

## **Civil Registration:**

To Collect and Analyse Vital Statistics events of the **Civil Registration System(CRS)**

Registration of Births and Deaths Act, 1969 came into force about four decades back in the Country as well as in the States. The Registration of Births & Deaths(RBD) Act,1969 came into force in the State with effect from 1<sup>st</sup> April, 1970. The Karnataka Registration of Births & Deaths(KRBD) Rules, 1970 were framed and issued by the Government of Karnataka on 15<sup>th</sup> December, 1970 and were effective from 1<sup>st</sup> January, 1971. KRBD rules subsequently were amended in December, 1999 as per the instructions of the Registrar General, India. Revamped system of Registration of Births and Deaths is in force in Karnataka from 1<sup>st</sup> January, 2000. Further, to bring out the standardized format of Birth and Death certificates by printing the certificates in bilingual language, including some new items in the certificates and upgrading the quality of the certificates all over the country, the Registrar General, India suggested to switch over to the standardized birth and death certificates with effect from 1.1.2007.

### ***Organizational setup:***

***State Level :*** Government of Karnataka have appointed the Director , Directorate of Economics and Statistics as the Ex-Officio Chief Registrar of Births and Deaths. The Joint Director, Deputy Director and Assistant Director I/c of Civil Registration System have been appointed as the Joint Chief Registrar , Deputy Chief Registrar and Assistant Chief Registrar, respectively to assist the Chief Registrar. The Chief Registrar is the Chief Executive Authority in the State for implementing the Act, Rules and Orders issued thereunder. In the process he/she has to co-ordinate, synchronize and supervise the work of the registration in the State subject to the direction of the State and Central Governments.

***District Level :*** At the District level, the Deputy Commissioners in charge of the revenue districts are the District Registrars and the District Statistical Officers of the Directorate of Economics and Statistics, are the Additional District Registrars.

**Taluka Level :** Tahsildars/Commissioners/Chief Officers: These are the supervisory officers dealing closely with the Registrars in the administrative setup. Their role in the implementation of the Act is important. Their main responsibilities are:-

- ✓ To undertake periodic inspections of the registration offices.
- ✓ Maintenance of records
- ✓ Timely submission of periodical returns.
- ✓ Imparting training to the Registrars.
- ✓ Review of progress in the monthly meetings.

**Registration Machinery :**

The following are the Registrars of Births and Deaths in Rural and Urban Areas:

<b>Sl. No.</b>	<b>Area</b>	<b>Registrars</b>
1.	<p><b>Rural</b></p> <p>(i) Village (Except converted Mandal Panchayats)</p> <p>(ii) Taluka Hospitals</p> <p>(iii) Primary Health centre</p>	<p>Village Accountant</p> <p>Medical Officer incharge</p> <p>Medical Officer</p>
2.	<p><b>Urban</b></p> <p>(i) City Corporations</p> <p>(ii) City Municipal Councils</p> <p>(iii) Town Municipal Councils</p> <p>(iv) Notified Areas / Project Areas</p> <p>(v) Sanitary Boards</p> <p>(vi) District Hospitals</p> <p>(vii) Community Health Centre</p>	<p>Health Officer</p> <p>Health Officer/Health Inspector</p> <p>Health Inspector</p> <p>Health Inspector</p> <p>Sanitary Inspector</p> <p>Resident Medical Officer/Medical Officer</p> <p>Medical Officer</p>

**Notifier System:** Under the provision of the Act, the Junior Health Assistants (Females), Basic Health Workers, Dais, Nurses and other staff attending at the maternity and child centres, Head Masters Government Primary Schools have been appointed Notifiers. They have to notify the events in the reporting forms 1,2 and 3, as the case may be.

### **Registration Procedure**

The following table indicates the registration procedure in vogue:

<b>Sl. No</b>	<b>Event</b>	<b>Rule</b>	<b>Period</b>	<b>Authority to Register</b>	<b>Fees</b>	<b>Search and Extract Fees</b>
1	Birth	5	21 days	Registrar	Nil	Free
2	Death	5	21 days	Registrar	Nil	Free
3	Birth/ Death	9(1)	After 21 days but within 30 days	Registrar	Rs. 2/-	Search fee for a single entry Rs.2/- extract per copy Rs.5/-
4	Birth/ Death	9(2)	After 30 days but within one year	Registrar with the written permission of the Tahsildar/Commissioner /Chief Officer	Rs. 5/-	Rs. 5/- per copy
5	Birth/ Death	9(3)	After one year	Registrar only on the order of the Judicial Magistrate First Class (JMFC)	Rs. 10/-	Rs. 5/- per copy

