

A 经分享转 Green 安在延續 Burial Love Living On

Share your wish with your family members and sign up in **Green Burial Central Register**



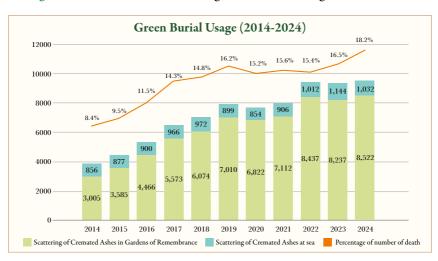
To know more about **Green Burial,** please read pages **16-26** or visit our thematic website



A. What is green burial?

Green burial is a more environmentally friendly and sustainable means of handling cremated ashes. Scattering the ashes in Gardens of Remembrance or designated waters allows them to return to nature, continuing life in the most natural way, integrating into the earth and nurturing new life. It is also a tribute to and a gesture of respect for life.

The Government 's efforts in promoting green burials over the years have started to yield results. According to statistics, the usage rate of green burial increased from 8.4% in 2014 to 18.2% in 2024, a remarkably encouraging growth. The Government has been continuously improving and providing green burial facilities, as well as enhancing public education and promotion, so as to gradually make green burial a mainstream arrangement for handling cremated ashes.



B. What are the benefits of choosing green burial?

The Food and Environmental Hygiene Department (FEHD) currently provides free scattering services in Gardens of Remembrance and designated Hong Kong waters. Over other traditional funeral methods (such as depositing ashes in public columbaria or licensed private columbaria, or keeping them at home), green burial has the following advantages:

- Returning to nature with enhanced eco-friendliness and simplicity.
- Simplified and faster application process.
- Relatively lower costs (Free Green Burial Services).
- More in line with the concept of sustainable development.

(Note: Starting from 26 April 2019, the initial interment period for public columbarium niches allocated is 20 years and can be extended at 10-year intervals thereafter upon payment of the prevailing applicable fees.)

C. Listen to the voices of family members who have used green burial services:

Ms. Wu (Husband chose scattering at sea):

My husband enjoyed outdoor activities, photography, and traveling to natural landscapes. We respected his wishes and followed his decision to scatter his ashes at sea. Whenever I visit the seaside, I will talk to him, sharing with him my thoughts and feelings. I feel like he is always by my side.

Ms. Cheng (Mother chose scattering at sea):

My mother was an Indonesian Chinese. She preferred scattering her ashes at sea because she did not want us to struggle with climbing mountains or facing harsh weather to visit her resting place. She also liked the idea of being able to travel around and return to Indonesia through scattering her ashes at sea.

We encourage you to plan ahead with your family for your after-death arrangements, including registering in the Green Burial Central Register (GBCR). This will make it easier for your family to handle the funeral arrangements according to your wishes when the time comes, ensuring a proper farewell. To learn more about green burial in general, please refer to pages 16-26 of this booklet or visit the thematic website. For detailed information on registering in the GBCR, please refer to page 44 of this booklet or visit the thematic website.



Green Burial Thematic Website



Green Burial Central Register

Green Burial - Love Living On

Life has its own eternal cycle. When the time comes, allowing our ashes to return to nature and transform into new life, leaving the world with more space and beautiful memories, is the final gift, the deepest love we can give to our family.

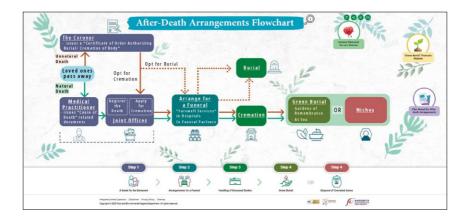
We hope you will also go for **green burial**, which allows the environment to thrive and love to endure.

After-Death Arrangements Thematic Website

- One may naturally be stricken with grief when a loved one passes away, and may even feel worried about the handling of the ensuing after-death arrangements of the deceased.
- Striving to ensure a smooth last journey for the departed, the FEHD has set up the "After-Death Arrangements" Thematic Website, to provide the public with one-stop information on registration of a death, arrangements for a funeral, cremation and burial services, disposal of cremated ashes, etc. It allows the bereaved to handle the after-death arrangements for their deceased love ones with ease and convenience.
- The FEHD encourages you to plan ahead for your after-death arrangements, including registering in the Green Burial Central Register. This will make it easier for your family to handle the funeral arrangements according to your wishes when the time comes, ensuring a proper farewell.



"After-Death Arrangements" Thematic Website



Platform for Cemeteries and Crematoria Services (CCSP)

- The FEHD has launched the Platform for Cemeteries and Crematoria Services (service platform) (https://app.fehd.gov.hk/ccsp). This one-stop portal provides online services for all cemeteries and crematoria facilities managed by the FEHD, streamlining the electronic application process and offering personalised services to further facilitate the handling of after-death arrangements for the public.
- Upon registration for a service platform account, users can apply online for various cemeteries and crematoria services, including cremation, allocation of public niches, burial, green burial, abortus cremation or keeping services, free memorial sails, and creating memorial webpages for the Deceased via the Internet Memorial Service website (Advanced Planning Version). Please note that some cemeteries and crematoria services are only available for users registered and logged in with an "iAM Smart" account.
- Members of the public can create an integrated service account via the service platform to manage after-death arrangements for multiple deceased individuals, reducing cumbersome procedures. Users can also manage multiple applications for the same deceased in a single account and track the application progress of each service at a glance.including registering in the Green Burial Central Register. This will make it easier for your family to handle the funeral arrangements according to your wishes when the time comes, ensuring a proper farewell.
- The service platform supports multiple electronic payment methods, saving time for the public by eliminating the need to visit the Cemeteries and Crematoria office in person for applications and fee payments





Platform for Cemeteries and Crematoria Services



Demo of Platform for Cemeteries and Crematoria Services

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Applicants should not offer any advantage to the staff of FEHD while having dealings of any kind with FEHD.

Registration of a Death, Application and Arrangements for Cremation/Burial

A. The Joint Office

For public convenience, FEHD, Immigration Department and Department of Health have set up the **Joint Office** to handle cases of death from natural causes. Members of the public can register a death, apply and arrange for cremation or obtain the certificate for burial application at the same place.

Hong Kong Island Office

18/F, Wu Chung House, 213 Queen's Road East, Wan Chai, Hong Kong

Formed by:

Hong Kong Island Deaths Registry of Immigration Department # Tel: 2961 8841

Cremation Permit Office (Hong Kong) of Department of Health Tel: 2961 8843

Wan Chai Cremation Booking Office of FEHD

Tel: 2961 8842



Kowloon Office

1/F, Cheung Sha Wan Government Offices, 303 Cheung Sha Wan Road, Sham Shui Po, Kowloon

Formed by:

Kowloon Deaths Registry of Immigration Department #

Tel: 2368 4706

Cremation Permit Office (Kowloon) of Department of Health

Tel: 2150 7232

Cheung Sha Wan Cremation Booking Office of FEHD Tel: 2150 7502



Office Hours

Monday to Friday: 9:00 a.m. – 12:30 p.m. and 2:00 p.m. – 4:30 p.m.

Saturday: 9:00 a.m. – 12:30 p.m.

(closed on Sundays and public holidays)

For registration of deaths referred by the Coroner, or registration of deaths from natural causes on Sundays and public holidays, please visit the Births and Deaths General Register Office of Immigration Department. Details are as follows:

Births and Deaths General Register Office of Immigration Department

3/F, Low Block, Queensway Government Offices, 66 Queensway, Hong Kong

Tel: 2867 2784

Office Hours

Monday to Friday: 8:45 a.m. – 4:45 p.m.
Saturday: 9:00 a.m. – 11:30 a.m.

* For registration of deaths referred by the Coroner only Sunday and public holidays: 10:00 a.m. – 12:30 p.m.

* For registration of deaths from natural causes only

Please refer to *Appendix I* for contact information of relevant government departments and the services provided by them.

B. Registration of a Death

Death registration procedures vary according to the nature of death:

- (i) a death from natural cause (handled under normal procedures);
- (ii) a death from natural cause requiring urgent burial; or
- (iii) a death from unnatural cause.

Details of the registration procedures are as follows:

- (i) A Death from Natural Cause (Handled under Normal Procedures)
- For a death from natural cause where a registered medical practitioner had made the final diagnosis and determined the cause of death, the medical practitioner will issue the following documents for the deceased:
 - "Medical Certificate of the Cause of Death" [Form 18]; and
 - "Medical Certificate (Cremation)" [Form 2] (applicable to cremation only).

- Relatives of the deceased are required to bring along the originals of the following documents and register the death within 14 days at the Joint Office:
 - identity card of the applicant;
 - identity card of the deceased;
 - "Medical Certificate of the Cause of Death" [Form 18]; and
 - "Medical Certificate (Cremation)" [Form 2] (applicable to cremation only).
- Upon completion of the above death registration procedure, which normally takes 30 minutes, the applicant will be issued with:
 - "Certificate of Registration of Death" [Form 12] (commonly known as "going-out pass"); and
 - "Certificate of Registration of Death" [Form 10] (commonly known as "burial permit") (applicable to burial only).
- With the above documents in hand, relatives can apply for cremation and book a cremation session at the Joint Office or apply for burial at the respective cemetery office, or submit online applications through the "Platform for Cemeteries and Crematoria Services" (https://app.fehd.gov.hk/ccsp) (see Item 1C/1D).

(ii) A Death from Natural Cause Requiring Urgent Burial

- If urgent removal or burial of the dead body is necessary for religious or other reasons outside the opening hours of the Joint Office or the Births and Deaths General Register Office, the applicant can apply for the following document from the nearest police station to facilitate the urgent burial:
 - "Permit for Removal and Burial of Dead Body" [Form 8].
- In such case, the applicant is still required to register the death at the **Deaths**Registry of Immigration Department in the Joint Office after the burial.

 The applicant will be issued with a "Certificate of Registration of Death"

 [Form 12] after registration.
- (iii) Reported Death (Circumstances such as the Deceased was Not Attended by a Registered Medical Practitioner Before Death or Death Resulted from Accident, Poison, Violence, etc.)
- Such a case should be reported immediately to the Police, who will in turn report it to the Coroner and conduct an investigation.

- The Police will submit a report to the Coroner, who will decide if an autopsy, investigation or inquest is necessary to determine the cause of death.
- Depending on circumstances, the Coroner may (before the cause of death is determined) order the body be buried or cremated and issue the following document:
 - "Certificate of Order Authorizing Burial/Cremation of Body" [Form 11] (commonly known as "burial order" or "cremation order").
- Relatives can then apply for cremation at the Joint Office or apply for burial at the respective cemetery office, or submit online applications through the "Platform for Cemeteries and Crematoria Services" (https://app.fehd.gov.hk/ccsp/) (see Item 1C/1D).
- When the Coroner has determined the cause of death (which usually takes 1 to 6 months), the Registrar of Deaths will register the death and notify the relatives in writing. Then the relatives should collect the following document at the Births and Deaths General Register Office of Immigration Department:
 - "Certified Copy of a Death Entry" (commonly known as "Death Certificate").

C. Application for Cremation

- (i) Application for "Cremation Permit"
- Upon issue of the "Certificate of Registration of Death" [Form 12] (commonly known as "going-out pass") by the Joint Office, the applicant may also apply for the "Cremation Permit" [Form 3] at the same office.
- Cremation can be arranged without the "Cremation Permit" [Form 3] if the "Certificate of Order Authorizing Cremation of Body" [Form 11] (commonly known as "cremation order") has been issued by the Coroner.

(ii) Application for Cremation and Booking of Cremation Session

- Applicants or their authorized licensed undertakers can submit cremation applications, prepay cremation fees and book cremation sessions through the "Platform for Cemeteries and Crematoria Services"...
- The applicant can also personally or authorise a licensed undertaker or other person to bring along the following documents to the Joint Office to submit cremation application and book a cremation session:
 - the duly completed "Application for Private Cremation" [FEHB 135]
 (The form must include the particulars of the hired licensed undertaker,

be signed by both the applicant and the undertaker, along with the undertaker's chop recognised by the FEHD); and

- the original "Cremation Permit" [Form 3]; or
- the original "Certificate of Order Authorizing Cremation of Body"
 [Form 11].
- The authorized person must produce the original copies of the "Certificate of Registration of Death" and the "Cremation Permit" of the deceased, as well as copies of the Hong Kong identity cards/passports of the deceased, the applicant and the authorised person for vetting when submitting the application.

[Please note that all information provided in the application form must be accurate and correct.]

