

Purpose

The purpose of this procedure is to outline the process for managing risks associated with Stonemason works conducted on Southern Metropolitan Cemeteries NSW to be known in this document as SMCNSW sites.

Scope

This applies to all Monumental Stonemasons that work on SMCNSW sites - Woronora Memorial Park (WMP) and Eastern Suburbs Memorial Park (ESMP).

Procedure

1. Evaluation of contractor

All applicants wishing to undertake monumental masonry work at WMP and ESMP are required to demonstrate they are capable of doing that work and lodge evidence they hold suitable qualifications including:

- “Monumental Masonry” Trade Work Licence issued by the Department of Fair Trading or similar acceptable qualification.
- Completion of the SMCNSW online contractor induction.
- All Contractors, their employees and subcontractors must undertake the SMCNSW online induction.
- Construction Induction Certificate (White card) issued by SafeWork
- Certificates of Currency for:
 - 1) Public Liability Insurance
 - 2) Worker’s Compensation Insurance
 - 3) Vehicle Registration and Insurance Policy
- Australian Business Number (ABN)
- Relevant Safe Work Method Statements and Risk Assessments
- List of all employees engaged to work at SMCNSW Sites and proof of their training
- References detailing prior experience

The SMCNSW person responsible for this activity on site will review the documentation provided and authorise access to the site for the relevant organisation. **No monumental masons will be allowed access to the site unless they have this approval.**

2. Approval for specific work on site

Before an approved contractor can carry out any specific activity the contractor must seek specific approval in the format below:

- Prior to commencing any monumental work, a correctly completed permit application must be submitted to the relevant Administration Office and this permit be approved.
- Each permit application must be signed by the holder/s of the interment right, prior to submission to the cemetery. For your permit to be processed without delay it is important that the registered holder/s sign. Should registered holder/s be deceased please contact cemetery office for further guidance.
- All Stonemasons must inspect the site and measure on site prior to submitting their permit application. Measurements on the permit application must be accurate.
- The appropriate fee must accompany each application or credit line confirmed.
- Any application which is incomplete or illegible or does not fall within the Monumental Guidelines will be returned.





- No applications will be processed over the counter. An application should be lodged a minimum of 14 working days prior to any work planning to be commenced. No ordering of materials or cutting of stone should be undertaken until an approved permit has been issued. This will avoid costly alterations or time delays required if permits are not approved.
- Stonemasons must always carry approved permit card or paperwork on them.

3. On site rules

Before any work commences, stonemasons are to ensure that they and their employees are familiar with established work practices and WHS policies at SMCNSW as well as arrangements for entering and leaving SMCNSW sites.

In addition, stonemasons have a duty to take care, of which they are capable, for their own health and safety and of others affected by their actions. The following requirements will therefore be strictly enforced.

4. Construction standards

SMCNSW are committed to the erection of structures of the highest quality and, as such, all work must be undertaken having regard to the following relevant Australian Standards:

- AS4204:2019 – Monuments and Headstones in Cemeteries (Standard effective as of April 2019)
- AS4425:1996 – Above ground Burial Structures
- AS3700:2018 – Masonry Structures
- AS3600:2018 – Concrete Structures

All steel reinforcing is to be galvanised steel.

All concrete for piers and foundations is to be readymix (certified from a concrete plant), as a minimum N32 with certificates made available to the permits officer on request. Hand mixing of concrete does not comply to meet the Australian Standard required strengths. If you do not supply certification, you will be required to provide SMCNSW with authorised core sample test results for each of your monuments as acceptable proof.

Any footing beneath 0.2 of a cubic metre may be hand mixed.

All stone and materials used must be durable and fit for purpose.

5. Heritage and Conservation Areas

SMCNSW sites are recognised through various heritage listings as being places of Local Heritage Significance and is subject, but not limited to, the NSW Heritage Act 1977, Environmental Planning and Assessment Act, Biodiversity Conservation Act 2016 and the Burra Charter for places of Cultural Significance.

Any proposed work in a heritage or conservation area must be discussed with The Land Manager prior to any commitment to the customer, as such work will be subject to the NSW Office of Environment and Heritage and associated local Councils.

Works on heritage monuments must be in accordance with the Burra Charter, NSW Heritage Legislation, National trust guidelines for cemetery conservation and any heritage policies created by The Land Manager.

All works carried out in heritage areas must consider the long-term future of the monument. The works must not detract from the heritage significance of the monument or remove any fabric unnecessarily. The use of aggressive cleaning methods, such as pressure washing, abrasive rubbing or blasting, bleaching and acid washing, is unacceptable and will not be allowed.



