



CEMETERY CHECKLIST

The graveside Service normally consists of a short religious service and several Fire Department protocols.

Remember, the arrival at the cemetery is a very difficult time for the Family. A long wait before the Service begins can cause a great deal of anxiety. If an extremely long motorcade or delays are anticipated, it may be advisable to arrange for a Family waiting room. It is imperative to have a parking plan at the cemetery. Cemeteries usually have traffic plans and know exactly how many vehicles can be accommodated, check with the superintendent of the cemetery.

Assembly:

- | | |
|--|--|
| <input type="checkbox"/> Family | <input type="checkbox"/> Honor Guard |
| <input type="checkbox"/> Friends | <input type="checkbox"/> Other Department Personnel |
| <input type="checkbox"/> Very Important Person's (VIP's) | <input type="checkbox"/> Other Fire Department Personnel |
| <input type="checkbox"/> Affected Unit or Program
Personnel | <input type="checkbox"/> Other Honor Guards |
| | <input type="checkbox"/> Pipe Band |

Need to consider:

- Podium
- Public Address (PA) system
- Porta-potties
- Water
- Power
- Tents / Shade or Heat
- Provide directions and maps to location of reception
- Arrange for seating for at least Family and VIP's
- Arrange for Medical / Emergency Medical Services (EMS) Standby
- Provide a parking plan
- Media placement
- Arrival of procession
- Identification location of gravesite
- Transportation to reception