

**10-144**

**STATE OF MAINE**

**RULES FOR ESTABLISHMENT AND  
OPERATION OF CREMATORIA**

**CHAPTER 227**



**DEPARTMENT OF HEALTH AND HUMAN SERVICES  
MAINE CENTER FOR DISEASE CONTROL AND PREVENTION**

**DIVISION OF ENVIRONMENTAL HEALTH**

**11 STATE HOUSE STATION**

**AUGUSTA, MAINE 04333**

**EFFECTIVE DATE:**

**OCTOBER 26, 2009**

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## SECTION 1: DEFINITIONS

**Alternative Container:** An unfinished wood box or other non-metal receptacle or enclosure, without ornamentation or a fixed interior, which is designed for the encasement of human remains and which is made of fiberboard, pressed wood, composition materials (with or without an outside covering) or like materials.

**Authorized Person(s):** An authorized person is a person legally entitled to authorize the cremation of human remains, as defined by 22 M.R.S.A. § 2846.

**Casket:** A rigid container which is designed for the encasement of human remains, is usually constructed of wood, metal or like material and ornamented and lined with fabric, and which may or may not be combustible.

**Cremated Remains:** All the remains of the cremated human body recovered after the completion of the cremation process, including pulverization which leaves only bone fragments reduced to unidentifiable dimensions and may possibly include the residue of any foreign matter, including casket material, bridgework or eye glasses that were cremated with the human remains. Cremated remains are sometimes referred to as cremated human remains.

**Cremains:** Cremated human remains.

**Cremation:** The technical process, using direct flame and heat, or other process, that reduces human remains to bone fragments. The reduction takes place through heat and evaporation, or through other processes, including, but not limited to, chemical dissolution. Cremation includes the processing and usually includes the pulverization of the bone fragments.

**Cremation Chamber:** The enclosed space within which the cremation process takes place. Cremation chambers covered by these procedures must be used exclusively for the cremation of human remains.

**Cremation Container:** The container in which the human remains are transported to the crematorium and placed in the cremation chamber for a cremation. A cremation container should meet all of the following standards:

- (1) Composed of readily combustible or consumable materials that are suitable for cremation;
- (2) Able to be closed, in order to provide a complete covering for the human remains;
- (3) Resistant to leakage or spillage;
- (4) Rigid enough for handling with ease; and
- (5) Able to provide protection for the health and safety of crematorium personnel.

**Cremation Interment Container (Urn Vault):** A rigid outer container that, subject to a cemetery's rules and regulations, is composed of concrete, steel, fiberglass, or some similar material in which an urn is placed prior to being interred in the ground, and which is designed to withstand prolonged exposure to the elements and to support the earth above the urn.

**Crematorium Authority:** The legal entity or the authorized representative of the legal entity, which is licensed by the

Department to operate a crematorium and perform cremation.

**Crematorium:** The building or portion of a building that houses the cremation chamber and the holding facility.

**Crematory:** A crematorium.

**Department:** Maine Department of Health and Human Services.

**Final Arrangement:** The permanent burial or other disposition of cremated human remains.

**Funeral Practitioner.** A person licensed in the practice of funeral services, pursuant to 32 M.R.S.A. § 1400. This person may be referred to as a “funeral practitioner” or “funeral director or embalmer.”

**Funeral Establishment:** Every place or premises devoted to, or used in the care and preparation for the funeral and burial of human remains, or maintained for the convenience of the bereaved for viewing or other services in connection with the human remains, or as the office or place for carrying on the profession of funeral service, as defined by 32 M.R.S.A. § 1400 (3).

**Holding Facility.** An area within, or adjacent to, the crematorium facility designated for the retention of human remains prior to cremation that must:

- (1) Comply with any applicable public health law;
- (2) Preserve the dignity of the human remains;
- (3) Recognize the integrity, health, and safety of the Crematorium Authority personnel

operating the crematorium; and

- (4) Be secure from access by anyone other than authorized personnel.

**Human Remains.** The body of a deceased person.

**Niche.** A compartment or cubicle for the memorialization or final arrangement of an urn containing cremated human remains.

