

## INSTRUCTIONS ON USING THIS TEMPLATE

This template is designed to be utilised for Muslim organisations in the UK looking to implement a procedure of recruiting volunteers for a possible significant upsurge in the death rate during the Coronavirus crisis. It has been prepared by Birmingham Muslim Burial Council ([www.bmbc.org.uk](http://www.bmbc.org.uk)) for free distribution to all those looking for an appropriate form for volunteers to sign, through which they acknowledge the role they will be undertaking and the possible dangers and risks associated with the same. BMBC does not accept any liability for the use of the template by any organisation or individual ('the User') and so the form should only be utilised if the User is satisfied that the form fulfils the role for which it is required and it is appropriate to do so.

In order to use this form, the following steps should be taken:

1. The User should complete their name, where indicated in **blue**.
2. The User should add information or check the information, where indicated in **red**.
3. Once the information has been inserted/amended/deleted fully, the User should read the entire form carefully to ensure all necessary information is included and that it is relevant, correct and accurate for the purposes of the User.
4. Once the document has been carefully checked and approved, the User should delete this page and utilise the form as necessary.

# TERMS AND CONDITIONS FOR THOSE VOLUNTEERING TO PROVIDE FULL ISLAMIC FUNERAL RITES TO THE DECEASED DURING THE CORONAVIRUS OUTBREAK

## DEFINITIONS AND INTERPRETATION

In these terms and conditions, for ease of reference, we use a variety of defined words. The definitions we use are as follows:

"INSERT USER NAME " means [INSERT USER FULL NAME AND ADDRESS AND ANY REGISTRATION NUMBER].

"INSERT USER NAME Voluntary Services Document" is as defined in the 'Relationship with INSERT USER NAME' section below.

"Coronavirus" means Covid-19, a highly infectious respiratory illness, which causes flu like symptoms in those infected and can, in a significant minority of individuals, cause serious health issues and lead to death.

"Funeral Rites Volunteer" means any individual who volunteers to provide Ghusl Services for INSERT USER NAME and fulfils the criteria for volunteers set out in Annex 1

"Ghusl Services" means, to the fullest extent possible, the provision of an Islamic ritual washing and shrouding of the deceased as detailed in Annex 2.

"PPE" means Personal Protective Equipment as detailed in Annex 3.

## INTRODUCTION

INSERT USER NAME is [ADD DETAILS OF USER AIMS AND PURPOSES]

In the current Coronavirus outbreak, INSERT USER NAME is mobilising with the help of volunteers and the co-operation of funeral directors, to ensure that Muslims in [ADD LOCATION] and the surrounding areas, have the facilities necessary to continue, to the greatest extent possible, the full practice and implementation of Ghusl Services for those who have passed away as a result of a Coronavirus infection; whilst at all times complying with government guidelines on the appropriate mitigation of risk related to the spread and infection associated with conducting these activities.

INSERT USER NAME is organising the provision of individuals to provide free of charge assistance, as the need for trained volunteers in the provision of Ghusl Services is increasing daily and is projected to significantly overwhelm the current provisions which are in place in the region. Such support will primarily involve the washing and shrouding of the bodies of the deceased - in accordance with Islamic guidelines related to conducting funeral rites for deceased persons - whilst wearing PPE and being trained in the proper handling of the bodies and management of the process. This will also involve moving to alternative methods should sufficient PPE not be available.

Individuals who register and are accepted are referred to in these terms and conditions as 'Funeral Rites Volunteers'.

## **PURPOSE OF THESE TERMS AND CONDITIONS**

The purpose of these terms and conditions is set out important information for Funeral Rites Volunteers, make them aware of the serious potential health consequences of acting as volunteers in the provision of this service and thus ensuring Funeral Rites Volunteers assist only if they are willing to accept the associated risks.

## **RELATIONSHIP WITH [INSERT USER NAME](#)**

[INSERT USER NAME](#) is responsible for overseeing, running and managing the volunteering system. As such, if you are a Funeral Rites Volunteer, your relationship will be with [INSERT USER NAME](#) (i.e. you will be a [INSERT USER NAME](#) volunteer). You will not be an employee, contractor, agent or have any other role or capacity to represent [INSERT USER NAME](#) unless otherwise agreed in writing with you.

