

GOVERNMENT OF TELANGANA
ABSTRACT

Rules – The A.P.Reorganisation Act, 2014 – The A.P. Registration of Births and Deaths Rules, 1999 – Adaptation to the State of Telangana – Orders – Issued.

HEALTH, MEDICAL & FAMILY WELFARE (D2) DEPARTMENT

G.O.MS.No. 4

Dated: 06/02/2016
Read the following:-

1. G.O.Ms.No.655, HM & FW (N1) Deptt., dated.29-12-1999
2. A.P.Reorganisation Act, 2014
3. From the Director of Public Health and Family Welfare and Chief Registrar of Births and Deaths, Telangana State, Hyderabad Letter. Rc.No.400 /DD(VS) /TS/ 2015, dated.10-06-2015.

ORDER

Whereas, by virtue of section 3 of the A.P.Reorganisation Act, 2014 (Central Act No.6 of 2014), the State of Telangana comprising the territories specified therein has been formed w.e.f. 02-06-2014;

2. And whereas, by section 101 of the said Central Act, the appropriate Government i.e. the State of Telangana is empowered by order, to make such adaptations and modifications of any law (as defined in section 2(f) of the Act) made before 02-06-2014, whether by way of repeal or amendment as may be necessary or expedient, for the purpose of facilitating the application of such law in the State of Telangana, before expiration of two years from 02-06-2014; and there upon every such law shall have effect subject to the adaptations and modifications so made until altered, repealed or amended by a competent legislature or other competent authority;

3. And whereas, it has become necessary to adapt and modify the Andhra Pradesh Registration of Births and Deaths Rules, 1999 for the purpose of facilitating their application in relation to the State of Telangana;

4. Now, therefore after careful examination of the matter Government have decided to adapt the said Andhra Pradesh Registration of Births and Death Rules, 1999 which are in force as on 01-06-2014.

5. Accordingly, the following notification will be published in an Extra-Ordinary issue of the Telangana State Gazette, dated. _____

NOTIFICATION

In exercise of powers conferred by section 101 of the Andhra Pradesh Reorganisation Act 2014 (Central Act 6 of 2014), the Governor of Telangana hereby makes the following order namely:-

1. (1) This order may be called "the Andhra Pradesh Registration of Births and Deaths Rules, 1999, (Telangana Adaptation) Order, 2016.

(2) It shall come into force with immediate effect.

2. In the Andhra Pradesh Registration of Births and Death Rules, 1999 throughout the Rules, for the words "Andhra Pradesh" occurring otherwise than in a citation or description or in title of other enactments the word "Telangana" shall be substituted.

3. For the purpose of this order, and the Rules adapted herein, the expression "State" shall have the meaning and area as specified in section 3 of Andhra Pradesh Reorganisation Act, 2014 (Central Act No.6 of 2014).

PTO

4. In exercise of the powers conferred by section 30 of the Registration of Births and Deaths Act, 1969 (18 of 1969) the Government of Telangana with the approval of the Central Government hereby makes the following rules to amend the Telangana Registration of Births and Deaths Rules 1999 issued in G.O.Ms.No.655, Health, Medical & Family Welfare Department, dated. 29/12/1999.

AMENDMENTS

In Rule 10 of the said rules, for sub rule (i), the following shall be substituted, namely:-

“(1) Where the birth of any child had been registered without a name, the parent or guardian of such child shall, within 12 months from the date of registration of the birth of child, give information regarding the name of the child to the Registrar either orally or in writing:

Provided that if the information is given after the aforesaid period of 12 months, which shall be reckoned:

- (i) In case where the registration had been made **prior** to the date of commencement of the Registration of Births and Deaths (Amendment) Rules 2000, **further five years period from the date of commencement of this rule (i.e. Rules 2014) shall be given. In respect of those cases, where 15 years period** from the date of registration has not yet been completed, they shall be allowed to avail the 15 years period.
(Or)
- (ii) In case where the registration is made **after** the date of commencement of the Registration of Births and Deaths (Amendment) rules 2014 **the period of 15 years from the date of such registration**, subject to the provisions of sub-section (4) of section 23, the Registrar, shall.
 - (a) if the register is in his possession forthwith enter the name in the relevant column of the concerned form in the birth register on payment of a late fee of rupees five.
 - (b) if the register is not in his possession and if the information is given orally, make a report giving necessary particulars, and if the information is given in writing, forward the same to the officer specified by the State Government in this behalf for making the necessary entry on payment of a late fee of rupees five”.

(BY ORDER AND IN THE NAME OF THE GOVERNOR OF TELANGANA)

RAJESHWAR TIWARI
PRINCIPAL SECRETARY TO GOVERNMENT

To
The Commissioner of Printing Press & Stationery, Telangana, Hyderabad.
The Director of Public Health and Family Welfare & Chief
Registrar of Births and Deaths, Telangana State, Hyderabad
All the HODs under control of HM&FW Dept.
All the District Collectors of Telangana.
The Law (E.II) Department.

Copy to :-

The PS to Principal Secretary to Government,
Health, Medical & Family Welfare Department.
Sf/Sc.

// FORWARDED :: BY ORDER //

SECTION OFFICER



**THE ANDHRA PRADESH
REGISTRATION OF BIRTHS
AND DEATHS RULES, 1999**

**MEDICAL AND HEALTH DEPARTMENT
GOVERNMENT OF ANDHRA PRADESH
HYDERABAD**

GOVERNMENT OF ANDHRA PRADESH
ABSTRACT

VITAL STATISTICS – REVAMPED SYSTEM OF REGISTRATION OF BIRTHS AND DEATHS – THE ANDHRA PRADESH REGISTRATION OF BRITHS AND DEATHS RULES, 1999 – TO BE IMPLEMENTED FROM 1-1-2000.

(G.O.Ms.No.655, Health, Medical & Family Welfare (N.1) Department, dated: 29th December, 1999.)

IN EXERCISE OF THE POWERS CONFERRED BY SECTION 30 OF THE REGISTRATION OF BIRTHS AND DEATHS ACT 1969 (N.18 OF 1969) THE GOVERNOR OF ANDHRA PRADESH WITH THE APPROVAL OF THE CENTRAL GOVERNMENT HEREBY, MAKES THE FOLLOWING RULES NAMELY.

ANDHRA PRADESH REGISTRATION OF BIRTHS AND DEATHS RULES, 1999.

1. **Short title** --- (1) These rules may be called Andhra Pradesh Registration of Births and Deaths Rules 1999.
(2) They shall come into force with effect from 01-01-2000 through notification in the A.P., Gazette.
(3) These rules will replace the A.P. Registration of Births and Deaths Rules 1977 and all its subsequent amendments notified from time to time.
2. **Definitions** ---In these rules, unless the context otherwise requires.
 - (a) “Act” means the registration of Births and Deaths Act, 1969
 - (b) “Form” means a form appended to these rules, and
 - (c) “Section” means a section of the Act.
3. **Period of gestation** ---The period of gestation for the purpose of clause (g) of sub-section (1) of section 2 shall be twenty – eight weeks.
4. (a) **Submission of report under section 4(4)** –The report under sub-section (4) of section 4 shall be prepared in the prescribed format appended to these rules and shall be submitted along with the statistical report referred to in sub-section (2) of section 19, to the State Government, by the Chief Registrar for every year by the 31st July of the year following the year to which the report relates.
(b) **Registrars office arrangements during his absence**
 - (1) The office of the Registrar may be in his place of residence or business or such other place as may be designated by him.
 - (2) If , for any reason, the Registrar is absent during the hours referred to in sub-section (4) of section 7, he shall authorize another person to receive information in Form 1, Form 2, and Form(3)
 - (3) In case the Sub-Registrar in a Municipality or Municipal Corporation or Cantonment or Industrial Project area is unable to attend to his duties for more than 2 days on account of illness or other urgent causes he shall report the fact to the Registrar who shall at once makes temporary arrangements for the performance of the duties of the Sub-Registrar. Any person thus temporarily appointed shall have all powers and perform all the duties of Sub-Registrar appointed under section 7.
 - (4) In case the Registrar in any other area is unable to attend to his duties for more than two days on account of illness or other urgent cause, he shall repot the fact to the nearest MRO in case of the VAO and to DPO in case of Executive Officer of the panchayat and that officer shall at once make temporary arrangements for the performance of the duties of the Registrar. Any person thus temporarily appointed shall have all power and perform all the duties of the Registrar appointed under section 7.
5. **Form, etc For giving information of births and deaths under sections 8 & 9 ---**
 - (1) The information required to be given to the Registrar under section 8 or section 9 as the case may be, shall be in form Nos. 1,2 & 3 for the registration of a birth, death and still birth respectively, hereinafter to be collectively called the reporting forms. Information if given orally, shall be entered by the Registrar in the appropriate reporting forms and the signature/thumb impression of the informant obtained.

(2) The part of the reporting forms containing legal information shall be called the "Legal Part" and the part containing statistical information shall be called the "Statistical Part"

(3) The information referred to in sub-rule (1) shall be given within twenty one days from the date of birth, death and still birth in rural and urban areas.

6. Birth or Death in a Vehicle ----

(1) In respect of a birth or death in a moving vehicle, the person in charge of the vehicle shall give or cause to be given the information under sub-section (1) of section 8 at the first place of halt.

Explanation--- For the purpose of this rule the term "Vehicle" means conveyance of any kind used on land, air or water and includes an aircraft, a boat, a ship a railway carriage, a motor car, a motor-cycle, a cart, a Tonga and a rickshaw.

(2) In the case of deaths (not falling under clauses (a) to (e) of sub-section (1) of section 8 in which an inquest is held, the officer who conducts the inquest shall give or cause to be given the information under sub-section (1) of section 8.

7. Form of certificate under section 10(3)---

The certificate as to the cause of death required under section (3) of section 10 shall be issued in Form No.4 or 4A in respect of Institutional, and non-Institutional deaths respectively and the Registrar shall, after making necessary entries in the register of deaths forward such certificates to the Chief Registrar or the officer specified by him in his behalf by the 10th of the month immediately following the month to which the certificates relate.

8. Extract of registration entries to be given under section 12----

(1) The Extracts of particulars from the register relating to births or deaths to be given to an informant under section 12 shall be in Form No.5 or Form No.6 as the case may be

(2) In the case of domiciliary events of births and deaths referred to in clause (a) of sub-section (1) of section 8 which are reported direct to the Registrar of births and deaths, the head of the house or house hold as the case may be, or, in his absence, the nearest relative of the head present in the house may collect the extract of birth or death from the Registrar within thirty days of its reporting.

(3) In the case of domiciliary events of births and deaths referred to in clause (a) of sub-section (1) of section 8 which are reported by persons specified by the State Government under sub-section (2) of the said section, the person so specified shall transmit the extracts received from the Registrar of births and deaths to the concerned head of the house or household as the case may be or in his absence, the nearest relative of the head present in the house within thirty days of its issue by the Registrar.

(4) In the case of institutional events of births and deaths referred to in clauses (b) to (e) of sub-section (1) of section 8, the nearest relative of the new born or deceased may collect the extract from the officer or person in charge of the institution concerned within thirty days of the occurrence of the event of birth or death.

(5) If the extract of birth or death is not collected by the concerned person as referred to in sub-rules (2) to (4) within the period stipulated therein, the Registrar or the officer or person in charge of the concerned institution as referred to in sub-rule (4) shall transmit the same to the concerned Family by post within fifteen days after the expiry of the aforesaid period.

9. Authority for delayed registration and fee payable therefore under section 13 ----

(1) Any birth or death of which information is given to the Registrar after the expiry of the period specified in rule 5(3), but within thirty days of its occurrence, shall be registered on payment of a late fee of rupee two.

(2) Any birth or death of which information is given to the Registrar after thirty days but within one year of its occurrence, shall be registered only with the written permission of the officer prescribed in this behalf and on payment of a late fee of rupees five.

In rural areas the Mandal Revenue Officer, in other areas the concerned Registrar will permit Registration of Births and Deaths after 30 days and below one year.

(3) Any birth or death which has not been registered within one year of its occurrence, shall be registered only on an order of a Magistrate of the first class (RDO & above rank) or a Presidency Magistrate and on payment of late fee of rupees ten.

10. Period for the purpose of section 14 ---

(1) Where the birth of any child had been registered without a name, the guardian of such child shall, within 12 months from the date of registration of the birth of child, give information regarding the name of the child to the registrar either orally or in writing.

Provided that if the information is given after the aforesaid period of 12 months but within a period of 15 years, which shall be reckoned.

- (i) In case where the registration has been made prior to the date of commencement of the registration of Births and Deaths (amendment) rules, 1984 from such date, or
- (ii) In case where the registration is made after the date of commencement of the registration of births and deaths (amendment) rules 1984 from the date of such registration subject to the provision of sub-section(4) of section 23.

The Registrar shall:

- (a) If the register is in his possession forthwith enter the name in the relevant column of the concerned form in the birth register on payment of a late fee of rupees five.
- (b) If the register is not in his possession and if the information is given orally, make a report giving necessary particulars, and if the information is given in writing, forward the same to the officer specified by the state government in this behalf for making the necessary entry on payment of a late fee of rupees five.

(2) The parents or the guardian, as the case may be, shall also present to the Registrar the copy of the extract given to him under section 12 or a certified extract issued to him under section 17 and on such presentation the Registrar shall make the necessary endorsement relating to the name of the child or take action as laid down in clause (b) of the proviso to sub-rule (1).

11. Correction or cancellation of entry in the register of births and deaths----

(1) If it is reported to the Registrar that a clerical or formal error has been made in the register or if such error is otherwise noticed by him and if the register is in his possession, the Registrar shall enquire into the matter and if he is satisfied that any such error has been made, he shall correct the error by correcting or canceling the entry as provided in section 15 and shall send an extract of the entry showing the error and how it has been corrected to the Chief Registrar.

(2) In the case referred to in sub rule(1) if the register is not in his possession, the Registrar in rural areas shall make a report to the MRO and call for the relevant register and after enquiring into the matter, if he is satisfied that any such error has been made, make necessary correction and shall send an extract of the entry showing the error and how it has been corrected to the Chief Registrar through the concerned MRO.

(3) Any such correction as mentioned in sub-rule (2) shall be countersigned by MRO in the areas when the register is received from the VAO and by the concerned Registrar in other areas.

(4) If any person asserts that any entry in the register of births and deaths is erroneous in substance, the Registrar may correct the entry in the manner prescribed under section 15 upon production by that person a declaration setting forth nature of the error and true facts of the case made by two credible persons having knowledge of the facts of the case.

(5) Notwithstanding anything contained in sub rule (1) and sub rule 4 the Registrar shall make report of any correction of the kind referred to therein giving necessary details to the Chief Registrar.

(6) If it is proved to the satisfaction of the Registrar that any entry in the register of Births and Deaths has been fraudulently or improperly made, he shall make a report giving necessary details to the officer authorized by the chief registrar by general or special order in this behalf under section 25 and on hearing from him take necessary action in the matter.

(7) In every case in which an entry is corrected or cancelled under this rule, intimation thereof should be sent to the permanent address of the person who has given information under section 8 or section 9.

12. Form of register under section 16 ---

The legal part of the Forms No. 1,2 and 3 shall constitute the birth register, death register and still birth register (Form Nos. 7,8 and 9) respectively.

13. Fees and postal charges payable under section 17 ---

(1) The Fees payable for a search to be made, an extract or a non-availability certificate to be issued under section 17, shall be as follows:

	Rs:
(a) Search for a single entry in the first year For which the search is made:	2.00/-
(b) For every additional year for which the Search is continued	2.00/-
(C) For granting extract relating to each Birth and Death	5.00/-
(d) For granting non-availability certificate Of Births and Deaths	2.00/-

(2) Any such extract in regard to a birth or death shall be issued by the MRO in case of villages where VAO is the Births and Deaths Registrar and by the concerned Registrar in other areas in Form No.5 or 6 as the case may be, and shall be certified in the manner provided for under section 76 of the Indian Evidence, Act, 1872 (1 of 1872).

(3) If any particular event of Birth or Death is not found registered the Registrar shall issue a non-availability certificate in Form No.10.

(4) Any such extracts or non-availability certificate may be furnished to the persons asking for it or sent to him by post on payment of the postal charges therefore.

(5) The fees payable for the purpose shall be credited as follows:

(a) In a Municipality or Municipal corporation or cantonment or Project Township or Industrial Township.	To the Municipality or Municipal Corporation or Cantonment or Project Township or Industrial Township funds respectively.
(b) In a Gram Panchayat Constituted under the A.P. gram pachayat act, 1964 where the Executive Authority gives and certifies extract under section 17 of the act.	To the Gram Panchayat Funds.
(C) In other areas.	To State Govt. Funds (ie) to the head of Account "065- other Administrative Services – C. Other services – M.H.55 – Other receipt S.H (02) Registrar General of Births, Deaths and Marriages.

(6) All fees payable under the act may be paid in cash, or by money order or postal order.

14. Interval and forms of periodical returns under section 19 (1)

(1) Every Registrar shall after completing the process of registration, send all the statistical parts of the reporting form relating to each month along with a summary monthly report in Form No. 11 for births, Form No. 12 for deaths and Form No.13 for still births to the Chief Registrar or the officer specified by him on or before the 5th of the following month.

(2) The officer so specified shall forward all such statistical parts of the reporting forms received by him to the Chief Registrar not later than the 10th of the month.

15. Statistical report under section 19(2)—

The statistical report under sub-section (2) of section 19 shall contain the tables in the prescribed formats appended to these rules and shall be compiled for each year before the 31st July of the year immediately following and shall be published as soon as may be thereafter but in any case not later than five months from that date.

16. Conditions for compounding offences---

(1) Any offence punishable under section 23 may, either before or after the institutions of criminal proceedings under this Act, be compounded by an officer authorized by the Chief Registrar by a general or special order in this behalf, if the officer so authorized is satisfied that the offence was committed through inadvertence or oversight or for the first time.

17. Registers and other records under section 30(2) (K)---

(1) The birth register, death register and still birth register shall be permanent records and shall not be destroyed.

(2) The court orders and orders of the specified authorities granting permission for delayed registration received under section 13 by the Registrar shall form an integral part of the birth register, death register and still birth register and shall not be destroyed.

(3) The certificate as to the cause of death furnished under sub-section (3) of the section 10 shall be retained for a period of at least 5 years by the Chief Registrar or the officer specified by him in this behalf.

(4) Every birth register, death register and still birth register shall be retained by the Registrar in his office for a period of twelve months after the end of the calendar year to which it relates and such register shall thereafter be transferred for safe custody to the officer specified below.

Local Area	Designation of officers responsible for safe custody of all birth and deaths registers and relevant documents.
a. Any Municipality / Municipal corporation /Cantonment / Industrial project township / Panchayat	The concerned Registrar of Births and Deaths
b. Any other area	The MRO having jurisdiction over the area

(In case of all Births and Deaths registers already transferred to Registration Department in Andhra area the concerned sub registrar of Assurance will continue to be the officer responsible for the safe custody of such old Registers)

18. Inspection of register and other records under section 18:

The Inspecting officers shall use Form No.14 for inspection of registration centers.

FORMAT OF THE REPORT ON THE WORKING OF THE ACT
(See Rule 4)

1. Brief description of the State, its boundaries and revenue districts.
2. Changes in Administrative Areas.
3. Explanation about the differences in Areas.
4. Changes in Registration Area – Extension.
5. Administrative set up of the registration machinery at various levels.
6. General response of the public towards this Act.
7. Notification of Births and Deaths
8. Progress in the medical certification of cause of death.
9. Maintenance of Records.
10. Search of Births and Deaths register for issue of certificates.
11. Delayed registration.
12. Prosecutions and compounding of offences.
13. Difficulties encountered in implementation of the Act.
 - i. Administrative.
 - ii. Others.
14. Orders and Instructions issued under the Act.
15. General remarks.

This part to be added to the Birth Register This part to be detached and sent for statistical processing To be filled by the informant	To be filled by the informant	To be filled by the informant
<p>1. Date of Birth : (Enter the exact day, month and year the child was born e.g.1-1-2000)</p> <p>2. Sex : (Enter "male" or "female" : Do not use abbreviation)</p> <p>3. Name of the child, if any : (If not named, leave blank)</p> <p>4. Name of the father : (Full name as usually written)</p> <p>5. Name of the mother : (Full name as usually written)</p> <p>6. Place of birth : (Tick the appropriate entry 1 or 2 below and give the name of the Hospital/institution or the address of the house where the birth took place)</p> <p>1. Hospital / Institution Name :</p> <p>2. House 3. Address :</p> <p>7. Informant's name :</p> <p>Address :</p>	<p>8. Town or Village of Residence of the mother: (Place where the mother usually lives. This can be different from the place where the delivery occurred. The house address is not required to be entered.)</p> <p>a) Name of the Town/Village :</p> <p>b) Is it a town or village:(Tick the appropriate entry below)</p> <p>1. Town 2. Village</p> <p>9. Religion of the Family:(Tick the appropriate entry below)</p> <p>1. Hindu 2.Muslim 3. Christian</p> <p>4. Any other religion :(write name of the religion)</p> <p>10. Father's level of education : (Enter the completed level of education e.g. if studied upto class VII but passed only class VI, write class VI)</p> <p>11. Mother's level of education : (Enter the completed level of education e.g. if studied upto class VII but passed only class VI, write class VI)</p> <p>12. Father's occupation : (If no occupation write 'Nil')</p> <p>13. Mother's occupation : (If no occupation write 'Nil')</p>	<p>14. Age of the mother (in completed years) at the time of marriage : (If married more than once, age at first marriage may be recorded)</p> <p>15. Age of the mother (in completed years) at the time of this birth :</p> <p>16. Number of children born alive to the mother so far including this child ; (Number of children born alive to include also those from earlier marriage(s), if any)</p> <p>17. Type of attention at delivery : (Tick the appropriate entry below)</p> <p>1. Institutional – Government</p> <p>2. Institutional – Private or Non-Government</p> <p>3. Doctor, Nurse or Trained midwife</p> <p>4. Traditional Birth Attendant</p> <p>5. Relatives or others</p> <p>18. Method of Delivery : (Tick the appropriate entry below)</p> <p>19. Birth Weight in Kgs (if available)</p> <p>20. Duration of Pregnancy (in weeks)</p> <p>1. Natural</p> <p>2. Caesarean</p> <p>3. Forceps/Vaccum</p> <p>(Columns to be filled are over. Now put signature at left)</p>
<p>(After completing all columns 1 to 20, informant will put data and signature here)</p>	To be filled by the Registrar	
Date: Signature or the left thumb mark of the informant	Name of the District:	Registration No : Registration Date :
To be filled by the Registrar	Code No.	Date of Birth :
Registration No : Registration Date : Registration Unit : District : Town/Village ; District : Remarks : (If any)	Tahsil : Town/Village : Registration Unit :	Sex : 1. Male 2. Female
Name and Signature of the Registrar	Name and Signature of the Registrar	Place of Birth: 1. Hospital /Institution 2. House
		Name and Signature of the Registrar

DEATH REPORT

FORM NO.2

DEATH REPORT

Form No.2

Legal information
(This part to be added to the Death Register)

Statistical Information
This part to be detached and sent for statistical processing

<p>To be filled by the informant</p> <ol style="list-style-type: none"> 1. Date of Death : (Enter the exact day, month and year the death took place e.g. 1-1-2000) 2. Name of the Deceased : (Full name as usually written) 3. Sex of the Deceased : (Enter "male" or "female" : do not use abbreviation) 4. Age of the deceased: (If the deceased was over 1 year of age, give age in completed years. If the deceased was below 1 year of age, give age in months, and if below 1 month give age in completed number of days and if below one day, in hours) 5. Place of death: (Tick the appropriate entry 1,2 or 3 below and give the name of the Hospital/Institution or the address of the house where the death took place. If other place, given location) <ol style="list-style-type: none"> 1. Hospital / Institution Name: 2. House Address : 3. Other Place 6. Informant's name : <p>(After completing all columns 1 to 11, informant will put date and signature here)</p> <p>Date : _____ Signature or left thumb mark of the informant</p>	<p>To be filled by the informant</p> <ol style="list-style-type: none"> 7. Town or Village of Residence of the deceased : (Place where the deceased actually lived. This can be different from the place where the death occurred. The house address is not required to be entered.) <ol style="list-style-type: none"> a) Name of Town / Village : b) Is it a town or village : (Tick the appropriate entry below) <ol style="list-style-type: none"> 1. Town 2. Village c) Name of District : d) Name of State : 8. Religion :(Tick the appropriate entry below) <ol style="list-style-type: none"> 1. Hindu 2. Muslim 3. Christian 4. Any other religion :(write name of the religion) 9. Occupation of the deceased : (If no occupation write 'Nil') 10. Type of medical attention received before death : (Tick the appropriate entry below) <ol style="list-style-type: none"> 1. Institutional 2. Medical attention other than Institution: 3. No Medical attention 	<p>To be filled by the informant</p> <ol style="list-style-type: none"> 11. Was the cause of death medically certified ? (tick the appropriate entry below) <ol style="list-style-type: none"> 1. Yes 2. No 12. In case this is a female death, did the death occur while pregnant, at the time of delivery or within 6 weeks after the end of pregnancy: <ol style="list-style-type: none"> 1. Yes 2. No 13. If used to habitually smoke – for how many years? 14. If used to habitually chew tobacco in any form – for how many year ? 15. If used to habitually chew (including pan masala) – for how many years? 16. If used to habitually drink alcohol – for how many years? <p>(Columns to be filled are over. Now put signature at left0</p>
<p style="text-align: center;">To be filled by the Registrar</p> <p>Registration No : _____ Registration Date : _____ Registration Unit : _____ Town/Village :: _____ District : _____</p> <p>Remarks : (If any)</p> <p style="text-align: right;">Name and Signature of the Registrar</p>	<p style="text-align: center;">To be filled by the Registrar</p> <p>Name of the District: _____ Code No. _____</p> <p>Tahsil : _____ Town/Village : _____ Registration Unit : _____</p>	<p>Registration No : _____ Registration Date : _____ Date of Death : _____</p> <p>Sex: 1. Male 2. Female</p> <p>Place of Birth: 1. Hospital /Institution 2. House 3. Other</p> <p style="text-align: right;">Name and Signature of the Registrar</p>

FORM NO.3 STILL BIRTH REPORT

Legal information
This part to be added to the Still Birth Register

STILL BIRTH REPORT

Statistical Information
This part to be detached and sent for statistical processing

In the case of multiple
Births, fill in a separate fo
for which child and write "Twin
Birth" or "Triple birth" etc, as the
case maybe, in the remarks column
In the box below left.