**Permit for Disposition of Human Remains:** A permit for the final resting of human remains, as required by 22 M.R.S.A. § 2843.

**Processing.** The reduction of identifiable bone fragments, after the completion of the cremation process, to unidentifiable bone fragments by manual means.

**Pulverization.** The reduction of identifiable bone fragments, after the completion of processing, to granulated particles by manual or mechanical means.

**Scattering Area.** A designated area for the scattering of cremated remains, usually in a cemetery and located on dedicated cemetery property where cremated remains, which have been removed from their container, can be mixed with, or placed on top of, the soil or ground cover or buried in an underground receptacle on a co-mingled basis.

**State.** State of Maine.

**Temporary Container.** A temporary container is a receptacle for cremated Remains, usually made of cardboard, plastic or similar material designed to hold the cremated remains.

**Urn.** A receptacle designed to permanently encase the cremated remains, or a container in which cremated remains can be placed and closed in a manner so as to prevent leakage or spillage of remains or the entrance of foreign material.

## **SECTION 2: ESTABLISHMENT OF CREMATORIUM AND LICENSURE OF CREMATORIUM AUTHORITY**

**A.** Any entity licensed under these Rules may erect, operate and maintain a crematorium in this State and provide the necessary appliances and facilities for the cremation of human remains, in accordance with the provisions of these Rules.

**B.** A Crematorium Authority is subject to all local, state, and federal health and environmental protection laws, rules and requirements and must obtain all necessary licenses and permits from the Department, the State's Department of Environmental Protection, the federal Department of Health and Human Services, the United States Environmental Protection Agency and any other applicable local, state or federal agencies.

**C.** A crematorium must be constructed on a cemetery that is at least 20 acres in size and has been in existence and used for burial for at least 2 years preceding the erection of the structure, and is consistent with local zoning regulations and current Maine law.

**D.** Applications for a license as a Crematorium Authority must include information prescribed by the Department.

### **(1) Existing Crematoria**

An application for a crematorium in existence prior to the effective date of these Rules, must provide the Department with the following information:

(a) The full name and address, both residential and business, of the applicant, if the applicant is an individual; the full name and address of every member and business, if the applicant is a partnership; the full name and address of every member of the board of directors and the business name, if the applicant is an association; and the name and address of every officer, if the applicant is a corporation.

(b) A detailed statement for the individuals listed in the Application under Section 2 (D)(1) (a) above, providing their business experience for the last 10 years immediately preceding the application, any felony or misdemeanor convictions or involvement in civil litigation in which fraud was an essential element of the crime or complaint; and any information about a loss or suspension of any license by this state, or any other state related to the practice of funeral services, or operation of a cemetery or crematorium.

(c) The address and location of the crematorium.

(d) A statement confirming the date the Crematorium Authority was established.

(e) Copies of all current licenses or permits required for a crematorium to operate in the state of Maine.

### **(2) Proposed Crematoria**

Applications for new Crematoria must contain the following information:

(a) The full name and address, both residential and business, of the applicant, if the applicant is an individual; the full name and address of every member and the business if the applicant is a partnership; the full name and address of every member of the board of directors and the business, if the applicant is an association; and the name and address of every officer and director, if the applicant is a corporation.

(b) A detailed statement for the individuals listed in the Application under Section 2 (D) (2)(a) above, providing their business experience for the last ten years immediately preceding the application, any felony or misdemeanor convictions or involvement in civil litigation in which fraud was an essential element of the crime or complaint, and any information about a loss or suspension of any license by this State or any other state that is related to the business of funeral directing, operation of a cemetery or crematorium.

(c) The address and location of the crematorium.

(d) A description of the type of structure and equipment to be used in the operation of the crematorium.

(e) Copies of all applications for and any licenses or permits issued for a crematorium to operate in a state.

(f) Any further information that the Department may reasonably require.

