

## **PAUPER BURIAL POLICY**

- [1]** The Municipality is, in terms of section 48[2] of the Health Act 1997, responsible for the removal and burial of the body of a destitute person or any dead body which is unclaimed or which no competent person undertakes to bury and does bury;
- [2]** Except as provided in paragraph [c], the Municipality is not responsible for the removal and burial of a person who has died in a hospital or other institution;
- [3]** The Municipality is responsible for the removal and burial of a destitute person who has died in a hospital or institution if that person was admitted to the relevant hospital or institution on the instructions of the Municipality;
- [4]** The Municipality is, furthermore, responsible for the removal and burial a person who has died in a prison: Provided that such person is not a convicted person or was imprisoned under a warrant of arrest;
- [5]** The Municipality may recover the costs of removal and burial of the deceased from the person legally responsible for the maintenance of the deceased during his/her lifetime;
- [6]** In order to determine the status of the deceased and responsibility for removal and burial costs, full details must be obtained, preferably by way of affidavit, from all persons in a position to supply such information;
- [7]** Removal and burial costs must be restricted to the minimum and full records of costs be maintained;
- [8]** The Municipality may, with due regard to the dignity of the deceased and cultural requirements, determine reasonable criteria relating the quality of coffin to be provided for the burial of the deceased and the nature of ancillary services to be provided in connection with such burial;
- [9]** The Municipality must annually budget for pauper burial costs and ensure that the budget vote is not overspent;

- [10]** A registered funeral undertaker must be appointed by the Municipality in accordance with the Supply Chain Management policy of the Municipality for the purpose of pauper burials;
- [11]** Orders for the burial of a deceased person may be granted only after a burial order has been obtained from the Department of Home Affairs or other competent authority;
- [12]** Payments for pauper burials must be effected only upon receipt of a detailed account from the appointed funeral undertaking itemising all burial and associated costs;
- [13]** Accurate and detailed records must be maintained of all pauper burials;
- [14]** The Municipal Manager is responsible for the administration of this policy;
- [15]** For purposes of this policy, a pauper is regarded as a destitute and not an indigent person.