<p>To be filled by the informant</p> <ol style="list-style-type: none"> 1. Date of Birth : (Enter the exact day, month and year e.g.1-1-2000) 2. Sex : (Enter "male" or "female") (Do not use abbreviation) 3. Name of the father : (Full name as usually written) 4. Name of the mother: (Full name as usually written) 5. Place of birth : (Tick the appropriate entry below and give the name of the Hospital/Institution or the address of the house where the birth took place) <ol style="list-style-type: none"> 1. Hospital / Institution Name 2. House Address : 6. Informant's Name : Address : <p>(After completing all columns 1 to 12, informant will put date and signature here:)</p> <p style="text-align: center;">Date : Signature or left thumb mark of the informant</p>	<p>To be filled by the informant</p> <ol style="list-style-type: none"> 7. Town or Village of Residence of the mother: (Place where the mother usually lives. This can be different from the place where the delivery occurred. The house address is not required to be entered.) <ol style="list-style-type: none"> a) Name of the Village : b) Is it a town or Village : (Tickthe appropriate entry below) <ol style="list-style-type: none"> 1. Town 2, Village c) Name of District : d) Name of State : 8. Age of the mother (In completed years) at the time of this birth ; 9. Mother's level of education : (Enter the completed level of education e.g. If studied upto class VII but passed only class VI, write class VI) 10. Type of attention at delivery : (Tick the appropriate entry below) <ol style="list-style-type: none"> 1. Institutional – government 2. Institutional – Private or Non-Government 3. Doctor, Nurse or Trained midwife 4. Traditional Birth Attendant 5. Relatives or others 11. Duration of Pregnancy : (In weeks) 12. Cause of total death : (if known) <p>(Columns to be filled are over, Now put signature at left)</p>	
<p style="text-align: center;">To be filled by the Registrar</p> <p>Registration No : Registration Date : Registration Unit : Town/Village ;; Remarks : (If any)</p> <p style="text-align: right;">District :</p> <p style="text-align: right;">Name and Signature of the Registrar</p>	<p style="text-align: center;">To be filled by the Registrar</p> <p>Name of the District Code No. Tahsil : Town/Village : Registration Unit :</p>	<p>Registration No : Registration Date : Date of Birth : Sex: 1. Male 2. Female Place of Birth: 1. Hospital /Institution 2. House 3. Other</p> <p style="text-align: right;">Name and Signature of the Registrar</p>

FORM No.4
(See Rule 7)
MEDICAL CERTIFICATE OF CAUSE OF DEATH
(Hospital in-patients. Not to be used for still-births)

To be sent to Registrar along with Form No.2 (Death Report)

Name of the Hospital.....

I hereby certify that the person whose particulars are given below died in the hospital in Ward No.....on..... at A.M/P.M.

NAME OF DECEASED					For use of Statistical Office
Sex	Age at Death				
	If one year or more, age in years	If less than 1 year, age in months	If less than one month, age in days	If less than one day, age in hours	
1.Male 2.Female					
CAUSE OF DEATH I Immediate cause State the disease, injury or complication which caused death, not the mode of dying such as heart failure asthenia, etc. Antecedent cause Morbid conditions, if any, giving rise to the Above cause, stating underlying conditions last II. (c)..... Other significant conditions contributing to the death but not related to the disease or condition causing it.				Interval between onset And death approx a) due to (or as a consequences of) b)..... due to (or as a consequences of) (c).....

Manner of Death:

1. Natural 2.Accident 3. Suicide 4.Homicide 5. Pending investigation

How did the injury occur ?

If deceased was a female, was pregnancy associated with the death? 1.Yes 2. No
If yes, was there a delivery ? 1. Yes 2. No

death Name and signature of the Medical Attendant certifying the cause of death
Date of verification.....

SEE REVERSE FOR INSTRUCTIONS

(To be detached and handed over to the relative of the deceased)

Certified that Shri/Smt/Kum.....S/W/D of Shri..... R/O
.....was admitted to this hospital on and expired on
..... (Medical Supdt.
Name of Hospital) Doctor.....

MEDICAL CERTIFICATE OF CAUSE OF DEATH

Directions for completing the form

Name of deceased: To be given in full. Do not use initials. If deceased is an infant, not yet married at time of death, write, 'Son of (S/o)' or 'Daughter of (D/o)', followed by names of mother and father.

Age: If the deceased was over 1 year of age, give age in completed years. If the deceased was below 1 year of age, give age in months and if below 1 month give age in completed number of days, and if below one day, in hours.

Cause of death: This part of the form should always be completed or the attending physician personally.

The certificate of cause of death is divided into two parts, I and II. Part I is again divided into three parts lines (a)(b)(c). If a single morbid condition complexity explains the deaths, then this will be written on line (a) of Part I, and nothing more need be written in the rest of part I or in Part II, or example, amallpox, lobar pneurcni, cardlac, beriberl, are sufficient cause of death and usually nothing more is needed.

Often however, a number of morbid conditions will have been present at death, and the doctor must than complete the certificate in the proper manner so that the correct underlying cause will be tabulated. First, enter the Part I (a) the immediate cause of death. This does not mean the made of dying, e.g., heart failure, respiratory failure, etc. These terms should not appear on the certificate at all since they are modes of dying and not cause of death. Next consider whether the immediate cause is a comparison or delayed result of some other cause. If so, enter the antecedent cause in Part I, line (b). Sometimes there will be three stages in the course of events leading to death. If so, line (c) will be completed. The underlying cause to be tabulated is always written last in Part I.

Morbid conditions or injuries may be present which were not directly related to the train of events causing death but which contributed in some way to the fatal outcome. Sometimes the doctor finds it difficult to decide, especially for infant deaths, which of several independent conditions was the primary cause of death; but only one cause can be tabulated, so the doctor must decide. If the other diseases are not effects of the underlying cause, they are entered in Part II.

Do not write two or more conditions on a single line. Please write the names of the diseases (in full) in the certificate as eligibly as possible to avoid the risk of their being misread.

Onset: Complete the column for interval between onset and death whenever possible, even if very approximately, e.g., "From birth" "several years".

Accident or violent deaths: Both the external cause and the nature of the injury are needed and should be stated. The doctor or hospital should always be able to describe the injury, stating the part of the body injured, and should give the external cause in full when this is shown. Example: (a) Hypostatic pneumonia; (b) Fracture of neck of fernur; (c) Fall from ladder at home.

Old age or senllity : Old age (or senllity) should be not given as a cause of death. If a more specific cause is known. If old age was a contributory factor, it should entered in Part II. Example: (a) Chronic bronchitis, II old age.

Completeness of information: A complete case of history is not wanted, but if the information is available, enough details should be given to enable the underlying cause to be properly classified.

Example : Aneemia – Give type of anaemia, If known. Neoplasms – Indicate whether benign or mallgnant, and alte, with site of primary neoplasm, whenever, possible. Heart disease – Describe the condition specifically; if congestive heart failure, chronic on pulmonale, etc., are mentioned, give the antecedent conditions. Tetanus – Describe the antecedent injury, if known. Operation – State the condition for which the operation was performed. Dysentry – Specify whether bacllary, amoebic, etc., if know. Complications of pregnancy or delivery – Describe the complications specifically Tuberculosis – Give organs affected.

Symptomatic Statement: Convulsions, diarrhoea, fever, ascites, jaundice, debllity etc., are symptoms which may be due to any one of a number of different conditions. Sometimes nothing more is know, but whenever possible, give the disease which caused the symptom.

Manner of death: Deaths not due to external cause should be identified as 'Natural'. If the cause of death is known, but it is not known whether it was the result of an accident suicide or homicide and is subject to further investigation, the cause of death should invariably be filled in and the manner of death should be shown as 'Pending Investigation'.

FORM No. 4 A

(See Rule 7)

MEDICAL CERTIFICATE OF CAUSE OF DEATH
 (For non-institutional deaths. Not to be used for still-births)
 To be sent to Registrar along with Form No.2 (Death Report)

I hereby certify that the deceased Sri/Smt/Kum.....Son of
 /Wife of /Daughter ofResident ofwas under my treatment
 from:.....toand he/she died on.....at
A.M/P.M.

NAME OF DECEASED					For use of Statistical Office
Sex	Age at Death				
	If one year or more,age in years	If less than 1 year, Age in months	If less than one month, age in days	If less than one day, age in hours	
1.Male 2.Female					
CAUSE OF DEATH				Interval between onset And death approx	
I					
a).....			
Immediate cause due to (or as a consequences of)					
State the disease, injury or complication which Caused death, not the mode of dying such as heart failure, asthenia, etc.					
Antecedent cause					
Morbid conditions, if any, giving rise to the Above cause, stating underlying conditions last (b).....			
due to (or as a consequences of)					
(c).....			
II.					
Other significant conditions contributing to the death but not related to the disease or condition causing it.

If deceased was a female, was pregnancy associated with the death? 1.Yes 2.No

If yes, was there a delivery ? 1. Yes 2.No

Name and signature of the Medical Attendant certifying the cause of
 death
 Date of
 verification.....

SEE REVERSE FOR INSTRUCTIONS

(To be detached and handed over to the relative of the deceased)
 Certified that Shri/Smt/Kum.....S/W/D of
 Shri.....
 R/Owas under my treatment from :to :

 And he/she expired onatA.M/P.M.

Doctor.....
 Signature and address of Medical Practitioner/
 Medical attendant with Registration No.

MEDICAL CERTIFICATE OF CAUSE OF DEATH

Directions for completing the form

Name of deceased: To be given in full. Do not use initials. If deceased is an infant, not yet married at time of death, write. 'Son of (S/o)' or 'Daughter of (D/o)', followed by names of mother and father.

Age: If the deceased was over 1 year of age, give age in completed years. If the deceased was below 1 year of age, give age in months and if below 1 month give age in completed number of days, and if below one day, in hours.

Cause of death: This part of the form should always be completed or the attending physician personally.

The certificate of cause of death is divided into two parts, I and II. Part I is again divided into three parts lines (a)(b)(c). If a single morbid condition complexity explains the deaths, than this will be written on line (a) of Part I, and nothing more need be written in the rest of part I or in Part II, or example, amallpox, lobar pneurenia, cardlac, beriberl, are sufficient cause of death and usually nothing more is needed.

Often however, a number of morbid conditions will have been present at death, and the doctor must than complete the certificate in the proper manner so that the correct underlying cause will be tabulated. First, enter the Part I (a) the immediate cause of death. This does not mean the made of dying, e.g., heart failure, respiratory failure, etc. These terms should not appear on the certificate at all since they are modes of dying and not cause of death. Next consider whether the immediate cause is a comparison or delayed result of some other cause. If so, enter the antecedent cause in Part I, line (b). Sometimes there will be three stages in the course of events leading to death. If so, line (c) will be completed. The underlying cause to be tabulated is always written last in Part I.

Morbid conditions or injuries may be present which were not directly related to the train of events causing death but which contributed in some way to the fatal outcome. Sometimes the doctor finds it difficult to decide, especially for infant deaths, which of several independent conditions was the primary cause of death; but only one cause can be tabulated, so the doctor must decide. If the other diseases are not effects of the underlying cause, they are entered in Part II.

Do not write two or more conditions on a single line. Please write the names of the diseases (in full) in the certificate as eligibly as possible to avoid the risk of their being misread.

Onset: Complete the column for interval between onset and death whenever possible, even if very approximately, e.g., "From birth" "several years".

Accident or violent deaths: Both the external cause and the nature of the injury are needed and should be stated. The doctor or hospital should always be able to describe the injury, stating the part of the body injured, and should give the external cause in full when this is shown. Example: (a) Hypostatic pneumonia; (b) Fracture of neck of fernur; (c) Fall from ladder at home.

Old age or senllity : Old age (or senllity) should be not given as a cause of death. If a more specific cause is known. If old age was a contributory factor, it should entered in Part II. Example: (a) Chronic bronchitis, II old age.

Completeness of information: A complete case of history is not wanted, but if the information is available, enough details should be given to enable the underlying cause to be properly classified.

Example : Aneemia – Give type of anaemia, If known. Neoplasms – Indicate whether benign or mallgnant, and alte, with site of primary neoplasm, whenever, possible. Heart disease – Describe the condition specifically; if congestive heart failure, chronic on pulmonale, etc., are mentioned, give the antecedent conditions. Tetanus – Describe the antecedent injury, if known. Operation – State the condition for which the operation was performed. Dysentry – Specify whether bacllary, amoebic, etc., if know. Complications of pregnancy or delivery – Describe the complications specifically Tuberculosis – Give organs affected.

Symptomatic Statement: Convulsions, diarrhoea, fever, ascites, jaundice, deblilty etc., are symptoms which may be due to any one of a number of different conditions. Sometimes nothing more is know, but whenever possible, give the disease which caused the symptom.

Manner of death: Deaths not due to external cause should be identified as 'Natural'. If the cause of death is known, but it is not known whether it was the result of an accident suicide or homicide and is subject to further investigation, the cause of death should invariably be filled in and the manner of death should be shown as 'Pending Investigation'.

FORM NO.5
(See Rule 8)

BIRTH CERTIFICATE
(Issued under Section 12/17)

This is to certify that the following information has been taken from the original record of birth
which is the register for (Local Area)

.....

Of Tahsil

District.....

Of State.....

Name

Sex

Date of Birth

Place of Birth

Name of Father

Name of Mother

Registration No.....

Date of Registration

Date

Signature of issuing authority

Seal

FORM NO.6
(See Rule 8)

DEATH CERTIFICATE
(Issued under Section 12/17)

This is to certify that the following information has been taken from the original record of death
which is the register for (Local Area)

.....

Of Tahsil of

District.....

Of State.....

Name

Sex

Date of Death

Place of Death

Registration No.....

Date of Registration

Date

Signature of issuing authority

Seal

No disclosure shall be made of particulars regarding the cause of death as entered in the Register.
See provision to section 17(1).

FORM NO.7
(See Rule 12)

BIRTH REGISTER
BIRTH REPORT

Legal Information

This part to be added to the Birth Register

To be filled by the informant

Date of Birth : (Enter the exact day,
month and year the child was born e.g.1-1-2000)

Sex : (Enter "male" or "female" :
Do not use abbreviation)

Name of the child, if any :
(If any named, leave blank)

Name of the father :
(Full name as usually written)

Name of the mother :
(Full name as usually written)

Place of birth : (Tick the appropriate entry 1 or 2 below and
give the name of the Hospital/institution or the address of the
house where the birth took place)

1.Hospital / Institution Name :

2. House 3. Address :

Informant's name :

Address :

(After completing
all columns 1 to 20,
informant will put data
and signature here)

Date: Signature of the left thumb mark of the informant

To be filled by the Registrar

Registration No :
Town/Village :

Registration Date :
District :

Registration Unit :
Remarks : (If any)

Name and Signature of the Registrar

FORM NO.8
(See Rule 12)

DEATH REGISTER
DEATH REPORT

Legal Information

This part to be added to the Death Register

To be filled by the informant

Date of Death : (Enter the exact day,
month and year the child was born e.g.1-1-2000)

Name of the Deceased :
(Full name as usually written)

Sex of the deceased :
(Enter "male" or "female" ; do not use abbreviation)

Age of deceased:
(if the deceased was over 1 year of age, give
age in completed years. If the deceased was
below 1 year of age, give age in months, and
if below 1 month give age in completed
number of days, and if below one day, in hours)

Place of death :
(Tick the appropriate entry 1 or 2 below and
give the name of the Hospital/institution or
the address of the house where the death
took place)

1.Hospital / Institution Name :

2.House 3. Address :

Informant's name :

Address :

(After completing
all columns 1 to 20,
informant will put data
and signature here)

Date:

Signature of the left thumb mark of the informant

To be filled by the Registrar

Registration No :
Town/Village ::

Registration Date :
District :

Registration Unit :
Remarks : (If any)

Name and Signature of the Registrar

FORM NO.9
(See Rule 12)

STILL BIRTH REGISTER
STILL BIRTH REPORT

Legal Information

This part to be added to the Death Register

To be filled by the informant

Date of Birth :

(Enter the exact day, month and year e.g.1-1-2000)

Sex : (Enter "male" or "female")

(Do not use abbreviation)

Name of the father :

(Full name as usually written)

Name of the mother:

(Full name as usually written)

Place of birth :

(Tick the appropriate entry below and give the name of the Hospital/Institution or the address of the house where the birth took place)

1. Hospital / Institution Name

2. House

3. Address :

Informant's Name :

Address :

(After completing all columns
1 to 12, informant will put date
and signature here :)

Date :

Signature or left thumb mark of the informant

To be filled by the Registrar

Registration No :
Town/Village ;:

Registration Date :
District :

Registration Unit :
Remarks : (If any)

Name and Signature of the Registrar

FORM NO.10

(See Rule 13)

NON – AVAILABILITY CERTIFICATE

(Issued under Section 17 of the Registration of Births and Deaths Act, 1969)

This is to certify that a search has been made on the request of
Shri/Smt/Kum.....
..... Son/Wift/Daughter of
.....in the registration records for the year(s)
.....relating to (Local
area).....of
(Tahsil).....of
(District)..... of
(State).....and found that the event relating to the
birth/death of.....son/daughter
of.....was not registered.

Date.....
authority

Signature of issuing

Seal

FORM No.11
[See Rule 14]

SUMMARY MONTHLY REPORT OF BIRTHS

1. Report for the month of :.....year
:.....

2. District :

3. Town / Village :

4. Registration Unit :

5. Number of Births Registered :

a) Within one year of their occurrence :

b) After one year of their occurrence :

Total * (a + b) :

- Total should be equal to the number of Birth Report Forms [Form No:1] attached with this Monthly report.

Dated:

Signature & Name
of the Registrar

Submitted to the Chief Registrar / District Registrar.

FORM No.12
[See Rule 14]

SUMMARY MONTHLY REPORT OF DEATHS

1. Report for the month of :.....year :.....
2. District :
3. Town / Village :
4. Registration Unit :
5. Details of Deaths Registered during the Month :

DEATHS			INFANT DEATHS	MATERNAL DEATHS
Registered within one year of occurrence	Registered after one year of occurrence	Total *		
1	2	3	4	5

Note: Infant and Maternal Deaths should also be included in the Deaths.

- The number of Statistical Reporting Form (Form No.2) attached should be equal to the number of deaths Registered.

Dated:

Signature & Name
of the Registrar

FORM No.13
[See Rule 14]

SUMMARY MONTHLY REPORT OF STILL BIRTHS

1. Report for the month of:.....year
:.....

2. District :

3. Town / Village:

4. Registration Unit :

5. Number of Still Births Registered :*

- Number of Still-births Registered should be equal to the number of Still Birth Report Forms (Form No.3) attached with this monthly report.

Dated:

Signature & Name
of the Registrar

Submitted to the Chief Registrar / District Registrar.

FORM NO.14
INSPECTION REPORT

1. Particulars of the Registration Unit:-
 - a) Name :-
 - b) District / Mandal / Village /Gram Panchayat / Municipality :-
 - c) Rural / Urban
 - d) Population :-
 - e) Area :-
 - f) Whether the registration unit has a board ? Yes / No
2. Functioning of registration unit :-
 - a) Name of Registrar :-
 - b) Whether Trained ?
 - c) Whether jurisdiction of the registration centre is demarcated? Yes / No
 - d) Whether the notional map of the registration unit is kept? Yes / No
 - e) Whether blank registers and other forms are kept :
Stock lasting for a year/half-year/3months/less than 3 months? Yes / No
 - f) Whether a list of notifiers is maintained? Yes / No
 - g) Whether a list of hospitals/jails and other institutions is maintained? Yes / No
 - h) Whether a copy of the Act/Rules/Executives instructions is kept handy? Yes / No
 - i) Whether the norm on expected number of events supplied by the
Chief Registrar is readily available? Yes / No
3. Registering Performance
 - a) Whether each register begins from January and all pages are given serial numbers ? Yes / No
 - b) Whether registration records are generally kept neat and clean ? Yes / No
 - c) Whether records are kept in safe custody? Yes / No
 - d) Whether events reported are registered promptly ? Yes / No
 - e) Whether late and delayed events are registered according
to rules and instructions ? Yes / No
(Please ensure that letter "D" or its regional equivalent is added before the
Serial Nos of delayed events not relating to the year of reporting)
 - f) Whether Corrections, if any are made in the manner prescribed Yes / No
 - g) Whether follow up action is taken on the information received from notifiers? Yes / No
 - h) No. of Institutions reporting the vital events
 - i. Regularly
 - ii. Occasionally
 - iii. Never
 - i) Date of sending of the last returns Yes / No
 - j) No. of returns due but not sent :-
 - k) Whether medical certificates are linked and sent along with the return ?
 - l) Whether record relating to previous years have been sent to the
concerned officer ? Yes / No

4. Remarks of the Inspecting Officers

- a) Date of Inspection :-
- b) Date of last Inspection :-
- c) No. of spot verification made
BirthsStill BirthsDeaths
- d) No. of the events detected which are not recorded.....
BirthsStill BirthsDeaths
- e) No. of events found registered which did not occur.....
Within the jurisdiction of the registration units
- f) Total No. of cumulative events registered.....
BirthsStill BirthsDeaths
- g) Whether these are consistent with the norms provided?
- h) Overall assessment _____
Very Good/Satisfactory/Unsatisfactory
- i) Specific instructions if any, given to the registrar :-

Date :
Officer & Designation

Signature of the Inspecting



**SUBSEQUENT AMENDMENTS TO ANDHRA PRADESH REGISTRATION OF
BIRTHS & DEATHS RULES 1999**

1. G.O.Ms.No.26 HM&FW (N1) Dept.,
dated : 12.01.2000 Appointment of Registration
functionaries.
2. G.O.Ms.No.27 HM&FW (N1) Dept.,
dated : 12.01.2000 Notification and MCCD.
3. G.O.Ms.No.70 HM&FW (N1) Dept.,
dated : 15.02.2000 Inter Departmental Co-ordination
Committee - District & Mandal level.
4. G.O.Ms.No.203 HM&FW (N1) Dept.,
dated : 13.06.2000 Inter Departmental Co-ordination
Committee - State level.
5. G.O.Ms.No.90 HM&FW (N2) Dept.,
dated : 02.06.2001 Appointment of Village
Administrative Officer as Registrar in
place of Executive Officer in
Panchayats.
6. G.O.Ms.No.172 HM&FW (D1) Dept.,
dated : 21.05.2002 Reconciliation of Vital Events by
Panchayat Secretaries, ANMs &
Anganwadi Workers.
7. G.O.Ms.No.230 HM&FW (D1) Dept.,
dated : 11.06.2002 Appointment of Panchayat
Secretaries as Registrar in place of
Village Administrative Officers.
8. G.O.Ms.No.13 HM&FW (D1) Dept.,
dated : 31.01.2003 Institutions for Reporting,
Registration and computerization of
the Data.
9. G.O.Ms.No.276 PR&RD (Mdl.II)
Dept., dated : 13.07.2003 Panchayat Secretary powers to grant
Certificates.
10. G.O.Rt.No.973 HM&FW (D1) Dept.,
dated : 10.11.2004 Appointment of Registrars for BHEL,
Township Vishakapatnam Township.
11. G.O.Rt.No.97 HM&FW (D1) Dept.,
dated : 01.02.2005 Appointment of Chief Medical
Officer of Health, MCH as Dy.Addl.
District Registrar.
12. G.O.Ms.No.59 HM&FW (D1) Dept.,
dated : 18.02.2007 Standardized Birth & Death
Certificates.
13. G.O.Ms.No.329 HM&FW (D1) Dept.,
dated : 01.10.2007 Appointment of Commissioner
GHMC as District Registrar, etc.
14. G.O.Ms.No.199 PR&RD (MDL.II)
Dept., dated : 18.05.2007 Revised Job chart of Panchayat
Secretaries.
15. G.O.Ms.No.167 HM&FW (D1) Dept.,
dated : 13.08.2009 Relaxation for name entry after 15
years.

GOVERNMENT OF ANDHRA PRADESH
ABSTRACT

Health Medical & Family Welfare – Vital Statistics- Enforcement of Registration of Births and Deaths Act 1969 (Act. No. 18 of 1969) Appointment of Chief Registrar and others officers-Orders – Issued.

HEALTH MEDICAL & FAMILY WELFARE (N1) DEPARTMENT

G.O.Ms.No. 26

Dated: 12-1-2000.
Read the following:-

1. G.O.Ms. No: 444, HM & FW(N1), Dept., Dt:8.11.96
2. D.H.Lr.No:6776/VS/F2/99, Dt:24.05.99.
3. RGI Lr.No:6/4/97-VS(CRS), Dt:7.9.99
4. D.H. Lr.No:6776/VS/F2/99, Dt: 30.9.99.

<<>>

ORDER:

In accordance with the decision taken during the meeting held on 28.04.99 and in view of the suggestions of Registrar General of India in the reference 3rd read above the following draft notification shall be substituted in place of notification issued in the G.O. 1st read above and shall be published in Andhra Pradesh Gazette.

DRAFT NOTIFICATION – I

In exercise of the powers conferred by Sub-section (1) of Section 4 of the Registration of Births and Deaths Act, 1969 (central Act No. 18 of 1969) the Governor of Andhra Pradesh here by appoints the Director of Health as Chief Registrar of Births and Deaths for the State of Andhra Pradesh.

DRAFT NOTIFICATION – II

In exercise of the powers conferred by Sub- Section (2) of Section 4 of the Registration of Births and Deaths Act, 1969 (Central Act No.18 of 1969) the Governor of Andhra Pradesh here by appoints.

The Additional Director of Medical and Health Services (Communicable Diseases), the Deputy Commissioner of Panchayat Raj in the office of the Commissioner of Panchayat Raj, Hyderabad and the Commissioner and Director of Municipal Administration, Andhra Pradesh, Hyderabad as the Additional Chief Registrars of Births and Deaths for the state of Andhra Pradesh.

The Regional Director of Medical and Health Services of each zone as Additional Chief Registrar of Births and Deaths and the Deputy Director (Statistics) in the office of the Regional Director of Medical and Health Services and Additional Deputy Chief Registrar of Births and Deaths for their respective Zones.

The Deputy Director of Medical and Health Services (Statistics) in the office of the Director of Health as the Deputy Chief Registrar of Births and Deaths for the State of Andhra Pradesh.

DRAFT NOTIFICATION – III

In exercise of the powers conferred by the Sub-Section (1) of Section 6 of the Registration of Births and Deaths Act, 1969 (Central Act No: 18 of 1969) the Governor of Andhra Pradesh here by appoints.

- a. The District Medical and Health Officer of each district as District Registrar of Births and Deaths for the district.
- b. The District Revenue Officer of each district as the Additional District Registrar of Births and Deaths and Deaths (Rural).
- c. The Commissioner of the Municipal Corporations of Hyderabad, Visakhapatnam, Vijayawada, Kurnool, Guntur, Warangal, and Rajahmundry as the Additional District Registrars of Births and Deaths (Urban).
- d. The District Panchayat Officer each District as the Additional District Registrar of Births and Deaths.