**E.** Each Crematorium Authority must file an annual report with the Department, providing any changes

required in the information in Section 2(D)(2), or indicating that no changes have occurred. The annual report must be filed by a Crematorium Authority on or before January 15<sup>th</sup> of each calendar year, with the Department. If the fiscal year of a Crematorium Authority is other than on a calendar-year basis, then the Crematorium Authority must file the report required by this Section within 75 days after the end of its fiscal year. The Department must, for good cause shown, grant an extension for the filing of the annual report, upon written request of the Crematorium Authority. An extension must not exceed 60 days. The Department may grant additional 60-day extensions for good cause.

**F.** Each Crematorium Authority must file a monthly report with the Department, on a form prescribed by the Department. This monthly report must specify how many cremations occurred at the subject facility during the reporting period.

**G.** All records relating to the registration and annual report of the Crematorium Authority required to be filed under this Section is subject to inspection by the Department, upon reasonable notice.

**H.** No human remains may be cremated, except in a crematorium licensed for this express purpose and under the limitations provided in these Rules.

**I.** Any person employed at an existing crematorium prior to the effective date of these Rules is exempt from initial operator certification, pursuant to Section 2 (J) of these Rules, provided that the employee submits a written request to the Department. The written request must specifically request

exemption and provide a list of relevant work experience with associated dates.

**J.** (1) Any new employee of a licensed crematorium must be trained and become certified by a recognized training program within a reasonable time period, not to exceed 1 year. In the interim, the new employee may perform a cremation service if he or she has received training from another employed person of a licensed crematorium who has attended and received certification from a program recognized by the Department.

(2) For the purposes of these Rules, the Department must recognize reputable national training programs that provide training in the operation of a cremation device, in the maintenance of a clean facility, and in the proper handling of human remains, or other training relevant to the cremation industry. The Department will accept any courses that are conducted by a recognized death care trade association in the United States, or by a manufacturer of a cremation unit, or other source on a case-by-case basis, provided that the course is consistent with the standards provided in these Rules.



### **SECTION 3: AUTHORIZATION TO CREMATE**

**A.** Except as otherwise provided in this section, a Crematorium Authority may not cremate human remains, until it has received the following:

(1) A non-transferable cremation authorization form signed by an authorized person. The cremation authorization form must contain the following information:

(a) The identity of the human remains and the date and time of death;

(b) The name of the authorized person;

(c) Notification as to whether the death occurred from a disease declared by the Department to be infectious, contagious, communicable, or dangerous to the public health;

(d) Authorization for the Crematorium Authority to cremate the human remains;

(e) A representation that the human remains do not contain a pacemaker or any other material or implant that may be potentially hazardous or cause damage to the cremation chamber or the person performing the cremation;

(f) The name of the person authorized to receive the cremated remains from the crematorium authority; and

(g) The signature of the authorized person, attesting to the accuracy of all representations contained on the cremation authorization form.

(2) A completed and executed permit for disposition of human remains, pursuant to 22 M.R.S.A. § 2843, indicating that human remains are to be cremated; and

(3) Any other documentation required by applicable state, county, or municipal regulations, including, but not limited to, a death certificate and a medical release, pursuant to 22 MRSA §§ 2701, 2842 and 3025.

**B.** A Crematorium Authority must not accept unidentified human remains. If the Crematorium Authority takes custody of a cremation container subsequent to the human remains being placed within it, the Crematorium Authority may rely on the identification made before the body was placed in the cremation container. The Crematorium Authority must place appropriate identification upon the exterior of the cremation container, based on the prior identification.

## SECTION 4: RECORDKEEPING

**A.** The Crematorium Authority must furnish a receipt, signed by both the Crematorium Authority and the person delivering the human remains, to the person who delivers human remains to the Crematorium Authority, showing the following:

- (1) date and time of the delivery;
- (2) the type of casket or alternative container that was delivered;
- (3) the name of the person from whom the human remains were received;
- (4) the name of the funeral establishment or other entity, if any, with whom the person is affiliated;
- (5) the name of the person who received the human remains on behalf of the Crematorium Authority; and
- (6) the name of the decedent.

The crematorium must retain a copy of this receipt in its permanent records.