- After paying the cremation fee (see *Appendix II*) by cash, cheque, FasterPayment System (FPS) or Electronic Payment Service (EPS), the applicant may choose to book a cremation session either at the counter of FEHD at the Joint Office or online.
- In accordance with the performance pledge, applicants will be able to book a cremation session that are available within the next 15 days from the day after the submission of application. When fixing the date of cremation, the applicant must ensure that the funeral time aligns with the booked cremation session.
- The FEHD operates a chit system to facilitate the booking of cremation sessions over the counter. Applicants who choose to book the cremation session online will receive a token to facilitate the booking of the cremation session through the FEHD website (https://www.fehd.gov.hk/english/cc/booking_online.html). The token will be valid for sixty days.

All forms of FEHD can be found at: https://www.fehd.gov.hk/english/forms/index_forms.html for public download.

For use of the "Platform for Cemeteries and Crematoria Services", please visit: https://app.fehd.gov.hk/ccsp/

(iii) Particulars of the 6 Crematoria under FEHD



Cape Collinson Crematorium 9 Cape Collinson Road, Chai Wan, Hong Kong Tel: 2556 1377



Diamond Hill Crematorium 199 Po Kong Village Road, Wong Tai Sin, Kowloon Tel: 2325 9996



Fu Shan Crematorium Lower Shing Mun Road, Tai Wai, Sha Tin, N.T. Tel: 2699 5090



Kwai Chung Crematorium 11-13 Wing Hau Street, Kwai Chung, N.T. Tel: 2614 4390



Wo Hop Shek Crematorium 15 Kiu Tau Road, Wo Hop Shek, Fanling, N.T. Tel: 2675 5200



Cheung Chau Crematorium Cheung Chau Peak Road West, Sai Wan, Cheung Chau Tel: 2981 5177

The opening hours of the crematoria are from 8:30 a.m. to 6:00 p.m. (5:30 p.m. for Cheung Chau Crematorium). For service charges, please see *Appendix II*.

(iv) Change of Place, Date or Time of Cremation

- To change the location, date or time of cremation, the applicant must cancel the original cremation booking and submit a new application. Fees paid will not be refunded.
- The applicant is required to fill out the "Application for Cancellation of Cremation Booking" [FEHB 264], or submit an online application through the "Platform for Cemeteries and Crematoria Services" (https://app.fehd.gov.hk/ccsp) (only for cremation applications submitted and approved online).

(v) Specifications of Coffins for Cremation

- Cremation may be executed only when the selected coffin is in compliance with the specifications.
- The specifications on the size and weight of coffins may vary for cremators at different crematoria. For details, please contact the **Joint Office** or browse the following webpage for "Points to Note" in respect of individual crematoria: https://app.fehd.gov.hk/cremview/viewAvailableSession.do?lang=en_US&.
- No metal or plastic attachments (such as handles) should be fitted onto the external surface of the coffin. Funeral objects should not be put into the coffin in large quantities and objects with metal or plastic content are not allowed at all.
- The name of the deceased should be written on the coffin.

(vi) Application for Viewing the Putting of the Coffin into the Cremator

Should the relatives of the deceased wish to view the putting of the coffin into the cremator via the closed-circuit television, they must inform the crematorium staff for arrangement upon arrival.

(vii) Collection of Cremated Ashes

The applicant, the authorised licensed undertaker or the authorised person can go to the venue selected in the application form (see Appendix I(c) for details of the crematoria or Cemeteries and Crematoria Offices on Hong Kong Island or in Kowloon) for collection of cremated ashes 4 days after cremation. FEHD will also issue the "Permit to Take Away Cremated Ashes" [FEHB 153] to the person collecting the ashes at the time of collection.

D Application for Burial

(i) Public Cemeteries

- According to the prevailing requirements, the remains must be exhumed six years after burial in a public cemetery.
- Coffin burial spaces are available for application at the following public cemeteries managed by FEHD:
 - Wo Hop Shek Cemetery
 - Cheung Chau Cemetery*
 - Tai O Cemetery*
 - Lai Chi Yuen Cemetery at Mui Wo*

(* Applications for coffin burial at the cemeteries at Cheung Chau, Tai O or Lai Chi Yuen at Mui Wo must be supported by documents issued by the relevant rural committee certifying that the deceased was an indigenous villager of the Islands District or a bona fide local resident or a minor child of such person.)

- The applicant may submit an online application for burial through the "Platform for Cemeteries and Crematoria Services" (https://app.fehd.gov.hk/ccsp/). Upon receipt of the application, FEHD will contact the applicant to arrange for submission of relevant documents, while their hired licensed undertaker should contact the office of the cemetery where the deceased is to be buried to book the date of burial. On the day of burial, the applicant must bring along the following documents to the cemetery office concerned for processing:
 - a completed "Application for Burial at Public Cemetery" [FEHB 144] (the particulars of the hired licensed undertaker must be provided in the form, which must also be stamped with the undertaker's chop recognised by FEHD); and
 - the original "Certificate of Registration of Death" [Form 10]; or
 - the original "Certificate of Order Authorizing Burial of Body" [Form 11].

- Applicants for coffin burials at the public cemeteries in the Islands District are required to submit also:
 - the original and a copy of the statutory declaration by the legal personal representative or next of kin of the deceased, or by the duly authorised agent of such legal personal representative or next of kin, to declare that the deceased was an indigenous villager of the Islands District, or a bona fide local resident of the island concerned, or a minor child of such person; and

For Cheung Chau Cemetery

the original and a copy of the certificate issued by Cheung Chau Rural Committee certifying that the deceased was an indigenous villager of the Islands District, or a bona fide resident of Cheung Chau for a continuous residing period of not less than ten years, or a minor child of such person; or

For other cemeteries in Islands District

the original and a copy of the documents issued by the respective rural committee certifying that the deceased was an indigenous villager of the Islands District, or a bona fide resident of the Islands District for a continuous residing period of not less than seven years, or a minor child of such person.

- "Continuous residing period" means the period that the deceased continuously resided on the island concerned right before his/her death.
- After checking the documents, FEHD will allocate a coffin grave space to the eligible applicant on the day of application.
- After the burial, FEHD will collect the fee required (see *Appendix II*) from the licensed undertaker hired by the applicant.

- Relatives of the deceased or the authorised undertaker may make arrangements for erection of a tombstone in a public cemetery by a mason registered with FEHD (the list of registered masons is available at the FEHD webpage: https://www.fehd.gov.hk/english/cc/lmp.pdf). Charges usually vary according to the quality of the stone and the inscription required. The relatives may make the arrangements with the mason direct.
- The applicant should submit an application to the cemetery office concerned in advance if the deceased's name inscribed on the tombstone is different from the one registered with FEHD. Besides, the applicant should be present on the day the tombstone is erected to ensure that the tombstone is placed at the grave where the coffin is interred.



Wo Hop Shek Cemetery Ming Yin Road, Fanling, N.T. Tel: 2675 5296



Lai Chi Yuen Cemetery at Mui Wo Lantau Island, N.T. Tel: 2981 5177

(ii) Private Cemeteries

■ There are two types of graves in private cemeteries, including permanent graves and those which require timely "exhumation". Enquiries about the application for a grave space in a private cemetery and details of charges should be made direct to the management of the cemetery concerned. Private cemeteries include the following:

Operated by the Board of Management of the Chinese Permanent Cemeteries			
Aberdeen Chinese Permanent Cemetery*	Tsuen Wan Chinese Permanent Cemetery*		
Cape Collinson Chinese Permanent Cemetery*	Tseung Kwan O Chinese Permanent Cemetery*		

^{*} Also with columbarium

Operated by religious or other organisations

Hong Kong Island

Cape Collinson Roman Catholic Cemetery*

Cape Collinson Muslim Cemetery

Cape Collinson Buddhist Cemetery*

Happy Valley Roman Catholic Cemetery*

Happy Valley Zoroastrian Cemetery

Happy Valley Hindu Cemetery

Happy Valley Muslim Cemetery

Happy Valley Jewish Cemetery

Chiu Yuen Cemetery at Mount Davis*

Pok Fu Lam Road Chinese Christian Cemetery*

Kowloon

Cheung Sha Wan Roman Catholic Cemetery*

Grampian Road Christian Chinese Cemetery*

New Territories

Tsuen Wan Chuen Yuen Church Cemetery*

Sai Kung Catholic Cemetery*

Castle Peak Christian Cemetery

Sung Him Tong Sung Chan Wui Kei Tuk Kau Fan Cheung*

Tao Fong Shan Christian Cemetery*

Islands

Cheung Chau Catholic Cemetery*

Cheung Chau Christian Cemetery*

^{*} Also with columbarium

2 Arrangements for a Funeral

Relatives may refer to the following information when arranging a funeral:

A. Licensed Undertakers ("Coffin Shops")

- The legislation provides that a valid Undertaker's Licence must be obtained from FEHD for the trade or business operated by a person who undertakes all or any duties connected with the cremation or burial of human cadavers.
- Currently there are around 140 licensed undertakers in Hong Kong. The list of undertakers is available at the webpage of FEHD: https://www.fehd.gov.hk/english/cc/lu.pdf. (Undertakers on List B are not allowed to store ashes within the licensed premises.)
- Currently there are 7 licensed funeral parlours in Hong Kong which are also holding the licence for undertaker.
- Apart from the 7 undertakers which are also holding the licence for funeral parlour, the other licensed undertakers do not have such facilities as mortuaries and service halls. Their services mainly include the transportation of bodies, arrangement of funerals and booking of funeral parlours.
- In general, staff of licensed undertakers may assist in handling cremation or burial matters, such as:
 - application for the "Certificate of Registration of Death" [Form 12]
 (commonly known as "going-out pass");
 - application for the "Certificate of Registration of Death" [Form 10]
 (commonly known as "burial permit");
 - application for the "Cremation Permit" [Form 3];
 - booking of cremation session or burial location; and
 - renting of service hall and mortuary facilities.

B. Holding the Funeral in Funeral Parlours

- The present 7 licensed funeral parlours in Hong Kong have service halls and mortuary facilities for storage and handling human remains.
- The list of licensed funeral parlours is available at the webpage of FEHD: https://www.fehd.gov.hk/english/cc/lfp.pdf.

- The operator of Hung Hom Public Funeral Parlour provides basic funeral services to the general public at a cost of not more than the amount of prevailing burial grant under the Comprehensive Social Security Assistance Scheme per basic funeral service (the grant is adjustable and determined by the Social Welfare Department). The basic funeral services shall cover a basic, essential and complete service for the disposal of a dead body, including but not limited to the transport of the dead body from the hospital or mortuary to the Funeral Parlour, procurement of a coffin for the dead body, conduct of funeral ceremony at the Funeral Parlour, delivery of the dead body from the Funeral Parlour to the final disposal site and the cremation fee. Relatives of the deceased who are in need of the above service may visit the webpage of FEHD for the list of licensed funeral parlours for details.
- For renting of service hall and mortuary facilities in a funeral parlour, the relatives may engage a licensed undertaker for the arrangements or make enquiries direct to the funeral parlours.

C. Holding the Funeral in Religious Venues

Should the funerals of religious believers are to be held in religious venues, please contact the religious group concerned direct for details, or engage a licensed undertaker to make the arrangements.

D. "Farewell Services" in Hospitals

- If the deceased passed away in a hospital, the relatives may consider to engage a licensed undertaker to arrange farewell service in the hospital. In general, farewell services in a hospital are available only to patients who passed away in that hospital.
- Most hospitals have farewell rooms (or similar rooms) for the relatives to hold simple memorial rites. Afterwards, the body will be transported directly to a crematorium or cemetery for cremation or burial.
- Hospitals which provide farewell rooms (and their telephone numbers for enquiries) are listed below:
 - Hong Kong Island East:

Pamela Youde Nethersole Eastern Hospital (2595 6224) Ruttonjee and Tang Shiu Kin Hospitals (2291 1030)

- Hong Kong Island West:

Grantham Hospital (2518 2202)

Queen Mary Hospital (2255 3678)

Tung Wah Group of Hospitals Fung Yiu King Hospital (2855 6111)

- Kowloon Central:

Buddhist Hospital (2339 6127) Queen Elizabeth Hospital (3506 8434) Kwong Wah Hospital (3517 6194) Our Lady of Maryknoll Hospital (2354 2209) Hong Kong Children's Hospital (3513 6258) Kolwoon Hospital (3129 6038)

- Kowloon East:

Tseung Kwan O Hospital (2208 0348) United Christian Hospital (3949 3572)

- Kowloon West:

Caritas Medical Centre (3408 6345) Yan Chai Hospital (2417 8146) North Lantau Hospital (3467 7187) Princess Margaret Hospital (2990 3260)

N.T. East:

Alice Ho Miu Ling Nethersole Hospital (2689 2640) North District Hospital (2683 7112) Prince of Wales Hospital (3505 2342) Shatin Hospital (3919 7509)

- N.T. West:

Pok Oi Hospital (2486 8920) Tuen Mun Hospital (3767 7679) Tin Shui Wai Hospital (3513 5077)

Farewell services in hospitals are generally available from 9:00 a.m. to 1:00 p.m. and from 2:00 p.m. to 5:00 p.m. Telephone enquiries on the arrangements can be made to the respective hospitals (please refer to *Appendix III* for the exact hours of farewell services of each hospital).