DRAFT NOTIFICATION – IV

In exercise of the powers conferred by Sub-section (1) of section 7 of the Registration of Births and Deaths Act, 1969 (Central Act. No: 18 of 1969) the Governor of Andhra Pradesh here by appoints the persons noted in column (2) as Registrar of Births and Deaths for the local areas specified in column (1) of the statement given below.

Local Area	Designation of the persons appointed as Registrar of Births and Deaths.
Municipal Corporation of Hyderabad	The asst. Medical Officer of Health of each circle in Hyderabad The Medical Officer of Health, Secunderabad division for Secunderabad division.
Municipal Corporation of Visakhapatnam, Vijayawada, Kurnool, Guntur, Warangal and Rajahmundry.	The Municipal Health Officer and there is no such officer, the Commissioner, of the Municipal corporation.
Municipalities	The Municipal Health Officer and there is no such officer, the Commissioner of the Municipality.

<u>Industrial / Project Town Ships:</u>		
1	Vijayapuri (North) Nalgonda District	Health Officer, Vijayapuri (North), Hill Colony, Nalgonda Dist.
2	Vijayapuri (South) Guntur District	Do-
3	Srikakulam, Kurnool District	Senior Entomologist (Anti Malaria Officer) Sunnipenta, Srisailam Project, Kurnool dist.
4	Srikakulam Mahaboobnagar District	Do-
5	Upper Sileru Project, Visakhapatnam Dist.	Local Health Assistant.
6	Mothugudem (lower Sileru) Project Khammam district.	Health Inspector attached to the lower Sileru Project Hospital, Mothugudem.
7	Shar Project, Sriharikota, Nellore (District)	Health Officer, SHAR Project, Sriharikota.
8	Prasanthi Nilayam Ananthapur District.	Local Health Assistant.
9	Secunderabad Contonment.	Executive Officer, Contonment Board, Secunderabad.
10	B.H.E.L., Ramachandrapuram	Executive Supervisor, Town Ship, Administration, BHEL.
11	Sriram Sagar Project Town Ship, Nizamabad District	Medical Officer, Government Hospital Sriram Sagar Project, Pochampadu, Nizamabad District.
	Mandal	The Mandal Revenue Officer of the Mandal concerned.
	Local area other than that mentioned above, i.e, village.	Village Administration Officer concerned.

(BY ORDER IN THE NAME OF THE GOVERNOR OF ANDHRA PRADESH)

**RACHEL CHATTERJEE
SECRETARY TO GOVERNMENT.**

To,

The Director of Health, Hyderabad and Chief Registrar of Births & Deaths, Hyderabad.

TIME AND FORM FOR NOTIFYING INFORMATION UNDER THE ENFORCEMENT & REGISTRATION OF BIRTHS AND DEATHS ACT 1969 IN VITAL STATISTICS.

{G.O.Ms.NO.27, Health Medical & Family Welfare (NI), 12th January, 2000.}

In exercise of the powers conferred under section 10(1) & (2) of the Registration of Births and Deaths Act 1969 (Act No. 18 of 1969) the Governor of Andhra Pradesh issues the following orders:

a. Time and form for notifying information under section 10(1):-

1. M.P.H.A. (F)/ANM and MPHA (Male) shall notify births, deaths and still-births to the Registrar under section 10(1) (i). They will obtain information of births, deaths and still births occurred in their jurisdiction in Forms No. 1, 2&3 during their field visits from the information along with the signature of the informants and deliver then within 15 days from the date of occurrence of the event to the Local Registrar who will register the events after due verification and if not registered earlier following the rules prescribed for registration.

2. It shall be the duty of trained or untrained Dai to notify a birth or still – birth which she attended and Anganwadi worker village servant to notify birth, death and still – birth under section 10(1) (iii) either orally or in writing as the case may be with the following details to the Registrar with in 15 days from the date of occurrence of the event.

Birth : Date of birth, Place of birth Sex of the Child, Name and local address of the parents.

Death : Date of death, Place of death, Sex, Age at death, Name and Address of the diseased.

Still-birth : Date of Still – birth, Sex of the Child, Place of Still Birth, Name and Local Address of the Parents.

Soon after the receipt of the information from the Notifier, the Registrar will verify the registration of such event and if not registered, he will issue notice to the informant and obtain complete information required for the registration of the birth, death and still – birth as the case may be and take steps for the registration of the event.

b. Certification of Cause of Death under section 10(2) :-

1. In case of a death occurred in a Government, Private Hospital, Corporate Hospital, Private Nursing Home, it shall be the duty of the Medical officer or any Medical Attendant who attended the deceased to certify the cause of Death under Section 10(2) in Form No.4

2. In case of a Non-Institutional death in an Urban area, it shall be the duty of the Private Medical Practitioner who attended the deceased during last illness to certify the cause of death under section 10(2) in From No.4A.

GOVERNMENT OF ANDHRA PRADESH
ABSTRACT

MEDICAL & HEALTH – VITAL STATISTICS – Reconstitution of Inter departmental Co-ordination committee on Vital Statistics at District Level, Mandal Level and Municipal Areas Levels – Orders – Issued.

HEALTH MEDICAL AND FAMILY WELFARE (N1) DEPARTMENT

G.O.Ms.No.70

Dated:15.02.2000

Read the following:-

1. G.O.Ms.No.588, HM&FW (N1) Dept. Dt.5-12-1998.
2. DH.Lr.No.2058/VS/F2/99, Dated:31.12.1999.

<<>>

ORDER:

In the G.O read above orders were issued for constitution of Inter Department Co-ordination Committee on Vital Statistics at District level and Mandal Levels to review the District wise and Mandal wise progress of Registration of Births and Deaths.

2. Consequent on issue of re-organization orders vide G.O.Ms. No. 26 Health, Medical and Family Welfare (Ni) Department, dt.12-1-2000 for appointment of Chief Registrar and other officers for Registration of Births and Deaths and as per the decision taken in the Inter Department Co-ordination Committee Meeting held on 6-11-1999 in the Chambers of Secretary Health Medical and family Welfare Department, orders are hereby issued to re-constitute the Inter Departmental Co-ordination Committee on Vital Statistics at District, Mandal and Municipal Corporation levels as follows:-

1. District Level Inter Departmental Co-ordination Committee on Vital Statistics:-

- | | | |
|---|---|----------|
| 1. District Revenue Officer | - | Chairman |
| 2. District Medical and Health Officer and District Registrar of Births and Deaths. | - | Convener |
| 3. District Panchayt Officer | - | Member |
| 4. District Woman and Child Welfare Officer. | - | Member |
| 5. Municipal Health Officer / Commissioner Of Municipalities in the District | - | Member |
| 6. Chief Planning Officer. | - | Member |

2. Mandal Level Inter Departmental Co-ordination Committee on Vital Statistics.

- | | | |
|--|---|-----------------------|
| 1. Mandal Revenue Officer | - | Chairman-cum-Convener |
| 2. Executive Officers of Notified Gram Panchyats | - | Members |
| 3. Village Administrative Officers | - | Members |

3. Municipal Corporation Level Inter Departmental Co-ordination Committee on vital statistics:

- | | | |
|---|---|-----------------|
| 1. Municipal Commissioner | - | Chairman |
| 2. Municipal Health Officer | - | Member-Convener |
| 3. Representative of District Collector | - | Member. |

4. The District Level Committee should meet on monthly basis to:-

1. Review the progress of Registration and reporting of events by notified panchayats and Municipalities.
2. Take steps for 100% collection of returns from the Mandal Revenue Officers.
3. Suggest action on chronic defaulters not submitting the returns.
4. Review the steps taken by the Mandal Revenue Officers to achieve 100% registration of Births and Deaths.

5. The Mandal Level Committees should meet once in a month to:-

1. Review Village-wise progress of notification of Births and Deaths during the previous month by Para medical staff, Anganwadi workers to village Administrative Officers.
2. Review number of births and deaths registered by the village Administrative Officers Village-wise.
3. Identify the Villages of low registration and steps taken for improvement of registration.
4. Review the progress of collection of monthly returns from the village Administrative Officers for onward transmission to the Chief Registrar and take steps for collection of 100% returns from the village Administrative Officers.
5. The Municipal Corporation level Committee should meet on monthly basis to review the progress of registration and reporting on events.
6. The above committee should meet as per the above schedules and send the proceedings of the meeting to the Chief Registrar of Births and Deaths and Director of Health, Andhra Pradesh, Hyderabad, every month without fail.
7. The Chief Registrar of Births and Deaths and Director of Health is requested to take further action in the matter.

(BY ORDER IN THE NAME OF THE GOVERNOR OF ANDHRA PRADESH)

**RACHEL CHATTERJEE
SECRETARY TO GOVERNMENT**

// TRUE COPY //

for DIRECTOR OF HEALTH

Administrative Officer

**GOVERNMENT OF ANDHRA PRADESH
ABSTRACT**

Vital Statistics – Reconstitution of inter Department Co-ordination Committee on Vital Statistics at State Level – Orders – Issued.

HEALTH MEDICAL & FAMILY WELFARE (N1) DEPARTMENT.

G.O.Ms.No:203

Dated: 13th June, 2000

Read the following:

1. G.O.Ms.No. 529 HM&FW Dept, dt: 2.11.1998.
2. From the D.H.Lr.Rc.No.2028/VS/F2/99, Dt: 31.12.1999

ORDER:

In the G.O. 1st read above, inter Departmental Co-ordination Committee at State Level for Co-ordinating the work of Vital Statistics constituted. The Director of Health, Andhra Pradesh, Hyderabad in this letter 2nd read above has proposed for reconstituting the said committee with the following:

- | | |
|--|---------------------|
| 1. Principal Secretary to Government | - Chairman |
| Health medical & Family Welfare Department | |
| 2. Director of Health | - Member |
| 3. Commissioner & (Family Welfare) | - Member |
| 4. Additional Director (CD) | - Member |
| 5. Deputy Director (Statistics) | - Member – Convener |

The representative of the following Departments members.

6. Panchayat Raj Department
7. Commissioner of land Revenue
8. Municipal Administration Department
9. Information and Public Relations Department.
10. Printing, Stationery and Stores Purchase Department.
11. Director of Census Operation, Andhra Pradesh Hyderabad.
12. Director of Economics and Statistics.
13. Director of Women and Child Welfare.

The Government after careful examination of the above proposal of Director of Health hereby agree to Reconstitute the Inter – Departmental Co-ordination Committee at

State Level for coordinating the work of Vital Statistics as in Para 1 above.

(BY ORDER IN THE NAME OF THE GOVERNOR OF ANDHRA PRADESH)

**RACHEL CHATTERJEE
SECRETARY TO GOVERNMENT**

To,

1. The Director of Health, Andhra Pradesh, Hyderabad.
2. The Municipal Administration & Urban Development Department, Andhra Pradesh, Secretariat.
3. The Revenue Department, Andhra Pradesh, Secretariat.
4. The Panchayat Raj & Rural Development Department, Andhra Pradesh, Secretariat.
5. The Women & Child Welfare Department.
6. The Commissioner Family Welfare Department
7. The Director, Bureau of Economics & Statistics Department
8. The Commissioner, Panchayat Raj Department.
9. The Commissioner of Land Revenue.
10. The Commissioner Printing & Stationery and Stores Purchase Department.
11. The Director Census Operations, Andhra Pradesh, Hyderabad.
12. The Director of Women & Child Welfare Department.
13. The P.S. to Principal Secretary, HM&FW Department.

Copy to:

1. All Heads of the Departments under the control of HM&FW Department.
2. All Heads of the Departments of Secretariat.

Sf/Sc.

// FORWARDED :: BY ORDER //

SECTION OFFICER

GOVERNMENT OF ANDHRA PRADESH

ABSTRACT

Health Medical and Family Welfare – Vital Statistics – Enforcement of Registration of Births and Deaths Act, 1969 (Act No.18 of 1969) Appointment of Chief Registrar and Other Officers – Amendment to G.O.Ms.No.26, Health Medical and Family Welfare (N1) Department, dt: 12.01.2000 – Orders – Issued.

HEALTH MEDICAL AND FAMILY WELFARE (N2) DEPARTMENT

G.O.MS.No.90.

Dated : 02.06.2001.

Read the following :-

1. G.O.Ms.No.26, Health Medical and Family Welfare (N1) Department, dt: 12.01.2000
2. From the Director of Health, Hyderabad, letter Rc.No.2053/VS/F2/98, Dt.27.12.2000.

* * *

ORDER :

1. In Notification IV issued in G.O. first read above, Executive Officers of Panchayats (with E.O.) have been appointed as Registrar of Births and Deaths.
2. The Director of Health, Hyderabad, in his letter 2nd read above, has now stated that in the meeting of State level Inter Departmental Co-ordination Committee on Vital Statistics held on 01.12.2000 reported that instead of having a dual reporting system i.e., through the Village Administrative Officer and Executive Officers of notified Panchayats, it would be more appropriate to have only one Agency Village Administrative Officer and submitted proposals for issue of an amendment to the G.O.Ms.No.26, Dated : 12.01.2000 appointing the Village Administrative Officers as Registrars of Births and Deaths in place of Executive Officers in Notified Panchayats.
3. The Government after careful consideration have decided to appoint village Administrative Officers as Registrar of Births and Deaths in Panchayats concerned in place of Executive Officers by amending the said Notification issue in the said G.O. suitably. Accordingly, the following Notification will be published in the A.P. Gazette :-

NOTIFICATION

In exercise of the powers conferred by sub-section (1) of section 7 of the Registration of Births and Deaths Act, 1969 (Central Act No.18 of 1969), the Governor of Andhra Pradesh hereby makes the following amendment to the Notification IV issued in G.O.Ms.No.26, Health Medical and Family Welfare (N1) Department, dated 12th January, 2000, namely :-

AMENDMENT

In the said Notification IV, in the statement, for the entry "Panchayat (with Executive Officer) in column (1) and for the entry "The Executive Officer of the Panchayat" in column (2), the entry "Panchayat" and the entry "Village Administrative Officer concerned" shall respectively be substituted.

(BY ORDER AND IN THE NAME OF THE GOVERNOR OF ANDHRA PRADESH)

C.ARJUNA RAO

SPECIAL CHIEF SECRETARY TO GOVERNMENT.

To

The Director of Health, Hyderabad and Chief Registrar of Births and Deaths, Hyderabad.
The Commissioner of Printing and Stationery Stores Purchases, Hyderabad (with a request to publish the Amendment in A.P.Gazette and furnish 1600 copies).
The Deputy Commissioner of Panchayat Raj, O/o.Panchayat Raj Department.
The Commissioner & Director, Municipal Administration, A.P., Hyderabad.
The Regional Director of Medical & Health Services of all zones.
The Deputy Director of Medical & Health Services, Statistics, Office of the Director of Health, Hyderabad.
All District Medical and Health Officers.
All District Revenue Officers.
The Municipal Commissioner, Hyderabad, Vizag, Vijaywada, Kurnool, Guntur, Warangal, Rajahmundry.
All District Panchayat Officer of the state.
The Accountant General, A.P., Hyderabad.
The Registrar General of India, New Delhi.

Copy to :-

Minister (Medical & Health)
P.S.to Special Chief Secretary, H.M.& F.W. Department.
P.S. to Secretary, H.M.& F.W. Department.
Information & Public Relations Department.
Law (E) Department.

// **FORWARDED BY ORDER** //

SECTION OFFICER

GOVERNMENT OF ANDHRA PRADESH
ABSTRACT

GOVERNING FOR RESULTS – System for assessing birth rate and death rates and prevalence of communicable diseases District and Mandal wise for focused interventions Improvement in Civil registration of births and deaths and reporting incidence of diseases Instructions – Issued.

HEALTH, MEDICAL & FAMILY WELFARE [D1] DEPARTMENT

G.O.Ms.No.172,

Dated:21-5-2002.

ORDER:

It has been observed, there are inadequate systems for reporting and recording the Civil Registration of Births and Deaths in the state that the birth and death rates for each district and mandal and municipality levels. In order to improve the Civil Registration System the Village Secretary has been entrusted with responsibility of Registration of Births and Deaths at village level and to compile the data and report to the Mandal Revenue Officer. The Registrar General, Census of India has brought to the notice of the state government that the reporting of births and deaths in Orissa state has improved greatly with the A.N.M's and the Anganwadi Workers sitting together, comparing and updating their lists as well as other lists and reporting this updated list every month. This issue as well as the reporting system for communicable diseases have been considered in consultation with Women Development & Child Welfare Department and the Panchayat Raj Department.

2. Government after careful consideration of the matter have decided to adopt the good practice of Orissa state for updating birth and death lists, and hereby direct that the A.N.M Anganwadi Worker and the Village Secretary shall meet once a month to update and reconcile the birth and death list. The A.N.M shall sent a copy of this reconciled updated birth and death list to the Medical Officer of the Primary Health Centre for compilation and report to the District Medical and Health Officer every month.

3. It is also considered that a surveillance system on communicable diseases should be instituted and the Village Secretariat can compile and report the data on incidence of communicable disease in the village to the Medical Officer of Primary Health Centre it is decided that a system to obtain the information on incidence of communicable diseases in every village in the state can be instituted through village secretariat. Accordingly government hereby ordered that the village secretary shall be responsible for reporting on the diseases incidence, to the Medical Officer of the concerned Primary Health Centre every month in the format prescribed by Medical and Health Department. The Medical Officer of the Primary Health Centre shall, in turn, compile the data and sent a report to the District Medical and Health Officer. This system is instructed to obtain surveillance data on prevalence of disease for focused prevention and control measures.

4. The above instructions shall be followed by all concerned scrupulously.

(BY ORDER AND IN THE NAME OF THE GOVERNOR OF ANDHRA PRADESH)

RACHEL CHATTERJEE
PRINCIPAL SECRETARY TO GOVERNMENT

GOVERNMENT OF ANDHRA PRADESH

ABSTRACT

Medical & Health Services – Vital Statistics – Enforcement of Births and Death Registration Act (Central Act No. 18 of 1969) – Amendment to G.O.Ms.No26, Health, Medical and family Welfare (N1) Department, Dt.12-01-2000 and G.O.Ms.No90, Health, Medical & Family Welfare (N2) Department, dt.2.3.2001 – Appointment of Secretary to Gram Panchayat Births and Deaths Registrar in place of Village Administrative Officer and Executive Officers of Panchayats – Orders – Issued.

HEALTH MEDICAL & FAMILY WELFARE (D1) DEPARTMENT

G.O.Ms.No.230

Dated:11-6-2002.

Read the following:-

1. G.O.Ms.No26, H.M&F.W(N1) Department, dt.12-1-2000.
2. G.O.Ms.No.90, H.M&F.W(N2) Department, dt.2-3-2001.
3. Govt. D.O.Letter No.12372/Pts.IV/A2/2001, dt.2.5.2001 of PR & RD. Department.
4. G.O.Ms.No.PR & RD (MDL.II) Department, dt.7.1.2002
5. From the Director of Health and Chief Registrar of Births and Deaths, Hyderabad Lr.Rc.No.2058/VS/F2/98, dt.14.12.2001

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ORDER:

1. In the G.O. 1st read above orders were issued appointing the Executive Officer of the Panchayat as the Registrar of Births and Deaths for the local area of Panchayat. In the G.O.2nd read above orders were issued appointing the Village Administrative Officer as the Registrar of Births and Deaths in place of the Executive Officer. In the D.O letter 3rd read above the orders issued keeping the orders issued in the G.O.2nd read above in abeyance and it was clarified that the Executive Officer of Panchayat shall continue as the Registrar of Births and Deaths in Notified Grampanchayats till further orders.

2. In the G.O 4th read above rules were issued for the post of Panchayat Secretary functions and among the other things, the secretary to Grampanchayat has been assigned with the function of maintenance of Registrar of births and deaths as per relevant Act and rules.

3. In view of the above, the Director of Health and the Chief Registrar of Births and deaths, Hyderabad through the reference 5th read above has submitted proposals to appoint to Secretary to Grampanchayat as Registrar of Births and Deaths in place of Executive Officers of notified Panchayats and Village Administrative Officers in other villages.

4. Accordingly the Government hereby appoint the Secretary to Grampanchat as Registrar of Births and Deaths in place of Executive Officers of notified Panchayats, Village Administrative Officers in other villages.

5. Accordingly the following notification will be published in the Andhra Pradesh Gazette.

NOTIFICATION : In exercise of the powers conferred by sub-section (1) of section 7 of the Registration of Births and Deaths Act, 1969(Central Act No.18 of 1969), the governor of Andhra Pradesh hereby makes the following amendment to notification IV issued in G.O.Ms.No.26, Health Medical & Family Welfare (N1) Department, dt.12.1.2000 and subsequently amended in G.O.Ms.No.90, Health, Medical & family Welfare (N2) Department, Dt.2.3.2001.

AMENDMENT: In the notification IV, in the statement against the entry “Panchayat” in column (1) for the entry “Village Administrative Officer concerned” in the column (2) the entry Grampanchayat and “Panchayat Secretary “ shall in column (1) and (2) shall respectively be submitted.

(BY ORDER AND IN THE NAME OF THE GOVER OF ANDHRA PRADESH)

RACHEL CHATTERJEE
PRINCIPAL SECRETARY TO GOVERNMENT

GOVERNMENT OF ANDHRA PRADESH

ABSTRACT

Improvement of Civil Registration of Births and Deaths in Andhra Pradesh – Instructions for Reporting, Registration and Computerization of the Data – Orders – Issued.

HEALTH MEDICAL & FAMILY WELFARE (D1) DEPARTMENT

G.O.Ms.No.13.

Dated:31-01-2003.

ORDER:

The status of Civil Registration of Births and Deaths in the State has been causing some concern to the Government. The Registrar General, India and the Director of Census Operations, Andhra Pradesh Cum – Joint Registrar General, India have been expressing concern on the poor performance of the State in respect of Civil Registration of Births and Deaths.

2. One of the major reasons for the under performance seems to be lack of proper reporting system rather than lack of registration itself. It is observed that although the registrations are taking place, the reports are not reaching Chief Registrar of Births and Deaths due to which the performance is not reflected in the monthly reports and other periodicals. It is therefore decided that the chain of reporting should be clearly established and dead lines fixed so that there will be no confusion in the minds of various Registration Authorities. Further, the state has a vast net work of computers covering all the Mandal Revenue Officers, Municipalities, Municipal Corporations, Collectorates with district Collectors linked to the State through the Andhra Pradesh State Wide Area Network { APS.W. A.N} which is shortly going to be extended till the Mandal level. It is therefore felt that the data on Civil Registration of Births and Deaths should be computerized at the Mandal level and data transferred to the State head quarters electronically.

3. In view of the position stated above, the following instructions on the chain of reporting and computerization shall be followed.

1. Chain of Reporting:

[a]. In respect of rural areas all the Panchayat Secretaries will submit the statistical part of monthly reports to the concerned Mandal Revenue Officers by 5th of next month.

[b]. The Mandal Revenue Officer inturn will send an abstract compiled for all the villages in the entire Mandal to the District Revenue Officer [D.R.O] before 10th of every month. The MROs having dial up connectivity will transfer the data electronically and the remaining will send in a floppy to the District Revenue Officer [D.R.O].

[c]. In respect of urban areas the Municipal Commissioner / Municipal Health Officer, Executive Officer, Secundrabad Contonment Board and in charge persons of Industrial /Project Township will send a consolidated report of the information of their respective jurisdictions in a floppy to the DRO of the concerned district by 10th of every month.

[d]. The DROs will send the reports of rural areas and Municipalities through the APSWAN to the Chief Registrar by 15th of every month.

[e]. The Special Officer / Municipal Commissioners of Municipal Corporations will send the data directly to the Chief Registrar by 15th for every month through APSWAN.

[f]. In effect of all the reports pertaining to the Civil Registration of Births and Deaths of a Month should invariably made available to the Chief Registrar by the 15th of next Month.

II. Computerized Data Transfer:

1. The Project Director, C.M.R.O, Officer of the Chief Commissioner of Land Administration in consultation with the Andhra Pradesh Technology service [APTS] shall prepare the required software and create a secure and password protected website for the Office of the Chief Registrar of Births and Deaths.
2. The Computers available in the Mandal Revenue Officers, Municipalities and Municipal Corporations shall be used for computerization of Births and Deaths by utilizing the existing manpower.
3. These orders will come into force with immediate effect.

(BY ORDER AND IN THE NAME OF THE GOVERNOR OF ANDHRA PRADESH)

SATHINAIR

CHIEF SECRETARY TO GOVERNMENT

To

All the Chief Executive Officers of Zilla Parishads.

All Commissioners of Municipal Corporations & Municipalities in the State.

The Director of Health, Andhra Pradesh, Hyderabad.

The Director, Women Development and Child Welfare, Hyderabad.

The Commissioner Panchayat Raj Hyderabad.

The Project Director, C.M.R.O Office of the Chief Commissioner of Land Administration.

**GOVERNMENT OF ANDHRA PRADESH
ABSTRACT**

ESTABLISHMENT – Panchayat Secretaries – Powers to issue certain Certificates – Delegated to Panchayat Secretaries – Orders – Issued.

PANCHAYAT RAJ & RURAL DEVL.(MDL.II) DEPARTMENT.

G.O.Ms.No.276,

Dated : 13.07.2003.

Read the following :

G.O.Ms.No.369, PR&RD (Mdl.II) Dept., dt.12.12.2001.

ORDER :

1. The Cabinet Sub-Committee on strengthening of local bodies in the meeting held on 12.05.2002, decided that the Panchayat Secretaries be authorized to issue certain Certificates. The cabinet Sub-Committee felt that this deligation of power to the Panchayat Secretaries would facilitate the people in avoiding frequent visits to Mandal Headquarters reducing the pressure at Mandal level.
2. Government after careful examination, here by authorize the Panchayat Secretaries to issue the following certificates :
 1. Nativity Certificate
 2. Residence Certificate
 3. Birth & Death extracts in Rural areas
 4. Pahani / Adangal extracts
 5. Any other certificate now being given by Mandal Revenue Officers except Income and Caste Certificates.
3. The Powers to issue Income and Caste Certificates is retained with the present competent authority.

(BY ORDER AND IN THE NAME OF THE GOVERNOR OF ANDHRA PRADESH)

**I.V.R.KRISHNA RAO
SECRETARY TO GOVERNMENT**

GOVERNMENT OF ANDHRA PRADESH
ABSTRACT

Medical and Health Services – Vital Statistics – Enforcement of Registration of Births and Deaths Act, 1969 – Appointment of Registrar of Births and Deaths for local area of Rashtriya Ispat Ni,gam Ltd., Steel Plant Town Ship, Ukkunagaram, Visakhapatnam and BHEL Township Ramachandrapuram Medak District – Orders Issued.