**B.** Upon its release of cremated remains, the Crematorium Authority must furnish a receipt signed by both the Crematorium Authority and the person who receives the cremated remains to the person who receives the cremated remains from the Crematorium Authority, showing the following

- (1) date and time of the release;
- (2) the name of the person to whom the cremated remains were released and, if applicable, the

name of the funeral establishment, cemetery, or other entity with whom the person is affiliated;

- (3) the name of the person who released the cremated remains on behalf of the Crematorium Authority; and
- (4) the name of the decedent.

The Crematorium Authority must retain a copy of this receipt in its permanent records.

**C.** The Crematorium Authority must maintain a permanent record of each cremation that took place at its facility, at its place of business. The record must contain the name of the decedent, the date of cremation, the final arrangement of the cremated remains and any other document required by these Rules.

The permanent record of each cremation must include a copy of a Department Form VS-35, which is a Permit for Disposition of Human Remains. In the event that the Form VS-35 indicates that the deceased person was a veteran of the armed forces of the United States of America, a copy of the form must accompany the cremated remains.

**D.** Upon completion of the cremation, the Crematorium Authority must file the permit for disposition of human remains as required by law and transmit a photocopy of the permit for disposition of human remains, along with the cremated remains to whomever receives the cremated remains from the authorized person, unless the cremated remains are to be interred, entombed, inurned, or placed in a scattering area, in which case the Crematorium Authority must retain a copy

of the permit for disposition of human remains.

## **SECTION 5: CREMATION PROCEDURES**

**A.** Unless otherwise provided by law, human remains may not be cremated within 48 hours after the time of death, as indicated on the medical certificate of death. In the event that such death is under the authority of the Office of Chief Medical Examiner, the Crematorium Authority may only receive the human remains after that Office authorizes such cremation in writing.

(1) In no instance may the lapse of time between the death and any cremation be less than 48 hours, unless such death was a result of an infectious, contagious or communicable and dangerous disease, and such time requirement is waived in writing by the medical examiner, pursuant to 32 M.R.S.A. § 1405.

(2) Human remains must be delivered to a crematorium in a cremation container. Human remains may not be removed from the cremation container, and the cremation container must be cremated with the human remains, unless the Crematorium Authority has been provided with written instructions to the contrary by the authorized person.

**B.** No human remains may be cremated with a pacemaker or other potentially hazardous implant in place. The authorized person is ultimately responsible for ensuring that any pacemakers or hazardous implants are removed, prior to cremation.

**C.** A Crematorium Authority must hold human remains prior to their cremation, according to the following provisions of this Subsection:

(1) Whenever storage of human remains at the licensed facility is necessary, the Crematorium Authority must store the human remains in a manner that ensures the health and safety of the facility operators and employees. The human remains must be stored in a cool environment, unless the human remains were embalmed.

(2) A Crematorium Authority is not required to accept a cremation container for holding from which there is evidence of leakage of the body fluids from the human remains therein.

**D.** No unauthorized person is permitted in the crematorium area while any human remains are in the crematorium area awaiting cremation, being cremated or being removed from the cremation chamber.

**E.** The unauthorized, simultaneous cremation of the human remains of more than one adult person within the same cremation chamber is prohibited, unless the Crematorium Authority has received specific written authorization to do so from all authorized persons for the human remains to be so cremated. The simultaneous cremation of the human remains of one adult and one or more children is prohibited, unless the Crematorium Authority has received specific written authorization to do so from all authorized persons for the human remains to be so cremated.

**F.** Immediately prior to being placed within the cremation chamber, the Crematorium Authority must verify the identity of the human remains, as indicated on the cremation container, and the identification must be removed from the cremation container and placed near

the cremation chamber control panel where it must remain in place until the cremation process is complete.

**G.** Upon completion of the cremation, all recoverable residue of the cremation process must be removed from the cremation chamber, if possible. The Crematorium Authority must also, if possible, separate all residual of the cremation process from anything other than bone fragments. The bone fragments must then be processed to reduce them to an unidentifiable particle. Anything other than the particles must be removed from the cremated residuals as thoroughly as possible and disposed of by the Crematorium Authority.

