

REGISTRATION OF BIRTHS & DEATHS

Civil Registration System popularly known as birth and death registration system is the recording of vital events i.e. live births, still births and deaths under the statutory provisions on continuous and permanent basis. The registration records are useful primarily as legal documents and secondarily as a source of statistics. For individuals, it is legal proof of age, identity, nationality, heritage and civil status.

The Registration of Births and Deaths Act,1969 was enacted and enforced throughout the Country on a Uniform pattern w.e.f. 1.4.1970. Its complete implementation in the Punjab State could be done w.e.f. 22.9.1972 on the notification of Punjab Registration of Births and Deaths Rules,1972. All the previous laws and rules ceased to operate with the enforcement of this specific Act. Govt. of India revamped the Model Rules in 1999 and asked the states to amend the rules. State Government has notified new rules i.e. Punjab Registration of Births & Deaths Rules 2004 vide Notification No.G.S.R.9/CA18/1969/S-30/2004 dated 21.1.2004 and repealed the old Punjab Registration of Births and Deaths Rules, 1972. So, after the notification of new rules, the work of Registrars has been reduced to great extent as the information forms for Birth and Death Registration have now been preserved as Birth and Death Registers.

Uses of Registration of Births and Deaths Record

For individual, the legal proof of age, identity, civil status, nationality and heritage etc. is provided through the registration of births and deaths with the Local Registrar Births and Deaths.

B) Administrative uses

The vital records are also useful for administrative purpose i.e. for public health, maternity and child welfare, family welfare, mortality, education, electoral rolls, social security benefits and many other programmes.

C) Statistical uses

For estimation of size, structure and geographic distribution of the population for the current year, for study of mortality and trends by age, sex and cause. The estimation of population and vital rates for the state, districts and below districts are also provided through Civil Registration System.

Taking into consideration the need of births and deaths records in the different field, "The Registration of Births and Deaths Act, 1969" (RBD) was enacted and enforced throughout the country on a uniform pattern. The RBD Act, 1969 was enforced in the Punjab State w.e.f. 1.4.1970 and its complete implementation could be done with the notification of Punjab Registration of Births and Deaths Rules 1972 on 22.9.1972. The State Govt. notified the Punjab Registration of Births & Deaths Rules, 2004 vide Notification No.G.S.R.9/C.A.18/1969/S.30/2004 dated 21.01.2004 by repealing the Punjab Registration of Births & Deaths Rules 1972.

Registration Hierarchy

State Level

The Director Health and Family Welfare Punjab is the Ex-officio Chief Registrar, Births and Deaths for discharging the responsibilities of the Chief Executive Authority for proper implementation of the RBD Act, 1969.

District Level

The Civil Surgeon is Ex-officio District Registrar, Births and Deaths for ensuring implementation of the R.B.D. Act, 1969 within the district. The District Health Officer and in his absence the Assistant Civil Surgeon has been notified as the Ex-officio Additional District Registrar for assisting the District Registrar in discharging his functions for proper implementation of R.B.D. Act, 1969.

Local Level

The registration area has been divided in two Sectors i.e. Rural and Urban.

Rural Area

The Panchayat Secretary of the village is appointed as Registrar within the jurisdiction of their Gram Panchayat vide Notification No.2 /Pb/ 03/ 3HB6/ 160 dated 1.1.2004.

Urban Area

The Municipal Corporation/ Council/ Notified Area Committee is the local registration centre in the Urban Area. The Municipal Medical Officer of Health and in his absence the Executive Officer / Secretary is the Local Registrar, Births and Deaths.

Persons responsible for registering Birth and Deaths

Registration of Births and Deaths is compulsory throughout the country. As per section 8 of RBD Act, 1969 and Rule 6 of Punjab Registration of Births & Deaths Rules 2004, the following persons have been required to report about the events of Births, Deaths and Still Births.

Sr. No.	Place of Occurrence	Person(s) required to report
1.	Domiciliary events	Head of the household or the nearest relative present in the house.
2.	Institutional events	Medical Officer Incharge of the institution like hospital, nursing home etc.
3.	Deserted or Public place	The headman of the village in case of rural area & incharge of police station in case of other areas.