Reference	SMC_OPS_PRO_001_2 Stonemasons Rules and Guidelines	Document owner	Operations	Revision No.	2
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New monuments or materials in heritage areas must not detract or distort the heritage significance of the section. New works must be undertaken as per the future Cemetery Conservation Management Plan and any heritage policies created by The Land Manager.

6. Before Starting Work

Before starting any work, stonemasons and their employees must ensure:

- Contact with SMCNSW representative has been made
- There will be no danger to any person (including themselves) resulting from their work.
- There will be no interference with any other works, funerals or visitors.
- There will be no damage to buildings, plant, equipment, grounds, roads, monuments, water supply, drainage etc.
- They must understand SMCNSW requirements to remove all waste from site. Illegal dumping of rubbish on SMCNSW sites will result in prosecution.
- If a vehicle is required to be parked on a road where it will be obstructing traffic you must contact our office, so we may notify our SMCNSW Permits Officer.
- All vehicles must have safety cones placed around them whilst stationary and adequate signage where necessary.

7. Full Monumental works

- Prior to commencement of building a Full monument Stonemasons must arrange for the removal of all fencing, flowers and decorative items. If not collected by the family prior the Stonemason must dispose of or store items at their premises for collection (This excludes the Cross & temporary Candilli both of which must be removed once the monument is completed)
- When removal of decorative items from a grave is required to enable your days' work (Cross, Candilli) they must be placed in a respectful manner away from pedestrian areas and not on neighbouring graves. Always ensure they are placed back on the grave at the end of your working day in a respectful manner.
- Stonemasons are to ensure any concrete or foundation installations have been allowed adequate time to cure before the construction of the monument itself has commenced.

8. Accident / Incident Procedures

All WHS incidents or near misses that occur on the SMCNSW site must be reported to the SMCNSW Authorised Representative on the site immediately they are aware it has occurred. Stonemasons must also comply with legal requirements regarding the reporting of certain injuries and other incidents to SafeWork.

9. First Aid

Stonemasons must always have available a first aid kit adequate for the size of their workforce.

10. Site Safety for Workers and the Public

- Under WorkCover regulations, monumental construction is classified as a construction site and requirements related to construction must be adhered to.
- appropriate safety protection must always be erected around the excavation site by way of safety fencing. Open graves more than 300mm in depth must be completely covered.
- All safety standards relevant to the contractor's activities must be complied with. Machinery, hand tools and all other types of equipment must only be operated with effective guards. All electrical equipment must have current inspection tags.



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11. Housekeeping

- Each Stonemason is responsible for maintaining the area in which they are working in a neat and tidy condition including the removal from the SMCNSW site of all excess building materials such as soil, bricks, concrete etc. No rubbish or building materials are to be placed in Cemetery rubbish bins or skip bins.
- Fire hazards such as garbage, oily rags, flammable materials, pollutants and hazardous substances must be promptly removed from the grounds.
- No contaminated material should be poured down any drains.
- Incineration of any combustible material is strictly prohibited on site.
- Stonemasons must remove all formwork from the site when the job has been completed.
- Food and drink must not be consumed in view of funerals; empty containers are to be removed from the site.
- Use of any SMCNSW tools, resources or other property is prohibited.
- No hazardous chemical should be brought onto the site unless prior authorisation has been granted by the SMCNSW Authorised Representative.
- Monumental Stonemasons are not permitted to leave tools, clothing or any materials on neighbouring graves. Items must be placed in a safe /tidy manner away from pedestrian areas.
- Stonemasons are not to sit on monuments or use them in a way that can be deemed as disrespectful. (i.e. as a table for workbench/paperwork etc.)
- If you are required to use heavy machinery and it must be positioned on a neighbouring monument protective measures must be used to avoid damages occurring.
- At the end of each working day please ensure all neighbouring monuments are cleaned of debris, dust, dirt etc. and left in a respectful manner.

12. Conduct of Stonemasons Employees and Contractors

Stonemasons will be held responsible for the behaviour of their workers and contractors. The following rules must be strictly observed

- Skylarking, throwing of objects or playing of any sport is prohibited at all times.
- Running is not permitted except in an emergency.
- Alcohol or drugs are not permitted within SMCNSW grounds.
- No person will be permitted to enter or remain in the grounds if they appear to be under the influence of alcohol or drugs.
- Stonemasons work must be stopped when a funeral group gathers closer than 150 metres to the work site or when noise from their work site is audible at a funeral.
- All workers be neatly attired and must always wear a high visibility shirt with either the company name on it or an identity badge.
- No singlets are allowed.
- Stonemasons must not employ, direct or allow any other persons to do any kind of scheduled work at SMCNSW sites unless that person holds a certificate of competency or recognised qualification in relation to work of the kind being conducted
- Motor vehicles must not exceed the posted speed limit.
- Motor vehicles must always remain on the roadways. If it is necessary to move off the roadways any tyre tracks or other damage must be filled or repaired.





