It is an to a fine of

Date (DD/MM/YYYY)

Combined weight of the coffin and deceased	
Complied Weight of the Collin and deceased	
Funeral Director's Signature (if applicable)	
Name of funeral director's representative	
	_
Company name and address of funeral director	
	_
Post code	
	_
Signature of funeral director's representative	
Signature of funeral director's representative	_
	-
Date (DD/MM/YYYY)	
Contra 5 Discount of other	
Section 5: Disposal of ashes  This section is used to state what is to happen to the ashes following cremation (please tick only	
This section is used to state what is to happen to the asnes following cremation (please tick only one box below).	-
a) There are no known relatives/relatives are unable to be contacted and the ashes should be disposed of in line with cremation authority procedure.	
I confirm that I have been in contact with the family of the deceased and have confirmed that the	w
want:	n.y
b) To collect the ashes from the crematorium (please fill out section 5d)	í
c) The cremation authority to scatter or inter the ashes	1
The term "ashes" means the material (other than any metal) to which human remains are reduce	ed
The term "ashes" means the material (other than any metal) to which human remains are reduce by cremation including the coffin and any clothing. Metals may be recycled by the crematoriun to help reduce the impact on the environment. Each crematorium will have their own practices.	n
to neip reduce the impact on the chyrioninent. Each crematorium will have their own practices.	
Section 5d: Details of who will collect the ashes from the crematorium:	
Section 5d: Details of who will collect the ashes from the crematorium: First names	
First names	_
First names	
First names	
First names  Sumane  Telephone number, if known	
First names	
First names  Sumane  Telephone number, if known  Email address, if known	
First names  Sumane  Telephone number, if known	
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First names  Surname  Telephone number, if known  Email address, if known  Postcode	
First names  Surname  Telephone number, if known  Email address, if known	e
First names  Sumanne  Telephone number, if known  Email address, if known  Address  Pestcode  The person collecting the ashes has been made aware that identification will be needed when the ashes are collected.	e
First names  Surname  Telephone number, if known  Email address, if known  Address  Postcode  The person collecting the ashes has been made aware that identification will be needed when the abes are collected.   Section 6: A sutherisation for cremation (to be completed by the cremation authority)	
First names  Sumanne  Telephone number, if known  Email address, if known  Address  Address  The person collecting the asbes has been made aware that identification will be needed when the asbes are collected.   Section 6: Authorisation for cremation (to be completed by the cremation authority)  This section is used by the cremation authority to confirm that the application is in order and the	
First names  Surname  Telephone number, if known  Email address, if known  Address  Postcode  The person collecting the ashes has been made aware that identification will be needed when the abes are collected.   Section 6: A sutherisation for cremation (to be completed by the cremation authority)	
First names  Somaine  Telephone number, if known  Email address, if known  Address  Postcode  The person collecting the asbes has been made aware that identification will be needed when the asbes are oliceted.   The section is with the creation of or cremation (to be completed by the cremation authority)  This section is used by the cremation authority to confirm that the application is in order and the the cremation can take place.	
First names  Sumanne  Telephone number, if known  Email address, if known  Address  Address  The person collecting the asbes has been made aware that identification will be needed when the asbes are collected.  The section is collected for cremation to be completed by the cremation authority)  Section 6: Authorisation for cremation (to be completed by the cremation authority)  Ceremion number.  Ceremion number.  In confirm that have received the accessary documentation (as outlined in bedelits on a page 10 file from bed low the cremation to the Select II document in Still missible.	
First names  Sumane  Telephone number, if known  Email address, if known  Email address, if known  Address  Postcode  The person collecting the nibes has been made aware that identification will be needed when the above are collected.   The person collecting the nibes has been made aware that identification will be needed when the above are collected.   Section 6. Authorisation for cremation (to be completed by the cremation authority) this action is used by the ceremation authority to confirm that the application is in order and the telephone control of the complete of this form) is allow the cremation to take place.   Lonfirm that I have received the necessary documentation (as outlined in checklist on page 10 of this form) is allow the cremation to take place (if a document is still missing, please contact the applicant).	
First names  Sumane  Telephone number, if known  Email address, if known  Email address, if known  Address  Address  The person collecting the asbes has been made aware that identification will be needed when the asbes are collected.   Section 6: A suberisation for cremation (to be completed by the cremation authority)  This section is used by the cremation authority to confirm that the application is in order and the the cremation number:  [I confirm that I have received the necessary documentation (as outlined in checklist on please contact the applicant).  I confirm that all relevant sections of Form A5 have been completed.	
First names  Sumane  Telephone number, if known  Email address, if known  Email address, if known  Address  Postcode  The person collecting the nibes has been made aware that identification will be needed when the above are collected.   The person collecting the nibes has been made aware that identification will be needed when the above are collected.   Section 6. Authorisation for cremation (to be completed by the cremation authority) this action is used by the ceremation authority to confirm that the application is in order and the telephone control of the complete of this form) is allow the cremation to take place.   Lonfirm that I have received the necessary documentation (as outlined in checklist on page 10 of this form) is allow the cremation to take place (if a document is still missing, please contact the applicant).	
First names  Sumane  Telephone number, if known  Email address, if known  Email address, if known  Address  Address  The person collecting the asbes has been made aware that identification will be needed when the asbes are collected.   Section 6: A suberisation for cremation (to be completed by the cremation authority)  This section is used by the cremation authority to confirm that the application is in order and the the cremation number:  [I confirm that I have received the necessary documentation (as outlined in checklist on please contact the applicant).  I confirm that all relevant sections of Form A5 have been completed.	

