अण्डमान तथा निकोबार राजपत्र
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No. 01, Sri Vijaya Puram, Friday, January 3, 2025

ANDAMAN AND NICOBAR ADMINISTRATION SECRETARIAT

NOTIFICATION

Sri Vijaya Puram, dated the 3rd January, 2025.

No.01/2025/F.No.34-13/2020-MPH.— In exercise of the powers conferred by Section 30 of the Registration of Birth and Death Act, 1969, (18 of 1969) read with Section 2(f) thereof and in concurrence of Central Government as communicated vide Govt. of India, MHA's Letter No.1/7/2020-VSC (RS) Part-1 dated 09.02.2024 and in supersession of Notification No.133 dated 31.08.1999, the Lieutenant Governor (Administrator) of Andaman and Nicobar Islands hereby frames the following Rules, namely :—

1. **Short Title** :—
   1. These rules may be called the Andaman and Nicobar Islands Registration of Births and Deaths Rules, 2024.
   2. They shall come into force from the date of publication in the Official Gazette.
2. **Definitions** :— In these rules, unless the context otherwise requires, —
   (a) "Act" means the Registration of Births & Deaths Act, 1969;
   (b) "Form" means a form appended to these rules, and
   (c) "Section" means a Section of the Act.
3. **Period of Gestation :—**
   The period of gestation for the purposes of clauses (g) of Sub-Section (1) of Section 2 shall be twenty-eight weeks.
4. **Submission of report under Section 4 (4) :—**
   The report under Sub-Section (4) shall be prepared in prescribed format appended to these Rules and shall be submitted along with the statistical report referred to in Sub- Section (2) of Section 19, to the State Government by the Chief Registrar for every year by the July 31st of the year following the year to which the report relates.
5. **Form, etc. for giving information of Births and Deaths :—**
   (1) The information required to be given to the Registrar under Section 8 or Section 9, as the case may be, shall be in Form Nos. 1, 1-A, 2 and 3 for the Registration of a Birth, birth of an adopted child, death, still birth respectively, hereinafter to be collectively called the reporting forms. Information if given orally shall be entered by the Registrar in the appropriate reporting forms and the Signature / Thumb Impression of the informant obtained.
   (2) The part of the reporting forms containing legal information shall be called the 'Legal Part' and the part containing statistical information shall be called the 'Statistical Part'.
   (3) The information referred to in sub-rule (1) shall be given within twenty one days from the date of birth, death and still birth.

(4) Name, wherever it occurs, in Forms referred to in Andaman and Nicobar Islands Registration of Births and Deaths (Amendment) Rules, 2024, shall be provided in the format of (first name) (middle name) (last name) and the name shall not contain any abbreviations.

(5) Date, wherever it occurs, in Forms referred to in Andaman and Nicobar Islands Registration of Births and Deaths (Amendment) Rules, 2024, shall be provided in the format of dd-mm-yyyy where dd is the date in two digits, mm is the month in two digits and yyyy is the year in four digits.

(6) The Address, wherever it occurs, in Forms referred to in Andaman and Nicobar Islands Registration of Births and Deaths (Amendment) Rules, 2024, shall contain the name of State or Union Territory, District, Sub-District, Town or Village, Ward Number (in case of town and if available), Locality, House Number and PIN Code.

6. Birth or Death in a Vehicle -

(1) In respect of a birth or death in a moving vehicle, the person incharge of the vehicle shall give or cause to be given the information under Sub-section (1) of Section 8 at the first place of halt.

Explanation : - For the purpose of this rule the term "Vehicle" mean conveyance of any kind used on land, air or water and includes an aircraft, a boat, a ship, a railway carriage, a motor car, a motor cycle, a cart, a tonga and a rickshaw.

(2) In case of Deaths not falling under clauses (a) to (e) of Sub-section (1) of Section (8) in which an inquest is held, the Officer who conducts the inquest shall give or cause to be given the information under Sub-section (1) of Section 8.

7. Form of Certificate under Sub-section (2) and (3) of Section 10 :—

The Certificate as to the cause of death, including the history of illness, if any, under Sub- section (2) and (3) of Section 10 shall be issued in Form No.4 and 4A respectively and the Registrar shall, after making necessary entries in the register of deaths, forward all such certificates to the Chief Registrar or the officer specified by him in this behalf by the 10th of the month immediately following the month to which the certificates relate.

8. Certificate of Registration of Births and Deaths to be given under Section 12 -

(1) The certificate of birth or death extracted from the register relating to birth or death to be given to an informant, electronically or otherwise, under Section 12 shall be in Form No.5 or Form No.6, as the case may be.