Reporting Forms

The following forms are used for reporting the events :-

Sr. No.	Name of Event	Form No.
1.	Birth	Form No. 1
2.	Death	Form No. 2
3.	Still Birth	Form No. 3

All the forms and registers are printed at State level and sufficient quantity of these forms and registers are made available to all the District Registrars. The District Registrars supply these forms and registers to the Local Registrars of their district as per their demand and requirement. Any person can get the reporting forms from the Local Registrar of their area free of cost.

Period of Reporting

As per Rule 5 of Punjab Registration of Births & Deaths Rules 2004, any information about Birth and Death can be reported to the concerned Registrar within a period of 21 days from the date of occurrence of the event. However, after the period of 21 days, the delayed or late registration is also permitted under Section 13 of RBD Act, 1969. and Rule 9. The brief procedure is stated below: -

Time Limit for delayed Registration	Late Fee	Section	Rule	Competent Authority to order delayed registration.
After 21 days but within 30 days	Rs. 2/-	13(1)	9(1)	Local Registrar
After 30 days but less than one year	Rs. 5/-	13(2)	9(2)	Distt. Registrar Births & Deaths
After one year	Rs. 10/-	13(3)	9(3)	Sub – Divisional Magistrate of respective Sub-Division

The cases of delayed registration are received in the office of Local Registrar who on satisfying himself as to the genuineness and correctness of the particulars forwards the same to the District Registrar who after satisfying himself forwards it to the concerned Magistrate under whose jurisdiction the delayed event pertains to as per place of occurrence of the event.

Duties of Registrars

As per Section 7 of RBD Act, 1969, every Registrar shall have an office in the Local area for which he is appointed and who without fee or reward enter in the register all information given to him under Section 8 or 9.

Form of Register

The register of Births, Deaths and Still Birth are kept separately for each calendar year. A new register is opened on 1st day of January of each year and closed at 31st December.

The registers of rural area are kept by the Registrars for the period of 12 months i.e. the calendar year to which it relates and after the end of the calendar year, such registers and forms shall thereafter transferred for safe custody to the respective District Registrars through the Block Development and Panchayat Officer. However, in respect of urban area, such registers are maintained by the Local Registrars in their office on permanent basis and cannot be destroyed because of its legal value.

Search of Birth and Death Registers and Fees for Issuance of Certificates

The fees payable for search of record and an extract or non-availability of certificates of Birth and Death to be issued under Section 17 of RBD Act, 1969 are as follows: -

Sr. No.	Item	Amount (in Rs.)
(a)	Search for single entry in the first year for which the search is made	2/-
(b)	For every additional year for which the search is continued.	2/-
(c)	For granting extract relating to each birth or death	5/-

For timely registered Birth and Death events, first copy of certificate is given free of cost to the informant under Section 12 of RBD Act, 1969.

Registration of Name of the Child

As per Section 14 of RBD Act, 1969 and Rule 10, where the birth of any child has been registered without a name, the same can be registered without any fee within a period of 12 months from the date of registration and after the period of 12 months but within 15 years from the date of registration on the payment of Rs. 5/-.

Correction or Cancellation of Entry

If any clerical or formal error or erroneous in substance has been made in the register, then the same can be corrected on the basis of documentary evidence produced by the applicant as envisaged in Section 15 of RBD Act, 1969 and Rule 11. Similarly, if any entry in the register of Births and Deaths has been fraudulently or improperly made then the same shall be cancelled on the communication received from Chief Registrar.

Penalties/ Compounding of the Offences

As per Section 23 of RBD Act, 1969 and Rule 16, any person who fails without reasonable cause to give any information which it is his duty to give under any of the provisions of Section 8 & 9 shall be punishable with the fine which may extend to Rs. 50/-. Similarly, any Registrar or Sub-Registrar who neglects or refuses, without reasonable cause, to register any Birth or Death occurring in his jurisdiction shall be punishable with the fine which may extend to Rs. 50/-.