Changes to legislation: There are currently no known outstanding effects for the The Cremation (Scotland) Regulations 2019. (See end of Document for details)

Nar	me of crematorium staff	
Sign	nature of crematorium staff	
Pos	ition	
	L	
	idance Notes	
	Note 1	
		ir capacity as the representative of the local authority.
	Note 2	
	ocurator Fiscal—	
Fisc Cro (SF who http	cal who may instruct the police to inv own Office and Procurator Fiscal Ser- FIU) is a specialist unit responsible foe ether further investigation is required of the procuration of the process of the procuration of the procuration of the procuration of the procuration of the procuration of the procuration of the pro	unexplained or unexpected are reported to the Procurator vestigate the circumstances of the death. Within the voice (COPFS), the Scottish Faulaties Investigation Unit investigating these deaths. The SFU will decide Information is available on the COPFS website: teaths/our-role-in-investigating-deaths cremation has been approved and may be sent directly to
	crematorium. It must be received by	the cremation has been approved and may be sent directly to the crematorium before the cremation is due to take
3.	Note 3	
Haz	zards	
i.		diac implant; drug pump; neuro-stimulator; shunt; battery I in treatment of bone fractures. Please discuss with the prity if you are unsure.
ii.	Notifiable diseases are listed in Sc	hedule 1 of the Public Health etc. (Scotland) Act 2008.
iii.	Some injections for cancer treatme cremation has to be delayed for a p	nt contain radioactive material which may mean that the period.
4.	Note 4	
i.	entitled to apply for the cremation	e that they are the representative of the local authority and in terms of the Burial and Cremation (Scotland) Act 2016.
ii.	The funeral director is required to	complete the second part of section 4 (if involved).
5.	Note 5	
i.	The applicant should indicate who be returned to them.	ether there are any family members who wish the ashes to
ii.	The cremation authority will reco	rd what is done with the ashes in the cremation register.
iii.	Sensitive disposal of metals—	
	and sensitively recycled. Metals: (e.g. pins and staples) and some s proceeds received following recy your permission to recycle and sh recovered following cremation. I	etal which survives the cremation process to be recovered are made up of terms used in the construction of the coffin urgical implants (e.g. hip joints, pins and plates). Any ling are distributed to charity. The cremationium will nece ould clearly state their policy in terms of any metal you wish, you have the right to request that these metals in process will reader the majority of jewellery be removed before cremation.
6.	Note 6	
i.	The cremation authority is require correct and that the cremation can	ed to verify that the information contained in this form is proceed.