HEALTH MEDICAL & FAMILY WELFARE (D1) DEPARTMENT

G.O.Rt.No.973.

Dated:10-11-2004.

Read the following:-

1. G.O.Ms.No.13, HM&FW (D1) Dept., dated:31-01-2003.
2. G.O.Ms.No.309, HM&FW (N1) Dept., dated:26-09-2000.
3. Rc.No.083/VS/F2/2000, Dated:15.07.2002 from O/o Chief Registrar Births and Deaths AP., Hyderabad.
4. From the Chief Registrar Births and Deaths AP., Hyderabad & Director of Health, AP., Hyderabad Rc.No.083/VS/F2/2000, Dated:18.06.2003 and 29-07-2003.
5. Lr.TA/LAND/1265, dated:11.06.2004 from the Registrar Rashtriya Ispat Nigam Ltd., Deputy General Manager (TA) Visakhapatnam-Steel Plant township, UKKUNAGARAM.
6. Lr.No.Hy/TA/RD&D/2004, dated:30-07-2004 from Deputy General Manager (TA) Bharat Heavy Electricals Limited, Ramachandrapuram, Hyderabad.

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ORDER:

In super-session to the orders issued in the G.O. second read above, the following notification is issued, as per the provisions under para (3) (1) (c) of the G.O first read above.

The following notification will be published in the next issue of Andhra Pradesh Gazette.

NOTIFICATION

In exercise of the powers conferred by Sub-section (1) of section 7 of the Registration of Births and Deaths Act, 1969 (Central Act. No.18 of 1969) the Governor of Andhra Pradesh hereby appoint the following officials as Registrar of Births and Deaths for the Local Area mentioned:-

Industry / Project	Designated Officer appointed as Registrar of Births and Deaths	Local Area
1. Bharat Heavy Electrical Ltd. Ramachandrapuram, Hyderabad.	Manager / Estate	BHEL Township, Ramachandrapuram, Medak District.
2. Rashtriya Ispat Nigam Ltd., Steel Plant Town Ship, Ukkunagaram, Visakhapatnam	Assistant General Manger (TA)	Visakhapatnam Steel Plant Township Ukkunagaram, Visakhapatnam.

(BY ORDER AND IN THE NAME OF THE GOVERNOR OF ANDHRA PRADESH)

I.V.SUBBA RAO
PRINCIPAL SECRETARY TO GOVERNMENT

To

The Commissioner Printing and Stationary and Stores Purchase, Hyderabad.

The Chief Registrar of Births and Deaths, Director of Health, Hyderabad.

The Commissioner Printing & Stationery Stores & Purchases Department.

The Deputy General Manager Town Administration Rashtriya Ispat Nigam Limited, Visakhapatnam Steel Plant Visakhapatnam.

The Deputy General Manager (TA) Bharat Heavy Electrical Limited, Ramachandrapuram, Hyderabad

**GOVERNMENT OF ANDHRA PRADESH
ABSTRACT**

Medical and Health Services – Vital Statistics – Enforcement of Registration of Births and Deaths Act, 1969 – Appointment of Deputy Additional District Registrar of Births and Deaths (Urban) for local area of Municipal Corporation of Hyderabad – Orders – Issued.

HEALTH MEDICAL AND FAMILY WELFARE (D1) DEPARTMENT

G.O.Rt.No.97.

Dated 1st February, 2005.

Read the following :-

1. G.O.Ms.No.26, HM&FW (D1) Dept., dt.12.01.2000.
2. From the Registrar General of India, New Delhi Circular No.6/11/2004-VS (CRS) dt.13.04.2004.
3. From the Chief Registrar of Births and Death, A.P., Hyderabad & Director of Health, A.P, Hyderabad Letter dated 25.06.2004 Rc.No.083/VS/F2/2000, dt.18.06.2003 and 29.07.2003.
4. From the Commissioner, Municipal Administration of Hyderabad Letter Rc.No.290/MCH/Health/VS/SO/2004, dt.03.09.2004.

ORDER :

In continuation of the orders issued in the Government Order first read above, the following notification will be published in the next extraordinary issue of Andhra Pradesh Gazette, dated 01.02.2005.

NOTIFICATION

“In exercise of the powers conferred by sub-section (1) of section-7 of the Registration of Births and Deaths act, 1969 (Central Act No.18 of 1969) the Governor of Andhra Pradesh hereby appoints the Chief Medical Officer of Health, Municipal Corporation, Hyderabad as Deputy Additional District Registrar of Births and Deaths (Urban) for the local area of Municipal Corporation, Hyderabad.”

(BY ORDER AND IN THE NAME OF THE GOVERNOR OF ANDHRA PRADESH)

**C.B.S.VENKATA RAMANA
PRINCIPAL SECRETARY TO GOVERNMENT (I/C)**

TO

The Commissioner, Printing, Stationery & Stores Purchase, Hyderabad (with a request to publish the Notification and to furnish 100 copies).

The Chief Registrar of Births and Deaths, Director of Health, Hyderabad.

The Commissioner, Municipal Corporation of Hyderabad.

The Registrar, Births and Deaths, Government of India, Ramkot, Hyderabad.

The District Collector, Hyderabad.

The MA&UD(F) Department,

The Law(E) Department.

SF/SC.

//FORWARDED BY ORDER//

SECTION OFFICER

**GOVERNMENT OF ANDHRA PRADESH
ABSTRACT**

VITAL STATISTICS – Revamped System of Registration of Births and Deaths – Amendment to the A.P. Registration of Births and Deaths Rules, 1999 – Notification - Issued.

HEALTH MEDICAL & FAMILY WELFARE (D1) DEPARTMENT

G.O.Ms.No.59

Dated:18th February, 2007.
Read the following:-

1. G.O.Ms.No.655, HM&FW (N1) Dept., dt.29-12-1999.
2. From the Deputy Registrar General, Government of India, Ministry of Home Affairs, Office of the Registrar General, India, New Delhi Letter No.6/3/2003-VS(CRS), dt.17-7-2006.
3. From the Director of Health, AP, Hyderabad Letter Rc.No.13784/Vs/F2/2006, dt.229-2006.

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ORDER:

In the Government Order first read above, the Government have issued the A.P. Registration of Births and Deaths Rules, 1999.

2. In the letter second read above, the Government of India while communicating the revised proforma of Birth Certificate and Death Certificate have requested the State Government to make necessary amendments to the Registration of Births and Deaths Rules of the respective States.
3. In the letter third read above, the Director of Health, AP, Hyderabad has submitted proposals to Government for modification of the Birth Certificate and Death Certificate along with Birth Report and Death Report in A.P. Registration of Births and Deaths Rules, 1999.
4. The Government after careful examination, have decided to issue necessary amendment to the A.P. Registration of Births and Deaths Rules, 1999 issued in G.O. Ms.No.655, HM&FW(N1) Dept., dt.29-12-1999.
5. Accordingly, the following Notification shall be published in the Extraordinary issue of the Andhra Pradesh Gazette dated the 19th February, 2007.

NOTIFICATION

In exercise of the powers conferred under section 30 of the Registration of Births and Deaths Act, 1969 (Central Act 18 of 1969) the Governor of Andhra Pradesh hereby makes the following Amendment to the Andhra Pradesh Registration of Births and Deaths Rules, 1999 as subsequently amended.

AMENDMENT

For Form Nos. 1,2,5,6,7 & 8 appended to the said rules, the following forms shall be substituted, namely:-

“Form No.1: form No:2 Form Nos5: Form No:6 Form No:7 Form No:8”

(BY ORDER AND IN THE NAME OF THE GOVER OF ANDHRA PRADESH)

P.K.AGARWAL

PRINCIPAL SECRETARY TO GOVERNMENT

To

The Commissioner of Printing, Stationary & Stores Purchase, A.P., Hyderabad.

The Director of Health, AP, Hyderabad.

All District Collectors in the Staate.

All District Medical & Health Officers in the State.

Copy to:

The Deputy Registrar General, O/o the Registrar General, India, Ministry of Home Affairs, Government of India, North Block, New Delhi.

The Law(E) Dept.

P.S to Spl. Secy. To C.M.

P.S. to Minister (Finance & Health)

P.S. to Prl. Secy., HM&FW.

SF/SCs

//FORWARDED:: BY ORDER//

SECTION OFFICER

న్యాయ పరమైన సమాచారము

గణాంక సమాచారము

ఒక్కరి జననము విడివిడిగా వ్రాయవలెను

(ఈ భాగమును జనన రిజిస్టరుగా భద్రపరచవలెను)

(ఈ భాగమును విడదీసి గణాంక విభాగమునకు పంపవలెను)

సమాచారము తెలుపు వ్యక్తి పూరించవలసినది

1. పుట్టిన తేది

(బిడ్డ జన్మించిన రోజునెల సం: ము క్రమములో వ్రాయవలెను)

2. బిడ్డ లింగము (పు/ స్త్రీ)

(పురుషుడు లేక స్త్రీ యని వ్రాయవలెను)

3. బిడ్డ పేరు

(పేరు పెట్టనిచో ఖాళీగా ఉంచవలెను)

4. తండ్రి పేరు

(పూర్తి పేరు తెలుపవలెను)

5. తల్లి పేరు

(పూర్తి పేరు తెలుపవలెను)

6. జన్మించిన స్థలము: 1. ఆసుపత్రి పేరు

2. ఇంటి చిరునామా

(పైన పేర్కొనబడిన అంశము, 1 లేదా 2ను గుర్తించి ఆసుపత్రిలో జన్మించినయెడల ఆసుపత్రి పేరు ఇంటిలో జన్మించిన యెడల ఇంటి చిరునామా వ్రాయవలెను.)

6ఎ బిడ్డ జన్మించినప్పుడు

తల్లిదండ్రుల చిరునామా

6బి. తల్లిదండ్రుల స్థిరనివాసపు చిరునామా

7. సమాచారము తెలిపిన వారి పేరు చిరునామా

(1 నుండి 20 అంశముల వరకు పూర్తివివరాలు

వ్రాసి క్రింద సంతకము చేయవలెను)

తేది: సంతకము/వేలుముద్ర

సమాచారము తెలుపు వ్యక్తి పూరించవలసినది

8. తల్లి నివాస స్థలము ఎ గ్రామము పేరు:/పట్టణము పేరు:

బి. గ్రామములేక పట్టణము సరియైనదానిని గుర్తించుము **గ్రామము /పట్టణము**

సి. జిల్లా పేరు

డి. రాష్ట్రము పేరు.

9. కుటుంబము యొక్క మతము

1. హిందూ 2. మహమ్మదీయులు 3. క్రైస్టియన్

4. ఇతర మతము (పేరు వ్రాయవలెను):

10. తండ్రి విద్యార్హత

(ఎంతవరకు చదివి పూర్తిచేసినది తెలుపుము)

11. తల్లి విద్యార్హత

(ఎంతవరకు చదివి పూర్తిచేసినది తెలుపుము)

12. తండ్రి వృత్తి

(వ్యవసాయము, వ్యవసాయకూలి, ఉద్యోగస్థుడైతే ఏ ఉద్యోగము వ్యాపారము మొ: ఏపనిలేనిచో నిరద్యోగి)

13. తల్లి వృత్తి

(వ్యవసాయము, వ్యవసాయకూలి, ఉద్యోగస్థుడైతే ఏ ఉద్యోగము వ్యాపారము మొ: ఏపనిలేనిచో నిరద్యోగి)

14. వివాహ సమయమున తల్లి వయస్సు

(మరల వివాహ మాడిన మొదటి వివాహ సమయమున వయస్సు పూర్తి అయిన సం: ములలో

15. ప్రసవ సమయమున తల్లి వయస్సు (పూర్తి అయిన సం: ములలో)

16. తల్లికి ప్రస్తుత బిడ్డతో కలిసి, సజీవముహా పుట్టిన బిడ్డల సంఖ్య

17. కాన్పు జరిపిన దెవరు 1. ప్రభుత్వ వైద్య సంస్థ 2. ప్రైవేటు వైద్య సంస్థ

(సరియైన దానిని గుర్తించుము) 3. డాక్టరు, నర్సు, మిడ్ వైఫ్ 4. శిక్షణ పొందిన మంత్రసాని 5. ఇతరులు

18. కాన్పు ఏ విధముగా జరిగింది 1. సాధారణము 2. సిజేరియన్ 3. ఫోర్ సెప్

(సరియైన దానిని గుర్తించుము)

19. పుట్టిన బిడ్డ బరువు కి. గ్రాములలో

20. గర్భము నిండిన వారములు

రిజిస్ట్రారు పూరించవలసినది.

నమోదు క్రమ సంఖ్య:

నమోదు చేసిన తేది:

పట్టణము / గ్రామము:

మండలము

జిల్లా

రిజిస్ట్రేషన్ యూనిట్

రిమార్కులు

రిజిస్ట్రారు సంతకము

పేరు

రిజిస్ట్రారు పూరించవలసినది

యూనిట్ కోడ్ నెం:

నమోదు క్రమసంఖ్య:

నమోదు చేసినతేది:

జిల్లా పేరు:

పుట్టిన తేది:

మండలము:

లింగము : 1. మగ 2. ఆడ

పట్టణము/గ్రామము:

పుట్టిన స్థలం: 1. ఆసుపత్రి 2. ఇల్లు

రిజిస్ట్రేషన్ యూనిట్

రిజిస్ట్రారు పేరు:

సంతకము:

న్యాయపరమైన సమాచారము

(ఈ భాగము మరణ రిజిస్టరుగా భద్రపరచవలెను)

గణాంక సమాచారము

(ఈ భాగమును విడదీసి గణాంక విభాగమునకు పంపవలెను)

<p>సమాచారము తెలుపు వ్యక్తి పూరించవలసినది</p> <p>1. మరణించిన తేది: (మరణించిన తేది, నెల మరియు సం.: వరుసగా వ్రాయవలెను)</p> <p>2. మరణించిన వ్యక్తి పేరు: (పూర్తి పేరు వ్రాయవలెను)</p> <p>2ఏ.తండ్రి /భర్త పేరు (పూర్తి పేరు వ్రాయవలెను)</p> <p>2బి.తల్లి పేరు (పూర్తి పేరు వ్రాయవలెను)</p> <p>3. మరణించిన వ్యక్తి లింగము(పు / స్త్రీ) (పురుషుడు లేక స్త్రీ అని వ్రాయవలెను)</p> <p>4. మరణించిన వ్యక్తి వయస్సు</p> <p>5. మరణించిన స్థలము 1. ఆసుపత్రి పేరు 2.ఇంటి చిరునామా 3. ఇతర స్థలము (పైన పేర్కొనబడిన అంశము 1 లేక 2 లేక 3 ను గుర్తించి, మరణించిన స్థలము ఏదైనా వ్రాయవలెను)</p> <p>6ఏ. మరణించిన పుడు మృతుని చిరునామా: 6బి. మరణించిన వ్యక్తి స్థిరనివాసపు చిరునామా</p> <p>7. సమాచారము తెలిపిన వారి పేరు: చిరునామా (1 నుండి 18 అంశముల వరకు పూర్తి వివరాలు వ్రాసి క్రింద సంతకము చేయవలెను)</p> <p>తేది: సంతకము/వేలు ముద్ర</p>	<p>సమాచారము తెలుపు వ్యక్తి పూరించవలసినది</p> <p>8.మరణించిన వ్యక్తి నివాస స్థలము: ఎ. గ్రామము / పట్టణము పేరు: (మరణించిన వ్యక్తి సాధారణముగా నివసించు ప్రదేశము, ఇది మరణించిన ప్రదేశమునకు పేరుగా ఉండవచ్చు)</p> <p>బి. గ్రామము లేక పట్టణము (సరియైన దానిని గుర్తించుము) గ్రామము / పట్టణము</p> <p>డి. జిల్లా పేరు డి. రాష్ట్రము పేరు</p> <p>9. మతము:(క్రింది వాటిలో సరియైనదానిని గుర్తించుము) 1.హిందూ. 2.మహమ్మదీయులు 3.క్రీస్టియన్ 4.ఇతర మతము (మతము పేరు వ్రాయుము)</p> <p>10.మరణించిన వ్యక్తి వృత్తి: (వ్యవసాయము, వ్యవసాయ కూలి, ఉద్యోగస్థుడైతే ఏ ఉద్యోగము, వ్యాపారము మొ:: ఎట్టి పని లేనిచో నిరుద్యోగి అని వ్రాయవలెను)</p> <p>11.మరణమునకు ముందు తీసుకొనిన వైద్య సహాయము:(సరియైన అంశమును గుర్తించుము) 1.వైద్య సంస్థ 2. ఇతర వైద్య సహాయము 3. వైద్య సహాయము లేదు</p> <p>12. మరణ కారణము వైద్య పరంగా ధృవీకరించబడినదా: 1.అవును 2.లేదు (ఈ క్రింది వాటిలో సరియైన దానిని గుర్తించుము)</p> <p>13.వ్యాధి పేరు లేక మరణ కారణము: (మరణము వైద్య పరంగా ధృవీకరింపబడినా లేకపోయినా)</p> <p>14.మరణించిన వ్యక్తి స్త్రీ అయినచో (మరణము గర్భవతిగా ఉన్నప్పుడు జరిగినదా, ప్రసవించు : 1.అవును 2.లేదు సమయములో లేక కాన్సుత్వాక ఆరు వారములలో జరిగినదా)</p> <p>(15. పొగ త్రాగు అలవాటు వున్నచో ఎన్ని సంవత్సరముల నుండి: 16. పొగాకు, గుట్కా నములు అలవాటు వున్నచో ఎన్ని సంవత్సరములనుండి: 17. జర్డా, పాన్ మసాలా అలవాటు వున్నచో ఎన్ని సంవత్సరముల నుండి 18.త్రాగుడు అలవాటు వున్నచో ఎన్ని సంవత్సరముల నుండి:</p>
<p>రిజిస్ట్రారు పూరించవలసినది.</p> <p>నమోదు క్రమ సంఖ్య: నమోదు చేసిన తేది: పట్టణము / గ్రామము: మండలము జిల్లా రిజిస్ట్రేషను యూనిట్ రిమార్కులు రిజిస్ట్రారు సంతకము పేరు</p>	<p>రిజిస్ట్రారు పూరించవలసినది.</p> <p>పేరు కోడ్ నం నమోదు క్రమ సంఖ్య: నమోదు చేసిన తేది: జిల్లా మరణించిన తేది లింగము: మగ / ఆడ మండలము వయస్సు: (సం:: ములు /నెలలు /రోజులు/గంటలు) మరణించిన స్థలము: 1. ఆసుపత్రి /సంస్థ 2. ఇల్లు 3. ఇతరములు రిజిస్ట్రారు పేరు సంతకము</p>



FORM NO: 5

ఆంధ్రప్రదేశ్ ప్రభుత్వము

GOVERNMENT OF ANDHRA PRADESH

వైద్య ఆరోగ్య శాఖ

MEDICAL & HEALTH DEPARTMENT

జనన దృవపత్రము

Birth Certificate

జనన మరణ నమోదు చట్టము 1969, 12/17. విభాగము ప్రకారము, ఆంధ్రప్రదేశ్ జనన మరణనమోదు నిబంధనలు 1999,8/13 నిబంధనక్రింద జారీ చేయబడినది (Issued under Section 12/17 of the Registration of Births and Deaths Act 1969 and Rules 8/13 of the Andhra Pradesh Registration of Births and Deaths Rules 1999)



ఆంధ్రప్రదేశ్ జిల్లా మండలము

..... (స్థానిక ప్రదేశము) జనన మరణ రిజిస్టరులోని జననానికి సంబంధించిన అసలు రికార్డు నుండి, క్రింది సమాచారము తీసికొనబడినదని ధృవీకరించడమైనది.

This is to Certify that the following information has been taken from the original record of birth, which is in the register for (local area / local body) of Mandal of District of State Andhra Pradesh పేరు

Name : లింగము

Sex : పుట్టిన తేదీ

Date of Birth : పుట్టిన స్థలము

Place of Birth : తల్లి పేరు

Name of the mother : తండ్రి పేరు

Name of the Father : బిడ్డ జన్మించినపుడు తల్లి దండ్రుల చిరునామా తల్లి దండ్రుల స్థిరనివాసపు చిరునామా

Address of the parents at the time of Birth of Child Permanent Address of Parents

నమోదు సంఖ్య

Registration No: నమోదు తేదీ

Date of Registration రిమార్కులు

Remarks జారీచేసిన తేదీ

Date of Issue

జారీ చేసిన అధికారి సంతకము మరియు చిరునామా Signature of the issuing authority and address నీలు /Seal



FORM NO: 6

ఆంధ్రప్రదేశ్ ప్రభుత్వము

GOVERNMENT OF ANDHRA PRADESH

వైద్య ఆరోగ్య శాఖ

MEDICAL & HEALTH DEPARTMENT

మరణ ధృవపత్రము



Death Certificate

జనన మరణ నమోదు చట్టము 1969, 12/17. విభాగము ప్రకారము, ఆంధ్రప్రదేశ్ జనన మరణనమోదు నిబంధనలు 1999,8/13 నిబంధనక్రింద జారీ చేయబడినది (Issued under Section 12/17 of the Registration of Births and Deaths Act 1969 and Rules 8/13 of the Andhra Pradesh Registration of Births and Deaths Rules 1999)

ఆంధ్రప్రదేశ్ జిల్లా మండలము

..... (స్థానిక ప్రదేశము) జనన మరణ రిజిష్టరులోని జననానికి సంబంధించిన అసలు రికార్డు నుండి, క్రింది సమాచారము తీసికొనబడినదని ధృవీకరించడమైనది.

This is to Certify that the following information has been taken from the original record of birth, which is in the register for (local area / local body) of Mandal of District of State Andhra Pradesh పేరు

Name : లింగము

Sex : మరణించిన తేది

Date of Death : మరణించిన ప్రదేశము

Place of Death : తల్లి పేరు

Name of the Mother: ... తండ్రి / భర్త పేరు

Name of Father / Husband: మరణించినపుడు మృతుని చిరునామా మృతుని స్థిరనివాసపు చిరునామా

Address fo the Deceased at the time of Death

Permanent Address of / Deceased

.....
.....
.....

.....
.....
.....

నమోదు సంఖ్య

Registration No: నమోదు తేది

Date of Registration: రిమార్కులు

Remarks: జారీచేసిన తేది

Date of Issue

జారీ చేసిన అధికారి సంతకము మరియు చిరునామా
Signature of the issuing authority and address
నేలు /Seal

<p>1. పుట్టిన తేది : (బిడ్డ జన్మించిన రోజునెల సం: ము క్రమములో వ్రాయవలెను)</p>	
<p>2. బిడ్డ లింగము (పు/ స్త్రీ) : (పురుషుడు లేక స్త్రీ యని వ్రాయవలెను)</p>	
<p>3. బిడ్డ పేరు పెట్టనిచోఖాళీగా ఉంచవలెను) :</p>	
<p>4. తండ్రి పేరు : (పూర్తి పేరు తెలపవలెను)</p>	
<p>5. తల్లి పేరు : (పూర్తి పేరు తెలపవలెను)</p>	
<p>6. జన్మించిన స్థలము: 1.ఆసుపత్రి పేరు/2.ఇంటిచిరునామా : (పైన పేర్కొనబడిన అంశము, 1లేదా2ను గుర్తించి ఆసుపత్రిలో జన్మించినయెడల ఆసుపత్రి పేరు ఇంటిలో జన్మించిన యెడల ఇంటి చిరునామా వ్రాయవలెను.)</p>	
<p>6ఎ బిడ్డ జన్మించినప్పుడు తల్లిదండ్రుల చిరునామా :</p>	
<p>6బి.తల్లిదండ్రుల స్థిరనివాసపు చిరునామా</p>	
<p>7. సమాచారము తెలిపిన వారి పేరు : చిరునామా (1 నుండి 20 అంశముల వరకు పూర్తివివరాలు వ్రాసి క్రింద సంతకము చేయవలెను</p>	
<p>సంతకము / వేలుముద్ర</p>	
<p>రిజిస్ట్రారు పూరించవలసినది.</p>	
<p>నమోదు క్రమ సంఖ్య:</p>	<p>నమోదు చేసిన తేది:</p>
<p>పట్టణము / గ్రామము:</p>	<p>మండలము</p>
<p>జిల్లా</p>	<p>రిజిస్ట్రేషను యూనిట్</p>
<p>రిమార్కులు</p>	<p>రిజిస్ట్రారు సంతకము</p>
	<p>పేరు</p>

<p>1. మరణించిన తేది: (మరణించిన తేది, నెల మరియు సం.: వరుసగా వ్రాయవలెను)</p> <p>2. మరణించిన వ్యక్తి పేరు: (పూర్తి పేరు వ్రాయవలెను)</p> <p>2ఎ.తండ్రి / భర్త పేరు (పూర్తి పేరు వ్రాయవలెను)</p> <p>2బి.తల్లి పేరు (పూర్తి పేరు వ్రాయవలెను)</p> <p>3. మరణించిన వ్యక్తి లింగము(పు / స్త్రీ) (పురుషుడు లేక స్త్రీ అని వ్రాయవలెను)</p> <p>4. మరణించిన వ్యక్తి వయస్సు</p> <p>5. మరణించిన స్థలము 1.ఆసుపత్రి పేరు 2.ఇంటి చిరునామా 3. ఇతర స్థలము (పైన పేర్కొనబడిన అంశము 1 లేక 2 లేక 3 ను గుర్తించి, మరణించిన స్థలము ఏదైనా వ్రాయవలెను)</p> <p>6ఎ. మరణించిన పుడు మృతుని చిరునామా:</p> <p>6బి. మరణించిన వ్యక్తి స్థిరనివాసపు చిరునామా</p> <p>7. సమాచారము తెలిపిన వారి పేరు: చిరునామా (1 నుండి 18 అంశముల వరకు పూర్తి వివరాలు వ్రాసి క్రింద సంతకము చేయవలెను)</p>	<p>సంతకము/వేలుముద్ర</p>
<p>రిజిస్ట్రారు పూరించవలసినది.</p>	
<p>నమోదు క్రమ సంఖ్య:</p> <p>పట్టణము / గ్రామము:</p> <p>జిల్లా</p> <p>రిమార్కులు</p>	<p>నమోదు చేసిన తేది:</p> <p>మండలము</p> <p>రిజిస్ట్రేషను యూనిట్</p> <p>రిజిస్ట్రారు సంతకము</p> <p>పేరు</p>

GOVERNMENT OF ANDHRA PRADESH
ABSTRACT

Medical & Health Services – Vital Statistics – Enforcement of Registration of births & Deaths Act, 1969 – Appointment of the Commissioner, Greater Hyderabad Municipal corporation as District Registrar of Births & Deaths for local area of Greater Hyderabad Municipal Corporation – Orders – Issued.