In addition to these terms and conditions, various other rules and terms will apply to you as a Funeral Rites Volunteer. Prior to receiving these terms and conditions, all Funeral Rites Volunteers will have received video instruction, followed by an onsite, in-person, tutorial on the procedure for Ghysl Services together with professionalism and confidentiality training in the bereavement and burial process (Annex 2); the proper procedure for wearing and removing PPE (Annex 3) and acknowledged in writing to having completed the training process. Each Funeral Rites Volunteer will have further received a Certificate of Attendance, volunteer badge and volunteer pack outlining the main training points and important procedures and points of contact. Together these documents are referred to in these terms and conditions as the [INSERT USER NAME](#) Voluntary Service Documents and they apply to you as amended from time to time by [INSERT USER NAME](#). **[CHECK THIS PARAGRAPH IS FULLY RELEVANT TO THE SERVICES AND TRAINING BEING PROVIDED BY THE USER]**

By submitting your application to register as an Funeral Rites Volunteer you agree that you have seen, read and understood the role of a Funeral Rites Volunteer, as set out in the [INSERT USER NAME](#) Voluntary Service Documents and agree to observe at all times the provisions set out in them.).

In particular, you agree that all support and assistance provided by you as a Funeral Rites Volunteer will be provided free of charge and attendance is at your own expense.

## **LIABILITY**

PLEASE READ OVER THIS SECTION CAREFULLY AS IT SETS OUT TERMS RELATING TO THE WAIVING OF SOME OF YOUR RIGHTS AS A VOLUNTEER AND THE LIABILITY OF [INSERT USER NAME](#)

Funeral Rites Volunteers undertake to provide, on a voluntary basis, Ghysl Services, acting in good faith as members of the public undertaking voluntary action. Funeral Rites Volunteers will not have any liability for loss or damage of any kind resulting from acts or omissions undertaken by them in their capacity as Funeral Rites Volunteers. Funeral Rites Volunteers will also not incur any liability if they are unable to provide support or assistance. This exclusion of liability does not, however apply to any criminal liability or any other liability that it is not possible to exclude by law.

Funeral Rites Volunteers are expected to act in accordance with the training provided to them and instructions issued by [INSERT USER NAME](#) and those appointed by [INSERT USER NAME](#) to oversee the Ghysl Services from time to time. Funeral Rites Volunteers may be removed from their role, and

permission to access the facilities, at which Ghosl Services take place, revoked, if they do not act in accordance with such training and instructions.

By signing these Terms and Conditions, Funeral Rites Volunteers fully comprehend that providing the Ghosl Services will involve a potential risk of harm (and possibly death) as a result of coming into direct contact with deceased individuals who have contracted Coronavirus (a highly infectious disease) and working at facilities and in close proximity with other individuals where Coronavirus may be found and passed on. Funeral Rites Volunteers hence acknowledge that **INSERT USER NAME**, its trustees, other volunteers **[AMEND ACCORDING TO STATUS OF USER AND ROLES OF THOSE INVOLVED]** and anyone else involved in the provision of Ghosl Services and related activities cannot be held responsible for such harm or death.

Funeral Rites Volunteers further understand that despite the best planning, protective equipment and precautions, they may well face situations whilst working as a Funeral Rites Volunteer which mean they will not be able to fully follow government guidelines on social-distancing, the wearing and use of PPE and contact with other individuals who, and environments which, may have or are prone to Coronavirus.

#### **GOVERNING LAW AND JURISDICTION**

These terms and conditions are subject to the laws of England and Wales. Any claims or disputes arising in connection with these terms and conditions will be subject to the exclusive jurisdiction of the courts of England and Wales.

#### **ACCEPTANCE**

By registering as a Funeral Rites Volunteer and signing this document, you are deemed to accept these terms and conditions and agree to act in accordance with them and the **INSERT USER NAME** Voluntary Service Documents.

I, \_\_\_\_\_ **[INSERT FULL NAME]** of \_\_\_\_\_

\_\_\_\_\_ **[INSERT FULL ADDRESS]**

confirm I have read and agreed to the above Terms of Conditions, together with the Annexes at the end of this document, that the information I have provided is accurate to the best of my knowledge and I have completed my training and am satisfied that I fulfil the requirements and agree to act as a Funeral Rites Volunteer.

