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**military veterans**

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Department:  
Military Veterans  
**REPUBLIC OF SOUTH AFRICA**

**MILITARY VETERANS BURIAL POLICY**

Department of Military Veterans Private Bag X943 Pretoria 0001

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## **ABBREVIATIONS**

<b>CD</b>	Chief Director
<b>DG</b>	Director – General
<b>DDG</b>	Deputy Director General
<b>DMV</b>	Department of Military Veterans
<b>DoD</b>	Department of Defence
<b>PFMA</b>	Public Finance Management Act
<b>SAHRA</b>	South Africa Heritage Resources Agency
<b>SAHRIS</b>	South Africa Heritage Resources Integrated System

## **TERMS AND DEFINITION**

### **Applicant**

Means spouse of military veteran or beneficiary of family appointed member of military veteran, who apply through the designated application form of burial support.

### **Beneficiary**

Means spouse or a dependant of a military veteran who is a recipient of the burial benefit supported by three affidavits from other family members.

### **Burial support**

Means interment of human remains of persons when they die to the ground or cremation and reburials. This also includes erection of tombstones (grave markers).

### **Burial and graves unit**

Refers to a unit within SAHRA mandated to identify, preserve and maintain graves and memorials of soldiers, combatants/freedom fighters and civilians who died inside and outside South Africa as a result of wars and armed struggle from the earliest known modern conflicts until the mid-1990s, excluding the graves of those who died in the two World Wars, which are managed by the Commonwealth War Graves Commission, using SAHRIS (South Africa Heritage Resources Integrated System - an integrated system for the management of South Africa's heritage national estate).

### **Constitution**

Means the Constitution of the Republic of South Africa Act 1996.

### **Criteria**

Means set of factors, variables or standard collectively used as a measure to determine the suitability of different options in a process. These are qualifying standards for the benefit.

### **Department**

Means the Department of Military Veterans as established by the Government Gazette of December 2011.

### **Dependant**

Means any person who is legally or factually dependent on that military veteran for support and maintenance as contemplated in Section (1) of the Military Veterans Act No.18 of 2011.

**Declared government funerals**

Means funerals of esteemed heroes or heroines declared by the Head of State as official, (Special Category 1 or 2) and Provincial.

Dependents of military veterans who receive official funerals will not forfeit the burial support.

**Deviation**

The act of departing from an established course and in this case from the processes, procedures and requirements set out in this policy.

**Director- General**

Refers to the Director-General/Accounting Officer of the Department of Military Veterans.

**Claim limitation**

Means the burial claim must be submitted and completed within 12 months of the military veterans' death.

**Household Income**

Is a measure of the combined household income before taxes of applicants/parents/spouses, and/or legal guardians who earn income both from the formal and informal sector (e.g. salaries, wages, grants, pension, or other sources of income including business and rental)

**Means test**

Means annual income for military veterans – (R125, 000.00).

**Liberation struggle**

Means the fight for human rights, freedom and democracy in defence of sovereignty of their communities against imperial domination from colonialization and apartheid governments.

**Military Veteran**

As provided for in the Military Veterans Act 18 of 2011.

*"Military veteran" means any South African citizen who*

*(a) Rendered military service to any of the military organisations, statutory and 15 non-statutory, which were involved on all sides of South Africa's Liberation War **from 1960 to 1994;***

*(c) became a member of the new South African National Defence Force after 1994, and has completed his or her military training and no longer performs military service, and has not been dishonourably discharged from that military organisation or force:*

*Provided that this definition does not exclude any person referred to in paragraph (a), (b) or (c) who could not complete his or her military training due to an injury sustained during military training or a disease contracted or associated 25 with military training;*  
"

**National Military Veterans Database**

Means a systematically structured repository of indexed information of all those qualifying to be military veterans as contemplated in Section 6 (c) of the Act.

**South African Heritage Resources Agency (SAHRA)**

An Agency of the Department of Arts and Culture (DAC), tasked to manage and implement the National Heritage Resources Act (NHRA) No 25 of 1999. (a statutory organisation established under the National Heritage Resources Act, No 25 of 1999, as the national administrative body responsible for the protection of South Africa' cultural heritage).