SCHEDULE 6 S

Regulation 8(3)(f) and (g)

# APPLICATION FORM FOR THE CREMATION OF BODY PARTS FOLLOWING POST-MORTEM EXAMINATION OR A WHOLE BODY OR BODY PARTS FOLLOWING ANATOMICAL EXAMINATION

## **Commencement Information**

ii. The signatory should sign the form if they approve the cremation

**I21** Sch. 6 in force at 4.4.2019, see reg. 1(1)

- This form is sued to apply for a cremation of:

  a whole body following an automical examination (where the body was donated on or after
  a whole body following an automical examination (where the body was donated on or after
  Act 2006 In Exheurary 1989); or
  body parts which have been retained after an automical examination (where the body was
  donated on or after the commercement of the Automy An IPAH's as attended by the Human
  Tissue (bodshaf) Act 2006 In February 1988); or
  body parts which have been extended after a looppial auraged post mortem examination.

This is a requirement of the Cremation (Scotland) Regulations 2019, made under section 48 of the Burial and Cremation (Scotland) Act 2016.

When a person bequeaths their body for anatomical examination and their remains are to be cremated after the examination, the university's Licensed Teacher of Anatomy will complete Form M(a) when releasing a whole body for disposal. A person authorised by the university is required to complete Form A6 to apply for the cremation.

### Body Parts (anatomical examination or post mortem examination)

Form M or Form N must be submitted along with Form A6 to the cremation authority to cremate the body/ organs/ body parts.

- (a) Certificate of Authorisation for the disposal of a body following automical cumination, section 27A of the Registration of Births, Dunhs and Marriages (Scotland). Act 1966 (as amended by the Certification of Dunh Scotland). Act 2011). Or Certificate of Authorisation for the disposal of body pour following nameraled examination; extend 27A of the Registration of Births, Deaths and Marriages (Scotland). Act 1965 (as amended by the Certification of Dunh Scotland). Act 2011.

## Hospital arranged post mortem examination

When the form authorising a hospital post mortem examination is completed by the next of kin they will complete the section for disposal of any retained organs/ body parts. Form A6 should be used by the hospital to arrange for cremation of the organs/ body parts.

The application is made to the cremation authority which is to carry out the cremation. The cremation authority will need to examine the form to make sure that it contains all of the necessary information. Missing information or information that is not accurate may result in the cremation being delayed or refused.

The person applying for the cremation is 'the applicant' and has the legal right to apply for the

If you are unsure about any of the information that is required, or are not sure what any part of the form means, you should speak to staff at the crematorium where the cremation is to take place.

You should ensure that you have attached the necessary document to this application form. The cremation authority will need to have it to allow the cremation to take place.

- Certificate of Registration of Death (Form 14)
- Certificate of authorisation for disposal of a body following anatomical examination (Form M).
- Certificate of authorisation for disposal of body parts following a post mortem examination or anatomical examination (Form N).

## Details of individuals contained in this form are not to be used for any other purpose

The information provided on this form is a legal requirement under the Buria and Cernation (Scotland). Act 2016 and will be processed in line with Dua Protection legislation. The data will consider the processed of the processed of the processed of the processed of the processed only for the purpose of currying out the creamina and the handling of sabes. It will not be shared with any third party. You have the right to know what data is held about you and you can, by contacting the cernation authority in writing, receive a copy of that data. The cernation authority is deliged to include in their previous order lobe the information will consider the processed of the processed of

## Application for cremation - details of the deceased

- Section 1 cremation of a whole body after anatomical examination.
- Section 2 cremation of body parts retained following anatomical examination.

Document Generated: 2024-05-28

Changes to legislation: There are currently no known outstanding effects for the The Cremation (Scotland) Regulations 2019. (See end of Document for details)

