


WASHINGTON STATE DEPARTMENT OF VETERANS AFFAIRS		POLICY
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POLICY NUMBER 510.000

TITLE Cemetery Administration and Public Use

EFFECTIVE DATE:	June 10, 2014
AUTHORITY:	General authority of the Director of the Department of Veterans Affairs, hereinafter referred to as WDVA, to manage and direct the Agency, RCW 43.60A.040, .050, and .060.
PURPOSE:	To provide information on the administration and public use of the Washington State Veterans Cemetery – Medical Lake, hereafter referred to as Cemetery.
APPLICABILITY:	All WDVA employees, cemetery staff, visitors or anyone entering the cemetery grounds.
DEFINITIONS:	None
POLICY:	<ol style="list-style-type: none"> I. WDVA operates and maintains the Washington State Veterans Cemetery in Medical Lake, WA in accordance with <u>RCW 72.36.115</u>. <ol style="list-style-type: none"> a. All honorably discharged veterans, as defined by RCW <u>41.04.007</u>, and their spouses or qualified dependent children are eligible for interment in the Washington State Veterans' Cemetery. b. The department shall collect all federal veterans' burial benefits and other available state or county resources. c. Appeals to Cemetery decisions may be made to the Director of the Washington State Department of Veterans Affairs at: WDVA Director 1102 Quince Street SE PO Box 41150 Olympia, WA 98504 II. Interment Schedule. Interments are scheduled between

the hours of 9am and 3pm Monday through Friday. Interments may be scheduled on Saturday, Sunday or legal holidays only with approval of the Cemetery Director.

- III. **Public Use.** The Cemetery is open to the public from 8 a.m. to sunset daily unless otherwise determined by the Cemetery Director.
- a. Littering is prohibited in the Cemetery.
 - b. The destruction, injury, defacement, removal or disturbance in or of any building, sign, equipment, monument, statute, marker or any other structures, or of any tree, flower, or other vegetation, or of any artifact or any other property in the Cemetery is prohibited.
 - c. **Recreation.** The Cemetery shall not be used for any form of sports, entertainment, or recreation.
 - d. **Ceremonies.** Except for committal services, any individual or group organizing a ceremony or gathering in the Cemetery must first obtain the prior written approval of the Cemetery Director. Any approved activity must comply with the WDVA Policy 680.400 – Use of State Resources.
 - e. **Animals.** Animals shall not be allowed on the cemetery property except for service animals.
 - f. **Motor Vehicles.** Except as authorized by the Cemetery Director:
 - i. Motor vehicles shall remain on authorized, established roadways or parking areas;
 - ii. Motor vehicles are prohibited on Memorial Paths;
 - iii. Drivers shall observe posted traffic, directional, parking, and speed signs and all applicable state and local laws governing traffic on public roads; and
 - iv. Overnight parking is prohibited in the cemetery.
 - g. **Smoking, Tobacco, Electronic Cigarettes.** The use of any tobacco products or electronic smoking devices is prohibited on cemetery grounds or any cemetery facilities. (Refer to WDVA Policy 190.400 for more information)
 - h. **Alcohol.** No alcoholic beverages shall be consumed in the cemetery.
 - i. **Photographs.** No commercial video or commercial still photographs shall be taken in the cemetery without the prior written approval of the Cemetery Director.

- IV. The Cemetery Director shall work with community members through volunteer organizations in order to provide information, honors and services to veterans and their families. Volunteer organizations shall be approved by the Cemetery Director and include but are not limited to:
 - a. Cemetery Honor Guard Support Group
 - b. Ladies and Gentlemen of the State Veterans Cemetery
- V. The following events are held annually at the Washington State Veterans Cemetery – Medical Lake:
 - a. Memorial Day (last Monday of each May)
 - b. Wreaths Across America (second Saturday of each December).
 - c. Missing In America Project (Date and time of the Missing in America Project Ceremony, with Honors, will be held at the discretion of the Cemetery Director.)
 - d. Other events as determined by the Cemetery Director.
 - e. All ceremonial flags will be flown, dependent of weather conditions, at the discretion of the Cemetery Director.

REVIEW:

This policy shall be reviewed every five years and updated as necessary.

REFERENCES:

RCW 72.36.115;

RCW 41.04.007;

WDVA Policy 680.400 – Use of State Resources.

SUPERSESSON

DVA Policy 510.000 dated Sept. 216, 2012

ATTACHMENTS:



Lourdes E. Alvarado Ramos



Date