**H.** Cremated remains must be packed according to the following provisions of this Subsection:

(1) The cremated remains with proper identification must be placed in a temporary container or urn. The temporary container or urn contents must be packed in clean packing materials to avoid contamination by any other object, unless specific authorization has been received from the authorized person or as provided in Section 5 (H) (2) of these Rules. The temporary container must contain a label disclosing that the temporary container may not be used for permanent storage of the cremated remains in a niche, crypt, cremation interment container or interment space.

(2) The cremated remains with proper identification must be placed within the temporary container or urn ordered by the authorized person.

(3) If the cremated remains will not fit within the dimensions of a temporary

container or urn, the remainder of the cremated remains must be returned in a separate container to the authorized person or a representative thereof. This separate container must be attached to the first container or urn, with both containers being marked as together.

(4) When a temporary container is used to return the cremated remains, that container must be placed in a suitable box and all box seams taped closed to increase the integrity of that container. The outside of the container must be clearly identified with the name of the deceased person whose cremated remains are contained therein, the name of the Crematorium Authority and wording that the container is a temporary container.

(5) If the cremated remains are being shipped, the temporary container or designated receptacle ordered by the authorized person must be packed securely in a suitable, sturdy and pressure-resistant container, which is sealed properly. Cremated remains must be shipped only by a method which has an internal tracking system available and which provides a receipt signed by the person accepting delivery.

## **SECTION 6: DISPOSITION OF CREMATED REMAINS**

**A.** The authorized person is responsible for the final arrangement of the cremated remains. Cremated remains must be delivered by the Crematorium Authority to the individual specified by the authorized person on the cremation authorization form. After this delivery, the cremated remains may be transported in any manner authorized in the State of Maine, without a permit, and disposed of in accordance with the provisions of these Rules and 22 M.R.S.A. §§ 2843 and 2843-A.

**B.** If the authorized person or a representative thereof has not received shipment of the cremated remains after a period of 30 days from the date of cremation, then the Crematorium Authority may dispose of the cremated remains in any manner permitted by law, except scattering, subject to Subsection C below.

**C.** If the Crematorium Authority has reasonable grounds to believe that a funeral practitioner was associated with human remains held at the crematorium for more than 30 days, the Crematorium Authority should make every effort to return human remains to that funeral practitioner. In the event that the cremated remains are returned to the funeral practitioner, the funeral practitioner must dispose of the human remains in accordance with 22 M.R.S.A. §§ 2843, 2843-A, and 32 M.R.S.A. §§ 1405 and 1405-A.

**SECTION 7:  
ADMINISTRATION**

**A.** A Crematorium Authority may enact reasonable policies consistent with 32 M.R.S.A. § 1405 for the management and operation of a crematorium, the types of cremation containers it will accept, authorization forms required, witnesses to a cremation and similar provisions. Nothing in this provision prevents a Crematorium Authority from enacting policies which are more stringent than the provisions contained in these Rules.

**B.** A violations of these Rules is considered a Class E criminal offense, pursuant to 22 M.R.S.A. § 47.

## **SECTION 8: MISCELLANEOUS**

A. These Rules are construed and interpreted as a comprehensive cremation rule.

B. The Crematorium Authority must operate the facility in conformance with these Rules, and in conformance with manufacturer recommendations for all equipment used in the cremation process, including, but not limited to, cremation retorts and pulverizers. In the event that a manufacturer's recommendations for the operation of cremation equipment conflict with any provisions of these Rules, the crematorium operator must follow the manufacturer's recommendation in conflict with, or contrary to, a provision herein.

C. No provision of these Rules should be construed to waive any provision of any other local, state, or federal regulation(s).



## SECTION 9: APPEALS

This section governs the means of appealing a decision made by the Department to the Administrative Hearings Unit pertaining to an interpretation of the Department's Crematorium Laws, Rules or Procedures under 32 M.R.S.A § 1405 and these Rules.

**A. Scope.** Appeals by an aggrieved party may be based on adverse Department decisions affecting said aggrieved party. Appeals contending that a decision by the Department misapplies laws, procedures, or rules; or is based upon a significant factual error to the detriment of the Crematorium Authority may be filed.