District wise registered births and deaths events for the year 2006 & 2007 are as per Annexure 'A (i) & (ii)'

Recording Efficiency

The recording efficiency of registration of vital events has been improving since the enforcement of the Act. The State has almost achieved 100% percent registration level as is evident from the figures for the year 1991 and 2007 given below: -

Year	Recording efficiency percent	
	Birth	Death
1991	86.2	81.7
1995	90.4	88.4
2001	90.6	87.6
2005	100.1	94.7
2006	105.8	91.6
2007	104.8	92.0

District wise recording efficiency from the year 2005 to 2007 is mentioned at Annexure 'B'.

The overall sex ratio for the year 2001 to 2007 as per reports received from the district headquarters is as under:-

Year	Number of Births				Number of Deaths			
	Male	Female	Total	Sex Ratio	Male	Female	Total	Sex Ratio
2001	238328	202219	470547	754	93311	59355	152666	636
2002	258952	201315	460267	777	93258	61145	154403	657
2003	266387	210140	476527	789	99992	64266	164258	643
2004	267624	2124646	480088	794	90437	59528	149965	658
2005	271235	214390	485625	791	94365	63892	158257	677
2006	272896	221934	494830	813	98217	65332	163549	665
2007	272037	223026	495063	820	105306	68683	173989	652

It is observed from the above Table that the sex ratio at births of the reported events varies from 754 to 820. The sex ratio of deaths varies from 636 to 652 during the period 2001 to 2007.

The District wise sex ratio as per CRS is mentioned at annexure 'C'

Initiatives taken by the Department

- 54 sub-registration centres have been opened at each District Civil Hospital/ Sub-Divisional Hospitals where the registration of Birth and Deaths events occurring in the institution is registered within the premises of hospital and a copy of free Birth Certificate under Section 12 is immediately provided to the attendant of woman who has delivered a child before being discharged from the hospital. Similarly, death certificate to the attendant of the deceased is also given.
- Instructions have also been issued to all the District Registrars and Local Registrars to issue a free copy of Birth/Death certificate to the informant under Section 12 immediately after the registration of such event.
- Birth and Death Certificates has also been incorporated in the reporting forms of rural area that are kept in the form of Chowkidara Book. This certificate is immediately delivered to the informant under Section 12 after the registration of such event.

- In some of the districts of the state, the issuance of birth certificate as well as disposal of late registration cases and correction cases is being done through Suvidha Centres. In this single window system, the services to the general people are being provided in a time bound manner.
- Instructions have also been issued to all the District Registrars and Local Registrars to display the hours of working of Registrars, time schedule for accepting applications and time for issuance of certificates, specimens of applications/affidavit, list of documents required for late registration/correction cases/ addition of name of child etc. through sun-pack boards or hoardings outside their offices.
- Training to the registration functionaries especially of the rural area is regularly conducted at Block level to apprise them about all the provisions that are available under RBD Act and State rules. In these trainings, the importance of each and every column of reporting form, maintenance of records is explained in detail. 2272 Panchayat Secretaries were provided training at Block Level during the year 2008.
- To create awareness among general public about the importance of timely registration of Births and Deaths and utility of Birth and Death certificates, regular IEC activities are conducted in the state. This includes announcements through Temples and Gurudwaras in the rural area especially during the visit of Panchayat Secretary in the village, relay of spots through cable T.V.network.
- 5000 school bags, 100000 name label stickers and 50000 foot rules containing the message of importance of birth registration were purchased and distributed to the primary school children of low registration areas during the year 2008-09 .
- 50000 calendars containing procedure of registration, late registration and addition of name of child were got printed and distributed to various offices and organizations.
- 500 laminated boards containing the message of importance and procedure of registration of births and deaths were prepared to be displayed in medical institutions and sub registration centres in the State.

Problems

Lack of Computerization: At present, the record of Birth and Death registration is being maintained manually in the state except in few districts and municipalities. Similarly, the record is traced out and certificates are prepared manually which consumes a lot of precious time and energy. All the reports are also prepared manually and there is every chance of error while compiling the data with this mode.

Problems of Local Registrars of Rural area:

The Panchayat Secretaries who are the Local Registrars of rural area have not been allotted any office at the moment. The Panchayat Secretary has to visit different villages daily for his routine work and they have to keep every record with themselves at all the times. So there is every possibility of the record being destroyed or mutilated and general public is facing difficulty in contacting panchayat secretaries for registration of events and issuance of certificates thereof.