<ul> <li>Section 3 – cremation of body parts retained following a hospital arranged post-mortem examination.</li> </ul>
Section 1: Application for cremation of a whole body following anatomical examination
I confirm that the body described below was donated to  (University Name
of the Anatomy Act 1984 as amended by the Human Tissue (Scotland) Act 2006 (14 February 1988).
Details of the deceased
Title Sex (please delete as applicable) Male / Female
First name(s) (including any middle names)
Surname
Date of birth (DD/MM/YYYY)
Age (at death)
Address
Postcode
Date on which they died (or were found dead) (DD/MM/YYYY)
Place of death
Title of ocum
I(Licensed Teacher of Anatomy/other authorised person*) confirm on behalf of
of Authority lawfully retaining the body) that there is no reason for any further inquiry or examination concerning the body detailed above and attach Form M confirming that it is now
released for disposal and may be cremated.
I confirm that, to the best of my knowledge and belief, no implants or hazards remain in or on the body.
body.  * The university may authorise a suitable person to complete Form A6 (such as a bequest co- ordinator).
Section 2: Application for cremation of body parts following anatomical examination
1,(Licensed Teacher of Anatomy/
$authorised\ person \ ^{\circ})\ confirm\ on\ behalf\ of \ \\ (name\ of\ Authority\ lawfully\ retaining\ the\ body\ parts)\ that\ there is no\ reason\ for\ any\ further\ inquiry$
or examination concerning the body parts listed on Form N. I confirm they are now released for disposal and may be cremated. I confirm that, to the best of my knowledge and belief, no implants or hazards remain in or on the
body part(s).
I confirm that the body part(s) described on Form N was/were retained from body/ bodies which was/were donated to (University Name ) under the Anatomy Act 1984 as amended by the Human Tissue (Scotland) Act 2006.
* The university may authorise a suitable person to complete Form A6 (such as a bequest co- ordinator).
Section 3: Application for cremation of body parts following a hospital arranged post
mortem examination  I,(Doctor / Pathologist/ authorised person*)
confirm on behalf of
the body parts listed on Form N. I confirm they are now released for disposal and may be cremated. I confirm that, to the best of my knowledge and belief, no implants or hazards remain in or on the
body part(s).  I confirm that the body part(s) described on Form N was/were retained from the body of the
The hospital may authorise a suitable person to complete Form A6.
* The hospital may authorise a sunance person to complete Form Ao.
Section 4: Declaration
I declare that I have the legal right to apply for this cremation. To the best of my knowledge and belief, all the information given in this application is correct, no information has been omitted and
authorisation for the disposal has been obtained.  Signature of applicant
Date (DD/MM/YYYY)
Organisation
Business address
Postcode
Section 5: Authorisation for cremation (to be completed by the cremation authority)
This section is used by the cremation authority to confirm that the application is in order and that the cremation can take place.
Cremation number:
I confirm that I have seen the appropriate documentation (as outlined in the checklist on page 2 of this form) to allow the cremation to take place (If a document is still missing
page 2 of this form) to allow the cremation to take place (If a document is still missing, please contact the applicant).
I confirm that all relevant sections of Form A6 have been completed.
1 confirm that I approve this application for cremation.
Date (DD/MM/YYYY)
Name of crematorium staff
Signature of crematorium staff

## SCHEDULE 7 S

Regulation 8(3)(h)

## APPLICATION FORM FOR THE CREMATION OF BODY PARTS FOLLOWING ANATOMICAL EXAMINATION WHERE THE DECEASED DIED BEFORE 14 FEBRUARY 1988