**B. Procedure for Filing an Appeal.** Hearing requests must be directed to the Division of Environmental Health at the Maine Center for Disease Control at 11 State House Station, 286 Water Street, 3<sup>rd</sup> Floor, Augusta, Maine 04333-0011.

- (1) The request must state in writing the specific issues being appealed and be filed within 30 days of the Department's decision.
- (2) Within 14 days of its receipt, the Department representative responsible for administering these Rules will forward the request for an administrative hearing to the Administrative Hearing Unit, to the attention of the Chief Hearings Officer, Office of Administrative Hearings, 11 State House Station, Augusta, Maine 04333-0011.
- (3) Upon receipt of a request for hearing, the Department will submit to the Administrative Hearings Unit an administrative hearings report that contains the decision on appeal and the

administrative record for the Department's decision.

- (4) The Administrative Hearings Unit at the Office of Administrative Hearings may deny appeals filed after 30 days of a final agency decision.

**C. Procedure for Hearing.** A hearing officer at the Department's Administrative Hearings Unit at the Office of Administrative Hearings will conduct the administrative hearing.

- (1) The hearing will be conducted pursuant to the Rules of the Office of the Administrative Hearings, as set forth in the Administrative Hearings Manual, and in conformity with the Administrative Procedures Act, 5 M.R.S.A. §§ 8001 – 11008.
- (2) A notice will inform the appellants of the time, date, and place of the hearing. The hearing will be held in the Maine Department of Health and Human Services office nearest to the party requesting the hearing. The hearing date will be no sooner than 20 days after the date of the notice of the administrative hearing.
- (3) The hearing officer will issue a written decision of the administrative hearing to all parties.
- (4) The burden of persuasion for administrative hearings lies with the party who asserts the truth of a claim that such a claim is true. A burden of persuasion is by a preponderance of the evidence, as stated in 10-144 CMR, Chapter 1 (VII)(B).

- (5) Parties to a formal administrative hearing may negotiate a mutually acceptable settlement at any point of the procedure.

**D. Civil Appeals.** Any person or party dissatisfied with the hearing officer's decision, other than the Department, has the right of judicial review under the Maine Rules of Civil Procedure, Rule 80C.

**APPENDIX A**



**LICENSE APPLICATION FOR CREMATORIUM**

1. Owner/Operator of Facility: \_\_\_\_\_  
Use additional sheets for multiple owners or multiple operators.
2. Name of Facility: \_\_\_\_\_
3. Facility Location: Street \_\_\_\_\_ Town/City: \_\_\_\_\_
4. Owner/Operator Mailing Address: \_\_\_\_\_  
Town/City \_\_\_\_\_ State \_\_\_\_\_ ZIP Code \_\_\_\_\_  
Telephone: \_\_\_\_\_ E-mail: \_\_\_\_\_
5. This application is for  a proposed crematorium  an existing crematorium.
6. Cremation Retort Specifications: Enclose as **Exhibit A** manufacturer's specifications for the make and model of cremation retort(s) proposed.  
Number of cremation retorts proposed: \_\_\_\_\_
7. Water Supply:  Municipal System  Private Well
8. Wastewater Disposal:  Municipal Sewer  Private Septic System
9. Bodily Fluids Disposal: Will bodily fluids from human remains be collected on the premises?  
 Yes  No If yes, how will such bodily fluids be disposed? \_\_\_\_\_
10. Associated Cemetery: Is the crematorium associated with a cemetery?  Yes  No  
Name of associated cemetery, if yes: \_\_\_\_\_  
Size of associated cemetery, in acres: \_\_\_\_\_  
Length of operation of associated cemetery: \_\_\_\_\_ years \_\_\_\_\_ months

11. Storage of Human Remains: How will human remains be stored at the proposed facility prior to cremation?

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12. Facility Plans: Submit as **Exhibit B**, a plan or plans showing the layout of rooms, storage areas, equipment, plumbing, and other features of the proposed facility, prepared an engineer, architect, or other knowledgeable professional.

13. Right, Title, or Interest: Submit as **Exhibit C**, a copy of a deed, lease, contract of sale, or letter of interest establishing right, title, or interest to the property upon which the proposed facility is to be located.