The farewell room at Queen Mary Hospital



The farewell room at Pamela Youde Nethersole Eastern Hospital







The farewell room at Prince of Wales Hospital

E. Contact Details of Organisations providing Funeral Services, Support on Funeral Matters, Counselling Services, etc.

The contact details of licensed undertakers, licensed funeral parlours and organisations providing support on funeral matters, counselling services, etc. are listed in *Appendix IV*.

F. Coffins

Suitable coffins should be selected for different funeral ceremonies (e.g. Chinese or Western) and different methods of handling the bodies (e.g. there are specific restrictions on coffins for cremation). Please refer to *Appendix V* for information on different styles of coffins.

G. Eco-friendly or Simple Funeral

- Traditional funerals often involve the use of a significant amount of resources. To adopt a green lifestyle, the relatives may consider the following arrangements to minimise resource consumption:
 - Hold simple funerals in hospitals where farewell services are available. Many hospitals provide a farewell room for relatives to hold farewell ceremony for the deceased. The body will be transported directly from the hospital to a crematorium for cremation. For details of "Farewell Services" in hospitals, please refer to page 13.
 - Use fresh flowers for grave-sweeping to replace the burning of joss paper.

3 Disposal of Cremated Ashes

A. Ways to Dispose of Cremated Ashes

- As cremated ashes are processed at a high temperature, they will not pose any threat to public health. There are different ways to dispose of cremated ashes. The common options are as follows:
 - (i) scattering in the designated waters (please refer to page 16 for details);
 - (ii) scattering in a Garden of Remembrance managed by the Government or a private cemetery (please refer to page 20 for details);
 - (iii) depositing at a columbarium managed by the Government (please refer to page 27 for details);
 - (iv) placing additionally in an urn grave of a public cemetery (please refer to page 30 for details);
 - (v) depositing at a licensed private columbarium;
 - (vi) keeping the ashes at home (not more than 10 sets of cremated ashes); and
 - (vii) using FEHD's temporary storage service for cremains (please refer to page 31 for details).

B. Green Burial

Scattering cremated ashes in the designated waters or Gardens of Remembrance is a meaningful practice which is consistent with the concepts of "everlasting" and "returning to nature".

(i) Scattering Cremated Ashes at Sea

- Returning to the sea after death, enjoying the golden sunset freely is a good choice to embrace nature. Scattering of cremated ashes at sea has gained popularity in recent years. Relatives can arrange their own vessels or use the free ferry service provided by FEHD for scattering the ashes in designated waters.
- Scattering of cremated ashes at sea can take place in the following 3 designated areas in Hong Kong waters:
 - East of Tap Mun;
 - East of Tung Lung Chau; or
 - South of West Lamma Channel.



Cremated ashes of the deceased for which permission for scattering is obtained and a small amount of fresh flower petals can be scattered at sea.

(a) Free ferry service provided by FEHD:

■ The ferry service is provided several times per month for scattering cremated ashes in designated waters by members of the public. The sails are scheduled for once every Saturday morning (except public holidays). Details of the service are available at the FEHD webpage:

https://www.greenburial.gov.hk/en/scattering-cremains-sea/intro.html

- A funeral director is on board to assist the public in holding simple memorial rites of different religions.
- Water-soluble bags to carry the ashes and flower petals as offerings are provided on ferries, allowing the loved ones to return to the ocean with the fragrance of flowers.
- If you wish to add elements of elegance and personalization to the simplicity of the ash scattering ceremony, you are free to choose to send off your loved ones with the use of the floral farewell bag which is made up of dried flowers and recycled paper, provided by FEHD free of charge. Families and friends may write down their blessings for the deceased on the floral bag, so that the cremains of their lost loved one can be returned to the nature with their blessings.







Memorial photo frame

- Applicants using the service of scattering cremated ashes at sea will receive a memorial card with the name of the deceased, the date and location of scattering ashes, together with a photo frame for commemoration.
- To commemorate their departed loved ones anytime and anywhere, family and friends may consider creating innovative green burial products, such as retaining a small portion of ashes and transforming them into crystals, diamonds or glass ornaments. For more details, please consult local funeral service providers directly.

(b) Application procedures:

- Applicant for scattering cremated ashes at sea using either self-arranged vessel or the free ferry service provided by FEHD must be the holder of the "Permit to Take Away Cremated Ashes" [FEHB 153] or his/her authorised person.
- At least 10 days before the intended date of ashes scattering, the applicant is required to submit an application by the following means:
 - (i) Complete an online application through the "Platform for Cemeteries and Crematoria Services" (https://app.fehd.gov.hk/ccsp/)
 - (ii) Submit the following documents in person or by an authorized person:
 - a completed "Application for Scattering of Cremated Human Ashes in Hong Kong Waters" [FEHB 198]; and
 - the original "Permit to Take Away Cremated Ashes" [FEHB 153]
 - and a copy of the deceased's identity card,

to either of the following Cemeteries and Crematoria Office:

1J Wong Nai Chung Road, Happy Valley, Hong Kong Tel No.: 2570 4318 Fax No.: 2591 1879

Upper Ground Floor, 6 Cheong Hang Road, Hung Hom, Kowloon Tel No.: 2365 5321 Fax No.: 2176 4963

- (iii) Send the completed application form to one of the above Cemeteries and Crematoria Offices by fax or by post, or fill in the e-form and submit the application online.
- Upon receipt of applications submitted online, by fax or by post, FEHD will contact the applicant to arrange for submission of the original "Permit to Take Away Cremated Ashes" [FEHB 153].
- FEHD will normally grant approval for scattering cremated ashes at sea within 5 working days after receiving an application.



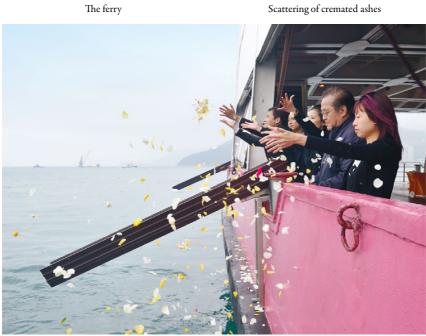
Scattering Cremated Ashes at Sea



Funeral director



The ferry



Scattering of fresh flower petals

(ii) Scattering Cremated Ashes at Gardens of Remembrance of FEHD

■ In recent years, an increasing number of people opt for green burial for the deceased, which is a more environmentally friendly and sustainable means of handling cremated ashes, such as scattering ashes in Gardens of Remembrance. FEHD runs 13 Gardens of Remembrance for the public to scatter cremated ashes of the deceased:



The new Cape Collinson Garden of Remembrance 9 Cape Collinson Road, Chai Wan, Hong Kong Tel: 2556 1377



The new Diamond Hill Garden of Remembrance 199 Po Kong Village Road, Wong Tai Sin, Kowloon Tel: 2325 9996





Fu Shan Garden of Remembrance Lower Shing Mun Road, Tai Wai, Sha Tin, N. T. Tel: 2699 5090



The new Kwai Chung Garden of Remembrance 11-13 Wing Hau Street, Kwai Chung, N. T. Tel: 2614 4390





Wo Hop Shek (Phase V) Garden of Remembrance 12 Kiu Tau Road, Fanling, N. T. Tel: 2696 4031





Tsang Tsui Garden of Remembrance 15 Nim Wan Road, Tuen Mun, N.T Tel: 2713 1077





Cheung Chau Garden of Remembrance Cheung Chau Peak Road West,
Sai Wan, Cheung Chau
Tel: 2981 5177



Peng Chau Garden of Remembrance Peng Chau Columbarium Tel: 2981 5177





Lamma Garden of Remembrance Lamma Island Columbarium Tel: 2981 5177





Scattering Cremated Ashe at Gardens of Remembrance

- The Gardens of Remembrance with a scenic and tranquil environment are easily accessible. Family members and friends can visit any time to pay tribute to their loved ones in this peaceful setting. Each Garden of Remembrance has its unique features. The gardens are surrounded by vibrant and colorful flowers, with some of them being accompanied by small rivers or ponds, creating a sense of calmness and comfort with the flowing water.
- Family members can hold memorial rituals at the Gardens of Remembrance according to the wishes of the deceased. The ashes may be scattered by the applicants themselves or by the staff of FEHD. They can also choose to mount plaques at the Gardens of Remembrance to commemorate their loved ones in a serene environment filled with flower fragrance and birdsongs. (An administration fee is payable for mounting a commemorative plaque (see *Appendix II*) after ashes scattering.)



Family members can conduct simple farewell ceremonies at the Gardens of Remembrance according to their individual religious beliefs. FEHD provides traditional metal scattering devices and one-off paper scattering devices free of charge to the public. Families and friends can write messages of remembrance and blessings for the deceased on the one-off paper scattering devices, or bring their own container to scatter the ashes. After scattering the ashes, they may use the watering pot provided at the venue to sprinkle water on the lawn where the ashes were scattered, allowing the ashes to integrate into the soil and return to nature.



Traditional Metal / One-off Paper Scattering Devices

Tsang Tsui Garden of Remembrance features a Ceremonial Room that allows relatives and friends to conduct a simple farewell ceremony prior to the scattering of ashes (please call 2713 1077 to make a reservation at least one working day in advance, first come first served).



Ceremonial Room at Tsang Tsui Garden of Remembrance

Masons registered with FEHD are allowed to provide services of supplying and mounting commemorative plaques in the Gardens of Remembrance. The list of contractors is available at the FEHD webpage: https://www.fehd.gov.hk/english/cc/lrm.pdf. Please contact the masons direct for the required charges.

Application procedures

- The applicant must be the holder of the "Permit to Take Away Cremated Ashes" [FEHB 153] or his/her authorised person.
- At least 14 days before the intended date of ashes scattering, the applicant is required to submit an application by the following means:
 - (i) Complete an online application through the "Platform for Cemeteries and Crematoria Services" (https://app.fehd.gov.hk/ccsp/)
 - (ii) Submit the following documents in person or by an authorized person:
 - a completed "Application for Scattering Cremated Ashes / MountingCommemorative Plaques at Gardens of Remembrance" [FEHB 219]
 - the original "Permit to Take Away Cremated Ashes" [FEHB 153] issued by FEHD at the time of collection of the cremated ashes; and,
 - a copy of the deceased's identity card:

to either of the following Cemeteries and Crematoria Offices:

1J Wong Nai Chung Road, Happy Valley, Hong Kong Tel No.: 2570 4318 Fax No.: 2591 1879

Upper Ground Floor, 6 Cheong Hang Road, Hung Hom, Kowloon Tel No.: 2365 5321 Fax No.: 2176 4963

- (iii) Send the completed application form to one of the above Cemeteries and Crematoria Offices by fax or by post, or fill in the e-form and submit the application online.
- Upon receipt of applications submitted online, by fax or by post, FEHD will contact the applicant to arrange for submission of the original "Permit to Take Away Cremated Ashes" [FEHB 153].
- Applicants for scattering cremated ashes in Gardens of Remembrance in the Islands District are required to submit also:
 - the original and a copy of the statutory declaration by the legal personal representative or next of kin of the deceased, or by the duly authorised agent of such legal personal representative or next of kin, to declare that the deceased was an indigenous villager of the Islands District, or a bona fide local resident of the island concerned, or a minor child of such person; and

- For Cheung Chau Garden of Remembrance

the original and a copy of the certificate issued by Cheung Chau Rural Committee certifying that the deceased was an indigenous villager of the Islands District, or a bona fide resident of Cheung Chau for a continuous residing period of not less than ten years, or a minor child of such person; or

For other Gardens of Remembrance in Islands District

the original and a copy of the documents issued by the respective rural committee certifying that the deceased was an indigenous villager of the Islands District, or a bona fide resident of the Islands District for a continuous residing period of not less than seven years, or a minor child of such person.

- "Continuous residing period" means the period that the deceased continuously resided on the island concerned right before his/her death.
- FEHD will normally grant approval for scattering cremated ashes in Gardens of Remembrance within 10 working days after receiving the application.