**Serving Military Veteran**

Means any Military Veteran who is gainfully employed be it in the Public or Private Sectors.

**The Act**

Means the Military Veterans Act, 2011 (Act No.18 of 2011).

**Tombstone**

Means a statue or other structure placed over a grave in memory of the dead using stone, marble or granite with clear markings of the person's details mainly name, date of birth, date of death, when he /she was buried, association and/or brief message from the family. This could be a headstone with a plate depending on city council by laws allowed in that cemetery.

## 1. INTRODUCTION

In laying down principal foundations of a democratic society (post 1994), South Africa chose the universally acclaimed principle of human dignity as one of the central pillars upon which the country has to be governed. This is clearly attested to by its inclusion in the Founding Provisions of the Constitution (Chapter 1 of Act 108 of 1996) in the following statements regarding the country:

**“The Republic of South Africa is one, sovereign, democratic state founded on the following values- (a) Human dignity, the achievements of equality and the advancement of human rights and freedoms”.**

The Bill of Rights in Chapter 2 of the constitution, provide further emphasis on the centrality of human dignity which is presented as a fundamental principle of democracy. The preamble of the Constitution speaks of honouring those who suffered for justice and freedom. The elevation and immortalization of human dignity by the constitution is in line with international conventions and multilateral canons such as;

- Universal Declaration of Human Rights,
- Geneva Convention of 1947, and □  
Banjul Charter.

The Preamble of the 1945 Charter of the United Nations calls on states:

**“To reaffirm faith in fundamental human rights, in the dignity and worth of the human person, in the equal rights of men and women and of nations large and small”.**

At the heart of the concept of human dignity is the idea that human beings, by their nature alone, possess a certain value, worth, respect or dignity inherent in them that does not repose in any other species, whether animal or plant. This value, worth or respect demands that certain type of treatment be accorded to human being during and after life. It transcends their deeds, utilitarian value and is to be accorded to them throughout life and after.

The Military Veterans Act, 18 of 2011 was enacted to give effect to the very principle of human dignity through broad but specific interventions into the lives of military veterans

who due to marginalization in the past have their dignity negatively affected even after their life time. Section 3 (2) (a) of the Act, provide for: “**recognising and honouring military veterans in life and remembering them in death for their sacrifices on behalf of the nation**”. The approach is based on the principle and maxim “from cradle to the grave” which implies that since the dignity of the human person begins with birth stretches as long as memory exists. In addition to this is the fact that there are certain military veterans who may not be in a position to afford the expenses of a burial due to lack of financial resources and the effects of injustices of the past.

## 2. LEGAL FRAMEWORK

In the year 1994 the elected democratic government of national unity’s immediate task was to put up a constitution which was to be and is the supreme law of South Africa. The South African government mandated the state organs to put up legislation thus constructing a post- apartheid narrative. The following legislative and policy frameworks inform this policy:

LEGISLATION	KEY RESPONSIBILITIES
Constitution of the Republic of South Africa Act 108 of 1996	<ul style="list-style-type: none"> <li>• Human dignity; the achievement of equality; and, the advancement of human rights and freedom are the founding values of the state (<i>Chapter 1</i>).</li> <li>• The Bill of Rights emphasises the centrality of human dignity which is presented as a fundamental principle of democracy (<i>Chapter 2</i>).</li> <li>• Recognise the injustices of the past and honouring those who suffered for justice and freedom of the country (<i>Preamble</i>).</li> <li>• We, the people of South Africa, Recognise the injustices of our past;</li> <li>• Reference to country's history Honour those who suffered for justice and freedom in our land.</li> </ul>