14. History: Submit as **Exhibit D**, a detailed written statement for each of the individuals listed item #1 above, providing (1) their business experience for the last ten years immediately preceding the application; (2) any felony or misdemeanor convictions or involvement in civil litigation in which fraud was an essential element of the crime or complaint; and (3) any information about a loss or suspension of any license, in Maine or any other state, related to the practice of funeral services, or operation of a cemetery or crematorium.

Please complete this application form and deliver it to the Division of Environmental Health, along with Exhibits A, B, C, and D and a \$200.00 review fee in the form of a check or money order made payable to "Treasurer, State of Maine".

I, \_\_\_\_\_, state that the information submitted  
(Applicant, print name)  
is correct to the best of my knowledge and understand that any falsification is reason for the  
Department to deny the project.

SIGNATURE: \_\_\_\_\_ DATE: \_\_\_\_\_

Maine CDC  
Dept. Of Health & Human Services  
246 Water St., Key Plaza, 3rd Floor  
Augusta, ME 04333-0011

**APPENDIX B**

 <p><b>Maine Center for Disease Control and Prevention</b> <i>An Office of the Department of Health and Human Services</i></p> <p>John E. Baldacci, Governor      Brenda M. Harvey, Commissioner</p>	<p>Department of Health and Human Services Maine Center for Disease Control and Prevention 286 Water Street # 11 State House Station Augusta, Maine 04333-0011 Tel: (207) 287-8016 Fax: (207) 287-9058; TTY: 1-800-606-0215</p>
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**MONTHLY CREMATORIUM REPORT**

Please complete all of the following data components. Please print legibly or type.

-----  
**FACILITY INFORMATION**

Facility Name: \_\_\_\_\_  
Facility Location, Street: \_\_\_\_\_  
Facility Location, Town/City: \_\_\_\_\_  
Facility Mailing Address: \_\_\_\_\_  
Facility Operator/Authority: \_\_\_\_\_  
Telephone: \_\_\_\_\_ E-mail: \_\_\_\_\_

-----  
**OPERATIONS SUMMARY**

1. Reporting Period: Month ending on (MM/DD/YYYY) \_\_\_\_\_
2. During this reporting period, the subject facility cremated the remains of \_\_\_\_\_ persons.

I, \_\_\_\_\_, Facility Operator/Authority for the subject facility, hereby state that this report is  
(Print Your Name)  
accurate to the best of my knowledge. I further stipulate that I am aware that deliberate falsification of the information herein shall be sufficient cause for an audit of the subject facility's records.

\_\_\_\_\_  
Signature of Facility Operator/Authority

\_\_\_\_\_  
Date

**APPENDIX C**



Department of Health and Human Services  
 Maine Center for Disease Control and Prevention  
 286 Water Street  
 # 11 State House Station  
 Augusta, Maine 04333-0011  
 Tel: (207) 287-5689  
 Fax: (207) 287-3165; TTY: 1-800-606-0215

**ANNUAL CREMATORIUM REPORT**

Please complete all of the following data components. Please print legibly or type.

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**FACILITY INFORMATION**

Facility Name: \_\_\_\_\_

Facility Location, Street: \_\_\_\_\_

Facility Location, Town/City: \_\_\_\_\_

Facility Mailing Address: \_\_\_\_\_

Facility Operator/Authority: \_\_\_\_\_

Telephone: \_\_\_\_\_ E-mail: \_\_\_\_\_

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**OPERATIONS SUMMARY**

1. Reporting Period: Fiscal  Calendar  Year ending on \_\_\_\_\_  
(MM/DD/YYYY)

2. During this reporting period, did any changes to the organization, the structure, and/or the equipment used at the subject facility change? Yes  No   
If "yes," please provide a detailed description on a separate page or pages.

I, \_\_\_\_\_, Facility Operator/Authority for the subject facility, hereby state that this report is  
 Print Your Name  
 accurate to the best of my knowledge. I further stipulate that I am aware that deliberate falsification of the information  
 herein shall be sufficient cause for an audit of the subject facility's records.

\_\_\_\_\_  
Signature of Facility Operator/Authority

\_\_\_\_\_  
Date

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