



## CHAPTER FIFTEEN

### FUNERAL SERVICES

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## FUNERAL SERVICES

### 15.1 RSA Involvement

RSA involvement at Ex Service member's funerals is at the request/wishes of the widow/widower/family/next of kin, or other appropriate authorised person/s.

### 15.2 Funeral Types

Military & RSA involvement at NZDF service related funerals is at the direct request or acceptance of offer by the widow/widower/family/next of kin of the deceased.

#### a. Full Military Funerals.

When requested by the widow/widower/family/next of kin, full military funerals may be provided to serving NZDF personnel whose death was a result of Military duty. Where applicable the widow/widower/family/next of kin may seek participation of the RSA to pay tribute to the deceased. These funerals are run by the NZDF.

#### b. Full Military Honours.

When requested by the widow/widower/family/next of kin, full Military Honours at private funerals may be provided to discharged/retired NZDF military personnel who had completed 20 years continuous service and whose death was not a result of military duty. Where applicable the widow/widower/family/next of kin may seek participation of the RSA to pay tribute to the deceased.

#### c. Limited Military Honours.

When requested by the widow/widower/family/next of kin, limited Military Honours at private funerals may be accorded to discharged/retired NZDF military personnel who had completed less than 20 years' service and whose death was not a result of military duty. Where applicable the widow/widower/family/next of kin may seek participation of the RSA to pay tribute to the deceased.

### 15.3 Funeral Costs.

- a. **Full Military Funerals** – cost is paid from the public account.
- b. **Full Military Honours** – cost is met by the deceased estate.
- c. **Limited Military Honours** – cost is met by the deceased estate.

### 15.4 Wearing of medals at Service Funerals

It is normal that Orders, Decorations and Medals are worn on the occasion of Full Military Funerals, Funerals with Military Honours and Funerals with Limited Military Honours. The decision regarding the wearing of medals at Private Funerals rests with the NOK and should be notified in the funeral notice.

### **15.5 Internment.**

- a. In conjunction with the requirements of wills and family/next of kin requests, or other arrangements, deceased remains may be internment/scattered at an appropriate suitable place that has been approved for such occurrences.
- b. If it is the request of the deceased or widow/widower/family/next of kin for the deceased to be interned in a Services Cemetery, the widow/widower/family/next of kin must supply the Funeral director with details of the request. Entitlements for internment in Service Cemeteries are those whom have had war service that has been defined in operational areas as defined by VA from time to time.

### **15.6 Guidelines**

Procedures followed when the RSA is involved in funerals, varies, therefore the following document is designed as an assistance guide.

#### **Returned and Service Personnel**

RNZRSA does not distinguish between Returned and Service members and with the possible exception of the use of poppies, none of the matters dealt with in these guidelines can be said to be the exclusive right of Returned personnel.

#### **NZ Flag at Half Mast**

- a. Flags may be flown at half-mast as a sign of mourning/loss. They may be raised to the peak immediately after the funeral or left at half-mast for the remainder of the day.
- b. The flag is half-masted by first raising it to the top of the mast and then immediately lowering it slowly to the half-mast position.
- c. On occasions when the NZ Flag is flown at half-mast, other flags should not be flown above it.

#### **NZ Flag as a Pall for a Casket at Funerals**

- a. The flag should be draped over the casket so that the first (i.e. Union) quarter is positioned over the left shoulder of the deceased.
- b. The flag should be removed before the casket is lowered into the grave or at a crematorium, immediately after committal.

## Poppies at a Funeral

The placing of a poppy on the casket is a mark of respect for the deceased. It should not be regarded as an indication of the services background of the donor and is therefore not the sole prerogative of members of the RSA. It is appropriate for any non-services person to pay due respect to the deceased with a poppy.

### 15.7 FUNERAL SERVICE NOTES

- a. The role of the RSA in regard to funeral services must always be one of coordination between the widow and/or next of kin, the funeral director and the officiating minister, observing cultural requirements and protocols.
- b. The following tribute may be available if so desired by the widow or family and confirmation should be received on each section.
- c. Flag draped on the coffin. Usually the NZ flag is supplied by the funeral director.
- d. Bugler and/or recording of Last Post and Reveille. It is essential that this is specifically approved, as some widows particularly find it too traumatic.
- e. Format of Service. As the RSA involvement is essentially a farewell to departed comrade, it is appropriate to request the RSA tribute to be performed prior to the final committal.
- f. The final RSA activity, the placing of poppies should precede the playing of the Last Post, reciting the 'Ode', which is followed by Reveille.
- g. It is generally accepted, the RSA representative to say the Ode and the RSA members present to repeat "We will remember them", is the finale.

### 15.8 POPPIES ON A CASKET.

Alternatives suggested:

- a. The person giving the RSA tribute may lay a poppy on behalf of all RSA members.
- b. Family members are invited to place a poppy.
- c. All RSA members present are invited to lay a poppy on the casket in remembrance.
- d. Members of the general public may be invited to place a poppy on the casket.

