No. 1/12 /2014 – VS (CRS)
भारत सरकार
GOVERNMENT OF INDIA
गृह मंत्रालय
MINISTRY OF HOME AFFAIRS
भारत के महारजिस्ट्रार का कार्यालय
जीवनांक प्रभाग, पश्चिमी खण्ड-1, रामकृष्ण पुरम्, नई दिल्ली - 110066
OFFICE OF THE REGISTRAR GENERAL, INDIA
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Tele-fax: 26104012

Dated - 27/10/2014

To

All Chief Registrar of Births and Deaths and

IndiaCode

Sub: Verification of details furnished in the birth and death Reporting forms.

Sir,

You are aware that birth or death certificates are issued on the basis of information collected through birth or death reporting forms. It has been observed that in case of institutional events, the information provided by the institution has various mistakes/ errors such as wrong name and surname of the Child or deceased or parents, wrong address etc. and later on these errors came for corrections on the plea that wrong information has been provided by the hospital.

2 Further, in order to implement the Uniform CRS Software for online and offline registration of births and deaths and to link the Civil Registration System (CRS) with National Population Register (NPR) through this software, it is desirable that the particulars collected through the reporting forms should be accurate and correct so that chances of corrections / errors can be minimized. In order to avoid these errors, it has been decided to collect the initials / counter signature of the nearest relative of the mother (who delivering the baby) in case of birth and obtain the counter signature of the nearest relative of the deceased in case of death. They should be asked to check the details given in the birth and death reporting forms before putting the counter signature. It is also clarified that the informant will remain the Institution, in case of Institutional events.

3. In view of the above, you are requested to issue the above directions to all concerned registration authorities so that chances of corrections/errors can be minimized. This office may be appraised about the action taken in this regard.

Yours faithfully

S/d

(P.A. Mini)
Deputy Registrar General, CRS

No. 1/12/2014 – VS (CRS) New Delhi Dated 27-10-2014

Copy forwarded to the Director/ Joint Director /Deputy Director of all Directorate of Census Operations with the request to take up the matter with the Chief Registrar.

S/d
(Ajay Khanna)
Deputy Director (CRS)

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