

Application for Crematorium Licences

Proposed owners/operators of crematoria are advised that they must be issued a crematorium licence by the Honourable Minister of Rural Development and Local Government, in accordance with the **Cremation Act Chapter 30:51**, before a crematorium can be lawfully established for operation.

Please be advised that the penalty for breach of the **Cremation Act** is a fine of twenty thousand dollars and imprisonment for two years, per **Section 10** of the **Cremation Act**.

Proposed owners/operators of crematoria are also asked to note the following stages in the process for an application for a crematorium licence:

1. STAGE 1: PRE-APPLICATION

- (i) The following approvals and/or registration must be obtained from the following agencies:

No.	Agency	Approval Required
1.	Town and Country Planning Division	Notice of Grant of Permission to Develop Land
2.	The Environmental Management Authority	Certificate of Environmental Clearance
3.	The Environmental Management Authority	Registration as a Source Emitter Facility
4.	Trinidad and Tobago Fire Service	Fire/Life Safety Certificate
5.	Trinidad and Tobago Fire Service	Liquefied Petroleum Gas Storage
6.	The Ministry of Energy and Energy Industries	Liquefied Petroleum Gas Installation Certificate of Approval
7.	Occupational Safety and Health Authority	Approval
8.	Water and Sewage Authority	Completion Certificate Plumbing System
9.	Relevant Municipal Corporation (e.g., for an application for a crematorium licence to operate in Penal, the relevant Municipal Corporation will be the Penal/Debe Regional Corporation)	Completion Certificate

Applicants should note that approvals are issued independently by each agency, and approval from one agency does not guarantee approval from any other agency.

2. STAGE 2: TESTING OF THE RETORT

- (i) Once the approvals listed above are obtained, additional approval must then be sought from the Honourable Minister of Rural Development and Local Government to commission the crematorium retort. The commissioning of the retort is done to ensure that it can accommodate the disposal of human remains by burning, in accordance with **Regulation 21 of the Cremation Regulations**, which states:

*“A crematorium established under regulation 20 may not be used for the cremation of human remains unless the local authority certifies to the Minister to whom responsibility for Environmental Health is assigned that **the crematorium is complete, built in accordance with such plans and properly equipped for the purpose of disposal of human remains by burning.**”*

- (ii) A report from an approved testing agency, such as The Caribbean Industrial Research Institute (CARIRI), or Analytical Testing Services Limited, etc., evidencing that the retort has been commissioned, together with all of the approvals listed in the table in **Stage 1** above, must be submitted to the relevant Municipal Corporation.

The report on the commissioning of the retort must also be submitted to the Environmental Management Authority (EMA) for compliance monitoring, in accordance with the terms and conditions of the Certificate of Environmental Clearance. The EMA will issue a document to the applicant, certifying compliance.

3. SUBMISSION OF DOCUMENTATION BY THE RELEVANT MUNICIPAL CORPORATION

The relevant Municipal Corporation will forward their recommendation or non-objection to the establishment of the crematorium, together with the above-mentioned documents, to the Ministry of Rural Development and Local Government (“MRDLG”).

4. CABINET APPROVAL

Upon the MRDLG’s review and approval, the Honourable Minister of Rural Development and Local Government will then seek Cabinet’s approval for the granting of the crematorium licence to the applicant.

5. PAYMENT OF PREMIUM

Once Cabinet approval is obtained, the applicant is required to pay a premium to the relevant Municipal Corporation (see the cost of the premium below, under “General Information”). The applicant will then be required to provide the MRDLG with proof of payment of the said premium.

6. ISSUANCE OF THE CREMATORIUM LICENCE

The crematorium licence will be issued to the applicant by the Ministry of Rural Development and Local Government.

GENERAL INFORMATION

Applicants for a crematorium licence are advised that the following conditions apply to the grant of licences in respect of crematoria:

- A premium of **nine thousand, two hundred dollars (\$9,200.00)** per year, payable to the relevant Municipal Corporation, for a period of three (3) years, totaling **twenty-seven thousand, six hundred dollars (\$27,600.00)**;
- A fee of one hundred and fifty dollars (\$150.00) to be paid for the attendance of a Police Officer at each Cremation;
- Public Liability Insurance is mandatory; and
- The owner/equipment operator of crematoria is required, on an annual basis, to present and have available for scrutiny at their place of employment/business a Police Certificate of Good Character.
- The issuance of the crematorium licence is subject to compliance monitoring.