

**RCMP VETERANS' ASSOCIATION
NEWFOUNDLAND AND LABRADOR DIVISION
FUNERAL PROCEDURES**

I. INTRODUCTION

The following guidelines have been developed for the Newfoundland & Labrador Division of the Royal Canadian Mounted Police Veterans' Association to assist members organizing a funeral detail. Involvement by the Association should first receive the approval of the family, and where applicable the clergy.

These are guidelines. Adjustments will always be necessary to suit local conditions, e.g., in smaller and more remote areas where only a limited number of Veterans or Serving Members may be available.

II. GENERAL

Upon the death of a member of the Association or a former member of the Force, a member of the Executive will ensure that contact is made with the next of kin to pass on the condolences of the Association and to provide assistance where practicable and if acceptable to the family in the following areas:

- a) to facilitate communication with the Force;
- b) to arrange attendance at the funeral home, church and grave side;
- c) to act as Casket Bearers; and
- d) to act as Honorary Pallbearers and/or a Guard of Honour.

The following should be determined

- a) the date, time and place of the funeral service and interment;
- b) the name and contact information of officiating clergy;
- c) the name and contact information of the funeral home; and
- d) particular restraints or requirements of the religious persuasion.

III ADDITIONAL SERVICES

The following additional services, again with family, and where relevant, clergy approval, may be provided for the funeral.

- a) the placing of the RCMP Veterans Association flag at the head of the casket during the wake;
- b) the placing of the Veterans Casket Pall over the casket at the funeral home and the church service; and
- c) the sounding of the Last Post and Reveille at the close of the service or at the grave site.

IV DRESS

Members of the Association paying their respects are encouraged to do so by wearing the official dress of the Association. Medals will be worn. Casket Bearers and Honorary Pallbearers will wear a Black Mourning Band on the left sleeve, midway between the elbow and shoulder. Police Mourning Ribbons may be worn. Members under command, i.e., acting as Casket Bearers or Honorary Pallbearers, will not wear head dress.

V SALUTING

All members attending a funeral not under command and providing they are wearing head dress will salute

- a) on each occasion the casket passes them;
- b) during the sounding of the Last Post and Reveille; and
- c) at the foot of the grave when paying final respects.

VI NOTIFICATION

The Force should be notified of the death of a Veteran or former Member of the Force. A member of the Executive will arrange to notify members of the date, time and location for attending the wake and funeral, as well as notifying members who will be serving as casket bearers or Guard of Honour. The executive will, as well, ensure that flowers are delivered to the funeral home, or a memorial donation is made to an appropriate charity.

VII VISITATION

Association members will meet at the funeral home at a time specified by the Executive. The Parade Commander will arrange an appropriate time to have members file into the viewing area and pass on their condolences to the family.

VIII FUNERAL

Six or eight personnel may be required to serve as casket bearers. Friends of the family may make up part of this detail, if the family wishes.

When the service is held at a church, Veterans will line up on facing each other while the casket passes between them. The Parade Commander will call the Veterans to attention and salute. Veterans will file into the church behind the casket and be seated in an area set aside behind the casket bearers. At the close of the service, Veterans will line the aisle for the sounding of the Last Post and Reveille. The Veterans will turn to face the exit and proceed ahead of the casket, forming a Guard of Honour between the door and the hearse. The Parade Commander will salute during the sounding of the Last Post and Reveille, and as the casket passes in front of the Guard of Honour. The casket bearers will proceed to the grave site ahead of the funeral procession. If a Guard of Honour is present at the grave site, they will line up on each side at the foot of the grave.

When the service is held at a funeral home, the procedure will be similar, with the exception that the casket will already be in place.

IX CASKET BEARERS

Normally the Funeral Director will advise the number of casket bearers required. The Funeral Director will brief the casket bearers on their duties prior to the service.

If the funeral is held at a church, the casket bearers may meet at the funeral home to load the casket into the funeral coach. They will then proceed directly to the church and line up facing each other at a suitable location at the main entrance of the church. They should be far enough apart to permit the funeral coach to pass between them. They will remove the casket from the funeral coach to the front of the church.

If the funeral is held at a funeral home, the casket will already be in place at the front of the chapel.

At the close of the service they will remove the casket to the funeral coach. The casket bearers will proceed to the grave site in advance of the funeral procession. When the funeral coach arrives, they will place the casket on the site and step back one pace.

X PARADE COMMANDER

The Parade Commander should be present on all occasions, giving direction to Casket Bearers, Guard on Honour and such other details as may be necessary. He will arrange for the Casket Pall and the Veterans' Association Guidon and Flag to be in place at the funeral home and the church. He will arrange for the Last Post and Reveille to be sounded at the close of the service or at the grave site, as appropriate.

XI CREMATION

If cremation takes place prior to the funeral service, only one bearer will be required to carry the urn. Should cremation follow the funeral service, casket bearer duties will end when the casket has been removed from the church for funeral chapel.

XII GRAVE MARKERS

Information related to Grave Markers for former members of the Force is available from the Office of Internal, Employee and Management Relations, Royal Canadian Mounted Police, PO Box 2286, Halifax, NS, B3J 3E1. Telephone 902-426-0764

XIII POLICE MOURNING RIBBON

Police Mourning Ribbons may be worn when attending funeral or memorial services.

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