



**Australian Government**

# **SIF30113 Certificate III in Cemetery and Crematorium Operations**

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## Modification History

Release	Comments
6	All superseded imported units have been replaced with the most current unit.
5	Supersedes and is equivalent to SIF30113 Certificate III in Cemetery and Crematorium Operations release 4. Minor change to update First Aid units of competency.
4	<p>SIF30113 Certificate III in Cemetery and Crematorium Operations supersedes and is equivalent to Release 3. SIF30113 Certificate III in Cemetery and Crematorium Operations.</p> <p>Modifications include removal of unused units of competency in response to Skills Reform Ministerial Statement – 9 October 2020.</p> <p>Elective units removed:</p> <ul style="list-style-type: none"> <li>• SIFBCR001 Bury coffins and caskets</li> <li>• SIFCCAC002 Schedule burials or cremations</li> <li>• SIFCCAC004 Maintain and care for historical records</li> <li>• SIFCCAC005 Coordinate chapel operations</li> <li>• SIFCCAC006 Manage lift and reposition or deepen operations</li> <li>• SIFXADQ002 Conduct internal quality audits</li> <li>• SIFXMGT002 Coordinate staff</li> <li>• SIFXMPR001 Implement marketing and promotional activities</li> </ul>
3	<p>SIF30113 Certificate III in Cemetery and Crematorium Operations supersedes and is equivalent to Release 2. SIF30113 Certificate III in Cemetery and Crematorium Operations.</p> <p>Imported units from the following training packages updated:</p> <ul style="list-style-type: none"> <li>• BSB Business Services</li> <li>• HLT Health</li> </ul>

2	Editorial corrections addressing upload errors in: <ul style="list-style-type: none"><li>• Packaging Rules</li></ul>
1	This qualification was first released in SIF Funeral Services Release 1.0.

## Qualification Description

This qualification reflects the role of individuals who perform a range of skilled operations in a cemetery or crematorium.

Individuals in these roles work relatively autonomously, participate in teams and may coordinate and supervise others. They require discretion and judgement in the provision of service and contingency measures. Knowledge and application of funeral services industry protocols is required when dealing with the bereaved.

These individuals, depending on their expertise, may work in:

- cemeteries or crematorium, providing sales and customer services and scheduling burial or cremation operations
- cemeteries, coordinating staff in the preparation and reinstatement of burial sites and associated burial works
- crematorium, performing cremations.

## Licensing/Regulatory Information

No licensing, legislative or certification requirements apply to this qualification at the time of publication.

## Entry Requirements

This qualification has no entry requirements.

## Packaging Rules

**14 units must be completed:**

- **4 core units**
- **10 elective units** consisting of:

- a minimum of 6 elective units must be selected from the elective units listed below
- a maximum of 4 elective units, first packaged at AQF level 2, 3 or 4, may be selected from elsewhere in SIF Funeral Services Training Package, or any other current Training Package or accredited course. Refer to the AQF packaging of Funeral Services units in the Companion Volume Implementation Guide.

In all cases, selection of electives must be guided by the job outcome, local industry requirements and the characteristics of this qualification (as per the AQF descriptors).

<b>Core units</b>	
SIFXCSS001	Provide service to clients
SIFXIND002	Work effectively in the funeral services industry
SIFXIND003	Deal with grief responses
SIFXWHS003	Implement and monitor work health and safety procedures
<b>Elective units</b>	
<i>Administration and Quality</i>	
SIFXADQ001	Control and order goods
BSBFIN302	Maintain financial records
BSBINS309	Maintain business records
BSBTEC201	Use business software applications
<i>Burial and Cremation</i>	
SIFCBCR004	Cremate coffins and caskets
SIFCBCR005	Memorialise cremated remains
<i>Cemetery and Crematoria Administration and Coordination</i>	
SIFCCAC001	Coordinate burial site preparation and reinstatement
SIFCCAC003	Coordinate the collection or memorialisation of cremated remains
<i>Client Service and Sales</i>	

SIFXCSS002	Advise on funeral and burial products and services
SIFXCSS003	Advise on pre-need funeral and burial products and services
SIFXCSS004	Coordinate interaction with clients
<i>Working in Industry</i>	
SIFXIND004	Participate in industry networks
<i>Management and Leadership</i>	
SIFXMGT001	Coordinate teams
<i>Marketing and Public Relations</i>	
SIFXMPR002	Make presentations to community groups
<i>Training and Education</i>	
TAEDEL311	Provide work skill instruction
<i>Work Health and Safety</i>	
HLTAID011	Provide first aid
SIFCWHS001	Identify hazards and assess risks in a cemetery or crematorium
SISXEMR003	Respond to emergency situations

## Pre-requisite Requirements

There are no prerequisites requirements for this qualification

## Qualification Mapping Information

Current Code and Title	Previous Code and Title	Comments	Equivalence
SIF30113 Certificate III in Cemetery and	SIF30108 Certificate III in Cemetery and	Revised qualification provides greater flexibility to meet	Equivalent

Crematorium Operations	Crematorium Operations	<p>industry/organisational outcomes. Changes to packaging rules include the removal of specialisations and greater choice of imported units from other training packages and accredited courses. The total number of units required to complete this qualification is 14. For SIF30108, this was 13 or 14 units depending on specialist stream undertaken. The number of core units remains at 4. The number of elective units is 10. For SIF30108, this was 9 or 10 units depending on specialist stream undertaken. R6 All superseded imported units have been replaced with the most current unit.</p>	
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## Links

Companion volumes, including implementation guides, are found in TGA -

<https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=c2c3131e-4418-4aa3-8ff1-a855c95f7fd6>