



## **Frequently Asked Questions (FAQ)**

### **1. Where to register the Birth /Death?**

The birth / death are to be registered at the place of occurrence of birth/death i.e. where the birth/death took place as per provision of Section 7 (2) of the RBD Act, 1969.

### **2. What is the time period prescribed for reporting any birth or death?**

The normal period of 21 days (from the date of occurrence) has been prescribed for reporting the birth, death and still birth events.

### **3. Is there any fee for registration of births and deaths?**

If event of a birth or death is reported for registration to the prescribed authority within the normal period of 21days, no fee would be charged.

### **4. Who are responsible for reporting the event?**

- (i) In respect of birth or death occurred in a house, it is the duty of the Head of the house/household or nearest relative of the head present in the house or in the absence of any such person, the oldest male person present therein during the said period is responsible to report the event to the concerned Birth and Death Registrar.
- (ii) In respect of birth or death occurred in a hospital, health center, Maternity or nursing home or other such institutions, the medical officer In-charge or any person authorized by him in this behalf is responsible for reporting.

### **5. Whom to approach for registration?**

The events of birth and death are registered at the place of occurrence of the event (i.e. where the event took place).

<b>Local Area</b>	<b>Registrars</b>
Corporation	Sanitary Inspector
Municipality, Township	Sanitary Inspector
Town Panchayats	Executive Officer/ Sanitary Inspector
Village Panchayats	Village Administrative Officer
Primary Health Centres	Health Inspector
Govt. Medical Institutions	Multipurpose Health Supervisor (M)
Cantonment	Sanitary Inspector
Estates / Plantations	Manager

## **6. Whether reporting of Birth / Death can be done beyond 21 days?**

In some cases, if the information have not been provided within the prescribed time limit, the Births and Deaths could be registered up on payment of late fee and orders of the prescribed authority. The Jurisdictional Birth and Death Registrar may be approached for getting details towards registration.

<b>Period of Reporting</b>	<b>Late fee</b>
After 21 days but within 30 Days	Rs.100/-
After 30 days but within 1 year	Rs.200/-
After 1 year	Rs.500/-

## **7. Whether the Birth certificate can be obtained without the name of the child?**

Under the provision of Section 14 of the Act a birth certificate can be obtained without the name of the child.

## **8. What is the procedure for Name Registration?**

The name of the child shall be registered within one year from the date of registration of the birth without any late fee.

Beyond 1 year but within 15 years from the date of registration, the name of the child can be registered with a late fee of Rs. 200/-.

Extension of 5 years period up to 31.12.2024 is provided to register the name for all the cases where the birth was already registered and the above prescribed 15 years period got over.

The declaration of Parents/Guardian is mandatory for name registration. The name once registered cannot be changed.

## **9. Whether a correction is allowed after registration?**

Corrections or Cancellations can be done by the jurisdictional Birth and Death Registrar alone under the provision of Section 15 of the RBD Act and as per rule 11 of Tamil Nadu registration of Birth and Death Rules, 2000.

## **10. Whether the changes made in the name of father/mother through Gazette notification or otherwise subsequent to the date of registration of birth of the child, could be incorporated in the birth register?**

As such changes in the name are not covered under section 15 of the Act, these need not be incorporated in the birth register.

**11. Whether registration of births and deaths can be done at any place irrespective of the place of occurrence? Whether an event which has taken place in Bombay can be registered in Goa?**

The event can be registered at the place of occurrence only. Hence the event occurred at Bombay cannot be registered in Goa.

**12. If birth occurred to Indian Citizen abroad (outside India), is there any provision to register such birth in India?**

In case, any child born outside India, his/her birth would be registered under the Citizenship Act 1955 and Citizens (Registration at Indian consulates) Rules, 1956 at the Indian Missions. However, under Section 20 of the RBD Act, if the parents of the child return to India with a view to settling therein, the said birth can be registered within sixty days from the date of arrival of the child in India at the place of settling. If this birth cannot be registered within 60 days, the same can be registered under the delayed registration provisions of section 13 (2) & (3) of the said Act.

**13. If Death occurred to Indian citizen abroad (Outside India), Is there any provision to register such Death in India?**

Deaths to Indian Citizen Outside India cannot be registered in India. Such Deaths are registered at Indian Consulate under the citizenship act 1955 and would deem to have been made under the RBD act 1969. The certificate issued under the Citizenship act is treated as a valid document under the RBD act.

**14. How the birth /death registration is carried out at present?**

The Birth and Death Registration is carried out in online CRS software ([https://crstn.org/birth\\_death\\_tn/](https://crstn.org/birth_death_tn/) ) from the year 2018.

**15. Can the Birth/Death certificate be downloaded by the public?**

Yes, the public can download Birth /Death certificate at free of cost from CRS web portal for the events registered from the year 2018 in the portal from 2018 onwards.

**16. Whom to approach to get Birth/Death certificate prior to the year 2018?**

<b>Place of Occurrence</b>	<b>Officer to be approached</b>
Village Panchayat / Town Panchayat /Primary Health Centre	Sub Registrar
Municipality and Corporation	Commissioner
Greater Chennai Corporation	Certificates are available in <a href="https://chennaicorporation.gov.in/gcc/">https://chennaicorporation.gov.in/gcc/</a> for downloading.
Cantonment	Executive Officer

## **17. How to search & download for Birth / Death certificate in CRS Web Portal for the events registered from 2018?**

### **Procedure for downloading Birth certificates**

- Type the CRS web portal URL [https://crstn.org/birth\\_death\\_tn/](https://crstn.org/birth_death_tn/) in the web browsers Google Chrome, Firefox etc.,
- Click the certificate download menu in the home page of the CRS web portal.
- On clicking the above, the options Birth and Death will appear.
- To download the Birth certificate, select Birth and enter the following details.
- Either RCH ID or Gender, District, Place of Birth and Date of Birth
- Enter Mobile number of the applicant and click send OTP
- Enter the OTP received in the above mobile number
- Enter the Number Verification
- Then click view
- The list of births registered on the selected Date and place will appear
- Public can select the required Birth certificate and download the same.

### **Procedure for downloading Death certificates**

- Type the CRS web portal URL [https://crstn.org/birth\\_death\\_tn/](https://crstn.org/birth_death_tn/) in the web browsers Google Chrome, Firefox etc.,
- Click the certificate download menu in the home page of the CRS web portal.
- On clicking the above, the options Birth and Death will appear.
- To download the Death certificate, select Death and enter the following details.
- Gender, District, Place of Death and Date of Death
- Enter Mobile number of the applicant and click send OTP
- Enter the OTP received in the above mobile number
- Enter the Number Verification
- Then click view
- The list of Deaths registered on the selected Date and place will appear.
- Public can select the required death certificate and download the same.