English Version

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भारत सरकार

Government of India

गृह मंत्रालय

Ministry of Home Affairs

भारत के महारजिस्ट्रार का कार्यालय

Office of the Registrar General, India

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Tele Fax: 26104012 *Email-drg-crs.rgi@censusindia.gov.in* Dated 24-02-2016

Subject: Explanation regarding birth-death certificate being issued by the Medical Institutions.

As you are aware that it is clearly mentioned under section 8(1)(b) of RBD Act, 1969, all the incidents of birth and deaths that have taken place in the Govt. hospitals (if registration unit is not there), private hospital and nursing home etc., it is the responsibility of the medical institution's in charge to inform about them to the concerned Registrar (birth & death). These medical institutions are felicitated with the prescribed birth, still birth and death reporting forms, through which required information for registration must be send to the Registrar (birth-death) within time. After registering the event, Registrar/Sub registrar (birth-death) issues birth or death certificate in prescribed form no. 5 & 6 respectively.

2. In this context it is usually seen that many medical institutions specially private Institutions do not report the birth-death event occurred in their Institute, to the Registrar (birth & death) and an informal certificate bearing birth and death certificate, is issued to the concerned family, while leaving the hospital which is not a legal certificate, whereas the concerned person assumes it as legal birth or death certificate. In view of this, the public could not get the formal birth-death certificate issued under the RBD Act by the Registrar in the prescribed time limit. Consequently they have to face lot of difficulties to get the certificate after few years.

3. Keeping in view the circumstances, it has been decided that medical institutions, specially the private one's be directed in such a manner so that they must ensure to provide the desired information of birth, still birth and death occurred under their area, to the concerned Registrar of birth & death within time and they must not issue any such certificate to the public that bears "birth or death certificate" printed on it, which create inconvenience to the public. However, they may issue a slip that shows the incidence of birth-death (i.e. Declaration of birth/death report). In this connection, your attention is invited to the provisions of section 12 and 17 of the Registration of Birth-Death (RBD) Act 1969 through which birth and death certificates are issued in the prescribed formats.

प्रत्येक जन्म एवम् मृत्यु का पंजीकरण सुनिश्चित करें/

"Ensure Registration of Every Birth and Death"

4. In view of the above context, you are requested to inform the general public to contact the concerned Registrar for birth-death certificate. In this regard, instructions should be issued for "each private medical institution and govt. institution (which is not a registration unit) to print a notice that this institution <name of the institution > has sent the information of all birth and death events to the Registrar (births/deaths) office <name of the registration unit> and all are requested to collect the birth/death certificate from the office of the concerned Registrar of birth and death.

5. This office may be appraised about the steps taken in this regard.

(R.K.Gautam)
Deputy Registrar General

Copy to :

1. Addl. Director General (Statistics), Ministry of Health & Family Welfare, Nirman Bhavan, New Delhi-110011.
2. Chief Registrar (birth-death) with the request to ensure its compliance in all the medical institutions of their State.
3. Director Generals/Directors, Medical & Health Services with request to ensure its compliance in all the Govt./Private hospitals.
4. All District Registrars (birth-death) with the request to implement the above circular in all the hospitals.
5. JDCO/DDCO, All DCOs.

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