<p>Military Veterans Act, Act No.18 of 2011</p>	<ul style="list-style-type: none"> <li>• To provide strategic direction on the execution of the DMV mandate.</li> <li>• Act defines government responsibility to disburse the honouring and memorialisation benefit and governance thereof.</li> </ul>
<p>Nation White paper on Arts, Culture and Heritage (1996)</p>	<ul style="list-style-type: none"> <li>• Integrated and coordinated national heritage system.</li> <li>• Directing the drive for the transformation of national monuments, heritage sites and resources and protection thereof.</li> <li>• Identifying monuments, memorials and statues which should form part of the national estate.</li> <li>• Include tangible and intangible heritage objects, material, documents recordings and resources.</li> <li>• Integrating, promotion monuments, memorials, statues, heritage sites and resources into policies and strategies for economic development and employment.</li> <li>• Funding all the above.</li> </ul>
<p>Military Veterans Benefits Regulations of 2014</p>	<ul style="list-style-type: none"> <li>• To provide guidance on the disbursement of the honour and memorial benefit in terms of administrative processes within government.</li> </ul>
<p>National Heritage Resources Act No. 25 of 1999</p>	<ul style="list-style-type: none"> <li>• Provide an integrated and interactive system for the management of the national heritage resources.</li> <li>• Promote good governance, nurture and conserve heritage resources at all levels, and empower civil society for future generations.</li> <li>• Guiding principles for governing heritage resources management throughout the Republic.</li> </ul>

	<ul style="list-style-type: none"> <li>• Provide an integrated system for the identification, assessment and management of the heritage resources of South Africa.</li> <li>• Co-ordinate and promote the management of heritage resources at national level; to set norms and maintain essential national standards for the management of heritage resources in the Republic, and</li> <li>• Protect heritage resources of national significance; to control the export of nationally significant heritage objects and the import into the Republic of cultural property illegally exported from foreign.</li> </ul>
Public Finance Management Act No. 1 of 1999 (PFMA Amendment Act No. 29 of 1999 ; PFMA Act 2018)	<ul style="list-style-type: none"> <li>• To ensure the Department adheres to the relevant Treasury regulations.</li> </ul>
Promotion of Equality and Prevention of Unfair Discrimination Act No. 4 of 2000	<ul style="list-style-type: none"> <li>• To ensure the principle of redress and equality is adhered to.</li> </ul>
Defence Act No. 42 of 2002	<ul style="list-style-type: none"> <li>• Ceremonial -</li> </ul>
Cabinet Memorandum No 6 of 2010 (15 June 2010)	<ul style="list-style-type: none"> <li>•</li> </ul>
National Heritage Council Act No. 11 of 1999	<ul style="list-style-type: none"> <li>• Advises on policies for national monuments, memorials, statues, heritage sites and resources.</li> <li>• Directing the drive for the transformation of national monuments, heritage sites and resources.</li> <li>• Protecting national monuments, memorials, statues, heritage sites and resources.</li> <li>• Liaising with provincial and local monument, heritage sites and</li> </ul>

	resources agencies, councils, commissions and bodies.
National Council of Library and Information Services Act, Act No. 6 of 2001	<ul style="list-style-type: none"> <li>• Provides right of access to Information.</li> </ul>
National Library of South Africa Act, Act No. 92 of 1998	<ul style="list-style-type: none"> <li>• Build, promote and give access to optimally published heritage and literacy documents nationally and internationally.</li> </ul>
Legal Deposit Act, Act No. 54 of 1997	<ul style="list-style-type: none"> <li>• Collect and to make available to present and future users documents that contain the literary, artistic, cultural, intellectual history and heritage of South Africa</li> </ul>
National Archives and Records Service of South Africa Act, Act 43 of 1996	<ul style="list-style-type: none"> <li>• Preservation, collection and management of South Africa's archival heritage for access and use by all.</li> <li>• Promotion of transparency, accountability, good governance, and for the protection of human rights.</li> </ul>
<b>Policies and Reports</b>	<b>Key Responsibilities</b>
Heraldry Act 18 of 1962	<ul style="list-style-type: none"> <li>• Grants, registers and protects national, provincial and local coats of arms, badges, emblems, names and uniforms.</li> </ul>
Ministerial Task Team Report on Military Veterans	<ul style="list-style-type: none"> <li>• Honouring and recognising all fallen liberation war military veterans by burying them and erecting tombstones for them (non-negotiable)</li> </ul>
National Development Plan (NDP) 2030	<ul style="list-style-type: none"> <li>• Social cohesion, redress and unity</li> </ul>
Burial Policy (in review process)	<ul style="list-style-type: none"> <li>• Honour and Recognise fallen military veterans and erecting tombstones for them</li> </ul>