- Cranes/hoists must only be operated by licensed operators and be correctly stabilised against tipping over and causing damage to roads, lawns, pathways, monuments etc.
- All electrical equipment must be tested and tagged in accordance with AS 3760, Earth leakage units must be used on all portable power tools.

Any breach of WHS rules may result in the contractor being requested to leave the site by the authorised representative.

13. Advertising

No canvassing for business by Stonemasons is permitted at the cemetery. “Canvassing” is taken to mean ‘personally approaching people to promote the business without that person having first invited the approach’. Any Stonemason caught canvassing will receive one written warning. Repeat offences will lead to cancellation of the licence to work in the cemetery. The Land Manager will however assist by displaying a list of approved Stonemasons at the Office.

Company identification (name and phone number) may also be used on uniforms, vehicles, tools and equipment.

14. Damage

Any incident causing damage to any property on site must be reported to the authorised representative immediately it occurs. Any damage caused to SMCNSW property, including roads, paths, lawns, gardens, fencing, monuments, or grave sites must be repaired at the stonemason’s expense.

Track Mats must be used across lawn areas if wet or if Stonemason’s machinery or vehicles will damage the surface or leave significant indentations.

15. Work access & permits

Upon arrival at the SMCNSW site, and before commencement of any work, all stonemasons must first contact the authorised representative at the appropriate location.

The authorised representative can be contacted at the Administration Reception.

16. Work activity will require the following:

Full Monument Sections

A Preliminary Inspection must be performed before any permit is approved to positively identify the correct grave and identify any damage to surrounding graves. If any doubt exists as to the correct location of the grave contact the appropriate authorised representative.

During the construction process there must be three (3) inspections performed by SMCNSW’s authorised representative

1. Pier and Formwork inspection

This must be performed before any concrete is poured. It is to identify that the pier holes are at the correct depth and that the correct steel reinforcement and formwork is in place.

2. Internal Inspection

Prior to Slab / Ledger placement an inspection must be carried out to confirm internal measurements and that no inappropriate backfill is left in the grave. The final inspection may occur at this time.



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3. Final Inspection

Upon the completion of a monument the stonemason must return the completed job identification card to the office. The stonemason does not need to be present for the final inspection, although they will be called back to repair any damage etc. if required. This is to ensure that the monument meets SMCNSW standards, has been constructed as per the approved permit application and the site has been left in a neat and tidy condition.

Monumental Lawn Sections

All headstones on the Monumental Lawns must have 2 dowel pins securing them on the beam and be laid onto a full Cement bed, not filled from the sides.

Any headstones not fully secured will have to be removed and repositioned under SMCNSW supervision, at the mason's expense.

A Preliminary Inspection must be performed before any permit is approved to positively identify the correct grave and identify any damage to surrounding graves. If any doubt exists as to the correct location of the grave contact the appropriate authorised representative.

1. Secondary Inspection

The authorised representative must be called to inspect the positioning of dowel pins before the headstone is placed in position.

2. Final Inspection

Upon completion of the monument the mason must return the completed job identification card to the office. The stonemason does not need to be present for the final inspection, although they will be called back to repair any damage etc. if required. This is to ensure that the monument complies with SMCNSW standards and the site has been left in a neat and tidy condition.

Interment Access- Ledger & Panel removals

- All ledger and panel removals must be carried out according to the requirements listed on the individual SMCNSW site specific Stonemason Burial Notification process.
- Acknowledgement and acceptance of burial notification must be in writing to the relevant site contact.
- Stonemasons are to co-ordinate with our Burial team to ensure the monument ledger, Crypt panel or Vault panel is appropriately placed away from the burial space, in a safe and secure area as per WHS requirements (Safety cones/ safety tape).
- If ascertainable, the Cemetery will inform the Funeral Director which Stonemason originally carried out the monumental work.
- If the requested works are not confirmed or are not able to be carried out by the original Stonemason within SMCNSW's timeframe requested, it is possible that another Stonemason will be contacted to carry out the works.
- It is the family's responsibility to engage the Stonemason of their choosing through their Funeral Director.
- All costings are to be charged to the Funeral Director or Family, unless instructed otherwise
- Additional access for investigative purposes may be requested by the Cemetery on behalf of the Funeral Director and may require the panel/ ledger to be removed prior to the booking date or more than once. Any additional fee incurred will be at the family's cost.