HEALTH MEDICAL AND FAMILY WELFARE (D1) DEPARTMENT

G.O.Ms.No.329

Dated:1st October, 2007

Read the following:-

- 1.G.O.Ms.No.26, HM&FW (D1) Dept. Dt.12-01-2000.
2. G.O.Ms.No.97, HM&FW (D1) Dept. Dt. 01-02-2006.

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ORDER:

In continuation of the orders issued in the Government Orders first and second read above, the Government after careful examination of the proposal of the Chief Registrar of Births & Deaths and Director of Health, Andhra Pradesh, Hyderabad hereby issued following notification for publication in the next extraordinary issue of Andhra Pradesh Gazette.

NOTIFICATION

“In exercise of the power conferred by sub-section (1) of section-7 of the Registration of Births and Deaths Act. 1969 (Central Act No.18 of 1969) the Governor of Andhra Pradesh hereby issues the following order:

1. The Commissioner, Greater Hyderabad Municipal Corporation shall act as District Registrar of Births and Deaths (Under section 6 of the Registration of Births and Deaths Act 1969).
2. The Chief Medical Officer of Health, Greater Hyderabad Municipal Corporation shall be appointed as Principal Registrar of Births and Deaths for the entire Greater Hyderabad Municipal Corporation area as supervising coordinating and monitoring authority.
3. The Assistant Medical Officer of Health, of the circle / the Deputy Commissioner of the circles where there is no post of Assistant Medical Officer of Health in Greater Hyderabad Municipal Corporation shall be appointed as Registrars of Births and Deaths for their respective circles.

(BY ORDER AND IN THE NAME OF THE GOVERNOR OF ANDHRA PRADESH)

P.K.AGARWAL
PRINCIPAL SECRETARY TO GOVERNMENT

To:

The Commissioner, Printing, Stationary & Stores Purchase, Hyderabad
(with a request to publish the Notification and to furnish 100 copies)
The Chief Registrar of Births & Deaths and Director of Health, AP, Hyderabad
The Commissioner, Greater Hyderabad Municipal Corporation, Hyderabad.
The Registrar, Births & Deaths, Government of India, Ramkot, Hyderabad.

Copy to:

The District Collector, Hyderabad.
The District Medical & Health Officer, Hyderabad.
P.S. to Minister (Health & FW)
The MA&UD (F) Department.

GOVERNMENT OF ANDHRA PRADESH
ABSTRACT

Rules – Rules relating to the functions of Panchayat Secretary under Section 268 read with 36(6) of the Andhra Pradesh Panchayat Raj Act, 1994-Orders – issued.

PANCHAYAT RAJ & RURAL DEVELOPMENT (MDL.II) DEPARTMENT

G.O.Ms.No.199.

Dated:18-5-2007

Read the following:-

1. G.O.Ms.No.4, P.R. & R.D. (Mdl.II) Dept. Dt.7-1-2006.
2. G.O.Ms.No.1950, Revenue (VA,I) Department, dt.30-12-2006.
3. G.Ms.No.105, Revenue (VA.I) Department, dt.31-1-2007.
4. From the Commissioner, P.R. & R.E. Hyderabad.
5. Lr.No.122/CPR&RE/B1/2007, Dated:2-2-2007.

ORDER:

1. In the reference 1st read above, Government have issued Rules relating to functions of _____ panchayat Secretary.
2. In the reference 2nd read above the Revenue (VA.1) Department have issued orders for creation of Revenue functionary at the village level under the exclusive control of the Mandal Revenue Officers to handle the work relating to Land and Revenue matters at Village level.
3. In the reference 3rd read above, the Revenue (VA.1) Department have also issued orders transferring the erstwhile 6752 Village Administrative Officers working as Panchayat Secretaries and 2800 erstwhile Village Administrative Officers working as part time Assistants under the control of Mandal Parishad Development Officers in Panchayat Raj & Rural Development Department to the Tahsildars of Revenue Department w.e.f 8.2.2007. Orders were also issued therein relating to Job Chart of Village Revenue Officers with 51 functions and to recast the Job chart of Panchayat Secretaries working in Panchayat Raj Department.
4. In the reference 4th read above, the Commissioner, Panchayat Raj & Rural Employment Hyderabad has stated that consequent on separation of revenue functionary from the Panchayat Raj Department there is every need to revise the existing Job Chart of Panchayat Secretaries issued in the reference 1st read above.
5. Government after careful examination of the matter, have accepted the proposals of the Commissioner, Panchayat Raj & Rural Employment, Hyderabad and decided to issue a fresh Rules elating to functions of Panchayat Secretary working in Panchayat Raj Department in super session of the Rules issued in the reference 1st read above.
6. Accordingly, the appended notification will be published in the extraordinary issue of the Andhra Pradesh Gazette, dated:19-5-2007.
7. The Commissioner, Printing Stationery and Stores Purchase (Printing Wing), A.P., Hyderabad is requested to publish the notification and furnish 100 copies of the same for use at Government.

M.V.P.C. SASTRY,
PRL. SECRETARY TO GOVERNMENT (PR)

To
The Commissioner,
Printing, Stationary & Stores, Purchases (Printing Wing)
A.P. Hyderabad.
The Commissioner,
Panchayat Raj & Rural Employment, Hyderabad.
The Spl, Chief Secretary & Chief Commissioner of Land Administration,
Hyderabad.
All the District Collectors in the State
All the Chief Executive Officers in the State
All the Dist.Panchayat Officers in the State.

GOVERNMENT OF ANDHRA PRADESH

ABSTRACT

A.P. Medical & Health Services – Vital Statistics – Director of Health, AP, Hyderabad – Registration of Births and Deaths – A.P. Registration of Births and Deaths Rules 1999 Provision for name entry – Relaxation of Rules – Orders – Issued.

HEALTH MEDICAL AND FAMILY WELFARE (D1) DEPARTMENT

G.O.Ms.No. 167.

Dated: 13th August, 2009.

Read the following:-

1. G.O.Ms.No.655, HM&FW (N.1) Dept. dt.29-12-1999.
2. From the Director of Health & Chief Registrar of Births and Deaths, AP, Hyderabad Lr.Rc.No.52/F2/VS/2000-08, dated:16-1-2008.
3. From the Deputy Registrar General, Government of India, Ministry of Home Affairs, Office of the Registrar General, India, New Delhi, Letter No.1/2(Andhra) / 2006-VS(CRS), dt.18-2-2008.
4. Govt. letter No. 1603/D1/2008-1, dt.17-3-2008.
5. From the Deputy Registrar General, Government of India, Ministry of Home Affairs, Office of the Registrar General, India, New Delhi, Letter No.1 / 2 (Andhra) / 2006-VS(CRS) , dt.21-7-2008.
6. From the Director of Health & Chief Registrar of Births and Deaths, AP, Hyderabad Lr.Rc.No.52/F2/VS/2000-08, dated:28-7-2008 and 10-7-2009.

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ORDER:

The Government in tune with Revamped system of Registration of Births and Deaths, have issued A.P. Registration Births and deaths Rules 1999 vide Government Order 1st read above and these revised rules, are in force with effect from 1-1-2000. As per the Rule-10, Sub-Rule(1) Clauses (i) and (ii), the persons whose births have occurred prior to 15 years of issue of these Rules are deprived of the opportunity for incorporating their names in the birth entries at a later date even though they were registered. Aggrieved by such deprivation, certain writ petitions were filed in the Hon'ble A.P. High Court and the Hon'ble High Court have ordered the Chief Registrar of Births and Deaths, AP, Hyderabad, for incorporating the names of the children in the birth entries even after fifteen years.

2. In the Letter 2nd read above, the Chief Registrar of Births and Deaths and Director of Health, AP, Hyderabad has sent proposals for amendment of the A.P., Registration of Births and Deaths Rules, 1999. Accordingly, the Registrar General of India, Government of India, Ministry of Home Affairs has been requested for approval of the proposed Amendment.

3. In the letter 5th read above, the Registrar General of India, Government of India, Ministry of Home Affairs, has suggested for relaxation of the relevant rules to enter the name in birth records within a specified period.

4. Accordingly, the Chief Registrar of Births and Deaths and Director of Health, AP, Hyderabad has sent proposals to Government vide his letters 6th read above along with a study report of team of Demographers on the issue.

5. Keeping in view the above circumstances, the Government, after careful examination of the matter hereby accord permission to the Chief Registrar of Births and Deaths and Director of Health, AP, Hyderabad, for entering the names of the children in the birth records whose names could not be entered in the Birth Registers prior to the period of issue of the A.P., Registration of Births and Deaths Rules, 1999. in relaxation of Rule -10, Sub-Rule (1) Clauses 9i) and (ii) of Andhra Pradesh Registration of Births and Deaths Rules, 1999, for a period of (2) years as one time exemption.

6. The Chief Registrar of Births and Deaths and Director of Health, AP, Hyderabad is directed to give wide publicity about this one time relaxation clearly indicating that no further extensions will be permitted.

7. The Chief Registrar of Births and Deaths and Director of Health, AP, shall take necessary further action in the matter accordingly.

(BY ORDER AND IN THE NAME OF THE GOVERNOR OF ANDHRA PRADEH)

**L.V.SUBRAHMANYAM
PRINCIPAL SECRETARY TO GOVERNMENT**

To
The Chief Registrar of Births and Deaths and
Director of Health, AP, Hyderabad.

Copy to:

All District Collectors in the State.
All District Medical & Health Officers in the State.

CLARIFICATIONS ON LEGAL PROVISIONS

OF

The Registration of Births and Deaths Act. 1969

(Act No.18 of 1969)

31st May1969

(as communicated by the Registrar General, India in the Hand Book on Civil Registration)

CHAPTER 13

CLARIFICATIONS ON LEGAL PROVISIONS OF THE ACT

In the process of implementing the various provisions of the Act, certain references are made with regard to the legal provisions relating to registration of births and deaths. These are referred to the office of the Registrar General, India by the concerned state departments. The office of the Registrar General, India issues clarifications in consultation with the Union Law Ministry wherever necessary. Over the years, clarification on various issues covering almost every section of the Act have been issued. This chapter incorporates the important clarifications issued so far.

SECTION 4:

1. Query: Whether the Chief Registrar or his nominee can inspect the work of registration under section 4(4) of the Act as section 18 of the Act provides that the registration offices shall be inspected and registers kept therein shall be examined in such a manner and by such authority as may be specified by the District Registrar?

Clarification: The Registrar will have to work under the control and supervision of the District Registrar and the District Registrar will have to work under the control and supervision of the Chief Registrar. Under section 4(4) the Chief Registrar shall either by issue of suitable instructions or otherwise take steps to co-ordinate, unify or supervise the work of registration in the state. The word "Supervision" will include inspection. The dictionary meaning of word "Supervision" is to direct or watch with authority the work or proceedings or progress of any thing. Inspection means to look closely into, to examine officially etc. Unless the person has the right to examine or look closely he cannot direct or watch with authority. Therefore, the authority of the Chief Registrar or his nominee to inspect the work of registration is implied within his authority to supervise under section 4(4). This further finds support in sub-section (2) of section 6 of the Act under which the District Registrar has to act subject to the direction of the Chief Registrar and to carry into execution the orders or the Chief Registrar. Section 18 provides for internal inspection of the registration offices within the jurisdiction of the District Registrar, but that does not take away the right of the Chief Registrar under section 4(4) to supervise the registration work throughout the state which by implication includes inspection of any registration office in any district in state.

SECTION 6:

2. Query: What is the precise scope of revenue district mentioned in section 6(1)?

Clarification: The term "revenue district" has not been defined in the Act as commonly understood, it is a district created for the purposes of revenue administration of a state. Accordingly, in the context of section 6(1) of the RBD Act, the term "revenue district" only means a district created for the purpose of the revenue administration and in any district according to the provisions of that section there shall be only one District Registrar and for the purposes of assisting the District Registrar the state Government is empowered to appoint such number of Additional District Registrars as it thinks fit.

SECTION 7:

3. Query: Whether the state Government will have to issue a separate appointment order for each Registrar or an omnibus general order appointing the Registrar by designation?

Clarification : It is for the State Government to decide what type of order they must issue in exercise of their power under section 7. There is no objection to issue of an omnibus order if the authority so desires.

4. Query: Who will appoint the Registrar for the cantonments-the state Government or the Central Government (the Ministry of Defence) ? Will the rules made by the state Government be applicable to the Cantonment, or will the Central Government Ministry of Defence (Director, Military Land Records) have to make uniform rules for all the cantonments?

Clarification: So far as the cantonments are concerned for the purpose of Entry 30 of the Concurrent list of the Constitution, the "state Government" is not the central but the state Government itself. It is only in relation to certain matters specified in Entry 3 of the Union List viz. Delimitation, Local Self Government etc. Which are the concern of the central Government. All other functions appear to be that of state Government. It would be advantageous, however, to request the state Government to appoint cantonment authorities as the Registrars of Births & Deaths in these areas, so that there would be no difficulty in properly working out the Act.

5. Query: “A” Objects to his name being entered in the birth register as father of a child born to his wife “B” on the ground that they are no longer living together and the conception took place outside conjugal life. The name of ‘A’ as father of the child has been given by ‘B’. What is the correct procedure to be followed in similar cases and especially in the present case?

Clarification: Since the birth has occurred to a parent who is legally married and in absence of separation decree, ‘A’ cannot refuse himself to be the father of the child on the contention that conception took place outside their conjugal life. As information is being given by ‘B’ and the record is only an evidence of birth, objection of ‘A’ may not be entertained.

6. Query: Whether registration of births and deaths can be done at any place irrespective of the place of occurrence? Whether an event has taken place in Bombay can be registered in Goa?

Clarification: The event can be registered at the place of occurrence only. An event, which has taken place in Bombay, will be registered with the concerned local Registrar in Bombay within whose jurisdiction the event has occurred. The event cannot be registered in Goa.

7. Query: Whether births or deaths of foreign nationals in India can be registered in India at the place of occurrence? Or, whether the births or deaths of foreign nationals in India are to be registered only in the respective foreign consulates as required in the case of births and deaths of Indians citizens abroad under section 20(1) of the Act?

Clarification: Section 7(2) of the RBD Act, 1969 provides for the registration of every birth and death irrespective of nationality. The birth of the child of the foreign national may be registered by the local Registrar and a birth certificate to this effect may be issued under section 12 of the Act. Section 20(1) of the Act is not applicable in such cases.

8. Query: Under sub-section (5) of section 7, the Registrar may appoint Sub-Registrars and assign to them any or all of his powers and duties. Would there be any inconsistencies with the Act if a rule is made or a directive issued from the Registrar General, India, under section 3 (3) to the effect that the powers of the Registrar conferred under sections 12 and 15 should not be assigned to the Sub Registrars.

Clarification: Any such rule or directive by the Registrar General, India under section 3 (3) of the Act would not be consistent with the provisions of section 7(5). Perhaps, the Chief Registrar may, while approving the appointment of Sub-Registrars under section 7(5), instruct the Registrar not to delegate these functions to Sub-Registrars.

9. Query: Which section of the RBD Act, 1969 indicate that the registration of events should be done according to place of occurrence.

Clarifications: Section 7(2) read with section 23(2) of the RBD Act, 1969 make it very explicit that the Registrar had to register only those events of births and death which take place in his jurisdiction.

10. Query: whether the event of death occurred in a road accident at Hyderabad could be registered in the area of residence of the deceased in Goa on the ground that the dead body was cremated there?

Clarifications: As per provision of section 7(2) of the RBD Act, 1969 the event of births / deaths can be registered only at the place of occurrence. The event which has taken place in Hyderabad should be registered with the concerned Registrar in whose jurisdiction the event has occurred. As such the event of death under reference could not be registered in Goa. In such cases, it is expected that the event of death might have been reported to the Registrar of births and deaths of the area where the death has occurred by the police officer incharge of Thana under Section 8(1)(e) of the RBD Act, 1969.

11. Query: (i) How the nationality of the incidence of the birth and death of a person can be ascertained by the Registrar?

Clarifications: (i) The registration authority may register the nationality of non – Indian parents as entered in their passports. If doubt arises, this can be ascertained from the police authority where he or she is registered and issued with residential permit. As regards, the foreigners who pretend to be Indian nationals and the doubt is raised by the Local Registrar, the only alternative is to get the matter enquired by the police of the area concerned.

(ii) Is the nationality mentioned by the reporter will be taken as valid evidence in the Court of Law?

(iii) The registrar who is functionary under the Registration of Births and Deaths Act, 1969 and is appointed by the state Government is obliged to make entries as per the form prescribed under the Rules, although strictly under section 7(2) of the Act. The information required to be entered in the Register is confined to information relating to births and deaths only.

(iv) Is it obligatory on the part of the Registrar to record in the Birth/Death Register regarding Nationality?

(v) The admissibility of evidence as to nationality of a person will be decided by a judge in the light of section 136 of the Evidence Act. The evidentiary value of the record depends upon the truth that it may, in the circumstances, reflect.

Accordingly, the admissibility of evidence and evidentiary value of entries made would depend upon the facts of each particular case.

12. Query: Deaths aboard ships, while on sea are reported to the Director General of Shipping by the Captain of the ship at the next port of call, under section 214 of the Merchant Shipping Act, 1948. In respect of deaths of Indian Citizens, the Director General of Shipping shall under that Act send a certified copy of such reports to the appropriate registration authority of that state where the deceased was a normal resident. The question arises as to what is the exact procedure of registering and where to register such events?

Clarifications: All deaths occurring on sea shall be registered formally only in the local registration area of which the deceased was a normal resident. The Chief Registrar may arrange to pass on the certified copies of deaths aboard ships received from Director General, Shipping to the concerned local Registrar, who shall register the same, after obtaining all relevant information from the next of kin of the deceased and making special remarks about the report received through Director General of Shipping. After such registration, extract may be issued in Form 10 to the informant.

SECTION 8:

13 Query: The persons eligible for reporting births and deaths for registration of events have been specified in section 8 of the Act. But it is not possible to know from the name of the informant mentioned in Forms 2,3 or 4 whether he is eligible to report the event or not. Since the registration of the event is legalized, will it not be proper to add one column in Forms 2,3,4,11,12 and 13 for indicating the relationship?

Clarification: In respect of domiciliary event, a person specified in section 8 can also arrange to give the information through some other person, who need not be related to the new born or deceased as the case may be.

14 Query: The report of death aboard ship from the Director General, Shipping is usually received very late after the actual death has taken place. Whether such events have to be registered under section 13 of the Act?

Clarification: The registration of death on the basis of a report from Director General, Shipping do not fall in the same category as the events that occur on land for which the Act casts duty on specified persons. Therefore section 13 is not attracted in case of registration of events reported by Director General, Shipping.

15. Query: A Police Officer has forwarded a death report along with the inquest report for the registration of the death of a person. But, in the death report the date of death is noted as between '9-6-1975 and 14-6-1975'. Since exact date of death is not known as the deceased was missing from 9.6.1975 onwards and the dead body was found only on 14-6-1975. The inquest report was signed by the police officer on 14-6-1975. In the circumstances, whether it will be sufficient to note the date of death in the register as between 9.6.1975 and 14-6-1975 since no body can correctly say the actual date of death?

Clarification: It is likely that the case of death was subjected to a detailed investigation and in such cases, normally postmortem medical examination of the body is done. The post-mortem report may in that case indicate a more precise probable date of death and actual date of death?

16 Query: As per section 8(1)(b) of the RBD Act, 1969, registration of births and deaths occurring in a hospital has to be effected on the basis of information given by doctors. Forms 5,6,7 have been supplied to the hospitals as prescribed in section 10 but information are still being received in old forms. It may be clarified if registration can be effected on the basis of information received in old forms.

Clarification: Under section 8(1)(b) of the RBD Act, 1969, it is the primary duty of the Medical Officer-in-charge of hospital, health center, maternity or nursing home or other like institutions to give or cause to be given either orally or in writing according to their best knowledge or belief and within such time as may be prescribed, information to the Registrar, of the several particulars required to be entered in the forms prescribed by the state Government, under sub-section (1) of section 16. The Officer-in-Charge of such institutions are statutorily enjoined to register events occurring in such institutions with the Registrar of the local area where such institutions are located. Public has no responsibility in this regard. Rule 5 under the above said section has prescribed period and forms. The Officer-in-Charge of such institutions has to supply information in Form 2 for live-births, in Form 3 for stillbirths and in Form 4 for deaths, in the same manner as the public. Forms 5,6 and 7 which have been prescribed under section 10 are meant for notifying the events by the notifiers specified in section 10. They contain very few particulars. Registration cannot be effected on the basis of information contained in the notification form as it does not give all the particulars necessary for registration.

17 Query: A ship with all persons aboard was drowned in the mid-sea so that no one could be expected to report the matter at the next place of halt. In the situation it seems necessary that the registration of deaths should be done on the basis of the letter from the Shipping Master, Ministry of Shipping and Transport, Government Shipping Office, Bellard Estate, Bombay-1, addressed to the wife of deceased and which has been produced as an evidence by the applicant. However, it seems from the said letter that the deceased was a resident of Junagadh district. In view of this it is not clear as to how the applicant seeks the death to be registered in Diu?

Clarification: The provision of the Act and the rule made there-under do not squarely provide for a situation where even the In-Charge of the ship along with the seamen and other people on board have been drowned leaving behind nobody to report about the incident. Rule 6 speaks of the person in-charge of the ship to give information under sub-section (1) of section 8 at the first place of halt. There was no in-charge of the ship left behind in the instant case. On the basis of the information conveyed by the Shipping Master, Ministry of shipping & Transport, Government Shipping office, Bellard Estate, Bombay-1, received by the wife of the deceased, the information of such death could only be given by the wife of the deceased or his heirs, which should be regarded proper. Although such information according to sub-section (1) of section 8 should be given to the local Registrar of the area of the state, however, if the delegation of such a power is being made by the Central Government in favour of another authority, registration could possibly be done by him also. But such registration should normally be done at the place of which the deceased was resident.

In view of this, in such situation where the ship itself seems to have drowned in mid-sea the next of the kin of the deceased could alone be expected to report the event of death and the same should be regarded as proper. Registration of such case may be done at the place of which the deceased was normal resident.

In the present case, the Additional district Registrar of Diu, who has received request for registration may be advised to ask the party to approach the concerned Local Registrar in Gujarat state.

18. Query: It may be clarified whether births occurring in hospitals in towns have to be registered by the Registrar of the area in which the hospitals are situated or is it possible to register such births at the place of normal residence of the concerned families.

Clarification: The events occurring in hospital will be registered with the Registrar of the area in which such hospitals falls. They will not be registered at the place of normal residence, since registration is done at the place of occurrence.

19. Query: Whether the reports of deaths furnished by the Director General of Shipping, Bombay are to be passed on to the local Registrar or only copies of such reports are to be sent to Registrars for registering the events while retaining the original reports for preserving them as permanent record in Chief Registrar's office?

Clarification: Certified copies (in original) of death report received from Director General, Shipping may be sent to the concerned local Registrars. This will help the Registrar to retain the report as integral part of the register. The Chief Registrar's office need only keep a record of the receipt of such report and forwarding of the same to the concerned Registrars.

20 Query: In case of delayed reporting of institutional events, what procedure should be followed for registration of such events?

Clarification: It may be seen from the RBD Act 1969 that in respect of births and deaths in a hospital, health center, maternity or nursing home or other like institutions, responsibility of informing the events to the Registrar lies on the Medical Officer or any person authorized by him in this behalf under section 8(1) (b). Therefore, for any delay in the reporting of institutional events the concerned officer in charge of the hospital may be held responsible and all the formalities required under section 13 of the Act observed. Further, in such cases the officer concerned can be penalized in accordance with the provisions of section 23 and 24 of the Act.

21. Query: One particular person committed suicide by hanging during the period between 26-6-76 and 2-7-76. The Inquesting Officer has reported that the deceased person was identified only on 18-7-76. When he reported the death for registration, the Registrar demanded the late fee prescribed. Whether it is justifiable to realize late fee in such cases?

Clarification: If the exact date is not known, it may not be proper to rule that there has been a delay in reporting. As the report has been made by an officer of the police department of the Government, the Registrar concerned may be advised that strict interpretation of the law on the subject should not be made and the event should be registered with a suitable remark in the remarks column.

22. Query: Is it necessary to collect late fee for events reported late by (i) institutions (ii) police authorities? In that case, from whom the fee should be collected?

Clarification: If any officer in charge of an institution or police station or barrack does not report an event as required under section 8 of the Act within the prescribed time, he becomes liable to pay late fee and even penalty as provided under sub-section (1) of section 23 of the Act.

23. Query: Certain institutions send the birth or death reports on the last day of the reporting period and naturally the Registrar finds it difficult to register all the events on the same day. If the next day or the next few days are holidays, registration is further delayed. Whether payment of late fee is involved in such cases?

Clarification: The question of late fee does not arise in this case as the events have been reported within the prescribed period. The registration can be done on the next working day after the holidays.

24. Query: In the absence of any specific provisions for registration of illegitimate births in the statute itself whether local Registrar shall presume identical procedure as in the case of legitimate birth? Whether the foot note 1 in form No. 11 (birth register) of West Bengal Registration of Births and Deaths Rules, 1972 is as good as law?

Section 7(2) of the Act requires a Registrar to take steps to inform himself carefully of every birth or death which takes place in his jurisdiction. There may be reasons for special precautions in case of registration of illegitimate births and suspected deaths. Please provide guidelines.

Clarification: The procedures for registration of legitimate and illegitimate births are the same. In case of entry of an illegitimate birth the word 'illegitimate' has also to be entered in remark column of the register. However, no person's name may be entered as that of father unless there is a joint request of the couple. The footnotes in Form No.11 of state rules to this effect are guidelines to the Registrar for registration in such cases. Since Form 11 is part of the rules framed under the Act the footnotes are as good as law.

In order to inform himself of the events of births/deaths occurring in areas of his jurisdiction the Registrar may require any person to furnish information within his knowledge in connection with a birth or death in the locality within which such person resides and that person shall be bound to comply with such requirement as provided under section 21 of the Act. As regards problem of ensuring protection for the Registrars for registering illegitimate births and suspected deaths, it may be mentioned that under section 26 of the Act, a Registrar is a public servant within the meaning of section 21 of the I.P.C. of 1860 and no legal proceedings shall be instituted against him while exercising or performing any of his duties under this Act, as provided under section 28(1) of the RBD Act, 1969.

