

**GOVERNMENT OF NAGALAND
DIRECTORATE OF ECONOMICS & STATISTICS
NAGALAND: KOHIMA**

NOTIFICATION

No. ES/RBD /1-146/2013 /649

Kohima, dated the 30th Sept. 2021.

To effectively implement the Registration of Births and Deaths Act 1969 and subsequent Nagaland Registration of Births & Deaths (Amendment) Rules 1999, the following measures are re-reiterated to be adhered by the Registrar of Births and Deaths in the State.

1. Every Registrar shall, without fee or reward, enter in the register maintained for the purpose all information given to him under section 8 or 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.
2. Every Registrar shall have an office in the local area for which he/she is appointed.
3. 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/her name with the addition of Registrar of births and deaths for the local area for which he/ she is appointed, and the days and hours of his attendance.
4. Suo Moto registration of events section 7(2). This would mean that registrar should take cognizance of birth and death events that have occurred in the area under her/his jurisdiction but not been reported for registration.
5. To maintain custody of records (Register of births, deaths and still births) and ensure accuracy and correctness of particulars recorded therein (section 16, 19).
6. To submit monthly reports to the District Registrar of Births and Deaths & District Economics & Statistics Officers, Section 19(1) on or before the 5th of the following month to maintain a centralized database of civil registration records vide Supreme Court judgment dated November 2016 passed against a civil writ petition (WP) No. 349/2006.
7. Every Registrar are shall ensure that all the forms No.1,2,3,4 &4A, 5, 6, 10,11,12 & 13 are available in their office in sufficient number to provide an easy accessibility of Births and Deaths Certificates.
8. The Registrar can issue Births & Deaths certificate without charging any fee if it is reported within 21 days. However, for delayed registration the following penalty will be prescribed
 - a. In Sector 13(1) if it is reported after 21 days but within 30 days, the registrar can issue after clarifying the documents on payment of late fee.
 - b. In Section 13(2) if it is reported after 30 days but within one (1) year, shall be registered on production of an affidavit made before a notary public and on payment of late fee will be charge.
 - c. In Section 13(3) if it is reported after one (1) year of its occurrence, shall be registered only on an order of a First (1st) class magistrate and on payment of late fee.Any Registrar both in Urban & Rural areas issuing the certificate in contravened of the above rule shall be penalized as per the Act.

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9. Irresponsibility and negligence of duties by the Registrar shall be viewed as seriously and their appointment as the registrar of the registering unit will be terminated anytime by the chief Registrar or any officer specified by him/her.

10. All Registrars will coordinate with the concerned District Registrar of Births and Deaths & District Economics & Statistics Officers of their respective district in matters relating to this Act.

All Registrars are hereby directed to fulfill their assigned responsibilities each month so as to ensure smooth and timely registration of Births and Deaths.

Sd/-

KEVILENO ANGAMI

Special Secretary to the Govt. of Nagaland
Department of Economics & Statistics

&

Chief Registrar of Births & Deaths
Nagaland.

Kohima, dated the 30th Sept. 2021.

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Copy to: -

1. The Registrar General, Govt. of India, Ministry of Home Affairs, Vital Statistics Division, R.K Puram, New Delhi.
2. The Commissioner, Nagaland.
3. The PS to Chief Registrar of Births & Deaths, Nagaland for information.
4. The Director, Census Operations, Nagaland, Kohima for information.
5. The Principal Director, Directorate of School Education for information.
6. The Principal Director, Directorate of Health & Family Welfare for information.
7. The Registrar Guwahati High Court, Nagaland, Kohima with a request to inform all the 1st class magistrate & Notary Public in Nagaland.
8. All the Deputy Commissioners and District Chief Registrar of Births & Deaths for information.
9. The Director, IPR with a request for wide publicity.
10. All the District Economics & Statistics Officers and District Registrar of Births & Deaths and for information and necessary action.
11. The Village Council Chairman for information.
12. All the Registrars of Births & Deaths for information and necessary action.
13. Office Copy.

(NEIDILHOU ANGAMI)

Addl. Director & HoD
Economics & Statistics
&

Addl. Chief Registrar of Births & Deaths
Nagaland, Kohima.