\_\_\_\_\_  
**Signature**

\_\_\_\_\_  
**Date**

My further details are as follows:

Date of Birth: \_\_\_\_\_

Contact No \_\_\_\_\_

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

**Emergency Contact** (in case I fall ill and **INSERT USER NAME** needs to contact my next of kin)

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

Address: \_\_\_\_\_

Contact No \_\_\_\_\_

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

## ANNEX 1 – REQUIREMENTS FOR VOLUNTEERS

Funeral Rites Volunteers must fulfil the following requirements from a health perspective in order to volunteer:

- Be aged between 18 and 59 years old.
- Not currently be suffering from any physical symptoms typical of Coronavirus such as fever, a persistent cough or temporary loss of smell, amongst others.
- Not required to self-isolate due to a member of their household suffering from one of these symptoms, being pregnant, over 70 or being in the vulnerable category (see below).
- Not be within the category of those deemed particularly vulnerable to Coronavirus, as set out in the HM government or Public Health England guidelines, including, but not limited to those with the following conditions:
  - chronic (long-term) respiratory diseases, such as [chronic obstructive pulmonary disease \(COPD\)](#), emphysema or [bronchitis](#)
  - severe respiratory conditions including all cystic fibrosis, severe asthma and severe COPD. Severe asthma means:
    - you take a steroid preventer inhaler AND another preventer medicine AND regular or continuous oral steroids; or
    - you have been admitted to hospital in the last 12 months for your asthma; or
    - you have ever been admitted to an intensive care unit for your asthma.
  - chronic heart disease, such as [heart failure](#)
  - [chronic kidney disease](#)
  - chronic liver disease, such as [hepatitis](#)
  - chronic neurological conditions, such as [Parkinson's disease](#), [motor neurone disease](#), [multiple sclerosis \(MS\)](#), a learning disability or cerebral palsy
  - [diabetes](#)
  - problems with your spleen – for example, [sickle cell](#) disease or if you have had your spleen removed
  - a weakened immune system as the result of conditions such as [HIV and AIDS](#), or medicines such as [steroid tablets](#) or [chemotherapy](#)
  - being seriously overweight (a body mass index (BMI) of 40 or above)
  - solid organ transplant recipients.
  - cancer sufferers.
  - those suffering from rare diseases and inborn errors of metabolism that significantly increase the risk of infections (such as SCID, homozygous sickle cell).
  - people on immunosuppression therapies sufficient to significantly increase risk of infection.
- Not be pregnant
- Not suffer from any mental health issues which could affect or be affected by the tasks required to be undertaken by Funeral Rites Volunteers.

All Funeral Rites Volunteers agree to advise [INSERT USER NAME](#), both before beginning the process, or should any of the above factors later become relevant and remove themselves from volunteering for Ghul Services without delay by notifying [INSERT USER NAME](#).

## ANNEX 2 – GHUSL PROCEDURE

Funeral Rites Volunteers have been trained to deal with the following process:

- Assist with the movement of bodies within the facility from one location to another;
- Remove bodies from body bags and any other materials covering the body whilst ensuring the modesty of the body is maintained at all times.
- Complete the washing process of the body which includes:
  - Passing water over the body
  - Pressing down lightly on the body
  - Gently drying the body
  - Passing a fragrance over the body
- Placing of the Kafn (Shroud) and following the procedure to wrap the body which includes lifting and moving the body.
- Providing alternatives to the above procedure (where appropriate) in circumstances where this is required on health and safety grounds.
- Professionalism and confidentiality in the bereavement and burial process and supporting bereaved families.

### ANNEX 3 – PERSONAL PROTECTIVE EQUIPMENT (PPE) TO BE USED BY FUNERAL RITES VOLUNTEERS

The following table is a summary of the equipment which will be provided to Funeral Rites Volunteers and must be worn within the facility used to undertake the Ghush of deceased persons. Training having been delivered to all volunteers on the proper procedure for putting on and taking off PPE.

Item	Required to deal with activities such as Ghush Services	Required to deal with activities involving possible release of aerosols	To be provided to all <b>INSERT USER NAME</b> Funeral Rites Volunteers
Disposable gloves	Yes	Yes	Yes
Disposable plastic apron	Yes	Yes	Yes
Disposable gown	No	Yes	If available
Fluid-resistant surgical mask (FFP2)	No	FFP3 required	Yes
Filtering face piece respirator (FFP3)	No	Yes	No
Disposable eye protection	Yes	Yes	Yes

The information in this table has been derived from Health & Safety Executive and Public Health England guidance. **INSERT USER NAME** has taken a precautionary stance and will be providing a higher-level of PPE to Funeral Rites Volunteers than is required under guidance.