

RESCISSION OF OUTDATED NCA GUIDANCE DOCUMENTS

1. PURPOSE/REASON FOR ISSUE: This notice rescinds certain National Cemetery Administration (NCA) issuances of guidance identified during the fiscal year 2026 review by the NCA Policy Infrastructure Improvement Integrated Project Team (IPT).

2. BACKGROUND: NCA has reviewed the guidance documents issued from supporting central office programs dating back several years. The items listed below no longer serve their purpose and have been verified by the respective responsible program office as outdated because the guidance is no longer in use or effective or has been updated or incorporated into other current policy or guidance. This notice formally rescinds these items and, where applicable, provides additional justification for the rescission.

3. ACTION: The NCA Policy and Regulatory Service (42E) will archive the guidance documents rescinded by this notice and then coordinate NCA web services to remove these items from webpages where these are posted.

4. RESPONSIBLE OFFICE: National Cemetery Administration, Policy and Regulatory Service (42E), 810 Vermont Avenue, NW, Washington, DC 20420. Questions may be referred to NCA42EACTION@va.gov.

5. RESCISSIONS:

a. 40 Policy Memorandum, "Policy for Burials During Three Day Weekends", May 11, 1990, is rescinded (content incorporated into 41 Policy Memorandum, "Approval of Weekend Burials", issued July 17, 2019).

b. 40B Policy Letter (40B-89-03), "Casket and Container Labeling", July 20, 1989, is rescinded (content incorporated into NCA Directive 3130, Accounting for Remains, issued May 19, 2021, and 41-SOP-006, Interment Operations, issued September 29, 2023).

c. 40B Policy Letter, "Revised Procedures for Retirement of Records", July 8, 1991, is rescinded (content incorporated into NCA Directive 6300, NCA Records and Information Management, issued February 27, 2023).

d. 41 Policy Memorandum, "Telework Biannual Review", September 10, 2014, is rescinded.

e. 401 Policy Letter, "Cemetery Gate Policy", January 13, 1997, is rescinded.

f. 401 Policy Letter, "Excavated Graves", May 4, 1993, is rescinded (content incorporated into NCA Safety SOP B03, Chemical Spill Response, issued March 23, 2023).

g. 401 Policy Letter, "Multiple burial sites for cremated remains", April 16, 1987, is rescinded (content incorporated into 41-SOP-006, Interment Operations, issued September 29, 2023).

h. 401 Policy Letter, "Requests for Grave Locator Reports for Genealogical Purposes", August 25, 1995, is rescinded (NCA Directive 6509, NCA Privacy Program, issued November 14, 2023, covers requests for information under the Freedom of Information Act, 5 U.S.C. § 552).

i. 401 Policy Letter, "Safety Program", May 29, 1992, is rescinded (content incorporated into NCA Directive 7700, NCA Occupational Safety and Health Program, issued October 15, 2025).

j. 401 Policy Letter, "Tamping Procedures for Closing Gravesites", December 26, 2001, is rescinded (content incorporated into 41-SOP-006, Interment Operations, issued September 29, 2023).

k. 401 Policy Letter, "Utilization of Upright Granite Headstones", February 11, 1997, is rescinded (content incorporated into NCA Directive 3350, Government Furnished Headstones, Markers, and Niche Covers - Materials and Inscriptions, issued October 15, 2025).

l. 401 Policy Letter, "VA Headstones and Markers", January 3, 1991, is rescinded (content incorporated into 41-SOP-025, Types/Styles of Government-Furnished Memorial Products, issued April 26, 2023, and NCA Directive 3211, Eligibility Authorities and Administration of Memorialization Benefits, issued October 15, 2025).

m. 401A Policy Letter, "Safety Awards", October 25, 1991, is rescinded (content incorporated into is NCA Human Capital Management Letter 007-17-43F1, Safety Recognition and Awards Program, issued February 3, 2023).

n. 401A Memorandum, "Chain of Approval", April 4, 2003, is rescinded (content incorporated into NCA Directive 0999, Eligibility Authorities and Administration of Memorialization Benefits, issued September 19, 2025).

o. 403 Memorandum, "Upright Granite Headstones Re-Introduced", February 17, 1994, is rescinded (content incorporated into NCA Directive 3350, Government Furnished Headstones, Markers, and Niche Covers - Materials and Inscriptions, issued October 15, 2025).

p. M40-2 Chapter 3.11-12, "Cemetery Lodges, Animal, Fowl, and Household Pets", May 1, 1984, is rescinded (content incorporated into NCA Directive 7546, Lodge Management at VA National Cemeteries, issued July 7, 2025).

q. M40-2 Chapter 5.03, "Selection of Gravesite Location", May 1, 1984, is rescinded (content incorporated into 41-SOP-006, Interment Operations, issued September 29, 2023).

r. M40-2 Chapter 6.02, "Viewing of Remains in National Cemeteries", May 1, 1984, is rescinded (content incorporated into 41-SOP-006, Interment Operations, issued September 29, 2023, and 41A Policy Memorandum, Opening Caskets in National Cemeteries, issued February 2, 2009).

s. M40-2 Chapter 7.02, "Placement of Interment Flowers Delivered to the Gravesite Prior to Arrival of the Funeral Party", May 1, 1984, is rescinded (content incorporated into NCA Directive 3420, Floral Policy, issued July 16, 2025).

t. M40-2 Chapter 7.03, "The Funeral Procession, Committal Service, and Interment", May 1, 1984, is rescinded (content incorporated into NCA Directive 3130, Accounting for Remains, issued May 19, 2021, and 41-SOP-032, Protecting Religious Beliefs, issued September 25, 2025).

u. M40-2 Chapter 7.06, "Arranging the Interment Flowers on the Grave", May 1, 1984, is rescinded (content incorporated into NCA Directive 3420, Floral Policy, issued July 16, 2025).

v. M40-2 Chapter 7.07, "Recording the Interment", May 1, 1984, is rescinded (content incorporated into NCA Directive 3130, Accounting for Remains, issued May 19, 2021, and 41-SOP-006, Interment Operations, issued September 29, 2023).

w. M40-2 Chapter 15.08, "Impact of Rodents and Wildlife", June 1, 1987, is rescinded (content incorporated into NCA Handbook 3410, Integrated Pest Management at VA National Cemeteries, issued April 30, 2012).

x. Policy Letter, "Control of Canceled Reserved Gravesites, Relinquished Adjacent Gravesite Set-Asides and Disinterment Sites", August 28, 1992, is rescinded.

y. Policy Letter, "Reaffirmation of Procedures for Interring Cremated Remains", April 13, 1981, is rescinded (content incorporated into 41-SOP-006, Interment Operations, issued September 29, 2023).

6. EXPIRATION: This notice will be archived one year from the date of issuance.

/s/

Samuel B. Brown

Under Secretary for Memorial Affairs

Distribution: Electronic