

Government of West Bengal
Urban Development and Municipal Affairs Department
NAGARAYAN, DF-8, Sector-I
Salt Lake, Kolkata-700 064.

Memo No. 1497 – UDMA-11012(99)/35/2021

Date : 03.05.2021

From : Khalil Ahmed,
Principal Secretary to the Government of West Bengal,
UD & MA Department.

To : Municipal Commissioner/ Executive Officer,
(All ULBs) Municipal Corporation/ Municipality/ NAA.

Sub : Dignified and graceful cremation of deceased due to Covid19 :
Further clarification.

Ref. : Advisory issued vide No.1363-UDMA-11012(99)/35/2021 Date : 23.04.2021

Sir/ Madam,

Dignified and graceful cremation/ burial of the deceased due to Covid19 with an efficient system in place is a very high priority in the prevailing second wave of the Covid19 pandemic. In continuation of the previous advisory issued vide number referred above, the following guidelines are to be strictly followed.

- (1) The cremation/ burial of the deceased due to Covid19 is to be carried out in a dignified & graceful manner at all places.
- (2) This Department has tagged ULBs without an electric crematorium with other ULBs with a functional electric crematorium. However depending upon the load on the crematorium, District Magistrates are fully authorized to decide on the place of cremation within the District and inform the ULBs accordingly. The ULBs are requested to ensure compliance to the decision of the District Magistrate.
- (3) All ULBs having an electric crematorium are to conduct cremation of deceased due to Covid19 from their own Municipality as well as from other Municipalities if required.
- (4) The Hearse Vans with the ULBs (either hired or own) are to be deployed for transport of the deceased from the Hospital / residence to the cremation/ burial ground.
- (5) The Hearse Vans will also have Body Handlers to on load and off load the body of the deceased in a dignified manner.
- (6) The Dom / Grave Diggers as a team at the crematorium / burial grounds are to be paid an incentive @Rs.1500 (Rupees One thousand Five hundred) only per body (Rate is for entire team).
- (7) The staff attached to the Ambulance/ Hearse Van will be allowed an incentive of Rs.500 (Rupees Five hundred) only per Covid patient and Rs.750 (Rupees Seven hundred Fifty) only per Covid body for Ambulance & Hearse respectively.

For point no. (5) & (6) the rates are as per the notification of the Kolkata MC.

- (8) It is to be ensured that 'pace-makers' (if any) are to be removed from the body of the deceased before the deceased is put into the electric chulli. Prior to the cremation, the family of the deceased will give a declaration to the effect that there is no pace-maker implanted in the body of the deceased if applicable.
- (9) The family of the deceased to be properly informed on the date & time of the place of cremation/ burial. All ULBs to set up a cell to coordinate with the family of the deceased. A Nodal Officer other than Executive Officer, to be nominated as in-charge of the Cell. The contacts details of the Nodal Officers to be shared with all Government & Private facilities and also publicized across the ULB. The formation of the Cell is to be intimated to SUDA immediately.
- (10) Payments for the Hearse Vans and cremation/ burial teams to be made in cash at the site. Accounts to be maintained by the ULB and claim for reimbursement submitted to this Department for sanction of fund.
- (11) The last rites of the deceased are to be performed by the family as per the directions given by the Health & Family Welfare Department.

Yours faithfully,

Sd/-

**Principal Secretary
to the Govt. of West Bengal**

Memo No. 1497 – 1(13)-UDMA-11012(99)/35/2021

Date : 03.05.2021

Copy forwarded for kind information to :

- (1) Director General & Inspector General of Police, West Bengal.
- (2) Commissioner of Police, Kolkata.
- (3) Commissioner, Kolkata MC.
- (4) CEO, KMDA.
- (5) District Magistrate, All Districts.
- (6) Commissioner of Police, All Police Commissionarates.
- (7) All Nodal Officers, UD & MA Department.
- (8) Superintendent of Police, All Districts (Including Police Districts).
- (9) CMOH, All Districts (Including Health Districts).
- (10) Commissioner/ Executive Officer, (All ULBs) Municipal Corporation/ Municipality/ NAA.
- (11) Finance Officer, (All ULBs) Municipal Corporation/ Municipality/ NAA.
- (12) PS to Additional Chief Secretary, Home & Hill Affairs Department for kind information of ACS, Home & Hill Affairs Department, Govt. of West Bengal.
- (13) PS to Principal Secretary, UD & MA Department, Govt. of West Bengal.

Handwritten signature
03.05.2021
**Joint Secretary
to the Govt. of West Bengal**