(iii) Scattering / Interring Cremated Ashes at Other Gardens of Remembrance

Garden of remembrance for interment of cremated ashes is also available in the following private cemetery. Interested parties may contact the cemetery direct for information.

Gardens of Remembrance	Managing Organisations and their Contact Information	
Garden of Remembrance at Junk Bay Chinese Permanent Cemetery	The Board of Management of The Chinese Permanent Cemeteries 34/F, Wu Chung House, 213 Queen's Road East, Wan Chai, Hong Kong Tel No: 2511 1116 Fax No: 2519 0593 Website: https://www.bmcpc.org.hk	

Garden of Remembrance at Chinese Christian Cemetery at Pok Fu Lam Road



Hong Kong Chinese Christian Churches Union 2/F, Hong Kong Chinese Christian

Churches Union Building, 140 Junction Road, Kowloon Tel No: 2337 4171

Fax No: 2338 2314

Website: https://www.hkcccu.org.hk

Garden of Remembrance at Hong Kong Buddhist Cemetery



The Hong Kong Buddhist Association 1/F, 338 Lockhart Road, Wanchai, Hong Kong

Tel No: 2574 9371 Fax No: 2834 0789

Website: https://www.hkbuddhist.org

Gardens of remembrance for scattering cremated ashes are also available in the following private cemeteries. Interested parties may contact the cemeteries direct for information.

Garden of Remembrance Garden of Remebrance at St. Raphael's Catholic Cemetery The Diocesan Board of Catholic Cemeteries St. Raphael's Catholic Cemetery Tel No: 2745 4220 Fax No: 2307 2585 Website: https://cemeteries.catholic.org.hk

(iv) Ways to commemorate the deceased after scattering ashes

The FEHD has showcased a participatory art piece titled "To my...' at the Tsang Tsui Garden of Remembrance (GoR) in Tuen Mun by the sea, using a boat as a metaphor to commemorate the deceased who have adopted green burials. It provides loved ones with a transitional space after bidding farewell. "To my..." is adorned with several nostalgia mailboxes featuring distinctive Hong Kong characteristics, indicating various locations for scattering ashes (including East of Tap Mun, East of Tung Lung Chau and South of West Lamma Channel), the GoR and Forever Remembered. Family and friends can deliver heartfelt letters expressing remembrance and blessing to their lost loved ones. FEHD will collect the letters for cremation afterwards.



- The public can also visit the 'Internet Memorial Service' (IMS) website established by the FEHD to create memorial webpages for the deceased for free, allowing them to pay tribute to and commemorate their departed loved ones online anytime, anywhere. The public can upload text, photos and videos to the memorial webpage, preserving fond memories of their lost loved ones forever. For more details, please refer to page 41.
- In addition, users of free ferry service for scattering ashes at sea can participate in the free Memorial Sails held by the FEHD during the Ching Ming and Chung Yeung festivals every year, to express their condolences while gazing out at the vast sea during these events.







Green Burial Promotional Videos

C. Niches in Government Columbaria

- If the deceased meets one of the following criteria, the cremated ashes can be deposited at a columbarium managed by FEHD:
 - a Hong Kong resident at the time of death and whose remains were cremated in a government crematorium within 3 months after his/her death; or
 - a Hong Kong resident for at least 10 years in the last 20 years before his/ her death and whose remains were cremated outside Hong Kong; or
 - a deceased person whose remains were lawfully exhumed and cremated at a government crematorium.

(A copy of the relevant documents must be submitted with the application and the originals should be produced for inspection at the time of allocation.)

(i) Application for Allocation of Extendable Niches in Allocation Exercises

- All public niches available for allocation are extendable niches since 26.4.2019. Whenever there is a new columbarium ready for commissioning, FEHD will announce the arrangements for allocation of extendable niches in newspapers and on its website and allocate the extendable niches in an open, fair and just manner. All niches under application will be allocated to applicants by drawing of lots and computer random balloting. A designated niche will be allotted to each successful applicant rather than self-chosen. Applicants have to submit their applications in accordance with the announced arrangements.
- The FEHD recommends applicants to submit application by filling in online application or through the "Platform for Cemeteries and Crematoria Services"



Platform for Cemeteries and Crematoria Services

- Ashes interment period and extension of interment period:
 - After allocation of a niche, the initial interment period is 20 years and can be extended at 10-year intervals thereafter upon payment of the prevailing prescribed fee.

- On expiry of the 20-year/10-year interment period, as long as the related person confirms extension of the interment period, pays the prevailing prescribed fee and completes the procedural formalities, the use of the allocated niche can be continued.
- If a new set of ashes is added during the interment period, the related person can opt for a fresh interment period of 20 years counting from the payment date for the co-location fee or opt to maintain the original interment period under the status quo. If the former option is chosen, the new interment schedule will replace the original one.
- The extendable niche arrangement is not applicable to niches that were allocated before 26.4.2019.

(ii) Application for Placing Additional Cremated Ashes of Deceased in Allocated Niches

- Applications for placing additional set(s) of cremated ashes in allocated niches can be made at any time. Applicants only need to complete the "Application for Placing Additional Cremated Ashes of the Deceased" [FEHB 136A]. For good use of government resources, FEHD encourages the public to make optimum use of existing public niches.
- Two types of niches are available at public columbaria, i.e.:
 - Standard niche (can hold the ashes of more than two deceased persons);
 and
 - Large niche (can hold the ashes of more than four deceased persons).
 - FEHD has since January 2014 removed the cap on the number of sets of cremated ashes that may be placed in a public niche. Subject to application and approval obtained, the cremated ashes of a deceased person can be added to a public niche if the subsequent deceased person was in close relationship with or was a close relative of the first deceased person.
- If the niche under application is an extendable niche, the arrangements for its ashes interment period, extension of interment period and deposit of additional sets of ashes will be the same as those of new niches. The related person can opt for a fresh interment period of 20 years counting from the payment date for the co-location fee or opt to maintain the original interment period under the status quo. If the former option is chosen, the new interment schedule will replace the original one.

Application procedures

For application for placing additional cremated ashes in an allocated niche, the applicant must be the original permittee of the niche, or the person authorised in writing.

- To apply for allocation of new niches or placing additional set of cremated ashes in allocated niches, applicants are required to submit an application by the following means:.
 - (i) Complete an online application through the "Platform for Cemeteries and Crematoria Services" (https://app.fehd.gov.hk/ccsp/);
 - (ii) Bring the following documents to a Cemeteries and Crematoria Office of FEHD (see *Appendix I(c)*) in person for processing:
 - a completed "Application for Placing Additional Cremated Ashes of the Deceased" [FEHB 136A] or the relevant "Application for Allocation of a Niche";
 - the original and a copy of the applicant's identity card;
 - the original and a copy of the identity card or other documentary proof of Hong Kong resident's status of each deceased person;
 - the original and a copy of the "Permit to Take Away Cremated Ashes" [FEHB 153], or the "Certificate of Cremation" or cremation documents issued by a Mainland/an overseas legal crematorium (documentary proof showing the date of death of each deceased person is required if such information is not available in the cremation documents); and
 - for application to deposit the cremated ashes of more than one deceased person in one niche, the documentary proof of the relationship of the first deceased person and the other deceased person(s) (if no valid proof is available, the applicant shall take an oath at a Cemeteries and Crematoria Office of FEHD).
 - (iii) Send the completed application form to one of the above Cemeteries and Crematoria Offices by fax or by post, or fill in the e-form and submit the application online.
- For application for depositing the ashes in a columbarium niche in the Islands District, the applicant should also produce the following:.
 - the original and a copy of the statutory declaration made by the legal
 personal representative or next of kin of the deceased, or by the duly
 authorised agent of such legal personal representative or next of kin,
 to declare that the deceased was an indigenous villager of the Islands
 District, or a bona fide local resident of the island concerned, or a minor
 child of such person; and

• For Cheung Chau Columbarium

The original and a copy of the certificate issued by Cheung Chau Rural Committee certifying that the deceased was an indigenous villager of the Islands District, or a bona fide resident of Cheung Chau for a continuous residing period of not less than ten years, or a minor child of such person; or

For other columbaria in Islands District

the original and a copy of the certificate issued by the respective rural committee certifying that the deceased was an indigenous villager of the Islands District, or a bona fide resident of the Islands District for a continuous residing period of not less than seven years, or a minor child of such person.

- "Continuous residing period" means the period that the deceased continuously resided on the island concerned right before his/her death.
- Upon receipt of applications submitted online, by post or by fax, FEHD will contact the applicant to arrange for submission of the relevant documents.
- A fee is payable for using a niche or placing additional urns in an allocated niche. Separately, an administration fee is payable for mounting a commemorative plaque (see Appendix II).
- Masons registered with FEHD are allowed to provide services of supplying and mounting commemorative plaques in the columbaria. The list of registered contractors is available at the FEHD webpage: https://www.fehd. gov.hk/english/cc/lrm.pdf. Please contact the masons direct for the charges required.

D. Placing Additional Skeletal Remains/Ashes in Urn Graves of Government Cemeteries

- Additional skeletal remains/ashes can be placed in urn graves at public cemeteries. Apart from the remains of the first deceased person, an urn grave can accommodate up to two additional urns or cinerary urns. The deceased whose cremated ashes to be added must be in close relationship with or be a close relative of the first deceased person.
- To apply for placing additional skeletal remains or ashes in urn graves, applicants are required to submit an application by the following means:
 - (i) Complete an online application through the "Platform for Cemeteries and Crematoria Services" (https://app.fehd.gov.hk/ccsp/);
 - (ii) Bring the following documents to the **Kowloon Cemeteries and** Crematoria Office (see *Appendix I(c)*) in person for processing:

- a completed "Application for Urn Grave Burial or Placing Additional Skeletal Remains/Ashes" [FEHB 262];
- the original and a copy of the applicant's identity card;
- the original and a copy of the deceased's identity card or other documentary proof of Hong Kong resident's status of the deceased;
- the original and a copy of the "Permit to Take Away Cremated Ashes"
 [FEHB 153], the "Certificate of Cremation" or cremation documents issued by a Mainland/an overseas legal crematorium; and
- the documentary proof of the relationship of the first buried deceased person and the other deceased person(s) (if no valid proof is available, the applicant shall take an oath at a Cemeteries and Crematoria Office of FEHD).
- In respect of application for burial at a private lot of Wo Hop Shek or Sandy Ridge Urn Cemeteries, submission of documentary proof from the relevant trade association or organisation is required.
- (iii) Send the completed application form to one of the above Cemeteries and Crematoria Offices by fax or by post, or fill in the e-form and submit the application online.
- Upon receipt of applications submitted online, by fax or by post, FEHD will contact the applicant to arrange for submission of the relevant documents
- After completing the application procedures and paying the fee required (see *Appendix II*), the applicant shall engage a mason registered with FEHD to place the additional cinerary urn in the urn grave. Please contact the masons direct for the charges required.

E. Temporary Storage Service for Cremains

Temporary storage service for cremains in government facilities is a transitional arrangement. The cremains of any deceased person meeting the relevant criteria are eligible to apply for being kept in FEHD's temporary storage facilities for cremains. At present, the temporary storage facility for cremains in Kwai Chung Crematorium is limited to storage of cremains bags only (cinerary urns are not accepted) while the temporary storage facility in Wo Hop Shek Crematorium is limited to storage of cinerary urns only (cremains bags are not accepted). The applicant may apply for a storage period of 3, 6 or 12 months, and the period is extendable. The monthly charge is \$80.

- The cremains of any deceased person meeting the following criteria are eligible for being kept in FEHD's temporary storage facilities for cremains:
 - who was a resident of Hong Kong at the time of his/her death and whose remains were cremated within three months after his/her death in a government crematorium; or
 - whose remains were cremated in a private crematorium specified in Part 6 of Schedule 5 of the Public Health and Municipal Services Ordinance, Cap. 132; or
 - who was a resident of Hong Kong for a period of at least ten years during the period of twenty years immediately preceding his/her death and whose remains were certified to be cremated in a lawful crematorium outside Hong Kong; or
 - whose remains are lawfully exhumed and cremated at a government crematorium; or
 - whose cremains were interred in a private columbarium in Hong Kong prior to the submission of the application.
- For applying the temporary storage service for cremains, the applicant is required submit an application by the following means:
 - (i) Complete an online application through the "Platform for Cemeteries and Crematoria Services" (https://app.fehd.gov.hk/ccsp/);;
 - (ii) Bring the following documents to the **Kowloon Cemeteries and** Crematoria Office (see *Appendix I(c)*) in person for processing:
 - A completed "Application for Temporary Storage Service for Cremains" [FEHB 251] and submit in person together with the required documents to the Cemeteries and Crematoria Offices or Cremation Booking Office of FEHD at the following locations:
 - 1J Wong Nai Chung Road, Happy Valley, Hong Kong
 Upper Ground Floor, 6 Cheong Hang Road, Hung Hom, Kowloon
 1/F. Cheung Sha Wan Government Offices, 303 Cheung Sha War
 - 1/F, Cheung Sha Wan Government Offices, 303 Cheung Sha Wan Road, Kowloon.
 - (ii) Bring the following documents to the **Kowloon Cemeteries and** Crematoria Office (see *Appendix I(c)*) in person for processing:
- For applications submitted online, by fax or by post, copies of the required documents must be provided. FEHD will request the original documents for verification when interviewing the applicant. Please refer to the Notes of the relevant application form for details.