### **3. PURPOSE OF THE POLICY**

The purpose of this policy is to provide a broad framework for the implementation of burial support services to military veterans. It is also to coordinate and facilitate the identification, protection and maintenance of liberation struggle military veterans graves, in collaboration with the relevant line functions departments.

### **4. PROBLEM STATEMENT**

The department commits to provide the burial support and erection of tombstone to military veterans as required by the Military Veterans Act 18 of 2011.

The department acknowledges the unmarked graves of liberation struggle military veterans inside and outside the country, therefore the need to accelerate their recognition and honouring them with tombstones/ grave markers.

### **5. PRINCIPLES, VALUES AND PHILOSOPHY**

This policy will be underpinned by the following principles as provided for in the Military Veterans Act (Act 18 of 2011)

5.1 Recognition of military veteran in the serving his/her country.

5.2 The inherence of honour in burial of military veterans.

5.3 Military Veterans Act Section 5(1) © stipulates that fallen military veterans are to be honoured and memorialized.

5.4 Section 3 (1) (a) of the Act Honour is a fundamental principle to the State and for governance of military veterans as fundamental to any policy that is beneficial to military veterans.

5.5 Section 3(2)(a) of the Act provides inter alia, honour, recognition and remembrance of fallen military veterans as fundamental to any policy that relates to military veterans for their sacrifice in the service of South Africa and/or their role in attaining democracy.

5.6 SA Constitution Preamble: - To honour those who suffered for justice and freedom in South Africa.

- 5.7 The promotion of reconciliation and nation-building.
- 5.8 The restoration and establishment of military veterans burial sites, non-statutory forces in particular by providing tombstones/grave markers, restore their dignity and honour them.
- 5.9 The pursuance of transparency, accountability, redress and justice.
- 5.10 The pursuance of ethics, appropriate norms and procedures.
- 5.11 Disparities, inequalities and unfair discrimination with regards to honouring military veterans with tombstones must be identified and where possible remedied.
- 5.12 All organs of state or governmental entities involved with military veterans 'affairs must cooperate with the Department to ensure the achievement of the objectives of this Act and, within their available resources and mandates achieve the progressive realisation thereof.

## **6. POLICY OBJECTIVES**

The objectives of this policy framework are the following:

- 6.1 Ensure that military veterans are honoured by providing them burial support.
- 6.2 Provide guiding principles underpinning the provision of burial support services by the Department and funding arrangements.
- 6.3 To define the qualifying criteria, scope and limitations of burial support service provision.
- 6.4 Ensure smooth and efficient processing of application for burial support by providing administrative procedural guidelines.
- 6.5 To ensure implementation and accountability in the provision of burial support.
- 6.6 Facilitate and coordinate the honouring, protection and maintenance of military veterans' graves, inside and outside the country, through the relevant line function departments and institutions.
- 6.7 Institute a means test as required by section 3 (1) (c) of the Military Veterans Act.

## **7. POLICY OUTCOMES**

The policy on burial support has the following outcomes:

- 7.1 To bury all Military Veterans in an honourable and dignified manner in accordance with family customs and rituals.

## **8. SCOPE OF APPLICABILITY**

- 8.1 The policy covers qualifying military veterans as defined in Section One (1) of Military Veterans Act No. 18 of 2011.
- 8.2 The military veterans who are registered in the National Military Veterans Database.
- 8.3 For reburials and/or cadres who fell with no force number or identity number, the following will be needed;
  - 8.3.1 Profile of the cadre from Archives of Department of Justice and Correctional Services, Truth and Reconciliation Commission (TRC).
  - 8.3.2 Report, Missing Persons' Task Team (MPTT) reports, police reports, political affiliation or military veteran Association structures and commissioned reports.
  - 8.3.3 Documentation/ newspaper articles or affidavit of event – how they died – massacre, battle, skirmish etc.
  - 8.3.4 If no family member still alive, then burial and tombstone application form will be sufficient.