25. Query: According to rule 6(2) of the Kerala Registration of Births and Deaths Rules, 1970 in the case of deaths (not falling under clauses (a) to 9e) of Sub-section (1) of section (8). In which an inquest is held, the officer who conducts the inquest shall give the information to the concerned Registrar. A doubt is now raised in respect of a suicide committed in a house. Though the officer who has conducted the inquest has been asked to report the event, he has replied that in view of the rule 6(2) and because the event has happened in a house it is to be reported by the person mentioned in section 8(1)(a) and not by him. Please provide necessary clarification.

Clarification: In this case, it is the duty of the head of the household to report the death. Rule 6(2) of the Kerala Registration of Births and Deaths Rules 1970 is not applicable here. However, the officer who has conducted the inquest can be asked to notify the death, under section 10(1) (iii) of the Act, to the Registrar, in such manner as prescribed in rule 7 of the state rules.

26. Query: Whether the head of the household may be allowed to intimate to the local Registrar by post of the occurrence of vital events in the prescribed form.

Clarifications: There is no objection to the head of the household submitting particulars of occurrence of vital events to the Registrar by post so long as the particulars are as per the prescribed reporting forms 2,3 and 4 depending upon whether it is a live birth, still birth or death respectively. In this regard, it has been suggested that in such cases, a note may be made in the remarks column of the registers to the effect that the registration is made on the basis of postal reportings and reporting forms 2,3&4 as the case may be preserved as an integral part of the register.

27. Query: Whether fishermen reported to have been missed in the sea can be considered as dead and if so, how registration in such cases can be made?

Clarifications: The question whether fishermen have drowned in the sea or not is a question of fact. If there is sufficient evidence to prove that the person missing in the sea had actually drowned, a conclusion on the basis of that evidence may be drawn that they are dead. As regards the presumption of death, such presumption would arise after the expiration of 7 years from the date of missing.

28. Query: Who is responsible for reporting of the event of birth/ death in following circumstances:

- I. If a case of twin delivery is admitted in the Hospital where in the first baby was born outside the Hospital and the second baby, after lapse of some times, is delivered at the Hospital.
- II. If the first baby born outside the Hospital is not brought to the Hospital along with the mother and subsequently expires.
- III. If the delivery took place outside the Hospital and subsequently the mother admitted in the Hospital along with the new born baby for any puerperal complication.
- IV. If the patient is brought dead to the Hospital.

Clarifications: In all the four circumstances of births/deaths took place outside the Hospital. Hence it is not the responsibility of the Hospital authorities to report the occurrence of the event to the registration authorities. However, in the case cited at (i) while making the report of the second baby it is to be mentioned in the remarks column that it is a twin and the fact to the effect that the first baby was born outside the Hospital is also to be mentioned.

29. Query: What procedure is to be followed for registering event of birth in respect of an abandoned child and whether the name of parents of such child could be entered in the relevant column?

Clarifications: Registration of birth of an abandoned child should be made in accordance with the procedure laid down in section 8(1)(e) of the Act. Entries in the register of births relating to parents of such child should be either “un-known or whatever the actual position. The names of adoptive parents should not be entered in place of natural parents (i.e. father and mother)

SECTION 12:

30. Query: Whether death certificate could be issued in respect of a person who has been missing and has not been heard of for seven years.

Clarifications: The death under section 2(b) of the Registration of Births & Deaths Act, 1969, means the permanent disappearance of all evidence of life after live birth has taken place. It will be question, a fact in each case, for the purposes of this Act, whether “death” has taken place as defined in the Act. In view of the entries to be filled in the death register, it is difficult to advise that these columns in death register can be filled on the basis of “burden of proof” only.

31. Query: What procedure for registration is to be followed in case of medico-legal cases of death occurred in hospital.

Clarifications: In case of medico-legal cases, the hospital authorities/ physicians should inform the Registrar concerned, details thereof for follow up action in obtaining required certificate from the police authorities. The object is that on receipt of the information the local Registrar could register the event of death without completing the column of cause of death, making a remark in the remarks column that the “inquest report is awaited”. The cause of death could be filled in later on receiving the inquest report.

32. Query: As per section 12 a Registrar shall, as soon as the registration of a birth or death has been completed, give free of charge, to the person who gives information under section 8 or 9 an extract of the prescribed particulars under his hand from the register relating to births or deaths. In the case of birth and death which occurred in medical institutions, the Medical Officers in-charge, are the informants. Now certain Registrars have raised a doubt whether it is necessary to issue extracts to such Medical Officers.

Clarification: The section 12 of the RBD Act, 1969 reads as “The Registrar shall, as soon as the registration of births and deaths has been completed, give free of charge, to the person who gives information under section 8 or section 9 an extract of the prescribed particulars under his hand from the register relating to such birth or death”. As the Medical Officer In-charge is the informant under 8(1) (b) in case of institutional events, extracts should be issued to him who will transmit them to the parents or relatives of the new born or the deceased as the case may be.

33. Query: Whether printing of family planning and health Education slogans on the backside of the birth certificate is permissible under the Act?

Clarification: It is not desirable to use the birth certificate as publicity measure because of it being a legal document.

34. Query: Section 12 empowers the Registrar to issue an extract of the prescribed particulars under his hand from the registers relating to such birth or death. The Life Insurance Corporation etc. are insisting upon original copies of death certificates and they are not accepting the true copies of the certificates. Now a days the general public is demanding more than one copy of certificates. What is to be done in such cases?

Clarification: Section 12 of the Act provides for issue of extract only. However any number of copies of the extract can be given on payment of prescribed fee under section 17 of the Act if required. The extract issued under section 17 of the Act has evidentiary value and serves the same purpose as extract under section 12 of the Act.

35. Query: Whether a column regarding cause of death can be inserted in the death certificate issued by the Registrar in Form No. 10?

Clarification: As per RBD Act, 1969 the cause of death cannot be disclosed by the Registrar to any person seeking extract under section 17 of the Act and hence form No. 10, does not include it.

36. Query Section 12 provides that Registrar shall give free of charge, to the person who gives information under section 8 or section 9 an extract of the prescribed particulars from the register relating to such birth or death. Whether extract can be given free of charge to the person in case of delayed registration under section 13?

Clarification: Section 12 of RBD Act, 1969 contemplates giving of extracts free of charge to the person giving information under section 8 or section 9 thereof. The provisions of this section are, therefore, not applicable in relation to the section 13. The extracts free of charge therefore, cannot be given to the persons giving information to the Registrar under Section 13 of the Act.

37. Query: Section 12 of the RBD Act, 1969 provides that as soon as the registration of birth or death is completed, the Registrar should give an extract of the prescribed particulars under his hand from the register relating to such birth or death. Also section 17(2) provides that an extract can be obtained from the birth or death register subsequently on payment of fees and that such certificate shall be admissible in evidence for the purpose of proving the birth or death to which the entry relates. Whether such an extract can be produced in proof of the fact of birth or death and in proof of the civil status of the individual citizen arising from paternal, filial and marital relationship?

Clarification: Entries in birth and death registers are public documents and are admissible as evidence under section 35 of the Indian Evidence Act, 1872. However, these entries are only conclusive evidence of the fact of birth or death, as the case may be. Other particulars as to which the registering officer concerned can have no personal knowledge or No means of checking cannot be treated as conclusive evidence. Where, for example, for a record in the birth register, the name of the father appears to have been furnished by the mother, that by itself cannot be conclusive evidence of paternity, being a unilateral statement by an interested party.

38. Query: Whether an extract given under section 12 will have the same evidentiary value as an extract given under section 17 under the Indian Evidence Act, 1872?

Clarification: A certified extract under section 17 of the RBD Act, 1969 is intended for use for the purposes of legal dispute or judicial proceeding. In any such case, a document certified in the manner provided in section 76 is admissible in evidence under section 77 of the Indian Evidence Act, 1872, as "proof of the contents of the public documents or parts of the public documents of which they purport to be copies". Under section 76 of the Evidence Act any such copy of public document will bear a certificate written at the foot of such document or part there-of, as the case may be, and every such certificate shall be dated and subscribed by such officer with his name and his official title shall be sealed whenever such officer is authorized by law to make use of a seal.

As against the above, an extract of the prescribed particulars from the register of births and deaths given under section 12 of the RBD Act, 1969 is intended mainly for purposes of record and may be useful for extra-judicial purposes like admission in an educational institution. It may be mentioned in this connection that fees are chargeable in respect of certified copies under section 17. However, if the administrative Ministry desires to allow an extract under section 12 to serve the same purpose as a copy given under section 17, the same can be achieved by providing in the rules that at the foot of copy of extract given under section 12, a certificate shall be given to the effect that it is a true copy of such document and every such certificate shall be dated and subscribed by such officer with his name, title and seal of office. If this is done, the extract under section 12 will also qualify as a certified copy within the meaning of section 77 of the Evidence Act, but no fee can be levied for grant of copies under section 12.

39. Query: Whether the age of the deceased is to be shown in death certificate.

Clarification: It is not desirable to record the age of the deceased in the death certificate (Form no.10). The column for age in the death register has been provided mainly for statistical purpose. If any person wants to establish the age of the deceased for any purpose he has to produce the deceased's birth certificate or any other secondary evidentiary proof relating to the age of the deceased.

40. Query: Whether birth/death certificate could be issued in the language other than the language in which entries are made in birth/death register.

Clarification: Extracts from birth/death register are to be issued only in the language in which entries have been made in the register.

41. Query: Whether a Still Birth Certificate could be issued under the provisions of Act and the State Rules?

Clarification: According to Section 2(1)(a) of the Act, Word/term “birth” mens live birth or Still birth. As such, extract from Still Birth Register (Form No.12) could be issued in Form 9 with an appropriate changes in the wording in that form such as information has been taken from the original records of Still Birth date of still birth and place of still birth insisted of word “birth” given in that form.

42. Query: Whether extracts of birth/death under Section 12 could be given free of charge also in respect of the events registered under Section 13 of the Act.

Clarification: Section 12 of the Act contemplates giving of extracts free of charge to the person giving information under Section 8 or Section 9 thereof. The provision of this Section is, therefore, not applicable in relation to the event registered under Section 13.

43. Query: Whether birth or death extracts could be issued in the language, other than the language in which the relevant register is maintained.

Clarification: Extracts from the register of birth and death should be issued in the language in which the entries are made in the register. However, there is no objection, if the Registrar also issues separately a copy of such extracts in other language. But such copy should be marked at top ‘Translated Version’

SECTION 13:

44. Query: As per section 13(1) of the RBD Act, 1969, registration of events after the expiry of specified period is possible on payment of prescribed late fee. It has been reported from certain parts of the country that due to public disturbances and imposition of curfew etc. Or in similar other situation births and deaths could not be registered within the specified time limit. In some cases the events could not be registered for more than two months. Whether payment of late fee under section 13(1) of the Act and corresponding state rules can be waived by the state Govt. in such situation? Whether the power of waiving can be exercised by the authority of the state Govt. itself?

Clarification: It may be seen that the substantive provision in section 13 speaks of “payment of such late fees as may be prescribed”. There is no provision either in this section or anywhere in the Act, which provides for any exemption from payment of late fee. The section 30 authorises the state Govts. to make rules with approval of the Central Govt. and clause (1) of sub section (2) of this section provides for making rules for the fees payable for registration made under section 13. Thus it is seen that legislative intent as incorporated in section 13(1) of the Act is that late fees shall be payable in case of delayed information but the quantum of fee only can be prescribed by rules made by the state Govts. in exercise of powers under section 30 of the Act. The Act does not provide for waiving of late fee under any circumstances, in case the information is delayed beyond the period specified for the purpose. Next point is whether a provision for exemption can be made in the rules. The law is settled on the point that subordinate legislation shall remain within the scope of the Act vide Chaman Lal Vs. State of U.P (AIR 1955 S.C. 435). The subordinate legislation cannot be beyond the statute vide State of Assam Vs. Kidwai reported in (1957) S.C.R. 295 (317). In the instance case neither Act provides for any exemption nor it authorises making of rules which may provide for exemption. Where statute provides for payment of fee in particular matter the provision for exemption from payment of such fee becomes an essential legislative function. It cannot be delegated unless the statute lays down the policy and specifies the class or classes of cases in which, and circumstances under which exemption may be granted. Since there is no such provision in the statute in the instant case, provision for exemption cannot be made in the rules. The authority to make rules to carry out the purposes of the Act as mentioned in section 30(1) does not extend to the making of rules for the purposes not envisaged under the Act, nor authorized by the Act. In the present circumstances as the law stands at present there is no scope for exercising any power of exemption either by any state Govt. or by the Central Govt.

45. Query: Some state Governments are proposing to organize “Registration weeks”. They are of the view that by organizing such a campaign there will be some impact and more and more people will come to know about the registration. The state Governments intend to exempt/wave payment of late fee during the registration week as a gesture in the spirit of the campaign. However, the Act does not provide for waiving of late fee under any circumstances, if the report is delayed beyond the specified period. In the circumstances, it may be suggested as to how the state Govts., can organize a “Registration week”.

Clarification: There is absolutely no doubt that there is no power to exempt the payment of late fee for delayed registration, RBD Act, 1969 refers to the payment of such late fee as may be prescribed by the state Govt. under the rules. “Such fee” does not mean no fee at all. However, it would be permissible to fix a nominal amount of fee say 5 paise or 10 paise, for delayed registration of these events during the observation of ‘Registration week’ by providing for the same in the rules made under provisions of that section by the state Govt.

However, certain difficulties are likely to arise under sub-section (3) of the section 13. Any birth or death, which has not been registered within one year of its occurrence, can be registered only on an order made by Magistrate of First Class or a Presidency Magistrate. In view of this provision every case of such delayed registration will have to be determined by a Magistrate and proceedings before such Magistrate will take its own time. Thus aspect therefore, requires careful consideration.

Besides the aforesaid, every case of delayed registration may also attract the penal provisions of section 23(1) and (4) of the Act. Section 24, however, empowers any officer authorized by the Chief Registrar to compound such offences, by accepting a composition fee not exceeding Rs.50/-. In view thereof, in every case of delayed registration during the ‘week’ some compounding fee will have to be taken from the concerned persons, which may be a nominal fee.

Care will also have to be taken during the said ‘week’ to see that the benefit of delayed registration is not misused by way of recording incorrect dates of births with a view to getting favorable benefits in Govt. service.

46. Query: A person furnished the information to the Registrar in writing on 29th day from the date of occurrence by payment of late fees under section 13(1). The Registrar registers the event after 6 days from the date of receipt. It may be clarified whether the Registrar is supposed to pay any penalty for the registration of the event mentioned and obtain the written permission for the District Registrar.

Clarification: Section 13(2) is attracted only if information is given to the Registrar after thirty days.

47. Query: An instance has come to the notice of the Chief Registrar, Kerala wherein a person informed an event to the Registrar 10 months after the occurrence of the event. As per section 13(2) of the RBD Act, 1969 and corresponding state rules 10(2), sanction of District Registrar is required for registering the event. The informant was instructed to produce the written permission of the District Registrar. By the time the informant produced the written sanction under rule 10(2), one year had elapsed and consequently sanction from the First Class magistrate became necessary for registration of the event as provided under section 13(3) of the Act and corresponding state rules 10(3). This has caused inconvenience to the party. In order to avoid such inconvenience the following procedure is suggested for consideration.

The Registrar may enter the details of the event in the register without signature of the informant and without his own signature on receipt of a provisional written permission for the District Registrar pending observance of the needful procedural formalities. Such a provisional permission will be sufficient to facilitate making of various entries in the register except signatures. Rule 10(3) will not be applicable once the process of registration has been initiated in the above-mentioned manner. The registration will however be completed with signatures on the register as and when the final sanction for the District Registrar is received. In case a sanction is denied, entry will be deleted.

It may be clarified if the above procedure can be adopted. It may also be advised whether an amendment of rule 10(2) of Kerala Registration of Births and Deaths, Rules, 1970 will be required or whether the procedure can be adopted by executive order of the state Govt.

Clarification: It may be found that sub-rules (1), (2) and (3) of rule 10 of the Kerala Registration of Births and Deaths Rules, 1970 are *mutatis mutandis* same as sub-sections (1), (2) and (3) of section 13 of the RBD Act, 1969 except providing the quantum of late fee. Rule 10(3) as well as section 13(3) provides that any birth or death which has not been registered within one year of its occurrence shall be registered only on an order by a Magistrate of specified class and payment of specified fee. It is, significant that while sub-section(1), (2) of section 13 speak of information as to birth or death being given, sub-section (3) speaks of registration within the specified period. The word “registration” has not been defined in the Act. Section 11 provides for the manner in which it is to be done. Once the said action is complete, it can

be said that birth or death has been registered. Mere filling the relevant columns without signatures of the informant and of the Registrar will not amount to registration under section 11 and therefore it cannot be said that birth or death has been registered for the purpose of sub-section (3) of the section 13. The provision contained in section 13(2) makes distinction between the giving of information and the registration and requires written permission of prescribed authority before the occurrence is registered. As stated above if the registration process has not been completed within one year, the order of the Magistrate will be required under sub-section (3). Neither the Act nor the rules provide for any provisional written permission from the District Registrar. Section 13(2) of the Act as well as rule 10(2) of the rules envisages one type of written permission from the prescribed authority and for this purpose the District Registrar appears to be the prescribed authority. If the registration process has not been completed, rule 10(3), will be attracted. Amendment of rule 10(2) will not be of any help in view of the provisions contained in sub-section (2) and sub-section (3) of section 13 of the Act. Remedy lies either in quick disposal of the case by the prescribed authority under section 13(2) or suitable amendment of the Act.

48. Query: After coming into operation of the Criminal Procedure Code, 1973 with effect from 1-4-1974, the Govt. of West Bengal has requested that the authority to exercise power under rule 10(3) of West Bengal Registration of Births and Deaths Rules, 1972 be given to Executive Magistrate. As only a First Class Magistrate or a Presidency Magistrate is specified in section 13(3) of the Act, the authority can now be exercised only by a Judicial Magistrate of the 1st class or a Metropolitan Magistrate and not by Executive Magistrate. It is also for advice whether it would require amendment of the RBD Act, 1969, itself or only an amendment in rule 10(3) of the West Bengal Registration of Births and Deaths Rules, 1972 would serve the purpose of specifying the appropriate Magistrate allowed by the Cr. P.C. 1973.

Clarification: Sub-section (3) of section 13 of the RBD Act, 1969 provides that in case of delay of registration of birth or death beyond one year of its occurrence the same shall be registered only on an order made by a Magistrate of the first Class or a Presidency Magistrate after verifying the correctness of birth or death and on payment of prescribed fee.

This function of verifying the correctness may involve the appreciation or sifting of evidence or the formulation of a decision but that decision will not expose any person to any punishment or penalty or will not have the effect of sending any person for a trial so as to bring this function within the meaning of clause (a) of sub-section (4) of section 3 of the Cr. P.C., 1973. At the most it may be said to be quasi-judicial function. Under the RBD Act, 1969, the function under section 13(3) of the said Act is treated as administrative or executive in nature. Clause (b) of sub-section (4) of section 3 of Cr. P.C. 1973 provides that the functions which are administrative or executive in nature exercisable by a Magistrate under any Law other than the code, shall be exercisable by an Executive Magistrate. In view thereof the functions under sub-section (3) of section 13 of the RBD Act, 1969 can be exercised by an Executive Magistrate.

49. Query: Whether events occurring prior to the date of enforcement of the RBD Act, 1969 can be registered?

Clarification: The events of births and deaths, which occurred prior to the coming into force of the RBD Act, 1969 can be registered under the provisions of this Act. The provisions of section 13 which relates to delayed registration can also be applied in registration of such events.

50. Query: Whether District Statistical Officer (District Registrar) can work in place of 1st class Magistrate under the provisions of sections 13(2), 13(3) of the RBD Act, 1969 and rules 10(2) and 10(3) of Bihar Registration of Births and Deaths Rules, 1970?

Clarification: Section 13(2) and (3) of the RBD Act, 1969 and rule 10(2) and (3) of the Bihar Registration of Births and Deaths Rules, 1970 provide for separate authorities to grant permission for the delayed registration of births and deaths. Order of the first Class Magistrate is required only in case of births/ deaths not registered within a period of one year and provisions of section 13(3) only are applicable in this case. The District Statistical Officer who is District Registrar cannot be given the powers of first Class magistrate as the Act does not provide for delegation of these powers to any other person.

51. Query: As per section 13(3) of the RBD Act, 1969, any birth or death which has not been registered with one year of its occurrence shall be registered only on an order made by a Magistrate of the first class or a Presidency Magistrate after verifying the correctness of the birth or death and on payment of the prescribed fee. Recently an instance has been brought to the notice of this office by one of the registration offices wherein the order from the First Class Magistrate states that the birth to be registered is that of an adopted son of a couple. However, it was verified that the adoption was not legally established under the Adoption Law in force. Neither the legitimacy of the person concerned can be proved since the persons who adopted him are all dead, nor it is possible to know the name of his real parents. As for registration purpose, the order issued by the First Class magistrate is the basis, but doubts now arise whether the birth can be registered as “adopted son” unless the adoption is established under the Law. Please clarify?

Clarification: The information required to be given under section 13 of the RBD Act, 1969 is that of birth or death as defined in the Act. This information may be given by the natural parents or sufficient evidence may be produced before the Magistrate within the prescribed period as provided under section 13. In view thereof what is required is the evidence of birth, which, in the absence of his parents, may be given by the inhabitants of one's locality who were aware of his birth. It is stated that in the order of the First Class Magistrate, the birth to be registered is that of an adopted son. In this case, unfortunately, the adopting couple is also dead and it is not possible to know the name of the real parents. While there may be no legal objection to registering the birth of an adopted son, it is however, necessary that the natural parents of the adopted son and their names should be entered in the register. The question of entering the name of adopted son in this case does not arise since there had been no valid adoption. In view thereof only the evidence of his birth could be given by the natural parents or by persons who are aware of his birth.

52. Query: Whether suitable rules to lay down specific procedure for ascertaining/verification of the fact of an event of birth/death under section 13(3) of the RBD Act, 1969 can be made in the state rules?

Clarification: It is felt that it may not be proper to issue any guidelines that may have the effect of circumscribing of limiting the discretion of a Magistrate. The Magistrate is expected to pass an order according to the facts of each case on its own merits.

53. Query: Events of births and deaths, could not be registered in a state due to strike by the Talati-cum-Mantri who is also working as Registrar of Births and Deaths, although the events were reported by the parties within the time limit prescribed under the state rules. The Chief Registrar of Births and Deaths of the state has proposed to grant certain relaxation for registration of such events in view of the strike by the registrar. Whether such relaxation is possible under the RBD Act, 1969?

Clarification: Under section 13 of the RBD Act, 1969, it is only in cases where there is a failure on the part of the informant informing the Registrar as to the birth or the death of a person, the procedure contemplated therein is to be followed.

It appears that the parties have reported the events within time and there is no default on their part. Due to strike in the department the authorities could not take steps to record the events reported by the parties. Under the above circumstances no late fee can be levied as section 13 applies only to cases where there is a failure on the part of the parties to report the birth and death of a person. The authorities can register the events reported by parties without any relaxation of the provisions of the Act.

54. Query: Whether the Registrar is liable to pay late fee in cases of any delay on his part in registering an event under section 13(1) and 13(2) of the Act.

Clarification: Section 13(2) is attracted when the information required as per Section 8 or Section 9 of the Act is furnished after thirty days but within one year of the date of occurrence of the event. However, Section 13(3) is attracted when an event has not been registered within one year of occurrence.

Section 13 only speak of payment of late fee under relevant sub-section by the party concerned. There is no provision for payment of late fee by the Registrar for any delay on his part in registering an event. However, the Registrar can be penalized for any undue delay on his part in registering an event. Section 23(2) provides that any registrar or Sub-Registrar who neglects or refuse without reasonable cause, to register any birth or death occurring in his jurisdiction or to submit any return as required by sub-section(1) of section 19 of the Act. Shall be punishable with fine which may extend to Rs.50.

55. Query: Section 23 of Registration of Births & Deaths Act. 1969 deals with the penalties. Sub-section 5 of this section states that an offence under this section shall be tried summarily by a Magistrate. The point has been raised whether a case in this connection is to be launched in the court of an Executive Magistrate or of a judicial Magistrate.

Clarification: Section 3(4) of the code of Criminal procedure provides that where the function exercisable by Magistrate under any law, relate to matters which involve the appreciation. Or sifting of evidence or the formulation of any decision which exposes any person to any punishment of penalty or detention in custody pending investigation or enquiry or trial would have effect of sending him for trial before any court, they shall be exercisable by a judicial Magistrate.

56. Query: Whether the event of birth could be registered at the place other than the place of occurrence under the provisions of delayed registration as laid down in section 13(3) of the Act.

Clarification: The event of birth/death is to be registered under section 13(3) of the RBD Act. 1969 at the place, where the event took place. In such cases, the registration should be made only on order of the Magistrate having jurisdiction over the area concerned.

57. Query: Whether there is any time limit prescribed for delayed registration of births and deaths under section 13(3) of the Act.

Clarification: Under the provisions of section 13(3) of the Act, as it exists at present, there is no time bar on delayed registration of such events.

58. Query: Who is the competent authority for collecting fee payable under Section 13 and corresponding State Rule?

Clarification: Fees and penalties imposed for late /delayed registration under Sections 13 and 23 of RBD Act, 1969 and corresponding State Rules, are to be paid to the concerned Registrar of Births and Deaths, unless some other officer has been appointed or authorized for the purpose under the State Rules.

59. Query: Whether provision of Section 13 will apply to cases where the events of Births & Deaths have been reported by informant within the times as prescribed in the State Rules but the same could not be registered by Registrar within one year of their reporting.

Clarification: Section 13 applies only to cases where there is failure on the part of the informant to report such events in time. However, for any undue delay on the part of Registrar in registering the events, he may become liable for action under Section 23(2) of the Act.

SECTION 14:

60. Query: Whether the column relating to the name of the child registered before 1-7-1970 (i.e. before the date of implementation of the Registration of Births & Deaths Act, 1969) can be filled in or not.

Clarification: By virtue of provision under section 31(2) of the Registration of Births and Deaths Act, 1969 the entries made in respect of births and deaths under the repealed law would, therefore, be deemed to have been made under the provision of this Act and continue in force until superseded by anything done or any action taken under this Act.

61. Query: Whether penalty can be imposed under Section 23(4) if any person fails to report the name of the child to the Registrar within the time prescribed in the state rules.

Clarification: In case where the birth of a child has been registered without name and the parent or guardian of that child gives information regarding name of the child to the Registrar after the prescribed period of 12 months, the Registrar shall enter name in the register on payment of a late fee of rupees two (Rule 11 (1) of Model Rules). If the information is delayed without any reasonable cause he shall also be punishable with a fine which may extend to ten rupees under Section 23(4) of the RBD Act, 1969 and the corresponding State Rules.