(2) In the case of domiciliary events of the births and deaths, as the case may be, referred to in clauses (a), (aa), (ab) and (ac) of Sub-section (1) of Section 8 which are reported direct to the Registrar of Births and Deaths, the head of the house or household, as the case may be, or, in his absence, the nearest relative of the head present in the house, or, in his absence, the oldest adult person present, the adoptive parents, the parent, and the biological parent, as the case may be, may obtain electronically or otherwise the certificate of birth or death from the Registrar within thirty days of its reporting.

(3) In the case of domiciliary events of birth and death referred to in clause (a) of Sub- Section (1) of Section 8 which are reported by person specified by the State Government under Sub-Section (2) of the said Section, the person so specified shall transmit, electronically or otherwise, the certificate received from the Registrar of Birth and Death to the concerned head of House or Household as the case may be or in his absence, the nearest relative of the head present in the house, or, in his absence, the oldest adult person present, within thirty days of its issue by the Registrar.

(4) In the case of Institutional event of births and deaths, as the case may be, referred to in clauses (b) to (e) and (da), (db) and (dc) of Sub-Section (1) of Section 8, the nearest relative of the new born or deceased may obtain electronically or otherwise, the certificate from the Officer or person in charge of the Institution concerned within thirty days of the occurrence of the event of birth or death.

(5) If the certificate of birth or dead is not collected by the concerned person as referred to the sub-rules (2) to (4) within the period stipulated therein, the Registrar or the Officer or person in-charge of the concerned Institution as referred to in sub-rule (4) shall transmit the same to the concerned family by post within fifteen days of the expiry of the aforesaid period.

9. Authority for delayed registration and fee payable therefore :—

(1) Any birth or death of which information is given to the Registrar after the expiry of the period specified in rule 5, but within thirty days of its occurrence shall be registered on payment of a late fee of twenty rupees.

(2) Any birth or death of which delayed information is given to the Registrar after thirty days but within one year of its occurrence, shall be registered only within the written permission of the District Registrar or the Officer prescribed in this behalf and on payment of late fee of fifty rupees and on production of self-attested document, electronically or otherwise, in Form No.14.

(3) Any birth or death of which delayed information is given to the Registrar after one year of its occurrence, shall be registered only on an Order made by a District Magistrate or Sub-Divisional Magistrate or by an Executive Magistrate authorized by the District Magistrate, having jurisdiction over the area where the birth or death has taken place and on payment of a late fee of one hundred rupees.

10. Period for the purpose of Section 14 :—

(1) Where the birth of any child had been registered without a name, the parent or guardian of such child shall, within 12 months from the date of registration of the birth of child give information regarding the name of the child to the Registrar either orally or in writing :

Provided that if the information is given after the aforesaid period of 12 months but within a period of 15 years, which shall be reckoned.

- In case where the registration had been made prior to the date of commencement of the Registration of Births and Deaths (Amendment) Rules, 1999, from such dates, or
- In case where the registration is made after the date of commencement of the Registration of Births and Deaths (Amendment) Rules, 1999, from the date of such registration, subject to the provisions of Sub-section (4) of Section 23

The Registrar shall :

a) If the register is in his possession forthwith enter the name in the relevant column of the concerned form in the birth register on payment of late fee of rupees five.

b) If the register is not in his possession and if the information is given orally, make a report giving necessary particulars and if the information is given in writing, forward the same to the Officer specified by the State Government in this behalf for making the necessary entry on payment of a late fee of rupees five.

(2) The parent or the guardian, as the case may be, shall also present to the Registrar, the copy of the extract given to him under Section 12 or a certified extract issued to him under Section 17 and on such presentation the Registrar shall make necessary endorsement relating to the name of child or take action as laid down in clause (b) of the proviso to Sub-rule (1).

11. Correction or Cancellation entry in the Register of Birth and Deaths :—

(1) If it is reported to the Registrar that a clerical or formal error has been made in the register or if such error is otherwise noticed by him and if the register is in his possession, the Registrar shall enquire into the matter and if he is satisfied that any such error has been made, he shall correct the error (by correcting or cancelling the entry) as provided in section 15 and shall send an extract of the entry showing the error and how it has been corrected to the State Government or the Officer specified by it in this behalf.

(2) In the case referred to in sub-rule (1) if the register is not in his possession, the Registrar shall make a report to the State Government or the Office specified by it in this behalf and call for the relevant register and after enquiring in to the matter, if he is satisfied that any such error has been made, make the necessary correction.

(3) Any such correction as mentioned in sub-rule (2) shall be countersigned by the State Government or the Officer specified by it in this behalf when the register is received from the Registrar.

(4) If any person asserts that any entry in the register of births and deaths is erroneous in substance, the Registrar may correct the entry in the manner prescribed under Section 15 upon production by that person a declaration setting forth the nature of the error and true facts of the case made by two credible persons having knowledge of the facts of the case.