Exhumation of Remains

A. Application Procedures for Exhumation of Remains

- (i) If Buried at Public Cemeteries
- According to the existing legislation, human cadavers buried in public cemeteries for up to six years have to be exhumed from graves.
- After burial for six years, applicant should apply for the "Permit to Remove/ Exhume Remains" [FEH(L)86A] by the following means:
 - (i) Complete an online application through the "Platform for Cemeteries and Crematoria Services" (https://app.fehd.gov.hk/ccsp/);
 - (ii) Bring the following documents to the Hong Kong or Kowloon Cemeteries and Crematoria Office (see Appendix I(c)) in person for processing:
 - a completed "Application for Permit to Remove/Exhume Remains" [FEHB 148];
 - documentary proof of the applicant's relationship with the deceased (if no such proof is available, the applicant is required to take an oath at the above Office);
 - (iii) Send the completed application form to one of the above Cemeteries and Crematoria Offices by fax or by post, or fill in the e-form and submit the application online.
- Upon receipt of the form, FEHD will contact the applicant to arrange for submission of the relevant documents.
- After completing the procedures, the applicant should engage a registered mason to exhume the remains. The list of registered masons is available at the FEHD webpage: https://www.fehd.gov.hk/english/cc/lmp.pdf.
- After exhumation of the remains, the relevant cemeteries office will issue the "Authorisation to Exhume Remains" [FEHB 150] to the applicant. This document is applicable to cremation of exhumed remains, re-burial at a public cemetery, re-burial at an urn grave of a private cemetery or deposit in an ossuary of a private cemetery.
- If the remains are not exhumed upon expiry of the deadline, FEHD will publish a notice concerning the removal of human remains which have been buried in coffin graves for a period of not less than six years in the gazette and newspapers. Letters will also be sent to the parties concerned who have

not exhumed the remains to advise them to carry out the exhumation within the specified period, otherwise FEHD will exhume the remains, cremate them, and re-inter the ashes in the communal grave at the Sandy Ridge Cemetery.

(ii) If Buried at Private Cemeteries

- Human remains buried in private cemeteries should be exhumed by the specified expiry date as stipulated by the respective private cemeteries.
- Applicant can apply for the "Permit to Remove/Exhume Remains" [FEH(L)86A] and the "Authorisation to Exhume Remains" [FEHB 150] by the following means:
 - (i) Complete an online application through the "Platform for Cemeteries and Crematoria Services" (https://app.fehd.gov.hk/ccsp/);
 - (ii) Bring the following documents to the **Hong Kong or Kowloon** Cemeteries and Crematoria Office (see *Appendix I(c)*) in person for processing:
 - a completed "Application for Permit to Remove/Exhume Remains"
 [FEHB 148]; and
 - the approved document for removal/exhumation of remains issued by the respective cemetery;
 - (iii) Send the completed application form to one of the above Offices by fax or by post, or fill in the e-form and submit the application online.
- Upon receipt of the form, FEHD will contact the applicant to arrange for submission of the relevant documents.
- After completing the procedures, the applicant should arrange exhumation of the remains according to the requirements of the respective private cemetery.

(iii) If Buried at Places other than Cemeteries

- Applicant can apply for the "Permit to Remove/Exhume Remains" [FEH(L)86A] and the "Authorisation to Exhume Remains" [FEHB 150] by the following means:
 - (i) Complete an online application through the "Platform for Cemeteries and Crematoria Services" (https://app.fehd.gov.hk/ccsp/);
 - (ii) Bring the following documents to the Hong Kong or Kowloon Cemeteries and Crematoria Office (see Appendix I(c)) in person for processing:

- a completed "Application for Exhumation of Remains at Places Other Than Cemeteries" [FEHB 241];
- a completed "Application for Permit to Remove/Exhume Remains" [FEHB 148]; and
- the original "Certificate of Registration of Death" [Form 10] (commonly known as "burial permit"); or;
- the original "Certificate of Order Authorizing Burial of Body"
 [Form 11] (commonly known as "burial order") (if no such document
 is available, an application for the deceased's death document
 must be made beforehand at the Deaths Registry of Immigration
 Department);
- documentary proof of his/her relationship with the deceased. If such proof is not available, the applicant is required to take an oath at the Hong Kong or Kowloon Cemeteries and Crematoria Office of FEHD:
- four recent photos of the concerned grave/urn: two distant views (i.e. the grave headstone/urn approximately occupies not more than 30% of the total area of the photos) showing the surrounding environment, and two close-up views (the grave headstone/urn approximately occupies at least 70% of the total area of the photos) with all inscriptions on the tombstone clearly shown; and
- the original and a copy of the document permitting the burial issued by the private cemetery concerned (in case the applicant wishes to have the exhumed remains re-buried in a private cemetery),
- (iii) Send the completed application form to one of the above Offices by fax or by post, or fill in the e-form and submit the application online.
- Upon receipt of applications submitted online, by fax or by post, FEHD will contact the applicant to arrange for submission of the relevant documents.
- Within 10 days from the date of approval and issue of the "Permit to Remove/Exhume Remains" [FEH(L)86A], the concerned venue staff of FEHD will contact the applicant to arrange a site visit to the concerned grave/urn for on-site supervision of the exhumation.
- Exhumation must be conducted under supervision of FEHD staff, otherwise FEHD may refuse to provide skeletal cremation service for the removed remains, issue a permit for their removal or provide related services.

- If the concerned grave/urn is found not tally with the application during supervision of exhumation, the exhumation work shall not be conducted. FEHD will revoke the approval and the issued "Permit to Remove/Exhume Remains". The fees and charges paid are not refundable.
- After completion of the exhumation, an "Authorization to Exhume Remains" [FEHB 150] will be issued to the applicant on the spot. The applicant may bring along the "Authorization to Exhume Remains" to the above offices to apply for other services (e.g. allocation of urn grave or cremation of skeletal remains).

B. Ways to Dispose of Exhumed Remains

(i) Cremation

- While applicant is arranging for exhumation of remains as stated in Part A of this Chapter through the "Platform for Cemeteries and Crematoria Services" (https://app.fehd.gov.hk/ccsp/), he/she may submit online application for cremation of skeletal remains. The applicant may also obtain and complete the following form at the Cemeteries and Crematoria Office of FEHD on Hong Kong Island or in Kowloon during application for exhumation of remains:
 - "Application for Cremation of Skeletal Remains" [FEHB 263].

After completion of the procedures and payment of fee (see *Appendix II*), the applicant will be given a payment receipt for cremation of skeletal remains.

- The applicant should bring along:
 - the exhumed remains of the deceased:
 - the original "Authorisation to Exhume Remains" [FEHB 150]; and
 - the payment receipt for cremation of skeletal remains,

to the Wo Hop Shek or Cheung Chau Crematorium Office to arrange for cremation of exhumed remains.

Four days after cremation, the applicant can produce the payment receipt for cremation of skeletal remains to collect the cremated ashes and the "Permit to Take Away Cremated Ashes" [FEHB 153]. Please refer to Item 3 for ways to dispose of cremated ashes.

(ii) Re-burial at Public Cemeteries

- Application for re-burial at public cemeteries should be made at the Kowloon Cemeteries and Crematoria Office of FEHD.
- The applicant should obtain and complete the "Application for Urn Grave Burial or Placing Additional Skeletal Remains/Ashes" [FEHB 262] and the "Application for Permit to Remove/Exhume Remains" [FEHB 148].
- The applicant may also fill in the e-forms or submit online applications through the "Platform for Cemeteries and Crematoria Services" (https://app.fehd.gov.hk/ccsp/). Upon receipt of the applications, FEHD will contact the applicant to arrange for submission of the relevant documents..
- Upon completion of the procedures and payment of fee(see *Appendix II*), the applicant will be issued with the "Authorisation to Bury Skeletal Remains". He/She should engage a registered mason to bury the exhumed remains in an urn grave.
- Application for a new urn grave is only available for interment of the skeletal remains in any public cemetery for the first time. If the skeletal remains were already buried in an urn grave of a public cemetery, only application for relocation and re-burial at a vacated urn grave will be considered and processed by FEHD.
- In respect of application for burial at a private lot of Wo Hop Shek or Sandy Ridge Urn Cemeteries, submission of documentary proof from the relevant trade association or organisation is required.
- Application for an urn grave in Cheung Chau Cemetery, Tai O Cemetery or Lai Chi Yuen Cemetery at Mui Wo of FEHD must be supported by the following documents if the deceased was not originally buried in any of these cemeteries:
 - a. the original and a copy of a statutory declaration made by the legal personal representative or next of kin of the deceased, or by the duly authorised agent of such legal personal representative or next of kin, to declare that the deceased was an indigenous villager of the Islands District, or a bona fide local resident of the island concerned, or a minor child of such person; and

b. Cheung Chau Cemetery

the original and a copy of the certificate issued by Cheung Chau Rural Committee certifying that the deceased was an indigenous villager of the Islands District, or a bona fide resident of Cheung Chau for a continuous residing period of not less than ten years, or a minor child of such person; or

c. Other cemeteries in Islands District

the original and a copy of the certificate issued by the respective rural committee certifying that the deceased was an indigenous villager of the Islands District, or a bona fide resident of the Islands District for a continuous residing period of not less than seven years, or a minor child of such person.

"Continuous residing period" means the period that the deceased continuously resided on the island concerned right before his/her death.

(iii) Re-burial at Urn Graves of Private Cemeteries or Deposit in Ossuaries of Private Cemeteries

- Applicants may submit application for re-burial at an urn grave of a private cemetery or deposit in an ossuary of a private cemetery by the following means:
 - (i) Complete an online application through the "Platform for Cemeteries and Crematoria Services" (https://app.fehd.gov.hk/ccsp/);
 - (ii) Bring the following documents to the Hong Kong or Kowloon Cemeteries and Crematoria Office (see Appendix I(c)) in person for processing:
 - a completed "Application for Permit to Remove/Exhume Remains"
 [FEHB 148]; and
 - the approval document for re-burial at an urn grave or deposit in an ossuary issued by the private cemetery concerned;
 - (iii) Send the completed application form to one of the above Offices by fax or by post, or fill in the e-form and submit the application online.
- Upon completion of the procedures and payment (see *Appendix II*), the applicant will be issued with the "Permit to Remove/Exhume Remains" [FEH(L) 86A] and the "Authorisation to Exhume Remains" [FEHB 150]
- The applicant may contact the private cemetery direct for deposit of remains in an ossuary or re-burial.

Import and Export of Dead Bodies / Exhumed Remains / Cremated Ashes

A. Import and Export of Dead Bodies

- (i) Export of Dead Bodies (out of Hong Kong)
- If the body of a deceased person is to be exported out of Hong Kong, applicant should, after death registration, apply for the "Permit for Removal of Dead Body from Hong Kong" [Form 9] at the Deaths Registry of Immigration Department in the Joint Office.
- The applicant can obtain the application form [SF/BDR/3] from the counter and complete it by providing the information required, such as the personal particulars of the deceased, the proposed time for exporting the dead body out of Hong Kong and the destination.
- The applicant is required to produce originals and copies of the documents permitting the burial issued by the Mainland/overseas cemetery where the dead body is to be buried as well as the documents for the import of the dead body into the country concerned.
- If the body of the deceased is to be transported to the Mainland:
 - the applicant should bring along documents such as the Home Visit Permit, the identity card and the "Certificate of Registration of Death" [Form 12] of the deceased to complete the formalities with the International Travel Body Service Centre of the China Funeral Association according to the requirements of the Ministry of Civil Affairs of the Mainland. (For details, please refer to the webpage of the Ministry of Civil Affairs, People's Republic of China: http://www.mca.gov.cn); and
 - the applicant should contact a local licensed undertaker or a funeral parlour direct to arrange transportation of the dead body.
- If the body of the deceased is to be transported to an overseas country:
 - care must be taken to ensure that the deceased had the passport of the receiving country and that import permission has been obtained from its government. Enquiries can be made to the consulate concerned; and
 - upon grant of permission and completion of import procedures, the applicant should contact a local licensed undertaker or a funeral parlour

direct to arrange transportation of the dead body.