	ent Information n force at 4.4.2019, s
Form A7: Application for cremation of beaumination or teaching before the committee Human Tissue (Scotland) Act 2006 (8) Crematorium/cremation authority	Coentaion aumber: Order park donated in Scotland for anatomical memorement of the Austomy Act 1984 as amended by 4 February 1988)
anatomical examination or teaching before by the Human Tissue (Scotland) Act 2006 6 Cremation (Scotland) Regulations 2019. T authorised to make the application for crem The application is made to the cremation as computer, subjectly will pend to examine the	body parts which were donated in Scotland for commencement of the Anatomy Act 1984 as amended 14 February 1985. This is a requirement of the his application must be signed by the person attion. The properties of the person attitudes the properties of the person theority which is so carry out the cremation. The fem to make sure that it contains all of the nor information that is not accurate may result in the
If you are unsure about any of the informati form means, you should speak to staff at the The ashes will be disposed of by the cremat	on that is required, or are not sure what any part of the e-crematorium where the cremation is to take place. orium using their usual procedure.
Details of individuals contained in this for The information provided on this form is a (Scotland) Act 2016 and will be processed be held by the cremation authority that is conflidence and processed solely for the pur ashes. It will not be shared with any third p about you and you can, by contacting the credit of the property of the	rm are not to be used for any other purpose legal requirement under the Burial and Cremation in line with Data Protection legislation. The data will trying out the cremation. It will be held securely, in of the property of the property of the property of the property are yet to law the price to know what data is held of emation authority in writing, receive a copy of that the property of the property of the property of the property of the property of the property of the property of the property of keep a complaint to the Information Commissioner's
Section 1: Application for cremation of be examination or teaching before the commenthe Human Tissue (Scotland) Act 2006 (1 I, (name of Licensed Teacher of Anatomy/a	ody parts donated in Scotland for anatomical nencement of the Anatomy Act 1984 as amended by 4 February 1989) uthorised person®)
at ( name of Scottish university) that the body parts(s) described below is/an	request
I confirm that the body part(s) described be name)	low were donated to or acquired by (insert university before the samended by the Human Tissue (Scotland) Act 2006
Anatomy reference no.	Parts for disposal
* The university may authorise a suitable po (such as a bequest co-ordinator).	erson to apply for the cremation and complete Form A7
Section 2: Declaration	
I declare that I have the legal right to apply belief, all the information given in this appl that authorisation for the disposal has been Signature of Applicant	for this cremation. To the best of my knowledge and ication is correct, no information has been omitted and obtained.  Date
University University	Dat
Address	
Postcode	
Telephone	
Section 3: Authorisation for cremation (t	o be completed by the cremation authority)
☐ I confirm that all relevant sections of	of Form A7 have been completed.
I confirm that I approve this applica	tion for cremation.
Date (DD/MM/YYYY)	
Name of crematorium staff	
Signature of crematorium staff	
Position	
Remains which cannot be cremated	

## SCHEDULE 8 S

Regulation 9

## DEATH INVESTIGATED BY PROCURATOR FISCAL – FORM E1

## **Commencement Information**

**I23** Sch. 8 in force at 4.4.2019, see reg. 1(1)

### FORM E1

SECTION 27A OF THE REGISTRATION OF BIRTHS, DEATHS AND MARRIAGES (SCOTLAND) ACT 1965

AUTHORISATION FOR CREMATION FOLLOWING INVESTIGATION BY THE PROCURATOR FISCAL

I certify that I have made such investigation into the death of-

[insert name], date of birth [insert date of birth] ("the deceased")

as has satisfied me that the death took place at [address] on[date] at [time] and that the cause of death was [insert cause of death]

and that there are no circumstances which would render necessary any further examination of the remains of the deceased. I permit the cremation of the deceased.

Authorised by (print name)

Signature

Date of signature

SCHEDULE 9 S

Regulation 15(1)(a)

## CREMATION REGISTER - WHOLE BODIES

## **Commencement Information**

**I24** Sch. 9 in force at 4.4.2019, see reg. 1(1)

Register of Cremation of Whole Bodies

deceased	Sex of the deceased	Date of birth	Date of death	Funeral director Dispersal of ashe information (and and dates)	Dispersal of ash information (and and dates)

SCHEDULE 10 S

Regulation 15(1)(b)

## CREMATION REGISTER - BODY PARTS

## **Commencement Information**

Sch. 10 in force at 4.4.2019, see reg. 1(1)

			_
		Dispersal of ashes ashes information (and changes and dates)	
		Name and address of person signing certificates	
		Body parts Name and dedress of cremated person cremation applying fremation cremation	
		Body parts being cremated	
Register of Cremation of Body Parts		Date and place of place of burial or cremation of body	
nation of E		Date of death	
of Crei		Date of birth	
Register	[mm]	Sex of the deceased	
	Carried out at the crematorium of [insert name of crematorium]	the deceased	
	ium of [insert 1	Name of the deceased	
	t the crematori		
	Carried out a	Cerantion Date of number evenation Cerantion	

FORM B2

SCHEDULE 11 S

Regulation 15(1)(c)

## CREMATION REGISTER – STILLBIRTH AND PREGNANCY LOSS

## **Commencement Information**

**I26** Sch. 11 in force at 4.4.2019, see reg. 1(1)

Register of Cremation of Stillbirth and Pregnancy Loss

		(a)	(p)	(c)	
Cremation	Date of cremation	NHS number*	Name**	Name and address of the applicant*	Dispersal of ashes information (includ none were recovered)

\*\*Complete column (b) with name given to the baby (if one has been given).