## 15.9 OTHER ASSISTANCE

When a member dies, the widow/widower/family/next-of-kin, maybe entitled to assistance from the following organisations;

a. Local RSA

1. Poppy Trust.
2. Welfare Trust.
3. Support Services.

b. Veteran Affairs – [www.veteransaffairs.mil.nz/get-support/ex-serving/when-you-die](http://www.veteransaffairs.mil.nz/get-support/ex-serving/when-you-die)

1. Case Managers

c. ACC – [www.acc.co.nz/im-injured/financial-support/financial-support-after-death/](http://www.acc.co.nz/im-injured/financial-support/financial-support-after-death/)

d. WINZ – [www.workandincome.govt.nz](http://www.workandincome.govt.nz) *search* – deaths, *search* – funerals.

e. Funeral Directors Association – [www.fdanz.co.nz/fdanz-funeral-directors](http://www.fdanz.co.nz/fdanz-funeral-directors)

f. DHB's.

g. Local Government, i.e. local council.

h. Local Iwi or cultural group.

i. Other organizations, i.e. sports clubs, Lions etc.

### **AN EXAMPLE OF AN RSA TRIBUTE**

#### **RSA REPRESENTATIVE**

We have come together today to pay our last respects to fellow serviceman:

***(Reg. Number, Full Name, nick Name)***

We are also gathered here to extend our sympathy and support to (name) and all the members of (name's) family.

Those who knew (name), those who served with him/her, those who worked with him/her, all valued his comradeship and service.

The RSA representative shall then recite the Tribute to the Poppy:

***THE POPPY IS AN EMBLEM OF SACRIFICE***

***A SYMBOL OF A LIFE SPENT IN SERVICE TO ONE'S COUNTRY***

***IT ALSO SERVES AS A LINK BETWEEN OUR LATE COMRADE (NAME)***

***AND THOSE OF US WHO REMAIN***

***WE PLACE IT HIM/HER IN REMEMBRANCE***

Invite members of the family, *if they wish*, to lay a poppy.

Invite all ex-service personnel to come forward and lay a poppy, if they wish.

Ask everyone to stand.

Last Post played.

ODE delivered first in Te reo then in English.

***E KORE RĀTOU E KAUMAATUATIA PĒNEI I A TĀTOU  
KUA MAHUE NEI E KORE HOKI RĀTOU E NGOIKORE  
AHAKOA PĒHEA I NGĀ ĀHUATANGA O TE WĀ I TE***

***HEKENGĀ ATU O TE RĀ TAE NOA KI TE ARANGA MAI I  
TE ATA KA MAUMAHARA TONU TĀTOU KI A RĀTOU KA  
MAUMAHARA TONU TĀTOU KI A RĀTOU***

***THEY SHALL GROW NOT OLD,  
AS WE THAT ARE LEFT GROW OLD  
AGE SHALL NOT WEARY THEM, NOR THE YEARS CONDEMN  
AT THE GOING DOWN OF THE SUN, AND IN THE  
MORNING;  
WE WILL REMEMBER THEM  
WE WILL REMEMBER THEM***

Reveille played.

End of RSA Tribute

Notes:

The RSA tribute is usually done in the Church, or place of service, at a point in the service that has been previously agreed with the widow/widower/family/next of kin. The format of the tribute may be amended as necessary to comply with requests (e.g. not playing Last Post). The RSA tribute is a guide, not a direction.



### First Meeting

Upon being informed of an impending death or actual death of a service person, the following table may assist with guiding the family/next of kin and the RSA with preparations and funeral arrangements. These guidelines are advisory only. The family and/or next-of-kin are the decision makers and their decision should be respected throughout.

If the yes box is ticked, follow up attention is required. The ticked box should have an explanatory note attached for follow up arrangements.

#### Prior to passing.

<b>Activity</b>	<b>Yes</b>	<b>No</b>
Meet with the Member & family/next of kin, Funeral Director  <i>date</i> <i>time</i>		
Is the member in need of Support Services assistance?		
Does the member request cultural considerations at his/her service?		
What arrangements can the RSA assist the member with?		
Does the member have a record of his/her military service?		
Has the member any specific service related experience they wish to share?		
What are the fondest service related memories the member would like to share?		
What are the most service related achievements the member has experienced?		
What type of funeral service would the member appreciate?		
Does the member wish to be interned with other family & whom?		
What assistance can the RSA give the family/next-of-kin?		
Where is the funeral service to be held?		
Who is the Funeral Director?		



**Upon passing**

<b>Activity</b>	<b>Yes</b>	<b>No</b>
Meet with the family/next of kin, Priest etc. and/or the Funeral Director  <i>date</i> <i>time</i>		
Is the family/next-of-kin in need of Support Services assistance?		
Does the family/next-of-kin have any requests or requirements the RSA can assist with?		
Does the family/next-of-kin request cultural considerations at the service?		
What arrangements can the RSA assist the family/next-of-kin with?		
Does the deceased have a record of his/her military service?		
What type of funeral service would the family/next-of-kin appreciate?		
Does the deceased wish to be interned with other family & whom?		
Where is the funeral service to be held?		
Who is the Funeral Director?		