Similarly, the nature of work of Panchayat Secretaries is such that they are **frequently transferred** from one circle to another and in some cases, the record of birth & death registration is not transferred to the new incumbent before handing over the charge.

It has been observed that record of birth & death registration is **not being maintained properly** by the Local Registrars of Rural Area which can create problems in future as this record is very important because of its legal value and various uses. Furthermore the Panchayat Secretaries are also not submitting their record with the District Registrar after the closure of calendar year.

The birth and death registration record is piling up every year and not much space is available for storage of birth and death registers at district headquarters.

It has also been observed that the infant deaths, still births and maternal deaths are not reported to the concerned Registrars. As per data available from CRS, the registration level of infant deaths is around only 10%. During the year 2007, 2200 infant deaths were reported against the estimation of 20314.

Suggested Measures

- **Computerization of Birth & Death Registration Record:-** It is need of the hour to computerize the record of birth & death registration. It will not only save the precious time of the registration offices and general public but also help in maintaining qualitative data & quick generation of various reports described under rules.
- Keeping in view the overall record of Panchayat Secretaries from the Year 2004 to Till date, it is suggested that the work of birth & death registration of rural area be **transferred from Department of Rural Development and Panchayats to Health Department** with multipurpose Health worker (F) of sub centre be declared as Local Registrar and ASHA worker be declared as Notifier. It will not only increase the level of registration particularly the infant deaths, still birth and maternal deaths but the record will be properly maintained and reporting will also improve considerably.
- At present there are no budgetary provisions in the State budget for the work of registration of Birth and Deaths except for printing of stationary i.e. forms and registers. Government of India is providing some funds for training of registration functionaries and publicity etc. Adequate provisions of funds needs to be made in the state fund for the preservation of record like specialized compactors, publicity & various other activities related to CRS as Government of India is also stressing for equal provisions of budget form State Government.

District wise Registered Births for the year 2006& 2007

Sr. No.	District	2006			2007		
		Male	Female	Total	Male	Female	Total
1	Amritsar	23835	18969	42804	23719	18570	42289
2	Bathinda	18790	15840	34630	14959	12441	27400
3	Barnala	6640	5174	11814	6163	5053	11216
4	Faridkot	6670	5401	12071	7333	5930	13263
5	F.G. Sahib	4667	3588	8255	4669	3804	8473
6	Firozpur	20221	16489	36710	17410	14430	31840
7	Gurdaspur	21607	16750	38357	22470	17387	39857
8	Hoshiarpur	13252	10956	24208	15416	12407	27823
9	Jalandhar	22587	18773	41360	24106	20506	44612
10	Kapurthala	8138	6929	15067	8730	7601	16331
11	Ludhiana	30672	25637	56309	30058	25364	55422
12	Mansa	8626	6711	15337	8420	6735	15155
13	Mohali	4949	4087	9036	5285	4603	9888
14	Moga	10230	8726	18956	9574	8315	17889
15	Mukatsar	10288	8093	18381	10835	8777	19612
16	N.Shahar	6417	5830	12247	7439	6336	13775
17	Patiala	19706	15718	35424	19822	16210	36032
18	Ropar	6628	5511	12139	6540	5507	12047
19	Sangrur	18325	14461	32786	17187	13951	31138
20	Tarn Taran	10648	8291	18939	11902	9099	21001
	Punjab	272896	221934	494830	272037	223026	495063