(5) Notwithstanding anything contained in sub-rule (1) and sub-rule (4) the Registrar shall make report of any correction of the kind referred to therein giving necessary details of the State Government of the Officer specified in this behalf.

(6) If it is proved to the satisfaction of the Registrar that any entry in the register of births and deaths has been fraudulently or improperly made, he shall make a report giving necessary details to the officer authorized by the Chief Registrar by general or special order in this behalf under Section 25 and on hearing from him take necessary action in this matter.

(7) In every case in which an entry is corrected or cancelled under this rule, intimation thereof should be sent to the permanent address of the person who has given information under Section 8 or Section 9.

12. Form of register under Section 16 :—

The legal part of the Form No: 1 & 1A, 2 and 3 shall constitute the birth register death register and still birth register (Form Nos. 7, 8 and 9) respectively.

13. Fees and postal charges payable under Section 17-

(1) The fee payable for a search to be made and a certificate of birth or death or a non availability certificate to be issued under Section 17, electronically or otherwise, shall be as follows:

	Rupees
(a) Search for a single entry in the first year for which the search is made	**20.00**
(b) for every additional year for which the search is continued	**20.00**
(c) for granting certificate relating to each birth or death	**50.00**
(d) for granting non-availability certificate of birth or death	**20.00**

(2) Any search certificate on the basis of extract from the register relating to birth or death shall be issued under Section 17, by the Registrar or the officer authorized by the State Government in this behalf in Form No.5 or, as the case may be, Form No.6 and shall be certified in the manner provided for in Section 76 of the Indian Evidence Act, 1872 (1 of 1872).

(3) If any, particular event of birth or death is not found registered the Registrar shall issue a non-availability certificate in Form No.10.

(4) Any such certificate or non-availability certificate may be furnished to the person asking for it, or sent to him by post on payment of the postal charges therefore.

14. Interval and Forms of periodical returns under Section 19 (1) :—

(1) Every Registrar shall after completing the process of registration send all the statistical parts of the reporting forms relating to each month along with Summary Monthly Report in Form No.11 for births, Form No.12 for deaths and Form No.13 for still births to the Chief Registrar or the Officer specified by him on or before the 5th of the following month.

(2) The Officer so specified shall forward all such statistical parts of the reporting forms received by him to the Chief Registrar not later than the 10th of the month.

15. Statistical report under Section 19 (2) :—

The statistical report under Sub-Section (2) of Section 19 shall contain the table in the prescribed formats appended to these rules and shall be compiled for each year before the 31st July of the year immediately following and shall be published as soon as may be thereafter but in any case not later than five months from that date.

16. Condition for compounding offences :—

(1) Any offences punishable under Section 23 may, either before or after the Institution of criminal proceedings under this Act, be compounded by an officer authorized by the Chief Registrar by a

general or special order in this behalf, if the officer so authorized is satisfied that the offence was committed through inadvertence or oversight or for the first time.

(2) Any such offence may be compounded on payment of such sum, not exceeding two hundred and fifty rupees for offences under Sub-Sections (1), (2) and (4), fifty rupees for offences under Sub-Section (3) and one thousand rupees in respect of each birth or death for offences under Sub-Sections (1A) and (4A) of Section 23 as the said officer may think fit.

16 A. Appeal — An appeal under Sub-section (1) of Section 25A shall be preferred in Form No. 15.

17. Registers and other records under Section 30(2) (k) :—

1. The birth register, death register and still birth register shall be records of permanent importance and shall not be destroyed.
2. The permission granted under Sub-Section (2) of Section 13 and the orders issued under Sub-Section (3) of Section 13 for delayed registration received by the Registrar, shall form an integral part of the birth register, death register and still birth register and shall not be destroyed.
3. The certificate as to the cause of death furnished under Sub-Sections (2) and (3) of Section 10 shall be retained for a period of atleast 5 years by the Chief Registrar or the Officer specified by him in this behalf.
4. Every birth register, death register and still birth register shall be retained by the Registrar in his Office for a period of twelve months after the end of the calendar year to which it relates and such register shall thereafter be transferred for safe custody to such officer as may be specified by the State Government in this behalf.

Sd./-
ADMIRAL D. K. JOSHI
LIEUTENANT GOVERNOR,
Andaman and Nicobar Islands.
By order and in name of the Lieutenant Governor,

Sd./-
(P KANNAKI)
Assistant Secretary (Health)
A & N Administration.

सं. / No. .....