## **9. SUPERSESSION**

This policy shall supersede the approved Burial Policy of 2011.

## **10. QUALIFYING CRITERIA**

The main considerations to grant burial support benefit to military veterans will be the following:

- 10.1 The military veteran must be registered in the National Military Veterans Database.
- 10.2 The military veteran must be dead.
- 10.3 Members who passed away while not serving in the SANDF and also those who served in Non-Statutory Formations.

- 10.4 Must be a military veteran who was a recipient of the burial benefit upon his/her death in terms of the Special Pensions Act 69 of 1996.
- 10.5 In exceptional cases, the executive authority may make a determination for burial support of an individual.
- 10.6 The means test annual income should be equal or less than R125 000 per annum.

## **11. APPLICATIONS**

- 11.1 Military Veterans family wishing to apply for the benefit must complete the prescribed Burial Support Form available online (DMV Website [www.dmv.gov.za](http://www.dmv.gov.za)) or can be obtained from the DMV Provincial Offices or the Burial contact person at Head Office.
- 11.2 Completed applications on the prescribed forms and all required supporting documents must be submitted to the burial unit.

## **12. BURIAL CLAIM**

- 12.1 The burial support claim application must be submitted within a period of 12 months of death and burial of the military veteran only.
- 12.2 In cases where the Department cannot pay upfront for burial costs prescribed documentation should be provided so that a commitment letter will be issued to the family's chosen service provider (SP).
- 12.3 All service providers must be registered on the Customer Service Database (CSD) and be tax compliant.

## **13. DOCUMENTS REQUIRED**

- a) Clear certified copy of the deceased's ID.
- b) Force number.
- c) Death certificate.
- d) Certified marriage certificate or proof of customary marriage.
- e) Burial order, doctor's report and notice of death (BI1663).

- f) Written proof that military veterans was unemployed or employed and getting paid less than **R125 000.00** per annum.
- g) Clear certified ID copy of claiming beneficiary.
- h) Three affidavits and certified ID copies of three family members giving beneficiary permission to claim for funeral benefits if veteran is not married.
- i) Beneficiary to write an affidavit taking full responsibility for burial support claim.
- j) Bank statement of beneficiary.
- k) Proof of residence.
- l) Contact number of beneficiary.
- m) Invoice for burial cost.
- n) Families to apply for the registration of deceased military veterans who are not registered on the DMV National Data Base.
- o) Completed documents provided by DMV burial support office
- p) A maximum of R40 000.00 (see Appendix A – includes yearly inflation as per regulations from 2011) will be approved by the state. However, the DMV payment will be determined by the verification of whether or not the deceased would have been eligible for a Special or Civilian Pension pay out at the time of death, which is deductible from the DMV payment.
- q) Payment done prior to funeral, otherwise the family can claim and be reimbursed.

#### **14. TOMBSTONE**

- 14.1 In cases where military veteran has been dead for more than a year, only tombstone benefit will apply.
- 14.2 Completed prescribed form and all required supporting documents submitted.
- 14.3 All service providers must be registered on the National Customer Service Database (CSD) and be tax compliant.
- 14.4 The Department issues a letter of commitment to the family appointed service provider to construct the tombstone.

#### **15. DOCUMENTS REQUIRED**

- a) Clear certified copy of the deceased's ID.
- b) Force number.



- c) Death certificate.
- d) Marriage certificate or proof of customary marriage.
- e) Clear certified ID copy of claiming beneficiary.
- f) Contact number of beneficiary.
- g) Original invoice or certified copy of the invoice for tombstone
- h) Three affidavits and certified ID copies of three family members giving beneficiary permission to claim for funeral benefits if veteran is not married.
- i) A picture of the tombstone
- j) MAAA number for CSD report
- k) Banking on CSD report needs to be verified
- l) Tax status needs to be compliant.
  - ii. Families to apply for the registration of deceased military veterans who are not registered on the DMV National Data Base
  - iii. Completed documents provided by DMV burial support office (application to access benefits form, and data base notification of death A maximum of R22 700.00 (with CPI from 2017) will be approved by the state for each military veteran tombstone erected.