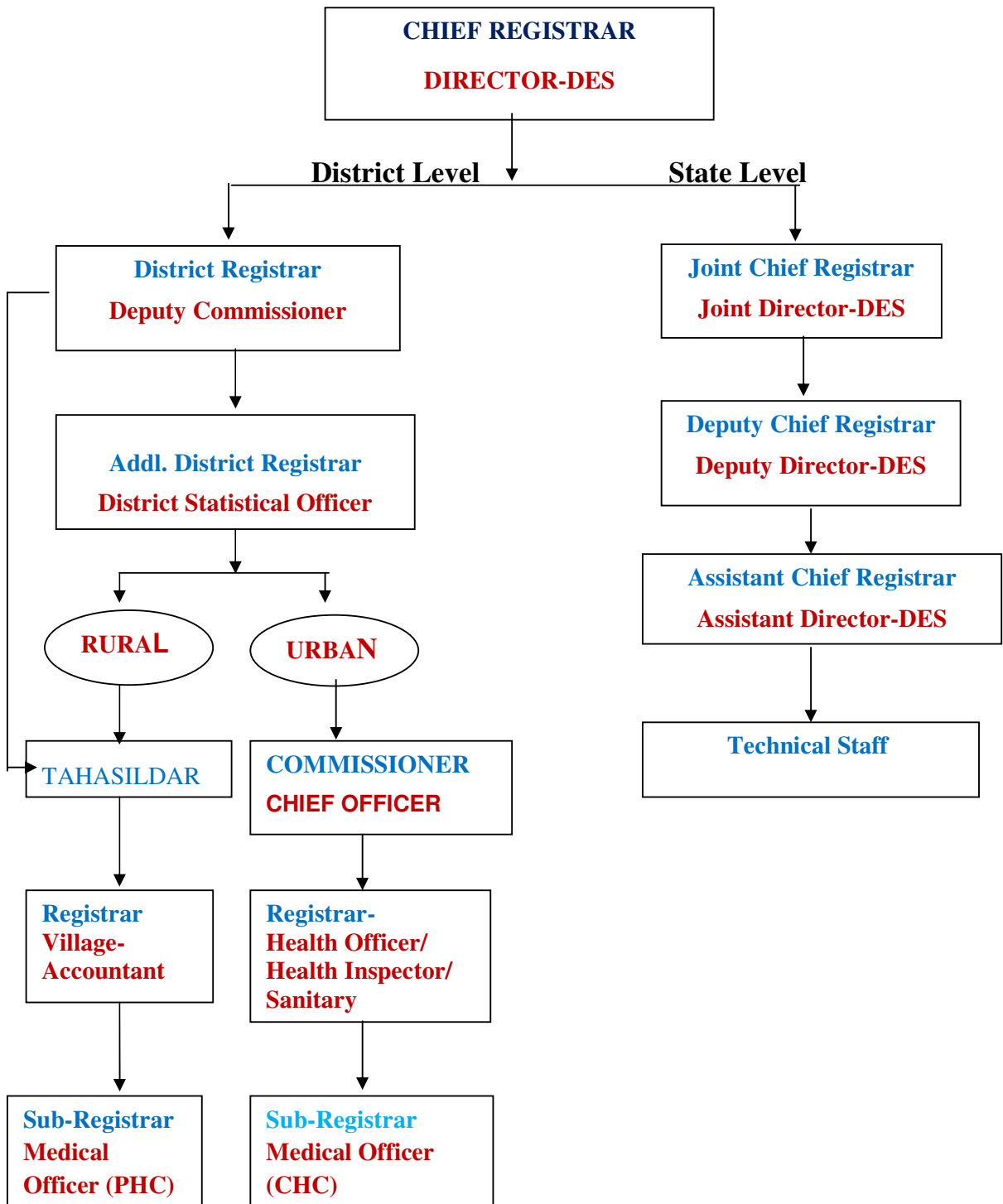
### **Maintenance of Records:**

Every register of births and deaths and the forms are retained by the Registrar in his possession for a period of 12 months after the end of the calendar year to which it relates and thereafter transferred for safe custody to the Tahsildar/Chief Officer/Commissioner, as the case may be.

***Flow of Returns:***

- (a) The Registrars of rural areas are to send the statistical parts of the reporting forms 1,2 and 3 to the concerned Tahsildars on or before 5th of the following month and the same are to be forwarded to the Chief Registrar by the 10th of the months. These are scrutinized at the State level, coded and reports generated.
- (b) The Registrars of urban areas are to send the statistical part of the reporting forms 1,2 and 3 to the Chief Registrar by the 10th of the following month through their concerned Chief Officers/Commissioners. These are coded at the State head quarters and reports prepared.
- (c) The annual reports on the working of the Registration of Births and Deaths Act, 1969, prepared and submitted to the Government as per sections 4(4) and 19(2).

## REGISTRATION ORGANISATION IN KARNATAKA



## Data flow of Civil Registration System – Existing

**Objective** ⇒ To implement the Registration of Births and Deaths Act 1969 (Central Act No. 18 of 1969) through KRBD Rules. 1970 & 1999 which came into effect from 1.4.1970 & 1.1.1971, 1.1.2000 respectively. To monitor registration of Births and Deaths

### REGISTRATION OF BIRTHS & DEATHS

#### Informants - Rural

1. Heads of the households
2. Medical Officer incharge of hospital
3. Jailor, Persons incharge of Choultry, Hotels etc. in Form No. 1,2 &3 as the case may be.

#### Informants - Urban

1. Heads of the households
2. Medical Officer incharge of hospital
3. Jailor, Persns incharge of Choultry, Hotels etc. in Form No. 1,2 &3 as the case may be.

#### RURAL - REGISTRATION

1. Village Accountant
  2. Taluka Hospital – Medical Officer
  3. PHC – Medical/Health Officer
- Statistical Information of reporting forms 1,2 & 3 are sent to Tahsildars every month

#### URBAN - REGISTRATION

- Health Officer/Health Inspector/R.M.O (DH)  
Medical Officer (CHC)/ Sanitary Inspector of City Corporation/CMC/TMC/TP/NAC/ Project Area
1. Statistical information of reporting Form Nos 1, 2 & 3 are sent to DES
  2. SMR to DSO

#### Taluk Office

1. Statistical information of reporting forms 1,2 & 3 are sent to DES
2. SMR to DSO

District Statistical Office

Special Monthly Report(SMR)

Directorate of Economics and Statistics & Chief Registrar of Births and Deaths

Coding, Tabulation & Processing of Annual & Special Monthly Reports

Government of India & Karnataka,  
Researchers in Health and related fields