

## **For Inclusion into Town Council's Terms and Conditions for use of common space for funeral wake services**

For funeral events, including funerals, funeral wakes and funeral processions, the applicant and organisers, including Funeral Directors, must ensure the following:

- a. Attendees at funeral wakes shall be kept to 30 persons or fewer at any one time, depending on the safe capacity of the venue, whichever is lower.
- b. There are not more than 30 individuals participating in the foot procession send-off, if any. Foot procession distance must be kept short.
- c. Every individual must wear a mask and maintain a distance of at least one metre away from any other individual at all times, including during the procession. Where it is not feasible to apply one metre safe distancing between individuals, this one metre requirement can instead be enforced between groups, with each group made up of not more than 5 persons, and with no mixing between groups. Other safe management measures must also be in place.
- d. Where seating a table is provided, every chair for each table must be placed at least one metre away from any other chair for another table at all times. Tables and chairs must be arranged such that each table can accommodate not more than 5 individuals seated at the table or not more than 5 individuals in each group separated by space of at least one metre. There should be no mixing between groups.
- e. Take the body temperature of every individual entering the funeral event space and turn away any person who is unwell.
- f. Obtain and keep the contact particulars of each and every individual person before allowing the individual to enter the funeral event, to facilitate contact tracing if needed. Such records are to be kept for at least 25 days after the funeral.
- g. Display signages to remind the attendees on safe distancing measures, i.e. to keep at least one metre apart and wear a mask at all times.
- h. Attendees of funeral events should minimise their interaction with fellow attendees and leave the premises immediately after the event. No buffet set-up or post-event reception with food and drinks is allowed.
- i. Wake area should be cordoned off, allowing a one-way flow for entry and exit point.
- j. The area used for the entire funeral wake must not exceed the approved allocated space.
- k. No live band, live music, singing groups, musical performers, or hearse escort party during the funeral event.

You must implement all the above measures for any funeral event organized by you at the multi-purpose hall / void deck and other common areas managed by Sembawang Town Council.

(For more information on the latest MOH updates on the local Covid-19 situation, please visit MOH's website at [moh.gov.sg/covid-19](https://moh.gov.sg/covid-19)).