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Full Monument Ledgers

- The ledger must be removed at least 48hrs prior to the funeral.
- Stonemasons are to co-ordinate with our Burial team to ensure the monument ledger is appropriately placed away from the burial space, in a safe and secure area as per WHS requirements (Safety cones/ safety tape). Min. 3 graves away.
- The Stonemason removing the slab or panel must notify the respective SMCNSW site and Funeral Director of any potential digging problems; including any issues or concerns with the burial site e.g. kerbing or piers.
- Should unforeseen circumstances arise during the excavation which limit the burial sites access, the stonemason may be required to carry out corrective action to ensure the burial can take place. The family is responsible for any cost incurred. However, if it is determined to be non-compliant works, it will be at the stonemason expense.
- The monumental ledger must be returned onto the monument within 3 business days following the interment date.
- If the ledger is not re-installed within 3 business days of interment, then the cemetery reserves the right to contract another SMCNSW registered stonemason; all costs incurred payable by the stonemason who removed the ledger.
- If there is a structural reason the ledger cannot be returned to the burial place in that time, the Stonemason will be required to notify the Cemetery Operations Manager formally in writing including grave details and the reason why.
- All enquiries made by customers to the cemetery regarding the ledger replacement will be redirected to the Stonemason who carried out the removal of said ledger.
- Crypt and Vault panels must be replaced immediately at the completion of the interment; timing of this is to be co-ordinated with the Burial team.
- Any concrete infill/ cover smashed off must be taken off site and disposed of by the Stonemason.

Crypt Panels

- Crypt panels must be removed by a SMCNSW registered Stonemason, and the internals cleaned and prepared for the service.
- For the First interment, the panel removal is required 48hrs prior to the service.
- For the Second interment, the panel removal is required to be removed a minimum of 2 hours prior to the booked time, unless otherwise instructed.
- Crypt panels must be replaced immediately at the completion of the service; timing of this is to be co-ordinated with the Burial Supervisor.

Vault Panels

- Vault panels must be removed by a SMCNSW registered Stonemason, and the vault interior cleaned by 9:00am on the day of the funeral.
- Vault panels must be replaced immediately at completion of the service. Timing of this is to be coordinated with the Burial supervisor and/or staff.
- Advise SMCNSW and respective Funeral Director of any issues or concerns regarding interment site.

Monitoring & supervision

The Authorised Representative has responsibilities to monitor all contractor performance.



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A failure to comply with these requirements, including any works performed without an approved permit, without the appropriate inspections being undertaken or contrary to the information supplied in the approved permit will be viewed as having been performed illegally and will be requested to be removed at the Stonemason's expense.

A breach of SMCNSW's procedures may mean that the contracting organisation loses approved status and cannot work on SMCNSW sites.

17. SMCNSW Construction Minimum Requirements

17.1 General

- Monuments are to be a self-standing structure. Each monument must not rely on structural support from adjoining monuments.
- Dimensions on monuments are to be within the limits of the grave plot.
- Each site must be measured with attention to the lay of the land, prior to permit application submission.
- Proposed monuments must be in proportion to other monuments on the same row, including surrounding kerb heights, and in accordance with current SMCNSW guidelines.
- The Stonemason and/or contractors are to ensure jobs are square and line up with kerbing of existing jobs in the row.
- If the markings on the path are not to the specified grave size for the area, dimensions are to be adjusted to suit the conditions of the site and discussed with The Land Manager's representative.
- Stone masons who do not reach full depth on piers must consult with The Land Manager's representative.
- All works and installations carried out on site must be in line with the permit approved.

17.2 Piers and Footings

- All footings are to be within the confines of the grave plot.
- Length of internal concrete frame base 2000mm (minimum); Width of internal concrete frame base-610mm (Old section min); 700mm (New section min.)
- Piers are to be dug as per AS4204:2019 or engineering specifications and footings as per AS3600:2018. Piers will not be approved if they do not comply with the Australian Standards or engineer's drawings.
- Concrete footings are to be squared and finished in a professional manner.
- Footings are to be finished level or near level.
- Bar chairs are to be used to support steel in the footings as per AS4204:2019.
- All reasonable attempts must be made to remove excess water from piers prior to inspection and pouring of any concrete.
- Granolite monuments are to have properly constructed footings as per AS4204:2019.
- No concrete paths/plinth/steps are to be poured in front of, to the side of or behind the job outside of grave boundary
- Construction of the monument should not occur until seven (7) days from the pour of the foundations.
- All beams and footings are to be constructed as per AS4204:2019.
- The monument must be constructed to ensure its stability during excavation of adjacent plots. A minimum of 4 suitable piers for a single monument; 9 piers for a double monument, and all others are for review and consultation with The Land Manager's representative.
- Piers to be constructed with consideration of soil profile and following recommendations stipulated within the AS4204:2019. All piers to be inspected by The Land Manager's representative before any pouring of concrete.