(ii) Import of Dead Bodies (into Hong Kong)

- Applicant should first obtain the medical certificate of the cause of death and the embalming certificate and complete the export procedures in the country concerned. If the body of the deceased is to be transported from the Mainland to Hong Kong, the applicant is required to provide the identity document of the deceased and contact a Mainland undertaker to seek export approval from the relevant Mainland authority.
- With the approval granted by the relevant Mainland authority, the applicant can contact a licensed undertaker or a funeral parlour in Hong Kong to arrange receipt and transportation of the dead body. The applicant should inform the company importing the dead body into Hong Kong of the name of the authorised funeral parlour or undertaker.
- If the dead body is to be transported to Hong Kong by sea or land, the applicant/the authorised funeral parlour or undertaker should, before arrival of the dead body at Hong Kong, apply for the "Permit to Import a Human Corpse" from the Head Office, Port Health Division of Department of Health. The "Application for the Import of a Human Corpse" [DH2437] is available at the webpage of Department of Health: https://www.dh.gov.hk/english/useful/useful_forms/useful_forms_qpd.html.
- If the dead body is to be transported to Hong Kong by air, the applicant/ the authorised funeral parlour or undertaker should apply for the "Permit to Import a Human Corpse" from the Airport Section of the Port Health Division of Department of Health at the restricted area in the airport terminal. Staff of the authorised funeral parlour/undertaker are required to receive the dead body at the cargo terminal in the airport.
- Address of the Head Office of the Port Health Division: Suite 1101, 11/F, AIA Kowloon Tower, Landmark East, 100 How Ming Street, Kwun Tong, Kowloon; Tel: 3904 9316.
 Address of the Airport Section of the Port Health Division of Department of Health: Room 5T577, Terminal 1, Hong Kong International Airport.

B. Import and Export of Exhumed Remains

(i) Export of Exhumed Remains (out of Hong Kong)

For exportation of exhumed remains, applicant should provide originals and copies of the documents permitting the burial issued by the Mainland/ overseas cemetery, where the remains are to be buried, as well as the documents for the import of the exhumed remains. Some countries may require the applicants to produce "Certificate of Burial" and "Permit to

Remove/Exhume Remains" for import of exhumed remains.

- If necessary, applicants can apply for the above certificate/permit for meeting the import requirements of the country concerned by the following means:
 - (i) Complete an online application through the "Platform for Cemeteries and Crematoria Services" (https://app.fehd.gov.hk/ccsp/);
 - (ii) Bring the following documents to the **Hong Kong or Kowloon** Cemeteries and Crematoria Office (see *Appendix I(c)*) in person for processing:
 - a completed "Application for Permit to Remove/Exhume Remains"
 [FEHB 148]; and
 - a completed "Application for Certificate of Cremation/Burial" [FEHB 143]; and;
 - supporting documents indicating the final disposal method of the exhumed remains (for example, if the exhumed remains are to be buried in Mainland/a foreign country, please provide the original and a copy of the burial permit issued by the cemetery concerned and the permit to import the exhumed remains issued by the country concerned)
 - (iii) Send the completed application form to one of the above Offices by fax or by post, or fill in the e-form and submit the application online.
- Upon receipt of applications submitted online, by fax or by post, FEHD will contact the applicant to arrange for submission of the relevant documents.
- Upon completion of the procedures and payment (see *Appendix II*), the applicant can contact the relevant cemetery to arrange for the exhumation of the skeletal remains of the deceased.
- After completing the exhumation, the applicant must bring the original copy of the "Authorisation to Exhume Remains" [FEHB 150] to the permit office to obtain the "Certificate of Burial" and "Authorisation" for the export of the exhumed remains.

(ii) Import of Exhumed Remains (into Hong Kong)

- Import of exhumed remains requires application for the "Permit to Import a Human Corpse" to the Head Office of the Port Health Division of Department of Health.
- Applicant is required to complete the "Application for the Import of a Human Corpse" [DH2437] (available at the webpage of Department of Health: https://www.dh.gov.hk/english/useful/useful_forms/useful_

- **forms_qpd.html**) and produce the medical certificate of cause of death and export permit issued by the authorities of the export country.
- The arrangements for import of exhumed remains are the same as those required for import of dead bodies. Please refer to Part A(ii) of this Chapter for details.

C. Import and Export of Cremated Ashes

- Under the current practice, import and export of cremated ashes into and out of Hong Kong do not require application to the Hong Kong Government.
- However, some countries may require applicant to produce the "Certificate of Cremation" and the "Authorisation to Remove Cremated Ashes" for import of cremated ashes.
- If necessary, the applicant can apply for the above certificate/authorisation for a deceased person who was cremated at a crematorium managed by the FEHD by the following means.
 - (i) Complete an online application through the "Platform for Cemeteries and Crematoria Services" (https://app.fehd.gov.hk/ccsp/);
 - (ii) Bring the following documents to the **Hong Kong or Kowloon** Cemeteries and Crematoria Office (see *Appendix I(c)*) in person for processing:
 - a completed "Application for Certificate of Cremation/Burial" [FEHB 143];
 - a completed "Application for Permit to Remove/Exhume Remains"[FEHB 148]; and;
 - the original or a copy of the "Permit to Take Away Cremated Ashes" [FEHB 153].
 - (iii) Send the completed application form to one of the above Offices by fax or by post, or fill in the e-form and submit the application online.
- Upon receipt of applications submitted online, by fax or by post, FEHD will contact the applicant to arrange for submission of the relevant documents.
- Upon completion of procedures and payment, the applicant will be issued with the "Certificate of Cremation" and the "Authorisation to Remove Cremated Ashes".

6 Internet Memorial Service

- The public may create a memorial webpage at the Internet Memorial Service website (https://www.memorial.gov.hk) and upload texts, photos and videos to preserve fond memories of their lost loved ones.
- For applicant who applies for allocation of a new niche for the deceased, he/she only needs to fill in his/her email address on the application form. FEHD will then create a dedicated memorial webpage displaying the name and date of death of the deceased. The memorial webpage of the deceased will display the expiry date of the interment period and a message will popup before expiry of the interment period to remind the related persons of the expiry date of the current interment period. In addition, the related persons can use a dedicated link on the webpage to update the contact list or their contact information.
- Family members and friends may create a memorial webpage for a deceased person meeting any one of the following conditions:
 - cremated at a public crematorium;
 - cremains scattered in a garden of remembrance of FEHD or designated Hong Kong waters;
 - cremains kept in a public columbarium;
 - buried at a public cemetery;
 - a Hong Kong resident and whose body or cremated ashes was/ were interred or kept in a Hong Kong private cemetery or private columbarium;
 - buried at the Gallant Garden/Tribute Garden;
 - cremated ashes temporarily kept in the temporary storage facilities of FEHD;
 - abortuses cremated at Home of Forever Love; or
 - abortuses kept in the facility for keeping of abortuses under FEHD.
- Upon input of basic information (including the applicant's email address and particulars of the deceased) at the Internet Memorial Service website, a memorial webpage for the deceased will be created. Relatives and friends of the deceased can choose the layout design, write the deceased's life story, upload photos and videos, and set up various features for the memorial webpage. The webpage can be set as either "public" or "private".





Internet Memorial Service



- The computer system of FEHD will verify the information of the deceased who was buried or kept in a Hong Kong private cemetery or private columbarium. If the information cannot be verified, the applicant may have to submit documentary proof. The application will then be handled by designated staff separately.
- By simply entering the name of the deceased, the public can search, browse and leave messages in uploaded memorial webpages that are set as open to the public.
- The Internet Memorial Service launched the mobile version (m.memorial. gov.hk) and three demonstration videos on 25 September 2011. The public may browse the mobile version of the memorial webpages and pay tribute there. Owners of memorial webpages may use the mobile version to manage their webpages.
- To enhance service provision, FEHD launched a mobile app for "memorial. gov.hk" to facilitate mobile device users using the service anytime and anywhere they prefer. The mobile app has functions for personalised profile settings and notifications and sharing with social media. To facilitate public use, it provides three versions, namely iOS, Android and Huawei:-







To encourage the public to adopt digital worshipping, visitors can leave messages at the electronic kiosks of Diamond Hill Gardens of Remembrance and Cape Collinson Gardens of Remembrance through "memorial.gov.hk" to pay tribute to or cherish the memory of their lost beloved ones.

7 Green Burial Central Register

- For ourselves, our future generations and the environment, please support green burial together. Scattering ashes at Gardens of Remembrance or at sea is environmental friendly and can save the land resources.
- Plan ahead and let your loved ones know your own wish for green burial. Give yourself peace of mind and make life easier for them.
- FEHD has set up the Green Burial Central Register to enable the public to register their wish for green burial. FEHD will follow up appropriately if a deceased person is identified on the register upon cremation booking.
- Members of the public who have registered for the "iAM Smart" account can even create their own memorial webpage at the Internet Memorial Service Website (Advanced Planning Version) after registering in the Green Burial Central Register. This personal memorial webpage allows customization of layout design, upload photos and videos, etc.
- FEHD runs 13 scenic and peaceful Gardens of Remembrance and provides free ferry service to designated areas in Hong Kong waters for the public to scatter cremated ashes.
- Visit our thematic website https://www.greenburial.gov.hk to know more.

How to register?

- Simply register your wish for Green Burial online or download a registration form [FEHB 278] to fill in, or submit registration through the "Platform for Cemeteries and Crematoria Services" (https://app.fehd.gov.hk/ccsp/)
- After registration confirmed, FEHD will send a green burial wish confirmation letter to the registered individual by mail or email.
- For further information, please call 2562 7130 or email us at greenburial@fehd.gov.hk.

Even if there is no prior registration, descendants can still take on green burial for the deceased.



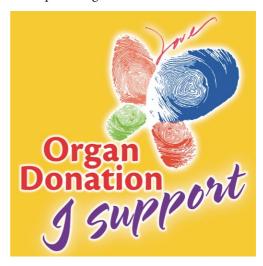




Please register now

S Organ Donation

- Organ donation is a symbol of love and rekindles the hopes of other people. To help patients with imminent need for organ transplant, you may indicate your wish to donate your organs after death. For details, please visit the website https://www.organdonation.gov.hk or call the 24-hour health education hotline of Department of Health at 2833 0111.
- Prospective donors may register with the Centralised Organ Donation Register (CODR) in the following ways:
 - register online directly at the above webpage; or
 - after completing the registration form attached to the organ donation publicity leaflet, which can be downloaded from the abovementioned homepage, send it by post to "CODR System Administrator, Department of Health, 21/F, Wu Chung House, 213 Queen's Road East, Wan Chai, Hong Kong" or by fax at 2127 4926; or
 - obtain a copy of the organ donation publicity leaflet at the locations indicated in the tables* (see page 48), and send the completed registration form either by post or by fax to the address or fax number mentioned above.
- For those prospective donors who prefer not to register with the CODR, they may fill in the organ donation card (which is attached to the organ donation publicity leaflet) to express their wish to donate organs after death. However, they should carry the completed organ donation card at all times.
- Prospective donors should bear in mind that they should tell their families about their wish.



