



Australian Government

SIFCCAC012 Supervise exhumations

Release: 2

SIFCCAC012 Supervise exhumations

Modification History

The details of this endorsed unit are in the table below. the latest information is at the top.

Release	Comments
2	Editorial correction to prerequisite code.

Application

This unit describes the performance outcomes, skills and knowledge required to prepare and supervise the exhumation of burial sites. It applies to cemetery and crematorium supervisory staff and funeral directors who are responsible for exhumations and overseeing the work of others. It involves ensuring that all work is carried out according to work health and safety, relevant legislation and workplace policies and procedures.

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

Pre-requisite Unit

SIFCWHS001 Identify hazards and assess risks in a cemetery or crematorium

Competency Field

Cemetery and Crematoria Administration and Coordination

Unit Sector

Cemetery and Crematoria

Elements and Performance Criteria

ELEMENTS

Elements describe the essential outcomes.

1. Prepare for exhumations.

PERFORMANCE CRITERIA

Performance criteria describe the performance needed to demonstrate achievement of the element.

- 1.1 Confirm legality of reason for exhuming grave.
- 1.2 Identify correct burial site from cemetery map or plan.
- 1.3 Liaise with appropriate personnel to identify work requirements and confirm areas of responsibility in performing

- exhumation.
- 1.4 Confirm tools, equipment and machinery required and confirm assembly and checks.
 - 1.5 Communicate identified hazards and assist staff to take corrective action.
 - 1.6 Supervise staff in placing protective restraints to restrict access to site to authorised personnel.
2. Supervise exhumation of deceased persons.
- 2.1 Supervise exhumation to ensure it is performed according to relevant legislation, workplace policies and procedures, and universal precautions.
 - 2.2 Ensure the use of screens or other means to protect privacy of the remains.
 - 2.3 Supervise and assist staff in enclosing remains of the deceased person and coffin or casket in appropriate casing as required.
 - 2.4 Supervise staff and assist in transferring remains as required.
 - 2.5 Evaluate exhumations to inform continuous improvement processes.

Foundation Skills

This section describes those language, literacy, numeracy and employment skills that are essential to performance.

Foundation skills essential to performance are explicit in the performance criteria of this unit of competency.

Unit Mapping Information

SIFBCR016A Supervise exhumations.

Links

Companion Volume implementation guides are found in VETNet -

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

Assessment Requirements for SIFCCAC012 Supervise exhumations

Modification History

Not applicable.

Performance Evidence

Evidence of the ability to:

- identify burial location and to assess safe exhumation methods
- communicate exhumation requirements and confirm areas of responsibility to appropriate personnel
- coordinate required personnel, tools, equipment and machinery and monitor operations to ensure all exhumations are conducted safely and efficiently and in accordance with work requirements
- supervise the safe and efficient exhumation of remains using infection control procedures and reinstate good presentation of burial sites at conclusion of exhumation.

Evidence of performance of supervising five or more exhumations is required to demonstrate consistency of performance and ability to respond to different situations.

Knowledge Evidence

Demonstrated knowledge of:

- types of burial sites
- federal, state or territory, and local government legislation and regulations relating to work health and safety/occupational health and safety and conduct of exhumations, including universal precautions
- workplace policies and procedures in relation to exhumations
- gravedigging procedures
- shoring methods and procedures in relation to the conduct of exhumations
- tools and equipment and their associated uses in relation to the conduct of exhumations
- machinery operations in relation to the conduct of exhumation
- hazards associated with exhumations
- purpose and use of protective restraints.

Assessment Conditions

Skills must be demonstrated in a cemetery workplace:

- using suitable equipment and resources, including:
 - human remains to be exhumed

- protective restraints, appropriate privacy screens and tools and equipment required to exhume a burial site
- under industry operating conditions where there is:
 - integration of tasks with possible interruptions to work typical of the job role
 - speed and timing requirements that reflect commercial operating conditions
 - interaction with relevant personnel

Assessors must satisfy the NVR/AQTF mandatory competency requirements for assessors.

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