- All masonry work will have the site grave number inscribed at the top of the right-hand front face corner and the Stonemasons name on the left-hand corner of the masonry works.
- Pre-burial full monument installations will NOT be approved At Eastern Suburbs Memorial Park due to the need for shoring of the grave.
- All construction waste, including concrete slurry/leftover is strictly prohibited from being disposed on SMCNSW land. Stonemasons/ and or Contractors are to ensure they dispose of their concrete waste in accordance with the EPA Regulations. SMCNSW will not hold or dispose of concrete or construction waste on behalf of the Stonemasons/ and or Contractors. Stonemasons/ and or Stonemasons/ and or Contractors are required to provide written methods of disposal/transport which is subject to review and approval. If this ruling is not adhered to, it is at the absolute discretion of SMCNSW to remove the Stonemasons/ and or Contractors from site.

17.3 Materials for Footings

- All steel reinforcing to remain galvanised.
- All formwork to be form ply or steel forms and remain in place until concrete is dry (min 24hrs). Formwork must be removable and strong enough not to deflect or move out of shape.
- All formwork is to be sound and to the depth of the beam/ footing being poured.
- All concrete for piers and footings to be 'ready mix' (certified from a concrete plant), a minimum of N32 and certificates provided if requested.
- Any small footings under 0.2 of a cubic metre may be hand mixed to the AS3600:2018 (Concrete Structures)
- Tie wire should be a minimum of 2-3mm in diameter and steel should overlap by a minimum of 300mm.
- Bar chairs are to be used to support steel in the footings as per AS4204:2019.
- All soil at the grave must be made level. Excess soil is to be removed from site. Onsite disposal is prohibited.

17.4 Materials for Monuments

- Material for monument to be of lasting quality and of a permanent nature e.g. sandstone, granite or marble
- All side and foot kerbs of Full Monuments to be a minimum of 100mm thick.
- Backstones should be sized to support the loads. Backstones are to be built with solid stone to a minimum thickness of 150mm; Engineer certificate must be provided if below this thickness & follow the AS4204:2019 recommendations;
- Backstone thickness may be lowered to 100mm after polishing, provided brackets are used to secure the backstone to the kerbing.
- All structural stone elements that are used to support the headstone will be constructed from solid stone of at least 150mm thick.
- Centre kerb is to be constructed of concrete, sandstone or granite with a minimum thickness of 200mm; and a minimum capping thickness of 50mm.
- Ledger will be a minimum of 70mm thick; or 60mm after polishing providing width is no greater than 800mm as per AS4204:2019.
- The overlap of the ledger on the kerbing should be a minimum of 30mm.
- The rear panel of a niche compartment is to be a minimum of 50mm.
- Niche support posts need to be a minimum of 150mm thick.



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- Niche base and roof must be a minimum of 150mm thick; Any lower proposals subject to review on a case by case basis and require an Engineer's certificate and overall monument height.
- Headstones to be a minimum of 100mm in thickness if the monument is greater than 900mm in height. A minimum of 75mm accepted if the monument is 900mm or less in height.
- All dowels are to be secured as per AS4204:2019.
- All monuments are to be secured to the foundations; this should be dowelled, or at minimum, a 5mm Marine grade bracket can be fixed on the front and back kerb to the footing.
- Once kerbing is secured to the foundations, a 3:1 (sand: cement) mix which has no slump must be packed tightly in any gaps between the kerb and the footing.
- Brackets used in structural applications must be in accordance with AS4204:2019 and be manufactured from 316 marine grade steel and be a minimum of 5mm thick.
- Adhesives used in monument installation must be appropriate to the application and used in accordance with the manufacturer's specifications. Prior to application, surfaces must be prepared to obtain maximum adhesion. All adhesives used for structural purposes must not be fast bonding, brittle or flexible compounds (silicone).

17.5 Full Monument Sizes

- All monument dimensions must be in accordance with Individual specifications for each section of each cemetery, specific grave plot size and to specifications within AS4204:2019.
- Overall Monument heights may vary between each SMCNSW site and the sections within those sites.
- Attention must be made to the height of the front kerb of the monument in relation to its position within the row of existing memorials. Front kerbs should not be more than 350mm from the natural ground or foot path level for full excavation access. Front kerbs up to 500mm may be acceptable in areas where an average is predominantly 500mm and can be proven in the row and whereby the taller front kerb will not inhibit burial excavation depths. To be confirmed during the permit approval process.
- Any artwork, sculptures, significant statues etc. will be assessed by SMCNSW sites on a case by case basis. Structural fixings must be specified and appropriate for the style and size; and the item is to be in keeping with the surrounding area. The approval is at the discretion of the authorising cemetery.