* The organ donation publicity leaflet can be obtained at reception of the following places:

Hong Kong

Pamela Youde Nethersole Eastern Hospital	3 Lok Man Road, Chai Wan
The Hong Kong Medical Association	5/F, Duke of Windsor Social Service Building, 15 Hennessy Road, Wan Chai
Ruttonjee Hospital	266 Queen's Road East, Wan Chai
Tang Shiu Kin Hospital	282 Queen's Road East, Wan Chai
Queen Mary Hospital	102 Pok Fu Lam Road
Central Health Education Unit, Department of Health	7/F, Southorn Centre, 130 Hennessy Road, Wan Chai

Kowloon

Queen Elizabeth Hospital	30 Gascoigne Road
Caritas Medical Centre	111 Wing Hong Street, Sham Shui Po
United Christian Hospital	130 Hip Wo Street, Kwun Tong
Centre for Health Protection, Department of Health	4/F, 147C Argyle Street
Health InfoWorld, Hospital Authority	Ground Floor, Hospital Authority Building, 147B Argyle Street
Kwong Wah Hospital	25 Waterloo Road

New Territories

Yan Chai Hospital	7 - 11 Yan Chai Street, Tsuen Wan
Tuen Mun Hospital	23 Tsing Chung Koon Road, Tuen Mun
North District Hospital	9 Po Kin Road, Sheung Shui
Tseung Kwan O Hospital	2 Po Ning Lane, Hang Hau, Tseung Kwan O
Prince of Wales Hospital	30 - 32 Ngan Shing Street, Sha Tin
Pok Oi Hospital	Au Tau, Yuen Long
Alice Ho Miu Ling Nethersole Hospital	11 Chuen On Road, Tai Po
Princess Margaret Hospital	2 - 10 Princess Margaret Hospital Road
Tsuen Wan Health Education Centre, Department of Health	13/F, Tsuen Wan Government Office, 38 Sai Lau Kok Road, Tsuen Wan

9 Body Donation

■ Body donation is very important to education and research in healthcare professions, and eventually to the betterment of human health. You may indicate your wish to donate your body after death for the purposes of medical education and research. For details, please browse the websites below or contact the following:

"Great Body Teacher" Body Donation Programme, Li Ka Shing Faculty of Medicine, The University of Hong Kong

Website: https://www.med.hku.hk/bdp/index-e.html

Facebook: https://www.facebook.com/HKUBodyDonationProgramme/

Tel No.: 3917 6334

"Silent Teacher" Body Donation Programme, Faculty of Medicine,

The Chinese University of Hong Kong

Website: https://bodydonation.sbs.cuhk.edu.hk/

Tel No.: 3943 6050



Medical students of the University of Hong Kong attend a ceremony to pay respect to the "Great Body Teacher".



Medical students of the Chinese University of Hong Kong attend a ceremony to pay respect to the "Silent Teacher".

1 Ashes Scattering Plan for Body Donors

The Board of Management of the Chinese Permanent Cemeteries (BMCPC) has launched the "Silent Teacher" and "Great Body Teacher" Ashes Scattering Plan with the Faculty of Medicine of the Chinese University of Hong Kong and the Li Ka Shing Faculty of Medicine of the University of Hong Kong respectively. Body donors or their family members can choose to scatter the ashes of the donors at the Junk Bay Garden of Remembrance of BMCPC. Dedicated memorial walls are erected at the Garden of Remembrance in recognition of the selfless contribution of body donors.

For more information about the Ashes Scattering Plan, please visit the website https://www.bmcpc.org.hk or call BMCPC at 3719 7785.



The "Silent Teacher" Memorial Wall at the Junk Bay Garden of Remembrance of BMCPC



The "Great Body Teacher" Memorial Wall at the Junk Bay Garden of Remembrance of BMCPC

Ashes Scattering and Memorial Plaque for Deceased 1 Organ Donors

A. Endless Love - Healing Act

- BMCPC in conjunction with Hong Kong Kidney Foundation (HKKF) has set up the "Endless Love - Healing Act" programme since July 2017. The purpose is to honor deceased organ donors, as their organs allow patients with end-stage organ failure a "new life".
- BMCPC has set up a memorial wall in the Garden of Remembrance at Junk Bay Chinese Permanent Cemetery for family members to scatter the ashes. HKKF will honor the donor with a plaque for the family to mount on the memorial wall.

For further detail, please visit website: https://hkkf.org.hk Enquiry: 2716 5773





B. Angel of Sight - Ashes scattering and memorial plaque for deceased eye tissue donors

- BMCPC has set up the "Angel of Sight" programme since January 2022. The purpose is to honor deceased eye tissue donors for their selfless donation to help eye patients restore sight.
- BMCPC has set up a memorial wall in the Garden of Remembrance at Junk Bay Chinese Permanent Cemetery. The family may opt to scatter the ashes in the garden and mount a name plaque of the donor on the memorial wall.

For further details, please visit website: https://www.bmcpc.org.hk

Enquiry: 3719 7785 (BMCPC)

2762 3041 (Hospital Authority Eye Bank)





Appendix

Appendix I:

Contact Information of Relevant Government Departments

(a) The Joint Office set up by the Immigration Department, Department of Health and FEHD

Joint Office	Hong Kong Island Office 18/F, Wu Chung House, 213 Queen's Road East, Wan Chai, Hong Kong	Kowloon Office 1/F, Cheung Sha Wan Government Offices, 303 Cheung Sha Wan Road, Kowloon	Matters Handled
i) Immigration Department Website: https:// www.immd.gov.hk/ eng/services/birth- death-marriage- registration.html Hong Kong Island Deaths Registry Tel: 2961 8841		Kowloon Deaths Registry Tel: 2368 4706	Application for "Certificate of Registration of Death" [Form 12] (commonly known as "going-out pass") and "Certificate of Registration of Death" [Form 10] (commonly known as "Burial Permit")
(ii) Department of Health Website: https:// www.dh.gov.hk/ english/main/main_ ph/main_ph.html	Cremation Permit Office (Hong Kong Island) Tel: 2961 8843	Cremation Permit Office (Kowloon) Tel: 2150 7232	Application for "Cremation Permit" [Form 3]
(iii) FEHD Website: https://www.fehd. gov.hk/english/cc/ index.html	Wan Chai Cremation Booking Office (Hong Kong Island) Tel: 2961 8842	Cheung Sha Wan Cremation Booking Office (Kowloon) Tel: 2150 7502	Booking of cremation session
Office Hours	Monday to Friday Saturday: (Closed on Sunday	9:00 a.m. to 12:30 2:00 p.m. to 4:30 9:00 a.m. to 12:30	p.m.) p.m.

The Immigration Department of the Joint Office only handles registration of deaths from natural causes. Death registration services for cases referred from the Coroner, and for deaths from natural causes on Sundays and public holidays, are available at the Births and Deaths General Register Office of Immigration Department. Please refer to Part (b) of this Appendix.

(b) The Births and Deaths General Register Office of Immigration Department

The Births and Deaths General Register Office	3/F, Low Block, Queensway Government Offices, 66 Queensway, Hong Kong Tel: 2867 2784		
Office Hours	Monday to Friday: 8:45 a.m. to 4:45 p.m. Saturday: 9:00 a.m. to 11:30 a.m. Sunday and public holidays: 10:00 a.m. to 12:30 p.m.		Only handles death registration cases referred from the Coroner
			Only handles registration of deaths from natural causes

(c) Cemeteries and Crematoria Offices of FEHD

Hong Kong Cemeteries and Crematoria Office 1J Wong Nai Chung Road, Happy Valley	Tel: 2570 4318 Fax:2591 1879	Handles applications related to the disposal of skeletal remains and cremated ashes
Kowloon Cemeteries and Crematoria Office Upper Ground Floor, 6 Cheong Hang Road, Hung Hom	Tel: 2365 5321 Fax:2176 4963	
Public Niche Allocation Office Units 3501-3511, 3520-3525, 35F, Metroplaza, Tower 1, 223 Hing Fong Road, Kwai Fong, N.T.	Hotline: 2841 9111 Tel: 2330 5635 Fax: 2333 1716	Handles application and allocation of new niches

For information about green burial services, please browse the thematic website of FEHD (https://www.greenburial.gov.hk/en).

(d) Social Welfare Department

Hotline (24-hours)

Tel: 2343 2255

Website: https://www.swd.gov.hk/en/

- If a Comprehensive Social Security Assistance (CSSA)
 recipient has passed away, there will be a lump sum of burial
 grant with an upper limit provided by the Social Welfare
 Department (SWD) to the relatives to cover the cost of the
 funeral.
- The accidental or sudden death of a family member (in particular the breadwinner) will bring the whole family into hardship. Those in need may approach SWD for assistance.

(e) Home Affairs Department

Estate Beneficiaries Support Services Tel: 2835 1535 Website: https://www.had.gov.hk/en/public_services/estates.htm	Family members of the deceased may apply for the release of money from the deceased's personal bank account to meet the funeral expenses or for maintenance of the deceased's former dependant(s).
Central Telephone Enquiry Center Tel: 2835 2500	Enquiries on various relevant government services.
Website: https://www.had.gov.hk/en/public_services/public_enquiry_services/ctec.htm	

Appendix II: List of Charges for Cemeteries and Crematoria Services of FEHD#

	Service Item	Charge
1.	Adult cremation	\$1,220
2.	Child cremation	\$650
3.	Cremation of Skeletal remains	\$90
4.	Certificate of Cremation (for export of cremated ashes)	\$140
5.	Temporary storage of ashes after the first two months following cremation (each month)	\$80
6.	Administration fee for placing each commemorative plaque	\$90
7.	Standard niche and placing a memorial plaque	Use of each niche: Initial 20-year interment period: \$2,400 Subsequent 10-year interment period (extension): \$1,200 Administration fee for placing each memorial plaque: \$90 The works and material costs of the plaque are to be agreed with the registered contractor direct by the applicant.
8.	Large niche and placing a memorial plaque	Use of each niche: Initial 20-year interment period: \$ 3,000 Subsequent 10-year interment period (extension): \$ 1,500 Administration fee for placing each memorial plaque: \$90 The works and material costs of the plaque are to be agreed with the registered contractor direct by the applicant.
9.	Adult burial	\$3,190
10.	Child burial	\$2,605
11.	Urn grave (burial of skeletal remains) or placing an additional set of skeletal remains/ashes	\$6,305

12.	Certificate of Burial (for export of exhumed remains)	\$140
13.	Permit to Remove/Exhume Remains	\$120
14.	Replacement of Permit to Remove/ Exhume Remains	\$140
15.	Placing an additional set of ashes in a niche	\$140
16.	Official signature fee@	\$140

[#] This list of charges will be revised as necessary. For the latest charges, please refer to FEHD webpage:

https://www.fehd.gov.hk/english/cc/info_charge.html

The official signature fee of an application for changing remains exportation destination on an approved permit to remove/exhume remains

Appendix III: Office hours of "Farewell Services" of Hospitals

Cluster	Hospitals with farewell services	Telephone number	Office hours for the farewell services
Hong Kong	Pamela Youde Nethersole Eastern Hospital	2595 6224	Monday to Sunday & Public Holidays 08:30 to 16:00
Island East	Ruttonjee and Tang Shiu Kin Hospitals	2291 1030	Monday to Sunday & Public Holidays 08:30 to 12:00 and 13:00 to 16:00
	Grantham Hospital	2518 2202	Monday to Sunday & Public Holidays 08:30 to 12:00 and 14:00 to 15:30
Hong Kong Island West	Tung Wah Group of Hospitals Fung Yiu King Hospital	2855 6111	Monday to Sunday & Public Holidays 09:00 to 13:00 and 14:00 to 17:00
	Queen Mary Hospital	2255 3678	Monday to Sunday & Public Holidays 09:00 to 13:00 and 14:00 to 17:00
	Buddhist Hospital	2339 6127	Monday to Sunday & Public Holidays 08:30 to 17:00
Kowloon Central	Queen Elizabeth Hospital	3506 8434	Monday to Sunday & Public Holidays 08:00 to 13:00 and 14:00 to 17:00
	Kwong Wah Hospital	3517 6194	Monday to Sunday & Public Holidays 07:00 to 11:30 and 12:30 to 17:00
	Our Lady of Maryknoll Hospital	2354 2209	Monday to Friday: 09:00 to 12:00 and 13:00 to 16:15 Saturday, Sunday & Public Holidays: 09:00 to 12:00

Kowloon Central	Hong Kong Children's Hospital	3513 6258	Monday to Sunday & Public Holidays 09:00 to13:00 and 14:00 to 17:00
	Kolwoon Hospital	3129 6038	Monday to Friday 09:00 to13:00 and 14:00 to 16:30
Kowloon	Tseung Kwan O Hospital	2208 0348	Monday to Sunday & Public Holidays 08:00 to 13:00 and 14:00 to 17:00
East	United Christian Hospital	3949 3572	Monday to Sunday & Public Holidays 09:00 to 12:30 and 14:00 to 16:00
Kowloon West	Caritas Medical Centre	3408 6345	Monday to Sunday & Public Holidays 09:00 to 13:00 and 14:00 to 17:00
	Yan Chai Hospital	2417 8146	Monday to Sunday & Public Holidays 08:30 to 12:15 and 13:30 to 16:15
	North Lantau Hospital	3467 7187	Monday to Sunday & Public Holidays 09:00 to13:00 and 14:00 to 17:00
	Princess Margaret Hospital	2990 3260	Monday to Sunday & Public Holidays 09:00 to13:00 and 14:00 to 17:00
N.T. East	Alice Ho Miu Ling Nethersole Hospital	2689 2640	Monday to Sunday & Public Holidays 08:30 to 13:00 and 14:00 to 16:00
	North District Hospital	2683 7112	Monday to Sunday & Public Holidays 09:00 to 16:00

N.T. East	Prince of Wales Hospital	3505 2342	Monday to Sunday & Public Holidays 08:00 to 13:00 and 14:00 to 17:00
	Shatin Hospital	3919 7509	Monday to Sunday & Public Holidays 09:00 to 13:00 and 14:00 to 17:00
N.T. West	Pok Oi Hospital	2486 8920	- Monday to Sunday & Public Holidays
	Tuen Mun Hospital	3767 7679	09:00 to 13:00 and 14:00 to 17:00
	Tin Shui Wai Hospital	3513 5077	Monday to Friday 09:00 to 17:00

Appendix IV:

Websites and Contact Numbers of Organisations Providing Funeral Services, Support on Funeral Matters, Counselling Services, etc.