District wise Registered Deaths for the year 2006 & 2007

Sr. No.	District	2006			2007		
		Male	Female	Total	Male	Female	Total
1	Amritsar	11306	7680	18986	11202	7621	18823
2	Bathinda	4729	3053	7782	5214	3158	8372
3	Barnala	2132	1286	3418	2183	1329	3512
4	Faridkot	1967	1339	3306	2314	1566	3880
5	F.G. Sahib	1767	1093	2860	1836	1156	2992
6	Firozpur	5622	4425	10047	5197	3738	8935
7	Gurdaspur	6622	4610	11232	7998	5708	13706
8	Hoshiarpur	5346	3910	9256	5906	4324	10230
9	Jalandhar	9456	6306	15762	10799	7457	18256
10	Kapurthala	2909	1891	4800	2944	2074	5018
11	Ludhiana	12784	8119	20903	13070	7941	21011
12	Mansa	2475	1559	4034	2743	1645	4388
13	Mohali	2575	1667	4242	3223	1865	5088
14	Moga	3714	2540	6254	3752	2415	6167
15	Mukatsar	2591	1620	4211	3351	2077	5428
16	N.Shahar	2810	1908	4718	2971	1969	4940
17	Patiala	6543	4250	10793	6986	4550	11536
18	Ropar	2656	1782	4438	2727	1743	4470
19	Sangrur	5865	3728	9593	6260	3888	10148
20	Tarn Taran	4348	2566	6914	4391	2702	7093
	Punjab	98217	65332	163549	105067	68926	173993

District Wise Recording Efficiency (Registration Level)

Recording Efficiency Percentage (%) by Area
Year 2007, 2006 & 2005

DISTRICT	YEAR	BIRTHS			DEATHS		
		RURAL	URBAN	TOTAL	RURAL	URBAN	TOTAL
AMRITSAR	2007	93.7	106.6	100.2	72.8	162.1	114.4
	2006	93.3	110.2	100.5	84.1	171.6	116.7
	2005	86.0	105.9	93.7	93.7	158.9	117.1
BATHINDA	2007	77.3	223.1	119.4	85.0	106.5	90.5
	2006	121.3	227.2	153.2	82.2	113.1	90.1
	2005	99.5	203.1	129.9	72.9	89.7	77.4
BARNALA	2007	66.0	216.5	110.7	79.9	103.0	86.0
	2006	76.6	213.0	118.2	82.9	108.8	89.5
	2005						
FARIDKOT	2007	77.9	212.1	123.8	75.2	125.1	90.6
	2006	66.4	202.7	113.7	64.2	125.5	81.5
	2005	72.5	204.6	116.4	83.5	123.2	95.7
F.G.SAHIB	2007	49.7	167.8	82.0	66.7	87.0	71.6
	2006	49.2	162.7	81.2	67.6	91.1	73.6
	2005	53.0	141.2	77.8	67.0	80.1	70.4
FEROZEPUR	2007	67.9	170.9	93.7	54.4	101.4	64.9
	2006	88.1	170.8	110.1	68.9	110.4	78.9
	2005	82.3	155.3	100.3	73.1	97.4	78.5
GURDASPUR	2007	74.2	169.4	97.7	78.6	97.9	82.8
	2006	72.0	163.9	95.9	63.0	107.7	73.5
	2005	68.5	147.2	88.0	69.0	102.7	76.6
HOSHIARPUR	2007	70.2	224.1	99.7	78.4	145.1	89.6
	2006	55.8	219.9	89.0	76.1	139.2	89.1
	2005	58.3	186.3	83.1	87.6	138.4	96.6
JALANDHAR	2007	77.5	166.2	118.8	104.7	149.6	123.9
	2006	67.1	160.0	109.6	85.2	156.2	109.3
	2005	70.3	157.7	111.5	92.5	149.7	117.8
KAPURTHALA	2007	89.9	164.9	113.8	75.7	115.7	87.1
	2006	78.6	163.1	106.2	82.4	106.7	88.5
	2005	73.0	147.8	97.4	91.9	76.8	87.4