17.6 Headstone Regulations

- All headstones to be properly secured (dowelled) onto the horizontal concrete beam as provided. No headstones are to be left unsecured, if required, consultation and written approval must be obtained detailing the mitigating control measures in place. Approval is at the discretion of SMCNSW.
- Once headstone is secured to the beam, a 3:1 (sand: cement) mix which has no slump must be packed tightly in any gaps between the base stone and beam.
- All new standalone headstone beams to be supported by 2 piers at depth recommended in the AS4204:2019



- In cases where there is no concrete beam, the construction of the headstone footing must be completed to meet SMCNSW requirements and AS4204:2019.
- Any standalone headstone not to exceed total height of 900mm above ground level- this includes small crosses and figurines etc.
- Material for headstone to be of a lasting quality and of a permanent nature i.e. sandstone, granite, or marble
- Shape of headstone may be variable i.e. curved, square, apex etc. No inappropriate details or imagery allowed.
- Flower vases, candle holders etc to be incorporated into niche, or base of headstone itself.
- No tree, shrub or plant of any kind shall be placed or planted on any grave.
- Cemetery retains the right to remove objects which are loose, non-approved, missing from the permit application and or added to the site following permit processes. ...

17.7 General Guidelines

- All machinery or equipment that is wheeled or driven down any path must have The Land Manager's approval.
- No permit will be approved where all terms and conditions are not met. The Land Manager reserves the right to refuse any permit application.
- The Land Manager reserves the right to deny access to a Stonemason who is in dispute with either of the SMCNSW sites.
- The Land Manager will provide a receipt and a copy of the approved permit to your business address.
- The permit application must include a reasonable drawing of the proposed monument showing the overall size of the works, clearly indicating height, length and width of all aspects of the works, including piers and the materials to be used. Where the inscription is in a language other than English, the permit application must include an accurate English translation of the inscription.

18. Heritage Guidelines

Heritage Areas: Heritage areas may include areas with monuments over 50 years old, refer to each site map and/ or representative for guidance.

Colour guide: White Marble, Sandstone, Light Granite and/or natural Earthy tones, with matte finishes throughout.

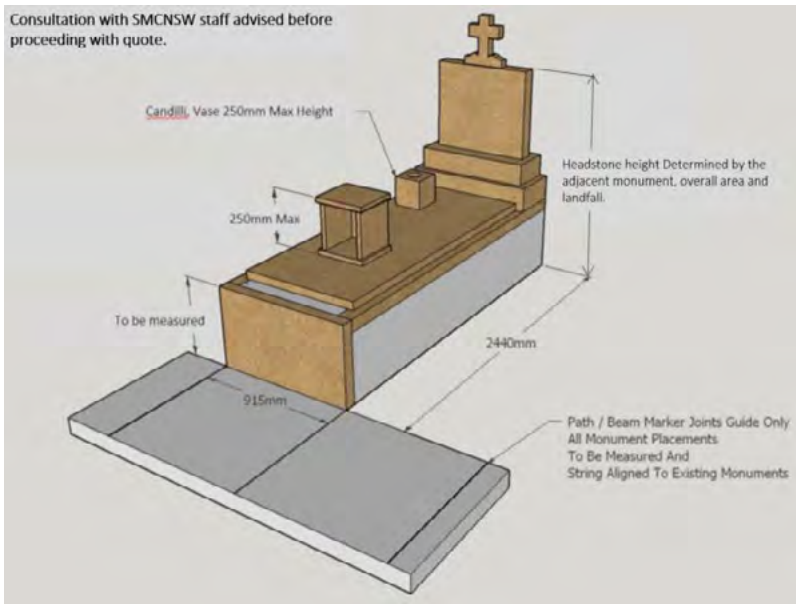
Size: Kerb & headstone heights are determined by adjacent monuments, lay of the land and access.

Optional: Small photo either side
Small flower vase(s)
Small Candilli Box – E.g.: 250mm x 250mm
White Apex cross
Statues or Significant artwork will be considered upon application.

Monument proposal is subject to review and approval at permit process, and subject to change due to the outcome of our Conservation Management Plan.