SECTION 15:

62. Query: Whether all corrections of other nature are to be made in the same manner as the correction of date of birth and the same procedure shall apply for the supply of certified copies?

Clarification: Rule 12 of the Chandigarh Registration of Births and Deaths Rules, 1974 provides for uniform Rule, which applies to all types of correction including date of birth and supply of, certified copy.

Rule 12(4) of Chandigarh Registration of Births and Deaths Rules, 1974 requires convincing proof by the Registrar and provides for elaborate procedure for effecting corrections under section 15 of the Act.

63. Query: A case has been referred by a person, where it is stated that his female child has changed sex after surgical operation. In support of his statement he has enclosed medical certificates issued by the doctors who attended the child at the operation. Now consequent upon the change in sex, the father of the child has requested to make necessary changes in the birth entry of the child. Clarify whether on the basis of the documents produced by the party, necessary changes, such as name of child, sex can be effected in the original birth entry.

Clarification: It is agreed that correction by way of change in name and sex in original birth entry in the birth register may be effected on the basis of medical documents produced by the party.

64. Query: The birth of a child born to Mrs. 'A' has been registered with name of the petitioner cited as the father of the child. The petitioner in his petition has denied the father-hood of the child. What procedure, the Registrar should follow in such cases?

Clarification: The Registrar has authority under section 15 of the RBD Act, 1969 to make correction in the register of births and deaths. In the present case the concerned Registrar may enquire into the matter and make the necessary corrections according to procedures laid down in rule 12 under the Act. If the petitioner is the legal husband of the mother of the child, his protest cannot stand unless there is a separation or divorce decree. If on the other hand, an error or fraud in the entry is suspected on the basis of the enquiry, to the satisfaction of Registrar, he may make a report as authorized by rule 12(6), giving necessary details to the officer authorized under section 25 and on hearing from him, take necessary action as provided in the various sub-rules of rule 12.

65. Query: Section 15 of the RBD Act, 1969 gives full powers to the Registrars of Births and Deaths to effect corrections in the birth and death registers. It has been pointed out that this power leads to many serious problems because some of the Registrars are forced to correct even date of birth which has been registered thirty or forty years ago. In certain cases, the dates of birth shown in the educational record etc. are quite different from the dates shown in the birth records. The registrars are bound to correct the date of birth on receipts of requests from concerned parties. Consequently if the persons are employed, they may get extension in their service. The chances of malpractices cannot therefore be ruled out. Hence some restriction of this power of Registrars is felt a real necessity. Please advice.

Clarification : Section 15 of the RBD Act, 1969 authorizes the Registrar to correct the errors or cancel the entry of any birth or death if the same is erroneous in the form or substance or has been fraudulently or improperly made. But, as will be seen, the provision contains many inbuilt safeguards. The section begins with the word "if it is proved to the satisfaction of the registrar". It shows that not only error or fraud in the entry had to be proved, but also it should be proved to be satisfaction of the registrar. In this respect the registrar will exercise quasi-judicial functions and will have to scan the evidence in order to be satisfied. It will have to be established that the entry is erroneous in form or in substance or has been fraudulently or improperly made. Thus there is no question of the registrars being forced to correct the dates as suggested in the query.

The second safeguard is that the registrar will have to act subject to the rules made by state govt. with respect to the conditions on which and the circumstances in which such entries may be corrected. The rules made by the state government for this purpose may require strict proof to substantiate any claim and may also require that the procedure should be strictly followed.

The third safeguard is that the registrar shall not alter the original entry but shall make the correction in the margin and shall sign the same giving the date of correction. Consequently the original date as well as corrected date will remain side by side on the register and any certified copy of the said entry will contain both the dates.

The Act nowhere says that the entry in register is the conclusive proof of the birth and death. Therefore such entry will be merely an evidence. When after correction, two dates, one original and the other corrected are there, the authority who has to take any action depending upon the date of birth of any person will not bound to accept the corrected date or to change the date mentioned in their own office records.

In views of position stated above chance of malpractices being committed appears to be very much limited, if not eliminated.

Powers of the Registrar conferred by this provision can be restricted by making very strict rules requiring convincing proof and providing for elaborate procedure in case of an application for change of date of birth as stated in para 2 above.

66. Query : It may be clarified whether correction in respect of events occurred and registered prior to the enforcement of the RBD Act, 1969 in the state/union territory can still be effected under the provision of the Births, Deaths and Marriages registration act of 1886 if applicable there. It may be pointed out that in section 28(1) of the births, deaths and marriages registration act, 1886 there was a similar provision for correction of entry in the register.

Clarification : It would be competent for the registrar to correct or cancel the entries in respect of births and deaths registered under the repealed law under section 15 of the RBD Act, 1969.

Where a birth or death has been registered under the provision of the Births, Deaths and Marriages Registration Act, 1886 and the aforesaid Act is still in force in a state, the entries can be corrected under section 28 of the aforesaid Act.

In case the Act of 1886 has also been repealed the entries made under the provision of the Act can be corrected under the section 15 of the 1969 Act.

67. Query: whether entries in respect of births and deaths registered under different Act (other than the registration of the Births, Deaths and Marriages Act of 1886) in various state prior to the enforcement of the RBD Act, 1969 can still be correction or cancelled whenever such a correction or cancelled is sought by the public under the provision of old Acts/rules (other than the registration of the Births, Deaths and marriages Act of 1886) or even under the provision of the present 1969 Act? In this connection it may be mentioned that prior to the enforcement of 1969 Act, the state had their own Acts for registration of births and deaths (beside the 1886 Act), such as Travancore-Cochin Registration of Births and Deaths Act, 1953 (Act VIII of 1953), the Kerala Municipal Act 1960 (section 324), Madras Registration of Births and Deaths Act, 1899 (Act III of 1899) etc. Which stand repealed as per section 31(1) of the RBD Act, 1969.

Clarification: Section 31(1) of the RBD Act, 1969 repeals the Provisions of Law in force in the various states which relate to the matters covered by this Act. Sub-section (2) there of provides that not with standing such repeal anything done or any action taken under the repealed law shall be deemed to have been done or taken under the provision of the Act of 1969 and shall continue in force accordingly until superseded by anything done or any action taken under this Act.

Section 15 of the Act empowers the registrar to correct or cancel any entry in the registrar to correct or cancel any entry in the register of birth and deaths kept by him under this Act.

By virtue of provision of section 31(2), the entries made in respect of births and deaths under the repealed law would, therefore, be deemed to have been made under the provisions of this act and continue in force until superseded by any thing done or any action taken under the Act. Similarly the register of births and deaths in respect of old entries will be deemed to have been kept by the register under this act.

In view of the aforesaid, it would be competent for the registrar to correct or cancel the entries in respect of births and deaths registered under the repealed law in the various states under section 15 of the 1969 Act.

68. Query : Section 15 of the RBD Act, 1969 provides for correction or cancellation of entry in the register of births and deaths. The Registrar has been empowered to correct or cancel any entry in any register kept by him, if it is proved to his satisfaction, that the entry is erroneous in form or substances, or has been fraudulently or improperly made. Pursuant to a rule made by the state government under section 30(2) (K) of the Act, the registers are transferred to the District Registrar or any other any officer specified by the state government. Whether the registrar is competent to carry out the correction or cancellation after a period of 12 months when the registers are not kept by him or whether the officer who has possession of the register can correct or cancel entries made in the register?

Clarification: Under section 16(1) of the RBD Act, 1969 every Registrar is required to keep the register of births and deaths for his registration area. Under section 15, Registrar has been empowered to correct or cancel an entry of a birth or death in any register kept by him.

It appears that pursuant to a rule made by a state government under section 30(2) (K) the said register is transferred to the district Registrar or an officer specified by the state government after a period of 12 months. The view of the state government is that after the registers are so transferred these cannot be said to have been kept by the registrar with the result that there is difficulty in making corrections or cancellation in the said registers by him under section 15 of the Act. Section 15 clearly provides that the registers shall be kept by the registrar. The rule made by the state govt. pursuant to section 30(2) (k) will therefore, have to be interpreted in a harmonious manner. The proper view would therefore be that irrespective of the place of keeping the registers, the register shall be deemed to have been kept by the registrar and the transfer of these registers to the office of District Registrar or any other officer specified by the state Government would be for the administrative convenience of keeping the records at a convenient and centralized place.

Even though the registers are transferred and stored in the office of the district registrar, the registrar would be the proper custodian of these registers. It would, therefore, be competent for him to make the corrections, etc. under section 15 of the act and for the purpose he can either call for the records or can himself go at that place and attest the entries.

69. Query : Whether the correction or cancellation of entries in birth/death registers under section 15 of the act also covers change of name?

Whether registrar is competent to effect correction involving change of name in respect of birth/death occurred and registered prior to enforcement of the 1969 Act?

Clarification : The question of change of name may be viewed from angles. The first is that there may be some clerical error in writing the name in the register. For example Ram might have been written by oversight as Ram Lal or the word 'Chandra' might have been written as 'chander'. The correction of the name under such circumstances may be covered under section 15 of the Act. Similarly, the name might have been fraudulently or improperly entered in the register. This would also fall under section 15. The second aspect would cover such cases where a person changes his name and thereafter makes a request for the changes of the name in register also. Such a contingency is obviously not covered under section 15 of the Act.

The name is one of the various entries prescribed in the register. So the change of the name would be fact, a correction of the entry relating to the name. Every case in regard to the request for the change of the name should, therefore, be considered in the light of the aforesaid observations.

70. Query: Many of the entries related to births and deaths made under the old rules contain clerical or formal errors and people are finding difficulties to obtain certificates with correct details. It is necessary to give powers under section 15 of the 1969 Act to some persons who understand the old records and who can attend of these matters. Naturally in the condition obtaining in Goa, Daman & Diu; the Civil Registrars are the best who can do this job. The law Department of administration which has been consulted in the matter has however opined that the function of the registrar under section 15 cannot be delegated to any other authority in the absence of any provisions in the act to do so. They advised that function under section 15 should be exercisable only by the Registrars. As there is practical difficulty for the Registrars to do the correction in the old records and as the matter was very urgent, this Government decided to obtain Government of India's approval under section 32 of the Act and in anticipation of the same, had authorized the Civil Registrar of each taluka to make correction of erroneous entries in the old registers. Whether such an order is valid under the Act?

Clarification: It is found that the Administrator of Goa, Daman and Diu had by order, made under section 15 of the Act empowered the Civil Registrar of each taluka of Goa, Daman and Diu to make corrections or cancellation of an erroneous entry in the old register to the extent that such corrections or cancellation could be made permissible Under the said section and the rules made thereunder. The question is whether such an order would be valid under the Act and whether such a delegation for a limited purpose could be made to any authority other than the Registrar appointed under the Act.

The provisions of section 15 as may be seen are subject to such rules as may be made by the State Government with respect to the condition on which and the circumstances in which entries may be corrected or cancelled etc. The appointment of any other authority to carry out the functions under section 15, by the state Government, in the case of the union territory by the Administrator, would not amount to delegation of the powers by the Registrar and the person so appointed may legally perform such functions.

In view thereof, there seems no legal objection in passing of the said order and action taken by the Civil Registrar would be legally in order. There is, however, no express provision under the Act to overcome this difficulty. In view thereof, provisions of section 32 of the Act may also be invoked to overcome the difficulties.

71. Query: A female birth was registered with date of birth as 26-11-44. Subsequently, an application is received stating that the female birth so registered was actually a male birth. The person whose birth was so registered has requested that the name and sex as recorded in the birth register may be corrected. In support of his claim the person has submitted an affidavit attested by two municipal commissioners and his matriculation certificate that shows the same date of birth as registered in the case of female birth referred to above.

Clarification: It is not a case of correction of name and sex but cancellation of the old entry relating to the birth in entirety and action as per rules relating to the same is suggested. The Local Registrar may be instructed to inform the party accordingly.

72. Query: Whether the date of birth can be corrected on the strength of a declaratory decree obtained by another party from a competent court.

Clarification: The application for correction of age has to be made by the person concerned and not by another person.

73. Query: Whether expansion of name by adding father's and mother's name by way of correction in the registration records is covered under section 15 of the RBD Act. 1969.

Clarification: The provision of section 15 of the Act are not attracted in such cases as these involve a change of name.

74. Query: Whether addition of name in old birth register could be made in respect of events occurred and registered prior to the coming into force of the RBD Act. 1969.

Clarification: By virtue of provisions of 31(2) of the Registration of births and Deaths Act. 1969, the entries made in respect of births and deaths under the replaced law would, therefore, be deemed to have been made under the provision of this Act and continue in force until superseded by anything done or any action taken under this Act. It, therefore, follows that the events registered before the enforcement of this Act of 1969 will continue to be regulated under the provision of the aforesaid Act.

75. Query: Whether expansion of initial before name is possible under section 15 of the RBD Act. 1969.

Clarification: If the Registrar feels that the earlier writing of short name (initial) was erroneous in form or substance, he may correct the same.

76. Query: whether correction in the name of father and grand-father could be made in the birth entries on the basis of court's judgement.

Clarification: Section 15 of the Registration Births & Deaths Act, 1969 provides for correction or cancellation of entry in the register. For this purpose, it has to be proved to the satisfaction of the Registrar that any relevant entry is erroneous in form or in substance (etc). Even then, the original entry is not to be deleted or altered and a marginal entry is to be made. Rule 12 then deals with specific procedure to be followed. It does not seem to be a case of any formal error but the entries seem to be erroneous in substance..... if erroneous at all. For this purpose sub-rule (4) specifically provides for declaration by two credible persons having knowledge of the facts of the case. Further, the Registrar may before arriving at the satisfaction like to give opportunity to show cause to the mother or the person who had given the report earlier.

77. Query: Whether the changes made in the name of father/mother through Gazette notification or otherwise subsequent to the date of registration of birth of the child could be incorporated in the birth register.

Clarification: As such changes in the name are not covered under section 15 of the Act. These need not be incorporated in the birth register.

78. Query: Whether fee could be charged for correction/cancellation of entries in the birth/death register.

Clarification: Section 30(2)(e) of the Registration of Births and Deaths Act, 1969 does not envisage making of provision in the state rules for charging of fee for correction/ cancellation of entries in birth/ death register under the provisions of section 15 of the Act. As such, no fee could be charged in this regard.

79. Query: whether correction in the entry relating to name and sex in birth register could be made on the basis of a certificate from the Surgeon performing such corrective Operation.

Clarification: The entries relating to name and sex of such child may be allowed if the Surgeon performing corrective operation certifies the sex of the child.

SECTION 17:

80 Query: The medium of working in cantonment office is English and therefore, it is not possible to maintain the registers and other forms under the Act in regional language. The population in the cantonment area consists of persons from different parts of the country who insist for birth and death certificates in English language only. Please clarify whether it is possible to adopt the prescribed registers and forms in English language by some of the registration units like cantonment etc.

Clarification: Since the medium of working in the office of Cantonment Board is English, they may be allowed to maintain registers etc. in English language.

81. Query: Whether Ball- pen or Dot-pen can be used for making entries in the register of births and deaths.

Clarification: While making entries in the registers of births and deaths, use of ball/dot pen is not desirable as its use puts more strain on the paper. This was perhaps a reason that use of ink has been specifically recommended by the First Conference of the Chief Registrars for making entries in the registers. However, there is no objection if ball/dot pen is used while preparing the monthly returns etc.. which are not to be preserved permanently.

82. Query: Whether the full name of deceased, name of father/husband and permanent address should be provided by Medical-officer – In charge in form No.4 in case of medical termination of pregnancy or not. If not how the death certificate can be issued in case the party applies for death certificate?

Clarification: It is necessary that all the required particulars of the deceased in Form No. 13 are to be obtained from the hospital concerned before the entry is recorded in the death register. Without these particulars registration should not be effected. It is the requirement of the Act. The confidential nature of the case under reference relates to "Cause of Death" We may inform hospital authorities that cause of death revealed by them will be treated as confidential by the registration authorities and will not be disclosed while issuing a death certificate under section 17 of the Act.

83. Query: Some Chief Registrar have reported that due to constant use the registers of birth and death in certain registration units have become very old and are in dilapidated condition. If they are not copied in time the old registers cannot be used further. They have therefore sought permission of this office for taking of duplicate copy of such registers.

Clarification: It is true that registers of births and deaths become unfit for use after certain period of time. On this account we have been suggesting to the States that these records should be handled very carefully. Getting copies of these registers is not the real solution as there is always a possibility of human error in copying of these records, apart from possibility of some foul play. The best course would be Photostat copies or micro filming of such records. The birth/death certificate is to be issued from the original records of births/deaths. In view of this provision proposals of copying out the whole record of some specific year can be acceded to on the condition that such re-written record will be used for making search and preparation of birth and death certificate but while issuing the certificate entry is to be verified from the original old record which is to be preserved for this purpose after its renovation with tissue/transparent paper etc.. By this way re-written record can be constantly used while original records will be referred to at the time issuing of birth/death certificate.

84. Query: In the old system of births and deaths registration in Haryana state, there existed provision for inspection of births and deaths records by public in connection with obtaining extracts. But under the new rules this facility has not been provided. As such it is not understood whether the inspection of record by public is to be allowed or not. Please clarify.

Clarification: The section 17(1) of the RBD Act, 1969 provides that the public may cause a search to be made by the Registrar for any entry in a register of births and deaths. In view of the above section, permission regarding inspection of the records by public is not possible. However, on payment, of prescribed fee, the search will be made by the appropriate authority and certified extracts can be issued to the applicant.

85. Query: Please clarify whether the fee for extracts to be issued for events registered under old by-laws of Municipal Councils is chargeable according to the old by-laws or as per rates prescribed under the new rules framed under section 30 of the RBD Act, 1969.

Clarification: After the enforcement of the RBD Act, 1969, all provisions of previous Acts/ by-laws as relate to matter covered in 1969 Act stand repealed as provided under section 31(1) of the Act. The question of issuing extracts in respect of old events under old by-laws does not arise now. Fees as prescribed under section 17 of 1969 Act and relevant state rules thereunder will be applicable in such cases also.

86. Query Under the old system of registration of births and deaths, the extracts were given free of charge for Government work. Similar concession was also available to Soldier's Board. But in new rules there is no such provision. Please advise, if the extracts can be supplied free of charge to Government offices for Government work and also to Soldiers' Board.

Clarification: Section 17(1) of the RBD Act, 1969 empowers the state Government to make rules relating to payment of fees for issue of extracts. Hence if the state Government desires to grant any concession regarding payment of fee for giving extracts to the category of Government offices and Soldiers' Board, proposal may be submitted for approval of the Central Government as provided in section 30(1) of the Act for amendment of the State rule.

87 Query: Under the rules, fees have been prescribed separately for two purposes viz. for search and for extracts. Section 17 of the Act empowers any person to cause a search for any entry in the births and deaths register. This becomes necessary when the concerned person has no details of the said entry i.e. the date months and year of birth/death with him. If these details are available with him, it not necessary for him to cause a search thereof and he can ask for extract of an entry giving the details of the same. Thus if a person gives details of a birth or death and asks for extract, presumably he does not cause a search to be made and search fee cannot be levied and only extract fee can be charged from him. Please clarify.

Clarification: If a person gives details of the date of registration of birth or death (as different from date of occurrence) and asks for extract, he does not cause a search to be made. In such cases search fee cannot be levied and only extract fee can be charged from him, as the two items are prescribed separately in the rules.

88 Query: Whether a person can apply a search only or he has to apply for search as well as grant of extract at the same time?

Clarification: Under the rules made by the state Government, under section 17 of the Act, separate provisions together with fees therefore exist for causing the search of the event and for giving extracts from the register relating to a birth or death. In view of a foresaid position, it would be possible for a person to apply only for causing a search for any entry in the register and he need not apply for both searching and obtaining extract. He can be informed regarding the existence of the event in the register.

89. Query: Section 17 of the RBD Act, 1969 and relevant state rules thereunder provide for search of birth and death registers and fees payable for such search and for extract from the register. Whether the state Government departments can seek details from the registers for official purposes without paying search fee as required under section 17 of the Act?

It has been brought to notice that police authority has power to seize the register of births and deaths or a court of Law can call for the same in which case the registration work is hampered. Besides, statutory responsibility of the Registrar gets infringed. What can be done under such circumstances?

Clarification: It may not be appropriate to be too legalistic in the matter when some information is required by a Government department in respect of a death or a birth. There should not be any legal difficulty in furnishing such information informally to the department. However, if the information is required for the purpose mentioned in sub-section (2) of section 17, it would be necessary to charge the prescribed fee from the department for giving extracts duly certified by the Registrar or the authorized person. (Please also refer clarification 87)

It is not possible to prevent the police or a court of Law to seize or requisition register containing entries of births and deaths maintained by a Registrar. However, such cases would be very few and would arise only when there may be suspicion of forgery etc. Such seizure of the records may not be necessary for the purpose of proving the age or death of a person as such purpose can be achieved by giving certified copies to the police. Similarly an authorized person from the office of the Registrar can give evidence by producing the register in the court. The RBD Act, 1969 does not give any immunity to the registers maintained by a Registrar from seizure etc. and it is also not necessary to have such a provision in the Act. It is not considered that the registration work would be hampered or the statutory responsibility of the Registrar would be affected by such seizure or requisition of the records.

90. Query: According to the procedure laid down in section 15 for the Act. And the State Rules, the extracts from the register of births and deaths under Section 17 contain both original as well as corrected items of the errors. There are, cases where the members of the public seeking extracts under Section 17 are only interested in the corrected items. In this regard, question arises whether extracts in such cases could be issued for corrected entries only as demanded by the public.

Clarification: Section 17 of the Act refers to the furnishing of extracts from the registers of births and deaths. The ordinary meaning of the word 'extract' being "true & accurate confirming to". As such, both the original entry and the corrected entry with the data of correction may be shown in the extracts of the corrected items as has been the current practice followed in this regard.

SECTION 18:

91. Query: Section 18 provides that the Registration officers shall be inspected by the authority specified by the District Registrar. Can an officer above the District Registrar in the registration hierarchy be specified for purposes of section 18 by the District Registrar?

Clarification: The District Registrar may for the purposes of inspection specify officers under section 18 of the RBD Act, 1969. Any such officer may perhaps be sending his inspection report to the District Registrar. Naturally, any such officer can only be an officer over whom he has jurisdiction or control. He cannot be an officer superior in rank to the District Registrar.

92. Query: Under section 19(1) of the RBD Act, 1969, and rule 15, sub-rules 1, 2 and 3; the Registrar prepares three copies of the birth and deaths register. One copy is sent to the Chief Registrar Bihar; the other copy to the District Registrar and the third is being kept by the Registrar himself as office copy. Please clarify whether the births and deaths register in forms 11, 12 and 13 may be prepared in triplicate for the urban areas by corporations/ municipalities and notified area committees where statistical staff have been posted.

Clarification: Every Registrar including the Registrar for a Municipality with a population less than 30,000 may prepare only one copy of the statutory register of births and deaths. This copy may be sent to the Chief Registrar through the officer specified by him as prescribed in rule 15(1) of the Bihar Registration of Births and Deaths Rules 1970. The Registrars for the municipalities with population 30,000 and over need not prepare two or three copies of the statutory register as they are required to send only the compiled statement to Chief Registrar under sub-rule (4) of rule 15 of the Bihar registration of Births and Deaths rules, 1970. Bigger Municipality/ Corporation may however, get a copy prepared by the Sub-Registrars of the sub area of the Municipality/ Corporation to be sent to the Registrar of the Municipality/ Corporation for compilation of data for the entire jurisdiction of the local body.

SECTION 19:

93. Query: Registrars of births and deaths for each registration unit send monthly extracts of births and deaths every month to the state directorate. These extracts are used for compilation of statistical data and are preserved for one year. These extracts are then destroyed when the statistical work is over. Whether copies of the extracts or any relevant information can be supplied by this directorate for other legal purposes whenever desired from taluka or unit level?

Clarification : The extracts of births and deaths received in the directorate every month from the Registrar, are not certified copies of the original record, hence they have not legal value. They are meant only for compilation. Queries from any quarter may be directed to the officer keeping the original records or the officer empowered to issue such extracts.

94. Query: Whether the monthly returns received under the State Rules could be destroyed after three years from the date of their receipt or when the data from such returns are brought out in the Annual vital Statistics Report of the State concerned.

Clarification: There appears to be no objection if such monthly statistical returns are destroyed after three years of their utility. As the monthly statistical returns are of not much consequences after the data are tabulated, it is left to each state to destroy as and when they feel that the returns have lost their utility.

95. Query: How long copies of monthly reports of birth and death should be preserved and what should be the procedure for destruction of such reports.

Clarification : The monthly statistical returns are of not much consequences after the data is tabulated it is left to the Chief Registrars to destroy them as and when they feel that the returns have lost their utility according to the procedure being followed in this regard in their respective States/Union Territories.

SECTION 20:

96. Query : Whether births which occurred to Indian citizens abroad prior to 1-1-1971 and not registered with the Indian Consulate as required under section 20(1) of the Act, can be registered now under section 29(2) of the Act?

If such births can be registered, whether section 13 continues to be applicable for cases when registration is sought beyond 60 days of arrival in India?

Clarification : The answer is in affirmative for both the queries referred to.

97. Query : Prior to integration of Goa, Daman & Diu; many persons of Goa origin had gone to the Portuguese colonies in Africa such as Mozambique, Ongola, Mumbasa etc, for various purposes. Consequent upon their settlement in Portuguese colonies in Africa they acquired citizenships of that country. Now it is seen that many such persons are returning to India with a view to settling permanently. On their return, they generally apply for Indian citizenship and request for registration of births of their children either before or after acquisition of Indian citizenship.

Since the births of the children of all such African repatriates are registered with the authorities in the Portuguese colonies it may be clarified whether registration of births of their children can be done in Goa, after they change the nationality of their children.

Clarification: The births already occurred and registered abroad with nationality other than Indian cannot be re-registered under section 20(2) of the 1969 Act. In such cases, birth certificates issued by the foreign Governments should serve all purposes in our country.

98. Query : As per section 20(2), the birth of a child to Indian citizen, outside, Indian which has not been registered at Indian Consulates, can be registered in India if the parents of the child return to settle permanently in India. However, there are cases where the births were registered in the registration offices of the foreign countries where the parents were residing at the time of birth of the child concerned and not at the Indian Consulates of the said countries as provided under section 20(1). Birth certificates issued by such foreign registration authorities are also produced by the parents. Can these certificates be considered legally valid for the purpose of sub-section 2 of section 17 of the RBD Act, 1969?