LUDHIANA	2007	41.5	135.3	92.9	70.1	111.1	91.0
	2006	42.7	137.0	93.1	74.2	120.8	90.5
	2005	51.6	125.6	92.4	80.1	118.6	100.2
MANSA	2007	90.5	204.2	113.2	75.7	101.4	80.3
	2006	95.1	196.9	117.5	74.3	99.9	80.9
	2005	92.8	171.5	109.2	81.5	93.8	83.8
MOHALI	2007	37.6	130.0	72.6	74.7	130.8	94.0
	2006	34.5	118.9	66.7	65.0	121.5	81.9
	2005						
MOGA	2007	78.3	218.9	105.5	83.4	115.8	88.9
	2006	87.1	218.8	114.7	91.4	120.3	99
	2005	82.3	188.9	103.1	92.6	107.9	95.3
MUKATSAR	2007	94.1	241.9	130.8	84.0	107.8	89.2
	2006	85.5	237.7	125.0	66.6	100.9	74.9
	2005	87.9	210.3	118.8	87.6	90.8	88.4
NAWANSHAHAR	2007	92.1	320.8	122.6	96.8	181.1	106.6
	2006	78.7	311.6	112.6	98.7	185.0	113.6
	2005	82.6	244.1	105.3	110.7	146.5	115.2
PATIALA	2007	53.7	217.6	111.9	63.5	145.5	89.7
	2006	54.9	210.7	110.8	63.7	147.7	88.7
	2005	57.2	191.2	104.0	66.8	137.9	89.8
ROPAR	2007	58.0	239.8	97.6	83.0	113.5	88.9
	2006	61.7	232.3	100.6	88.1	120.6	96.3
	2005	50.7	138.0	79.4	87.6	111.2	94.7
SANGRUR	2007	68.9	214.9	109.8	83.7	103.6	88.6
	2006	77.0	216.7	117.4	86.1	100.4	89.9
	2005	74.9	209.3	114.5	87.5	87.1	87.4
Tarn Taran	2007	103.7	183.9	113.1	90.5	109.0	92.4
	2006	95.8	158.2	105.6	93.4	118.1	100.9
	2005						
PUNJAB	2007	72.4	170.1	104.8	77.9	125.1	92.0
	2006	74.2	167.9	105.8	77.2	130.2	91.6
	2005	72.6	155.0	100.1	82.9	121.2	94.7

Annexure 'C'

District wise Sex Ratios of Birth & Death for the year 2001, 2002, 2003, 2004, 2005, 2006 and 2007. (Sex Ratio as per CRS)

Sr. No.	District	No. of Females Births per ,000 male births							No. of Females Deaths per ,000 Male Deaths						
		2001	2002	2003	2004	2005	2006	2007	2001	2002	2003	2004	2005	2006	2007
1	Amritsar	835	830	781	781	768	796	783	768	782	646	674	703	679	680
2	Bathinda	722	742	760	794	781	843	832	589	635	620	633	656	646	606
3	Barnala						779	820						603	609
4	Faridkot	763	794	842	793	795	810	809	618	706	653	648	643	681	677
5	F.G.Sahib	720	762	799	789	801	769	815	600	607	612	641	678	619	630
6	Ferozepur	752	748	753	742	764	815	829	636	655	660	677	737	787	719
7	Gurdaspur	755	778	768	756	769	775	774	666	669	717	690	713	696	714
8	Hoshiarpur	771	806	827	828	806	827	805	684	701	686	717	738	731	710
9	Jalandhar	752	792	798	808	845	831	851	602	660	641	634	636	667	666
10	Kapurthala	789	792	820	809	853	851	871	664	702	690	692	761	650	704
11	Ludhiana	767	787	823	857	829	836	844	605	596	622	663	640	635	608
12	Mansa	720	736	790	767	809	778	800	565	610	607	616	623	630	600
13	Moga	702	777	790	832	795	853	868	630	647	662	682	725	684	634
14	Muktsar	729	701	765	775	734	787	810	613	698	591	651	621	625	620
15	N.Shahar	739	766	834	781	787	909	852	602	672	662	693	744	679	663
16	Patiala	696	740	764	765	773	798	818	556	569	584	606	640	650	651
17	Ropar	758	807	807	797	794	831	842	610	617	631	635	641	671	639
18	Sangrur	729	758	785	804	768	789	812	587	581	627	619	657	636	621
19	S.A.S. Nagar						826	871						647	579
20	Tarn Taran						779	764						590	615
	Total	754	777	790	794	791	813	820	636	656	643	672	658	665	652

From the district wise analysis district Kapurthala, Sangrur & Moga shows highest sex ratio at birth in the year 2007 and District Tarn Taran shows lowest sex ratio 764 during the same year. This is either due to under registration of female births or female deaths.