Any design proposal must be in keeping with the overall theme/style of the section and must meet Australian Standards AS4204:2019. Engineer certification must be provided for significant items.





Colour/Materials/Finishes - Examples of acceptable colours



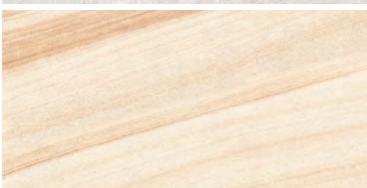
Carrara Marble



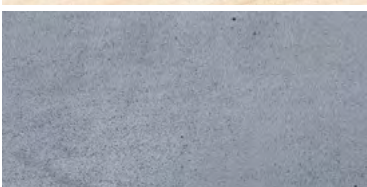
Brown Sandstone
Hawkesbury or similar



White Sandstone
Bondi, Mt White or similar



Banded Sandstone
Hawkesbury or similar



Bluestone



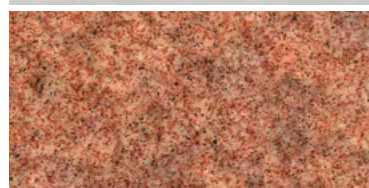
Desert Brown



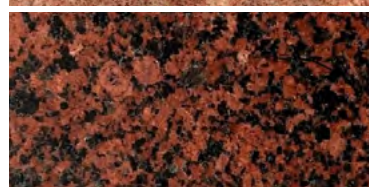
Bowral Trachyte



Light Grey



Light Red
Inc. matte finishes



Dark Soft Red
Inc. matte finishes



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18.1 Design

Currently design is flexible providing it is complimentary to the section.

18.2 Size

Height of the kerb and headstone is subject to lay of the land, surrounding monuments & access. We may request adjustments at time of approval.

18.3 Sections

- Any proposed work in a heritage or conservation area must be discussed with The Land Manager prior to any commitment to the customer.
- Works on heritage monuments must be in accordance with the Burra Charter, NSW Heritage Legislation, National trust guidelines for cemetery conservation and any heritage policies created by The Land Manager.
- Site inspection is recommended to understand what would be in keeping within that area and the approximate size of the overall monument.
- All works must not structurally or visually detract from the adjacent/precinct's monuments. In placing a grave or monument we should ensure the adjacent monuments are protected from physical damage (underpinning etc).
- Any new works (monuments/ headstone) must attempt to match the scale and colour of the surrounding monuments.
- Significant artwork or statues will be considered upon application. Engineer certificate must be provided.

18.4 Restoration

- If a monument is over 50 years old, it holds heritage value and all repair works must attempt to return the monument to its original condition
- Any additional inscriptions on monuments in this category must match the original inscription in place.
- If inscription panels are to be replaced due to damage, the replacement panel must be like-for-like and original inscription transferred across.
- Should headstones or portions of the monument require replacing due to disrepair, a reasonable attempt must be made to replicate the ornate elements or designs of these parts.

18.5 Woronora Memorial Park Heritage Sections Site Map

Refer to map on following pages

18.6 Eastern Suburbs Memorial Park Heritage Sections Site Map

Refer to map on following pages

19. Non-Compliance

Any Stonemason, their employee or their contractor in non-compliance with this policy will be subject to SMCNSW's disciplinary process which may include disciplinary action up to and including suspension from site.





