

SOP BURIAL IN CASE OF NORMAL DEATH

Eligibility for Burial

1. Following are eligible for burial in DHA graveyard:-
 - a. The resident of DHA having own residential property in any of the phases. Member having only plot shall not be eligible.
 - b. Spouse of the resident.
 - c. Children (incl legally adopted children) of the resident.
 - d. Dependent parents and grandparents of the resident or of his/her spouse, if living with him/her.
 - e. Dependent children and daughter in law of the resident. This includes married daughter living with parents as dependent.
 - f. Dependent grand children of the resident living with him/ her. This includes the children of sons of the owner as well as the dependent children of widow / divorcee / separated daughter, if any, of the resident.
 - g. Unmarried sisters dependent on the owner of the house and living with him / her.
 - h. Tenant and his / her dependent family members (as applicable to resident) living in DHA.

Procedure for Reporting Death / Burial

2. Following procedure shall be adhered to:-
 - a. Death shall be reported on tel numbers provided to the residents.
 - b. Following documents from the family members / NOK of the deceased shall be obtained:-
 - (1) Burial Form (Annex A) duly completed.
 - (2) Copy of CNIC of the deceased.
 - (3) Photocopy of CNIC of the NOK.
 - (4) Photocopy of occupancy / allotment letter / utility bill.
 - (5) Death certificate.
 - (6) Provision of affidavit, if any other proof of relationship with the member in case CNIC is not held.
 - c. Graveyard committee will verify the eligibility for burial and give approval of burial of deceased by allotting grave number in DHA graveyard. The allotted grave number and the time of janaza / burial shall be communicated to the incharge Graveyard for making nec arrangements for burial accordingly.