## **16. GENERAL CONDITIONS**

When a military veteran passes on, the family/relatives follows this procedure:

- 16.1 Notify the Department of Military Veterans burial support office immediately in order for officials to fast track the burial payment processes.
- 16.2 Gather all necessary documentation that proves that deceased is a *bona-fide* military veteran.
- 16.3 Notify the Department of Military Veterans if there are offspring that may require benefits from the Department in terms of the MV Act.

## **17. DISQUALIFYING CRITERIA**

- 17.1 Incomplete applications.
- 17.2 Military Veteran still serving at SANDF.
- 17.3 Applicant who do meet qualifying criteria 10 above.

## **18. VERIFICATION**

The Department may verify information and documents submitted in respect of the application for burial support without prior consent of the applicants.

## **19. DEREGISTRATION FROM DATABASE**

Military Veterans and or dependents who are found guilty and/or convicted of fraud and corruption, committed in relations to burial support, will automatically forfeit the benefit.

## **20. COMPLAINTS MECHANISM**

All complaints and compliments should be referred to the Department's Communication Unit.

## **21. APPEALS PROCESS**

Applicants who are not satisfied with the decision or outcome of the application, may lodge a written request for a review to the Department. If still not satisfied, the applicant can escalate their complaint to the Appeals Board.

## **22. INSTITUTIONAL ARRANGEMENTS**

The DMV has no institutional arrangements with any funeral parlours but if needs be service providers can be requested to bury the military veteran and paid later. A MoU with the Department of Home Affairs (in progress) for personal verification of military veterans will expedite burial support payments for families. Additional arrangements may be sought with other relevant departments and agencies at another sphere of government to enhance and expedite the burial support processes.

## **23. REIMBURSEMENT**

- 23.1 The department shall reimburse any burial costs incurred by the applicant in relation to the maximum costs allowed for the benefit during that financial year for the benefit within 12 months of the military veterans' death. Emailed invoices will be accepted for burial.

23.2 However, all the tombstone claims for reimbursement must be submitted to the Department with original invoice and picture of tombstone (already erected on the grave).

## **24. LIMITATIONS**

24.1 The DMV is under no obligation to provide burial support if application for the benefit was not made to the Department and is not within 12 months of the military veterans' death with picture of erected tombstone.

24.2 The value of burial support for military veterans will be as stipulated annually and adjusted in line with the Consumer Price Index. The applicant or family will be responsible for the difference above maximum.

## **25. MONITORING AND EVALUATION**

25.1 Regular payments of burial support and follow up of outstanding payments will be conducted.

25.2 DMV, will monitor payments to service providers and families within thirty days of claims with complete documents required.

25.3 DMV will publish Quarterly and Annual Performance Reports.

## **26. POLICY REVIEW**

26.1 This policy shall be reviewed every financial year due to inflation.

26.2 The rates will be revised on an annual basis and published by the minister in the government gazette in line with normal government procedures.

## **27. CONCLUSION**

DMV anticipates that all relevant parties in Government, private sector and within the military veterans' sector will cooperate in the implementation of this policy.