Clarification : Section 20 deals with special provisions as to registration of births and deaths of citizens outside India. Sub-section (1) provides that births and deaths of Indian citizens outside India registered at the Indian Consulates under the rules made under citizenship Act 1955 would deem to have been made under this Act and the information so received under these rules shall cause to be registered by the Registrar General. Where the births and deaths have not been so registered, no such information may be received by the Registrar General, as provided in sub-section (1). For that purpose, the procedure laid down in sub-section(2) would have to follow and if the parents of the child return to India with a view to settling therein, they may, at any time within 60 days from the date of the arrival of the child in India, get the birth of the child registered under this Act in the same manner as if the child was born in India. Registration of the birth of Indian citizen in the registration office of a foreign country where the parents were residing at the time of the birth of the child

would not make the registration with the Registrar General under this Act automatic as the procedure is not provided under the Act. However, under section 32 of this Act in the event of any difficulty arising in giving effect to the provisions of this Act in any state, the state Government may, with the approval of the Central Government by order, make such provisions or give such directions not inconsistent with the provisions of this Act as appears to the state Government to be necessary or expedient for removing the difficulty.

99. Query: The wife of an Armed Forces Personnel gave birth to a child in a hospital in Bangladesh while her husband was posted in Bangladesh. She has got the hospital documents to prove the occurrence of this birth. After coming back to her native place in India, she has sent a request for the birth to be registered there. Could the birth be registered?

Clarification: As Bangladesh has diplomatic relation with India, the birth in question should normally be registered with Indian Embassy in that country according to the citizens (Registration at Indian Consulates) Rules, 1956 under the Citizenship Act, 1955. In this particular case, the husband of the applicant was posted in Bangladesh on temporary duty. Therefore, the birth can as well be registered at the normal residence of the parent of the child i.e. her native place in India under section 20(2) of the RBD Act, 1969.

100. Query: Section 20(2) of the Act permits registration of the birth of any child born outside India and not registered with the Indian Consulate under section 20(1) when the parents of the child return to India with a view to settling therein. However, no such provision exists in regard to the registration of a death occurring outside the country and not registered under section 20(1). This causes a lot of difficulty to the relatives/heirs of the persons who die outside India. It may be clarified whether on the same analogy as relevant to the registration of births, the deaths occurring outside India can also be registered in India. If so, what is the time limit for such registration?

Clarification : Sub-section(2) of section 20 provides for the registration of birth of any child born outside India in respect of whom information has not been received as provided in sub-section(1). If the parents of the child return to India with a view to settling therein, they may at any time within sixty days from the date of the arrival of the child in India get the birth of the child registered under this Act in the same manner as if the child was born in India and the provisions of section 13 shall apply to the birth of such child after the expiry of the period of sixty days aforesaid. The said sub-section does not provide for registration of death occurring outside India on the same analogy.

SECTION 23:

101. Query: Every case of delayed registration attracts the penal provision of section 23(1) which can be got over with a compounding fee under section 24 of the Act. If so, does it mean that all cases of delayed registration call for payment of fine (or compounding fee there for) in addition to the late fee? However, section 13 of the Act does not make a specific mention of the same.

Clarification: Section 23 provides that any person who fails without reasonable cause to give any information which is his duty to give under provisions of the sections 8 and 9 shall be punishable with a fine which may extend to fifty rupees. It is clear there from that any information given to the Registrar under section 13 would attract the penal provision of section 23 in addition to the payment of late fee as prescribed by the rules made there under. Section 13 relates to delayed registration of the events and provides for payment of late fee. The fee which is levied for compounding offences is to be charged under section 24 which deals with the power to compound offences. The compounding fee is therefore additional to the amount of late fee.

102. Query : One of the Registrars in a state has taken prosecution steps under section 23(1)(b) of the Act against two persons. The judicial Magistrate who tried the above cases has fined the said persons. But the fine imposed on the above cases was not remitted to the Panchayat fund for the reasons that nothing has been mentioned in RBD Act, 1969 regarding the remittance of fine imposed in such cases. Is it necessary to make rules in this regard?

Clarification : A draft amendment of the rules to facilitate the remitting of fine imposed under section 23(1)(b) to the concerned registration unit is necessary.

103. Query : For example, in urban areas, a person is required to furnish the birth information to the Registrar of Births and Deaths in writing within 7 days from the date of occurrence. The Registrar has registered the event after 7 days of receipt of the information from the party. As such the event has been registered within 14 days from the date of occurrence. Whether the Registrar can be penalized?

Clarification: For any undue delay on the part of the Registrar, he becomes liable to penalty under section 23(2) of the Act.

104. Query: (a) Can the Registrar launch prosecution against the defaulting Medical Officer in-charge (informant) for failure to get the institutional events registered? (b) Can the events be registered during prosecution proceedings? (c) If the Medical Officer requests the Chief Registrar to compound the offence before or after institution of the criminal proceeding, then will he be charged a sum of money not exceeding fifty rupees for each offence or for all the offences committed by him? (d) Can the events be registered if the offences for not reporting births and deaths are compounded? (e) Is the Medical Officer required to pay the late registration fees along with the fines imposed under sections 23 or 24? (f) Will the fines imposed by the laws courts or the late fees payable for delayed registration be borne by the defaulting Medical Officer himself or by the institutions from the Government/ Local Body funds?

Clarification : (a) If the Medical Officer In-charge does not report an event in prescribed time limit, he becomes liable to pay late fee and even penalty as provided under sections 13 and 23 of the Act. Prosecution if need be, can be done as provided under section 25 by an official authorized by the Chief Registrar.

- b) Irrespective of Prosecution proceedings the Medical Officer In-charge is duty bound to get the event registered as per relevant provision of the Act, depending on the delay etc.
- c) Compounding of an offence need not consider the number of events involved in an instance that came to notice.
- d) Launching of prosecution or compounding of offences against a person does not hinder completing the process of compulsory registration as per provision of section 13(4) of the Act. Action under section 13 will be without prejudice to any action taken under sections 23 or 24 of the Act.
- e) The person concerned is required to pay the late registration fees along with the penalty that may be imposed under sections 23 or 24.
- f) Fine will have to be borne by the concerned Medical Officer himself and not by the institution as he is specified to be duty bound to report events occurring in the institution under section 8(1) (b) of the Act.

SECTION 23, 24 & 25

105. Query: Sections 23, 24 and 25 of the RBD Act, 1969 relate to penalties, power to compound offences and sanction for prosecution. A question has arisen as to the details of the procedure and machinery for instituting prosecution for offences referred to in section 23. Please advise.

Clarification : Section 23 of the RBD Act, 1969 indicates the offences and the penalties therefor. Sub-section (5) thereof provides that not withstanding any thing contained in the Cr.P.C. an offence under that Act shall be tried summarily by a Magistrate, Chapter XXXI of the Cr.P.C. 1973 contains the provisions for the summary trial of offences. Section 262 provides that in trials under this chapter (Chapter XXXI) the procedure specified in the code for the trial of summons case shall be followed except hereafter mentioned. Chapter XX contains provisions for the trial of summons cases by Magistrates. In order to launch a prosecution under section 23 of the Act, a proper complaint will have to be filed by an authorized officer before the Magistrate. Since the Chief Registrar of a state would be the chief executive authority in that state for carrying into execution the provisions of this Act and the rules and orders made there under, the complaint should be filed by a person duly authorized by him in that regard. The prosecution thereafter shall be conducted by the Assistant Public Prosecutor under section 25 of the Code. The department should render full assistance to the Assistant Public Prosecutor for the successful prosecution of the case.

Section 24 empowers any officer authorized by the Chief Registrar by a general or a special order subject to such conditions as may be prescribed in the rules to compound a case either before or after the institution of criminal proceedings under that Act. The rules made under this provision may provide for the conditions under which the various category of cases may be compounded. In case the criminal proceeding have not been instituted, after the case has been compounded, there would be no necessity to institute any criminal proceeding. However, in case the criminal proceeding has already been instituted before a Magistrate after the case has been compounded under this section, the Magistrate will be apprised of the position by way of an application made before him either by the concerned party or by the Chief Registrar and thereafter the accused person shall be discharged and further criminal proceedings against him shall be dropped by the Magistrate.

Section 25 stipulates that no prosecution for an offence punishable under this Act shall be instituted except by an officer authorized by the Chief Registrar by general or special order in this behalf. The complaint should be filed by an officer authorized by the Chief Registrar by a general or a special order.

ANNEXURE – I

***The Registration of
Births & Deaths Act, 1969***

(Act No. 18 of 1969)

31st MAY 1969

THE REGISTRATION OF BIRTHS AND DEATHS ACT, 1969.

(Act No. 18 of 1969)

[31st May 1969]

An Act to provide for the regulation of registration of births and deaths and for matters connected therewith.

Be it enacted by Parliament in the Twentieth Year of the Republic of India as follows:-

CHAPTER - I PRELIMINARY

1. Short title, extent and commencement – (i) This Act may be called the Registration of Births and Deaths Act, 1969.
(ii) It extends to the whole of India.
(iii) It shall come into force in a State on such date 1 as the Central Government may, by notification in the Official Gazette, appoint:

Provided that different dates may be appointed for different parts of a State.

2. **Definitions and interpretation** –
(1) In this Act, unless the context otherwise requires,
 - (a) “birth” means live-birth or still-birth;
 - (b) “death” means the permanent disappearance of all evidence of life at any time after live-birth has taken place;
 - (c) “foetal death” means absence of all evidence of life prior to the complete expulsion or extraction from its mother of a product of conception irrespective of the duration of pregnancy;
 - (d) “live-birth” means the complete expulsion or extraction from its mother of a product of conception, irrespective of the duration of pregnancy, which, after such expulsion or extraction, breathes or shows any other evidence of life, and each product of such birth is considered live-born;
 - (e) “prescribed” means prescribed by rules made under this Act;
 - (f) “State Government” in relation to a Union territory, means the Administrator thereof;
 - (g) “Still-birth” means foetal death where a product of conception has attained at least the prescribed period of gestation.

(2) Any reference in this Act to any law which is not in force in any area shall, in relation to that area, be construed as a reference to the corresponding law, if any, in force in that area.

CHAPTER II REGISTRATION-ESTABLISHMENT

3. **Registrar-General, India-** (1) The Central Government may, by notification in the Official Gazette, appoint a person to be known as the Registrar-General, India.

(2) The Central Government may also appoint such other officers with such designations as it thinks fit for the purpose of discharging, under the superintendence and direction of the Registrar-General, such functions of the Registrar-General under this Act as he may, from time to time, authorize them to discharge.

(3) The Registrar-General may issue general directions regarding registration of births and deaths in the territories to which this Act extends, and shall take steps to co-ordinate and unify the activities of Chief Registrars in the matter of registration of births and deaths and submit to the Central Government an annual report on the working of this act in the said territories.

4. **Chief Registrar** – (1) The State Government may, by notification in the Official Gazette, appoint a Chief Registrar for the State.

(2) The State Government may also appoint such other officers with such designations as it thinks fit for the purpose of discharging, under the superintendence and direction of the Chief Registrar, such of his functions as he may, from time to time, authorize them to discharge.

(3) The Chief Registrar shall be the chief executive authority in the State for carrying into execution the provisions of this Act and the rules and orders made there under subject to the directions, if any, given by the State Government.

(4) The Chief Registrar shall take steps, by the issue of suitable instructions or otherwise, to co-ordinate, unify and supervise the work of registration in the State for securing an efficient system of registration and shall prepare and submit to the State Government, in such manner and at such intervals as may be prescribed, a report on the working of this act in the State along with the statistical report referred to in sub-section (2) of section 19.

5. **Registration divisions** – The State Government may, by notification in the Official Gazette, divide the territory within the State into such registration division as it may think fit and prescribe different rules for different registration divisions.

6. **District Registrar** – (1) The State Government may appoint a District Registrar for each revenue district and such number of Additional District Registrars as it thinks fit who shall, subject to the general control and direction of the District Registrar, discharge such functions of the District Registrar as the District Registrar may, from time to time, authorize them to discharge.

(2) The District Registrar shall superintend, subject to the direction of the chief Registrar, the Registration of births and deaths in the district and shall be responsible for carrying into execution in the district the provisions of this Act and the orders of the Chief Registrar issued from time to time for the purposes of this Act.

7. **Registrars** – (1) The State Government may appoint a Registrar for each local area comprising the area within the jurisdiction of a municipality, panchayat or other local authority or any other area or a combination of any two or more of them.

Provided that the State Government may appoint in the case of a municipality, panchayat or other local authority, any officer or other employee thereof as a Registrar.

(2) Every Registrar shall, without fee or reward, enter in the register maintained for the purpose all information given to him under section 8 or section 9 and shall also take steps to inform himself carefully of every birth and of every death which takes place in his jurisdiction and to ascertain and register the particulars required to be registered.

(3) Every Registrar shall have an office in the local area for which he is appointed.

(4) Every Registrar shall attend his office for the purpose of registering births and deaths on such days and at such hours as the Chief Registrar may direct and shall cause to be placed in some conspicuous place on or near the outer door of the office of the Registrar a board bearing in the local language, his name with the addition of Registrar of Births and Deaths for the local area for which he is appointed and the days and hours of his attendance.

(5) The Registrar may, with the prior approval of the Chief Registrar, appoint Sub-Registrars and assign to them any or all of his power and duties in relation to specified areas within his jurisdiction.

CHAPTER III

REGISTRATION OF BIRTHS AND DEATHS

8. **Persons required to register births and deaths**

– (1) It shall be the duty of the persons specified below to give or cause to be given, either orally or in writing, according to the best of their knowledge and belief, within such time as may be prescribed, information to the Registrar of the several particulars required to be entered in the forms prescribed by the State Government under sub-section (1) of section 16, -

- (a) in respect of births and deaths in a house, whether residential or non-residential, not being any place referred to in clauses (b) to (e), the head of the house or, in case more than one household live in the house, the head of the household, the head being the person, who is so recognized by the house or the household, and if he is not present in the house at any time during the period within which the birth or death has to be reported, the nearest relative of the head present in the house, and in the absence of any such person, the oldest adult male person present therein during the said period;
- (b) in respect of births and deaths in a hospital, health centre, maternity or nursing home or other like institution, the medical officer in charge or any person authorized by him in this behalf;
- (c) in respect of births and deaths in a jail, the jailor in charge;
- (d) in respect of births and deaths in choultry, chattram, hostel, dharmasala, boarding-house, lodging-house, tavern, barrack, toddy shop or place of public resort the person in charge thereof;
- (e) in respect of any new-born child or dead body found deserted in a public place, the head-man or other corresponding officer of the village in the case of a village and the officer in charge of the local police station elsewhere;

Provided that any person who finds such child or dead body, or in whose charge such child or dead body may be placed, shall notify such fact to the headman or officer aforesaid;

(f) in any other place, such person as may be prescribed.

2) Notwithstanding anything contained in sub-section (1), the State Government, having regard to the conditions obtaining in a registration division, may by order require that for such period as may be specified in the order, any person specified by the State Government by designation in this behalf, shall give or cause to be given information regarding births and deaths in a house referred to in clause (a) of sub-section (1) instead of the persons specified in that clause.

9. Special provision regarding births and deaths in a plantation – In the case of births and deaths in a plantation, the superintendent of the plantation shall give or cause to be given to the Registrar the information referred to in section 8:

Provided that the persons referred to in clauses (a) to (f) of sub-section (1) of section 8 shall furnish the necessary particulars to the superintendent of the plantation.

Explanation – In the section, the expression “plantation” means any land not less than four hectares in extent which is being prepared for the production of, of actually produces, tea, coffee, paper, rubber, cardamom, cinchona or such other products as the State Government may, by notification in the Official Gazette, specify and the expression “Superintendent of the plantation” means the person having the charge or supervision of the labourers and work in the plantation, whether called a manager, superintendent or by any other name.

10. Duty of certain persons to notify births and deaths and to certify cause of death – (1) It shall be the duty of –

- (i) the midwife or any other medical or health attendant at a birth or death,
- (ii) the keeper or the owner of a place set apart for the disposal of dead bodies or any person required by a local authority to be present at such place, or
- (iii) any other person whom the State Government may specify in this behalf by his designation, to notify every birth or deaths or both at which he or she attended or was present, or which occurred in such areas as may be prescribed, to the Registrar within such time and in such manner as may be prescribed.

2) In any area, the State Government, having regard to the facilities available therein in this behalf, may require that a certificate as to the cause of death shall be obtained by the Registrar from such person and in such form as may be prescribed.

(3) Where the State Government has required under sub-section (2) that a certificate as to the cause of deaths shall be obtained, in the event of the death of any person who, during his last illness, was attended by a medical practitioner, the medical practitioner shall, after the death of that person, forthwith, issue without charging any fee, to the person required under this Act to give information concerning the death, a certificate in the prescribed form stating to the best of his knowledge and belief the cause of death; and the certificate shall be received and delivered by such person to the Registrar at the time of giving information concerning the death as required by this Act.

11. Informant to sign the register – Every person who has orally given to the Registrar any information required under this Act shall write in the register maintained in this behalf, his name, description and place of abode, and, if he cannot write, shall put his thumb mark in the register against his name, description and place of abode, the particulars being in such a case entered by the Registrar.

12. Extracts of registration entries to be given to informant – The Registrar shall, as soon as the registration of a birth or death has been completed, give, free of charge, to the person who gives information under section 8 or section 9 an extract of the prescribed particulars under his hand from the register relating to such birth or death.

13. Delayed registration of births and deaths – (1) Any birth or death of which information is given to the Registrar after the expiry of the period specified therefore, but within thirty days of its occurrence, shall be registered on payment of such late fee as may be prescribed.

(2) Any birth or death of which delayed information is given to the Registrar after thirty days but within one year of its occurrence shall be registered only with the written permission of the prescribed authority and on payment of the prescribed fee and the production of an affidavit made before a notary public or any other officer authorized in this behalf by the State Government.

(3) Any birth or death, which has not been registered within one year of its occurrence, shall be registered only on an order made by a Magistrate of the first class or a Presidency Magistrate after verifying the correctness of the birth or death and on payment of the prescribed fee.

(4) The provisions of this section shall be without prejudice to any action that may be taken against a person for failure on his part to register any birth or death within the time specified therefore and any such birth or death may be registered during the pendency of any such action.

14. **Registration of name of child** – Where the birth of any child has been registered without a name, the parent or guardian of such child shall within the prescribed period give information regarding the name of the child to the registrar either orally or in writing and thereupon the Registrar shall enter such name in the register and initial and date the entry.

15. **Correction or cancellation of entry in the register of births and deaths** – If it is proved to the satisfaction of the Registrar that any entry of a birth or death in any register kept by him under this Act is erroneous in form or substance, or has been fraudulently or improperly made, he may, subject to such rules as may be made by the State Government with respect to the conditions on which and the circumstances in which such entries may be corrected or cancelled, correct the error or cancel the entry by suitable entry in the margin, without any alteration of the original entry, and shall sign the marginal entry and add thereto the date of the correction or cancellation.

CHAPTER IV MAINTENANCE OF RECORDS AND STATISTICS

16. **Registrars to keep registers in the prescribed form** – (1) Every Registrar shall keep in the prescribed form a register of births and deaths for the registration area or any part thereof in relation to which he exercises jurisdiction.

(2) The Chief Registrar shall cause to be printed and supplied a sufficient number of register books for making entries of births and deaths according to such forms and instructions as may, from time to time, be prescribed; and a copy of such forms in the local language shall be posted in some conspicuous place on or near the outer door of the office of every Registrar.

17. **Search of births and deaths register** – (1) Subject to any rules made in this behalf by the State Government, including rules relating to the payment of fees and postal charges, any person may –

- a) cause a search to be made by the Registrar for any entry in a register of births and deaths; and
- b) obtain an extract from such register relating to any birth or death;

Provided that no extract relating to any death, issued to any person, shall disclose the particulars regarding the cause of death as entered in the register.

(2) All extracts given under this section shall be certified by the Registrar or any other officer authorized by the State Government to give such extracts as provided in section 76 of the Indian Evidence Act, 1872 (1 of 1872), and shall be admissible in evidence for the purpose of proving the birth or death to which the entry relates.

18. **Inspection of registration offices** – The registration offices shall be inspected and the registers kept therein shall be examined in such manner and by such authority as may be specified by the District Registrar.

19. **Registrars to send periodical returns to the Chief Registrar for compilation** – (1) Every Registrar shall send to the chief Registrar or to any officer specified by him, at such intervals and in such form as may be prescribed, a return regarding the entries of births and deaths in the register kept by such Registrar.

(2) The Chief Registrar shall cause the information in the returns furnished by the Registrars to be compiled and shall publish for the information of the public a statistical report on the registered births and deaths during the year at such intervals and in such form as may be prescribed.

CHAPTER V
MISCELLANEOUS

20. **Special provision as to registration of births and deaths, of citizen outside India** – (1) The Registrar – General shall, subject to such rules as may be made by the Central Government in this behalf, cause to be registered information as to births and deaths of citizen of India outside India received by him under the rules relating to the registration of such citizens at Indian Consulates made under the Citizenship Act, 1955 (57 of 1955), and every such registration shall also be deemed to have been duly made under this Act.
- (2) In the case of any child born outside India in respect of whom information has not been received as provided in sub-section (1), if the parents of the child return to India with a view to settling therein, they may, at any time within sixty days from the date of the arrival of the child in India, get the birth of the child registered under this Act in the same manner as if the child was born in India and the provisions of section 13 shall apply to the birth of such child after the expiry of the period of sixty days aforesaid.
21. **Power of Registrar to obtain information regarding birth or death** – The Registrar may either orally or in writing require any person to furnish any information within his knowledge in connection with a birth or death in the locality within which such person resides and that person shall be bound to comply with such requisition.
22. **Power to give directions** – The Central Government may give such directions to any State Government as may appear to be necessary for carrying into execution in the State any of the provisions of this Act or of any rule or order made hereunder.
23. **Penalties** – (1) Any person who –
- (a) fails without reasonable cause to give any information which it is his duty to give under any of the provisions of sections 8 and 9; or
 - (b) give or causes to be given, for the purpose of being inserted in any register of births and deaths, any information which he knows or believes to be false regarding any of the particulars required to be known and registered; or
 - (c) refuses to write his name, description and place of abode or to put his thumb mark in the register as required by section 11, shall be punishable with fine which may extend to fifty rupees.
- (2) Any Registrar or Sub-Registrar who neglects or refuses, without reasonable cause, to register any birth or death occurring in his jurisdiction or to submit any returns as required by sub-section (1) of section 19 shall be punishable with fine which may extend to fifty rupees.
- (3) Any medical practitioner who neglects or refuses to issue a certificate under sub-section (3) of section 10 and any person who neglects or refuses to deliver such certificate shall be punishable with fine, which may extend to fifty rupees.
- (4) Any person who, without reasonable cause, contravenes any provision of this Act for the contravention of which no penalty is provided for in this section shall be punishable with fine, which may extend to ten rupees.
- (5) Notwithstanding anything contained in the Code of Criminal Procedure, 1898 (5 of 1898), an offence under this section shall be tried summarily by a **Magistrate**.
24. **Power of compound offences** – (1) Subject to such conditions as may be prescribed, any officer authorized by the Chief Registrar by a general or special order in this behalf may, either before or after the institution of criminal proceedings under this Act, accept from the person who has committed or is reasonably suspected of having committed an offence under this Act, by way of composition of such offence a sum of money not exceeding fifty rupees.
- (2) On the payment of such sum of money, such person shall be discharged and no further proceedings shall be taken against him in respect of such offence.
25. **Sanction for prosecution** – No prosecution for an offence punishable under this Act shall be instituted except by an officer authorized by the chief Registrar by general or special order in this behalf.
26. **Registrars and Sub-Registrars to be deemed public servants** – All Registrars shall. While acting or purporting to act in pursuance of the provisions of this Act or any rule or order made thereunder be deemed to be public servants within the meaning of section 21 of the Indian Penal code (45 of 1860).

27. **Delegation of Powers** – The State Government may, by notification in the Official Gazette, direct that any power exercisable by it under this Act (except the power to make rules under section 30) or the rules made thereunder shall, subject to such conditions, if any, as may be specified in the direction, be exercisable also by such Officer or authority subordinate to the State Government as may be specified in the direction.

28. **Protection of action taken in good faith** – (1) No suit, prosecution or other legal proceeding shall lie against the Government, the Registrar – General, any Registrar, or any person exercising any power or performing any duty under this Act for anything which is in good faith done or intended to be done in pursuance of this Act or any rule or order made there under.

29. **Act not to be in derogation of Act 6 of 1886** – Nothing in this Act shall be construed to be in derogation of the provisions of the Birth, Deaths and Marriages Registration Act. 1886.

30. **Power to make rules** – (1) The State Government may, with the approval of the Central Government, by notification in the Official Gazette, make rules to carry out the purposes of this Act.

(2) In particular, and without prejudice to the generality of the foregoing provision, such rules may provide for-

- (a) The forms of registers of births and deaths required to be kept under this Act;
- (b) The period within which and the form and the manner in which information should be given to the Registrar under section 8;
- (c) The period within which and the manner in which births and deaths shall be notified under sub-section (1) of section 10;
- (d) The person from whom and the form in which a certificate as to cause of death shall be obtained;
- (e) The particulars of which extract may be given under section 12;
- (f) The authority which may grant permission for registration of a birth or death under sub-section (2) of section 13;
- (g) the fees payable for registration made under section 13;
- (h) The submission of reports by the Chief Registrar under sub-section (4) of section 4;

- (i) The search of birth and death registers and the fees payable for such search and for the grant of extracts from the registers;
- (j) The forms in which and the intervals at which the returns and the statistical report under section 19 shall be furnished and published
- (k) The custody, production and transfer of the registers and other records kept by Registrars;
- (l) The correction of errors and the cancellation of entries in the register of births and deaths;
- (m) Any other matter which has to be, or may be, prescribed.

[(3) Every rule made under this Act shall be laid, as soon as may be after it is made, before the State Legislature.]

31. **Repeal and saving** – (1) Subject to the provisions of section 29, as from the coming into force of this Act in any State or part thereof, so much of any law in force therein as relates to the matters covered by this Act shall stand repealed in such State or part, as the case may be.

(2) Notwithstanding such repeal, anything done or any action taken (including any instruction or direction issued, any regulation or rule or order made) under any such law shall, in so far as such thing or action is not inconsistent with the provisions of this Act, be deemed to have been done or taken under the provisions aforesaid, as if they were in force when such thing was done or such action was taken, and shall continue in force accordingly until superseded by anything done or any action taken under this Act.

32. **Power to remove difficulty**- If any difficulty arises in giving effect in a State to the provisions of this Act in their application to any area, the State Government may, with the approval of the Central Government, by order make such provisions or give such directions not inconsistent with the provisions of this Act as appears to the State Government to be necessary or expedient for removing the difficulty:

Provided that no order shall be made under this section in relation to any area in a State after the expiration of two years from the date on which this Act comes into force in that area.