## **EXPLANATORY NOTE**

## (This note is not part of the Regulations)

These Regulations make provision regarding cremations in Scotland, in particular in respect of the management and operation of crematoriums, applications for cremation, the handling of ashes and cremation registers. The Burial and Cremation (Scotland) Act 2016 ("the Act") repeals and replaces the Cremation Acts 1902 and 1952 as they apply to Scotland. The Act makes provision to regulate cremation and places duties on cremation authorities.

Regulations 2 to 4 concern the operation and management of crematoriums. Regulation 2 provides that cremation authorities must prepare and maintain a management plan to be known as a Crematorium Management Plan which must make provision about matters specified in regulation 2(4). The Plan must be regularly reviewed and available for inspection by members of the public or an inspector of cremation. Regulation 3 makes provision about documentation which must be retained by the authorities for a period of 50 years on a confidential basis. A person appointed as an inspector of cremation will have powers to enter premises to investigate compliance with these Regulations and provisions under the Act. Regulation 4 makes provision

imposing duties on cremation authorities in connection with maintenance and operation of crematoriums.

Regulations 5 to 7 make provision regarding the operation of cremators. Cremation authorities must ensure that cremations are not combined to ensure the remains of only one adult, child, stillborn child or fetus are cremated each time (regulation 5). This does not apply to a joint cremation or a shared cremation as defined in regulations 6 and 7. A joint cremation is the cremation of the remains of one adult together with one, or more than one, child, still-born child or fetus; or the cremation of the remains of more than one child, still-born child or fetus and may only be carried out with the written permission of each person who has authority to make arrangements for the cremation. A shared cremation is the cremation of the remains of more than one fetus following an application by a health authority or body which is authorised to make arrangements for cremation by virtue of Part 3 of the Act.

Regulations 8 to 11 concern the application process for cremations. Applications must be in a prescribed form and contain the information specified in the relevant form (regulation 8 and schedules 1 to 7). Regulation 9 and schedule 8 and regulation 10 make provision for circumstances where additional documentation is required (authority from the procurator fiscal where the death has been investigated by the fiscal and a warrant to disinter for exhumed remains). Regulation 11 provides that cremation authorities may make inquiries in relation to any application or accompanying documents.

Sections 51 to 56 of the Act make provision about the handling of ashes by cremation authorities and funeral directors, including arrangements for retention, collection and disposal of ashes. The duties regarding the retention of ashes are set out in sections 52 to 55 of the Act. Where by virtue of section 52(3) of the Act a funeral director has collected ashes from a cremation authority regulation 12(1) makes provision about notice to be given by the funeral director to the applicant. Where by virtue of section 54(5) of the Act a funeral director returns ashes to a cremation authority regulation 12(3) makes provision about notice to be given by the cremation authority to the applicant. Section 26 (service of documents) of the Interpretation and Legislative Reform (Scotland) Act 2010 (asp 10) applies in relation to notices to be given under regulation 12. Regulation 13(1) specifies 4 weeks beginning with the day after the day on which cremation took place, for the purposes of sections 51(3)(a) and (b) and 52(2) and (3) (initial period for retention of ashes by the cremation authority). Where the ashes are not collected, the cremation authority must ascertain whether the applicant wishes the ashes to be retained for a further period: regulation 12(2) specifies 4 weeks beginning with the day after the end of the specified period mentioned in regulation 13(1) as the further period for retention, for the purposes of section 53(2) (a) and (b). Regulation 13(3) specifies 4 weeks beginning with the day notice is given to the applicant under regulation 12(1) for the purpose of section 54(1)(b) (period for collection of ashes from funeral director by the applicant). Regulation 13(4) specifies 4 weeks beginning with the day on which the cremation authority has given notice to the applicant under regulation 12(3) for the purposes of section 55(2)(a) and (3) (period for collection of ashes from cremation authority following return by funeral director).

For the purposes of sections 51, 53 and 55 of the Act regulation 14 provides that the specified method of disposal of ashes is burial or scattering.

Regulation 15 prescribes the form of, and the information which must be recorded in, cremation registers and places a duty on cremation authorities to review each register and ensure that the information is accurate and up to date.

**Changes to legislation:**There are currently no known outstanding effects for the The Cremation (Scotland) Regulations 2019.