(a) Licensed Funeral Parlours, Undertakers of Burial and Registered Service Providers

List of Licensed Funeral Parlours

https://www.fehd.gov.hk/english/cc/lfp.pdf

List of Licensed Undertakers of Burial

https://www.fehd.gov.hk/english/cc/lu.pdf

List of Registered Masons Permitted to Provide Services on Burial and Exhumation of Skeletal Remains, and Installation of Headstones and Grave Coverings Surfaces in Public Cemeteries

https://www.fehd.gov.hk/english/cc/lmp.pdf

List of Registered Marble Manufacturer/Contractor Permitted to Provide Services in Public Columbaria

https://www.fehd.gov.hk/english/cc/lrm.pdf

(b) Cemetery and Funeral Services

The Board of Management of Tel: 2511 1116

the Chinese Permanent Cemeteries

https://www.bmcpc.org.hk

Community Services Division, Tung Wah Group of Hospitals

https://funeralservices.tungwahcsd.org

International Funeral Parlour Tel: 2303 1234
Diamond Hill Funeral Parlour Tel: 2326 0121

FEHD has no authorised funeral agents or undertakers. Reports and complaints can be made to the Department should there be such claims made by anyone.

(c) Support on Funeral Matters and Counselling

St. James' Settlement (Life and Death Education Website) Tel: 2831 3230

https://cc.sjs.org.hk/en/our_services/detail/47

Caritas Elderly Service (hospice care services) Tel: 2117 0707

https://www.caritasse.org.hk/zh/?page_id=8576

Society for the Promotion of Hospice Care Tel: 2331 7000

(bereavement support)

https://www.hospicecare.org.hk/?lang=en

The Comfort Care Concern Group Tel: 2361 6606 (funeral support and bereavement counselling services) https://www.cccg.org.hk/ SKH Holy Carpenter Church Tel: 2362 0268 (funeral and bereavement support of "the Paraclete-Care-And-Comfort Angel") http://hccss.holycarpenter.org.hk/service-hbsd01/ Society for Community Organisation Tel: 2713 9165 (after-death arrangement services for the elderly) https://soco.org.hk/en/ The Against Elderly Abuse of Hong Kong Tel: 8200 1711 (hospice care services for the elderly) http://www.hkaea.org.hk Suicide Prevention Services Tel: 2382 2737 (bereavement support for suicide survivors – Project BLESS) https://www.sps.org.hk/?a=group&id=bless TWGHs Chun Tei Kok Buddhist Association Limited Tel: 2884 2033 Centre of Life Enlightening - "Endless Care Services" (Funeral and Bereavement Support) https://ecs.tungwahcsd.org Banyan Service – Friend of Sunset Service Tel: 2763 9944 (After-death arrangement services for the elderly) https://www.banyanservice.org (d) Organ/Body Donation Organ Donation of the Department of Health Tel: 2833 0111 https://www.organdonation.gov.hk Tel: 3917 6334 Body Donation of the University of Hong Kong https://www.med.hku.hk/bdp Body Donation of the Chinese University of Hong Kong Tel: 3943 6050 https://bodydonation.sbs.cuhk.edu.hk/ Eye Donation of Hospital Authority Eye Bank Tel; 2762 3041 https://www3.ha.org.hk/hkeh/eb/eng/index.htm (e) Internet Memorial Service and Green Burial Central Register Internet Memorial Service Tel: 2951 4358 https://www.memorial.gov.hk Green Burial Central Register Tel: 2562 7130 https://www.greenburial.gov.hk/en

Appendix V:

An Overview of Coffins

Eco-coffins:

The use of eco-coffins can reduce tree felling as well as emissions of pollutants during cremation. As in the case of traditional coffins, eco-coffins of different styles and prices are available for selection. Primarily made of honeycomb cardboard, recycled paper, or plant fibers, these coffins can carry a load of 150 kg or more. The designs are solemn and decent.



European style

The coffin is in diamond or olivary shape with a flat cover on the top and decoration handles on both sides.

American style

The coffin is in rectangular shape with a flat cover on the top and decoration handles on both sides. The design is simple but it gives a sense of solemnity.



Japanese style

The coffin is in rectangular shape with a half opening cover. It is usually in a dark colour with decoration handles on both sides, giving a sense of simplicity and solemnity.

Chinese style

The surface of the coffin has natural wood patterns. It adopts a strong traditional Chinese style in appearance.

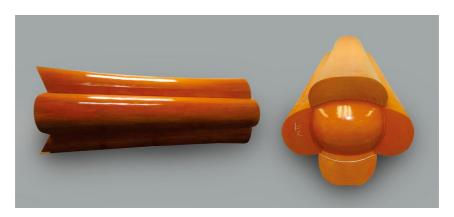
Western Coffins:

They are usually made of teak wood, oak wood or synthetic wood, but there are also bronze-made coffins. Coffins made of synthetic wood are more suitable for cremation, whereas teak, oak and bronze coffins are mostly for burial.



Chinese Coffins:

They are usually made of Phoebe zhennan wood, zelkova wood, China fir wood and synthetic wood. Their prices may vary greatly according to the wood type.



The prices of the coffins which are made of different materials range from a few thousand dollars to tens of thousands of dollars (or even more). Undertakers in general will offer a package price to provide one-stop supporting services and the price will include the costs of coffin and renting service hall. It is advisable for the public to pay attention to the various charges during selection for comparison.

Other Points to Note

- The Government maintains strict control over cremator emissions to avoid causing air pollution. Unsuitable coffins and/or the funeral objects put inside the coffin can affect the operation of cremators, which may result in air pollution.
- When selecting coffins, members of the public are urged not to choose those with dimensions larger than 710 mm (28 in) in height/760 mm (30 in) in width/1 980 mm (78 in) in length. The external surface of the coffin should not have any metal ornaments or plastic (e.g. Polyvinyl Chloride, i.e. PVC) attachments.
- It is advisable not to put metal or plastic objects, or expensive funeral objects into the coffin.
- Metal or plastic ornaments fixed to the external surface of the coffin must be removed and disposed of before arrival at the crematorium.

Appendix VI:

Required Certificates/Permits/Application Forms for After-Death Arrangements

Death Registration

(a) Deaths from Natural Causes

Cremation

Medical Certificate of the Cause of Death	Form 18	Issued by the attending doctor
Medical Certificate (Cremation)	Form 2	Issued by the attending doctor
Certificate of Registration of Death	Form 12	Issued by the Deaths Registry of Immigration Department
Cremation Permit	Form 3	Issued by the Cremation Permit Office of Department of Health
Application for Private Cremation (https://www.fehd.gov.hk/ english/forms/Fehb135.html)	FEHB 135*	Apply to Cremation Booking Office of FEHD of the Joint Office
Application for Cancellation of Cremation Booking (https://www.fehd.gov.hk/ english/forms/fehb264.html)	FEHB 264*	
Permit to Take Away Cremated Ashes	FEHB 153	Issued by the Cemeteries and Crematoria Offices of FEHD

Burial

Medical Certificate of the Cause of Death	Form 18	Issued by the attending doctor
Certificate of Registration of Death (commonly known as "Going-out Pass")	Form 12	Issued by the Deaths Registry of Immigration Department
Certificate of Registration of Death (commonly known as "Burial Permit")	Form 10	Issued by the Deaths Registry of Immigration Department
Application for Burial at Public Cemetery (https://www.fehd.gov.hk/ english/forms/Fehb144.html)	FEHB 144*	Apply to the cemetery office concerned of FEHD

For Urgent burial

Permit for Removal and Burial of Dead Body	Form 8	Issued by the nearest police station
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(b) Reported Death (Cremation / Burial)

Certificate of Order Authorizing Burial/ Cremation of Body	Form 11	Issued by the Coroner
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Export of Human Remains

Application for a Permit for Removal of Dead Body from Hong Kong	SF/BDR/3@	Apply to Immigration Department
Permit for Removal of Dead Body from Hong Kong	Form 9	Issued by Immigration Department

Import of Human Remains / Skeletal Remains

Application for the Import of a Human Corpse	DH2437	Apply to Department of Health
(https://www.dh.gov.hk/ english/useful/useful_forms/ useful_forms_qpd.html)		
Permit to Import a Human Corpse	_	Issued by Department of Health

Disposal / Export of Skeletal Remains

Application for Permit to Remove/Exhume Remains (https://www.fehd.gov.hk/ english/forms/Fehb148.html)	FEHB 148*	Apply to the Cemeteries and Crematoria Offices of FEHD
Application for Certificate of Cremation/Burial (https://www.fehd.gov.hk/ english/forms/Fehb143.html)	FEHB 143*	
Application for Exhumation or Relocation of Remains at Places Other Than Cemeteries (https://www.fehd.gov.hk/ english/forms/Fehb241.html)	FEHB 241*	
Application for Cremation of Skeletal Remains (https://www.fehd.gov.hk/ english/forms/fehb263.html)	FEHB 263*	
Application for Urn Grave Burial or Placing Additional Skeletal Remains/Ashes (https://www.fehd.gov.hk/ english/forms/fehb262.html)	FEHB 262*	
Permit to Remove/Exhume Remains	FEH(L)86A	Issued by the Cemeteries and Crematoria Offices of FEHD
Authorisation to Exhume Remains	FEHB 150	
Certificate of Burial	_	
Authorisation to Bury Skeletal Remains	_	
Authorisation to Remove Skeletal Remains	_	

${\bf Disposal}\ /\ {\bf Export\ of\ Cremated\ Ashes}$

Application for Certificate of Cremation/Burial (https://www.fehd.gov.hk/ english/forms/Fehb143.html)	FEHB 143*	Apply to the Cemeteries and Crematoria Offices of FEHD
Application for Allocation of a Niche (For New Niche at Outlying Islands Only) (https://www.fehd.gov.hk/ english/forms/Fehb136.html)	FEHB 136*	
Application for Placing Additional Cremated Ashes of the Deceased (https://www.fehd.gov.hk/ english/forms/Fehb136a.html)	FEHB 136A*	
Application for Temporary Storage Service for Cremains (https://www.fehd.gov.hk/ english/forms/fehb251.html)	FEHB 251*	
Application for Allocation of a Niche (Tsang Tsui Columbarium) (Monthly) (https://www.fehd.hksarg/ english/forms/fehb294.html)	FEHB 294*	
Certificate of Cremation Authorisation to Remove Cremated Ashes	FEH(L)88 -	Issued by the Cemeteries and Crematoria Offices of FEHD

Green Burial

(a) Scattering Cremated Ashes at Sea

Application for Scattering of Cremated Human Ashes in	FEHB 198*	Apply to the Cemeteries and Crematoria Offices of FEHD
Hong Kong Waters (https://www.fehd.gov.hk/ english/forms/Fehb198.html)		

(b) Scattering Cremated Ashes at Gardens of Remembrance

Application for Scattering Cremated Ashes / Mounting Commemorative Plaques at Gardens of Remembrance (https://www.fehd.gov.hk/ english/forms/Fehb219.html)	FEHB 219*	Apply to the Cemeteries and Crematoria Offices of FEHD
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(c) Green Burial Central Register (GBCR)

Registration of a wish for Green Burial	FEHB 278*	Apply to the GBCR Administrator Burial of FEHD
(https://www.fehd.gov.hk/ english/forms/fehb278.html)		

- * All application forms of FEHD are available at the FEHD website (https://www.fehd.gov. hk/english/forms/index_forms.html), or at its Cremation Booking Offices or Cemeteries and Crematoria Offices (*Appendix I*).
- @ Application for a Permit for Removal of Dead Body from Hong Kong [SF/BDR/3] can be obtained from the Deaths Registries of Immigration Department.

