



OACFP

ONTARIO ASSOCIATION OF CEMETERY
AND FUNERAL PROFESSIONALS

2021 CEMETERY ADMINISTRATION TRAINING

Thursday, November 25, 2021

Held Virtually Via Zoom

AGENDA (subject to change)

	TOPIC	PRESENTED BY
8:45 – 9:00	▶ Welcome and Introductions	John Perrotta, Hamilton Municipal Cemeteries & Cemetery Administration Committee Chair & OACFP 2 nd Vice-President
9:00 – 10:00	▶ Kahoot! & Maintenance – Your Compliance Game Show <ul style="list-style-type: none">• Take part in a fun online game while learning about Care & Maintenance Compliance• Prizes will be awarded to our Top Three Contestants	Gary Carmichael, Guaranteed Funeral Deposits (GFD).
10:00 – 10:15	Break and Networking	
10:30 – 11:30	▶ Administrative Requirements <ul style="list-style-type: none">• Price Lists, Contracts• minimum Public Register Requirements• By-laws and By-law changes	John Perrotta, Hamilton Municipal Cemeteries & Cemetery Administration Committee Chair & OACFP 2 nd Vice-President
11:30 – 11:45	Break and Networking	
11:45 – 1:00	▶ Completing your Annual Licensing Report <ul style="list-style-type: none">• Step by Step Guide to Completing the Annual Licensing Report ▶ Open Forum <ul style="list-style-type: none">• An opportunity to ask questions that concern you in your everyday roll.	Sandra Aguilar, St. John's Dixie Cemetery & Crematorium, OACFP Director
1:00	Conclusion	

OPEN FORUM QUESTIONS

Please submit any questions you may have with your registration or prior to the program (info@oacfp.com) or bring any questions with you.