## 28. LIST OF ANNEXURES

28.1 Annexure A: Burial costs calculations with Consumer Price Index 2011 – 2020

28.2 Annexure B: Burial Application Check List

28.3 Annexure B: South Africa Heritage Resources Agency (SAHRA) Mandate

### APPENDIX: A

**Burial costs with inflation as from 2011 - 2020 and Tombstone costs from 2017 – 2020**

Year	Amount ( Rand- R )		Average Inflation (CPI)* (%)	Increment Amount (Rand- R)		Total Amount (Rand- R)	
	Burial	Tombstone		Burial	Tombstone	Burial	Tombstone
2011	25,000		6.32	1,580		26,580	
2012	26,580		5.81	1,544		28,124	
2013	28,124		5.24	1,474		29,598	
2014	29,598		5.34	1,581		31,179	
2015	31,179		5.18	1,615		32,794	
2016	32,794		7.07	2,319		35,113	
2017	35,113	20 000	4.50	1,580	900	36,693	20 900
2018	36,693	20 900	4.40	1,615	920	38,308	21 820
2019	38,308	21 820	4.03	1,544	880	39,852	22 700
<b>2020</b>	<b>39,852</b>	<b>22 700</b>					
2021							
2022							
2023							
2024							
2025							

\*Historic CPI inflation South Africa (<https://www.inflation.eu/inflation-rates/south-africa/historic/cpi><https://www.inflation.eu/inflation-rates/south-africa/historic/cpi-inflation-south-africa.aspx>)

**Therefore, for 2020 Burial Support (taking CPI into account) should be R40 000 And Tombstone R22 700**

## ***APPENDIX B: Burial Application Checklist***

- Payment advice
- Submission
- Data base confirmation
- Special and Civil pension verification
- Data base reporting the passing of a military veteran
- Clear certified copy of the deceased's ID
- Death certificate
- Marriage certificate or proof of customary marriage
- One affidavit written by beneficiary or widow taking full responsibility of funeral benefit claim
- Three affidavits and certified ID copies of three family members giving beneficiary permission to claim for funeral benefits
- Written proof that military veteran was unemployed or employed and getting paid less than ***R125 000.00*** per annum?
- Clear certified ID copy of claiming beneficiary
- Bank entity form
- Bank statement of beneficiary
- Proof of residence
- Application to access
- Invoice for reimbursement application
- Burial order (1663)

## APPENDIX C: SOUTH AFRICAN HERITAGE RESOURCES AGENCY (SAHRA)

SAHRA) is a statutory organisation established under the National Heritage Resources Act, No 25 of 1999, as the national administrative body responsible for the protection of South Africa's cultural heritage. SAHRA, as an Agency of the Department of Arts and Culture (DAC), has been tasked to manage and implement the National Heritage Resources Act (NHRA) of 1999.

**The Burial and Graves unit** is responsible for the following, after consultation:

- *To locate, mark and maintain the graves of all soldiers, combatants and civilians who died in wars, conflict or on peacetime military service until the mid-1990.*
- To provide assistance with the erection and maintenance of memorials to the dead and to those whose graves are unknown.
- To compile and maintain records and registers.
- To liaise with neighbouring states and their representatives regarding the care and maintenance of military/ conflict graves in these countries.
- After consultation with communities/family members have the name of victims published in the government gazette.
- Enter into discussion with communities around a standard form of a headstone for all the victims of the liberation struggle.

### SAHRA's POLICY ON GRAVES

- Graves of conflict/liberation struggle, war graves and cemeteries should not be altered, disturbed and relocated without a permit from SAHRA. This is regulated and applies to graves that are not inaccessible and those disturbed due to development.
- Educate and empower civil society to nurture and conserve our heritage.
- Conditions considered for disturbing graves only when essential developments such as new roads or dams threaten a place of burial that human remains should be disinterred to another cemetery or burial ground.
- From a historical point of view and for research purposes, it is vital that burial sites are not disturbed. The location and marking of an individual's grave tells a life story, where he/she died defending (or attacking) a particular place situation and makes it easier to understand the circumstances of his/her death.

- The Burial Grounds and Graves unit is mandated to issue permits for any action regarding **exhumation, repatriation and reburials** of the remains in order to make sure the necessary steps have been followed effectively before embarking onto the act. SAHRA may not issue out any permit unless satisfied that concerted effort has been made to consult broadly with communities/interested individuals in such a grave.
- Applications for permits are made via the SAHRIS website

**29. APPROVED BY**



**MS I.N MPOLWENI**

**DIRECTOR GENERAL: MILITARY VETERANS:**

**DATE: 23 / 08 / 2021**