Southern Metropolitan Cemeteries NSW

Eastern Suburbs Memorial Park

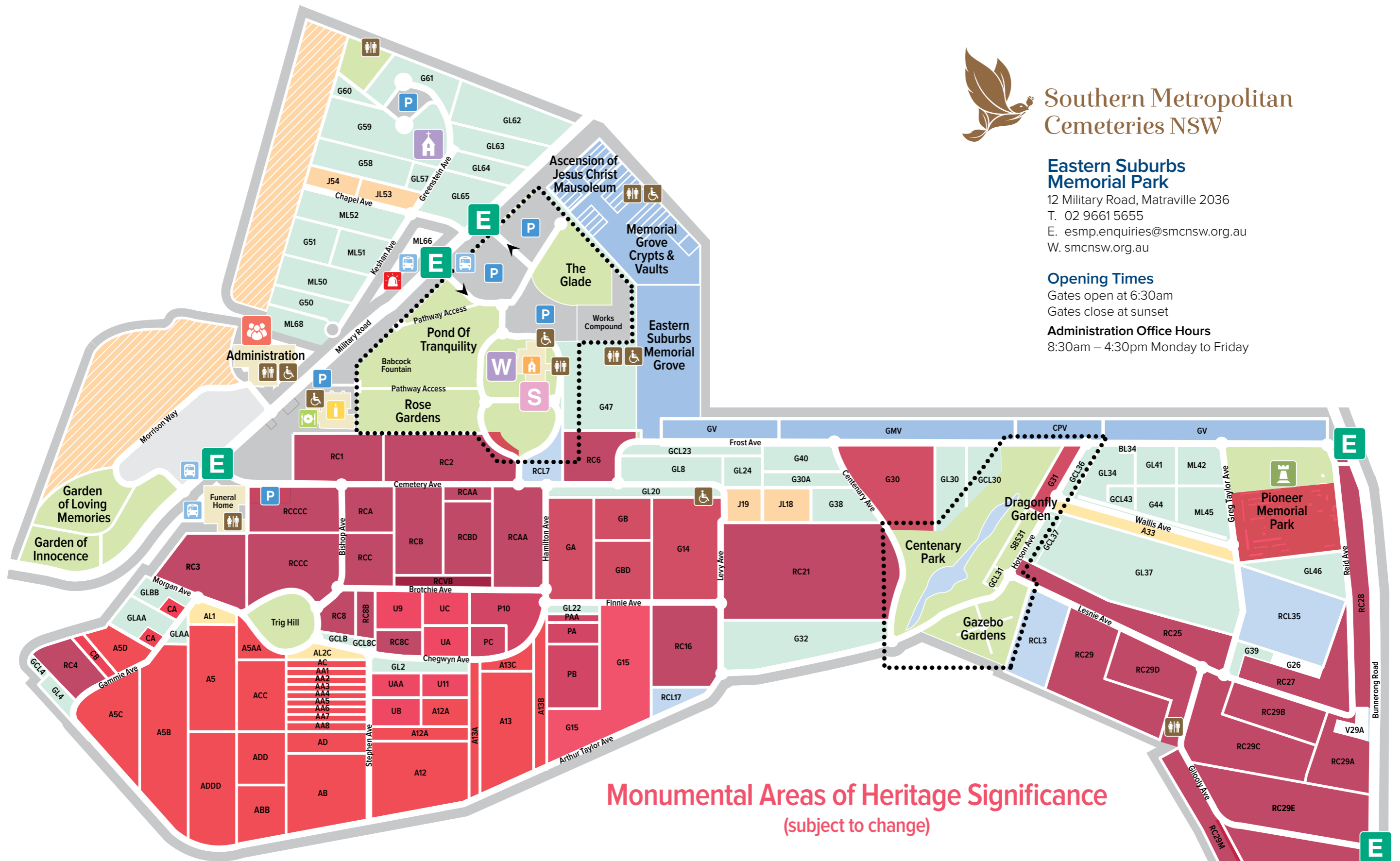
12 Military Road, Matraville 2036
T. 02 9661 5655
E. esmp.enquiries@smcnsw.org.au
W. smcnsw.org.au

Opening Times

Gates open at 6:30am
Gates close at sunset

Administration Office Hours

8:30am – 4:30pm Monday to Friday



Monumental Areas of Heritage Significance (subject to change)

Locations

- | | | | |
|----------------|----------------|-----------------|--------------------------------|
| Anglican | Uniting | Crypts / Vaults | Existing Buildings/ Structures |
| Jewish | Presbyterian | General | Future Planning |
| Congregational | Roman Catholic | Lawns | |

Buildings and Facilities

- | | | | |
|-------------------|----------------|-------------------|-------------------------|
| Entry / Exit Gate | Administration | Crematorium | Heritage Listing |
| Parking | West Chapel | Condolence Centre | Bus Stop |
| Toilets | South Chapel | Cafe & Florist | Emergency Meeting Point |
| | | | Wheelchair Access |



Southern Metropolitan Cemeteries NSW

Woronora Memorial Park
121 Linden Street, Sutherland NSW 2232
T. 02 9545 4677
E. wmp.enquiries@smcnsw.org.au
W. smcnsw.org.au

Opening Times
Gates open at 6:30am
Gates close at sunset

Administration Office Hours
8:30am – 4:30pm Monday to Friday

Monumental Areas of Heritage Significance
(subject to change)



Locations

- Anglican
- Baptist & Others
- Congregational
- Methodist
- Presbyterian
- Roman Catholic
- Crypts / Vaults
- Crematorium Gardens
- Lawns
- Cemetery Reserve Ground
- Existing Buildings / Structures
- Future Planning

Buildings and Facilities

- Entry / Exit Gate
- Parking
- Toilets
- Administration
- West Chapel
- South Chapel
- Crematorium
- Condolence Room
- Cafe
- Electronic Name Search
- Bus Stop

First Avenue

Loftus Avenue

Linden Street

Linden Street