प्रपत्र – 5
Form – 5

अण्डमान तथा निकोबार प्रशासन
ANDAMAN AND NICOBAR ADMINISTRATION
स्वास्थ्य सेवा निदशालय
DIRECTORATE OF HEALTH SERVICES

जन्म प्रमाण – पत्र

BIRTH CERTIFICATE

(जन्म और मृत्यु रजिस्ट्रीकरण अधिनियम, 1969 (2023 में संशोधित) की धारा 12/17 तथा अण्डमान और निकोबार द्वीपसमूह जन्म और मृत्यु रजिस्ट्रीकरण (संशोधन) नियम, 2024 के नियम, 8/13 के अंतर्गत जारी किया गया)।

(Issued under Section 12/17 of the Registration of Births and Deaths Act, 1969 (amended in 2023) and Rule, 8/13 of the Andaman and Nicobar Islands Registration of Births and Deaths (Amendment) Rules, 2024).

यह प्रमाणित किया जाता है कि निम्नलिखित सूचना जन्म के मूल लेख से ली गयी है, जो कि (स्थानीय क्षेत्र) ..... तहसील ..... जिला ..... केंद्र शासित प्रदेश अण्डमान तथा निकोबार द्वीपसमूह के रजिस्टर में उल्लेखित है ।

This is to certify that the following information has been taken from the original record of birth which is the register for (local area / local body) ..... of Sub- District ..... of District ..... of Union Territory of Andaman and Nicobar Islands.

नाम /Name: .....

लिंग / Sex : .....

जन्म की तिथि /Date of Birth : .....

जन्म का स्थान / Place of Birth : .....

माता का नाम /Name of Mother : .....

माता का आधार नं. /Aadhaar No. | | | | | | | | | | | | |

Name of Father : .....

पिता का आधार नं. /Aadhaar No. | | | | | | | | | | | | |

बच्चे के जन्म के समय माता पिता का पता / Address of Parents at the time of birth of the child :	माता पिता का स्थायी पता / Permanent Address of Parents :
.....	.....
.....	.....
.....	.....
.....	.....

पंजीकरण संख्या /Registration No : .....

पंजीकरण दिनांक /Date of Registration .....

टिप्पणी /Remarks (if any) .....

जारी करने की तिथि / Date of issue .....

प्राधिकरी के हस्ताक्षर /Signature of the Issuing Authority

प्राधिकरी के पता / Address of the Issuing Authority

मोहर / Seal

"प्रत्येक जन्म एवं मृत्यु का पंजीकरण सुनिश्चित करें /Ensure registration of every birth and death"

सं. / No. .....

प्रपत्र – 6
Form – 6

अण्डमान तथा निकोबार प्रशासन
ANDAMAN AND NICOBAR ADMINISTRATION
स्वास्थ्य सेवा निदशालय
DIRECTORATE OF HEALTH SERVICES

मृत्यु प्रमाण – पत्र
DEATH CERTIFICATE

(जन्म और मृत्यु रजिस्ट्रीकरण अधिनियम, 1969 (2023 में संशोधित) की धारा 12 / 17 तथा अण्डमान और निकोबार द्वीपसमूह जन्म और मृत्यु रजिस्ट्रीकरण (संशोधन) नियम, 2024 के नियम, 8 / 13 के अंतर्गत जारी किया गया)।

(Issued under Section 12/17 of the Registration of Births and Deaths Act, 1969 (amended in 2023) and Rule, 8/13 of the Andaman and Nicobar Islands Registration of Births and Deaths (Amendment) Rules, 2024).

यह प्रमाणित किया जाता है कि निम्नलिखित सूचना मृत्यु के मूल लेख से ली गयी है, जो कि (स्थानीय क्षेत्र) ..... तहसील ..... जिला ..... केंद्र शासित प्रदेश अण्डमान तथा निकोबार द्वीपसमूह के रजिस्टर में उल्लेखित है ।

This is to certify that the following information has been taken from the original record of Death which is the register for (local area / local body) ..... of Sub- District ..... of District ..... of Union Territory of Andaman and Nicobar Islands.

नाम / Name : .....

मृतक का आधार नं. / Aadhaar No. of | | | | | | | | | | | | |

लिंग / Sex : .....

मृत्यु की तिथि / Date of Death : .....

मृत्यु का स्थान / Place of Death : .....

माता का नाम / Name of Mother : .....

माता का आधार नं. / Aadhaar No. | | | | | | | | | | | | |

Name of Father : .....

पिता का आधार नं. / Aadhaar No. | | | | | | | | | | | | |

पति / पत्नी का नाम / Name of Husband / Wife : .....

पति / पत्नी का आधार नं. / Aadhaar No. of | | | | | | | | | | | | |

मृतक का मृत्यु के समय का पता
Address of the deceased at the time of death :
.....
.....
.....

मृतक का स्थायी पता /
Permanent Address of deceased :
.....
.....
.....

पंजीकरण संख्या / Registration No : .....

पंजीकरण दिनांक / Date of Registration .....

टिप्पणी / Remarks (if any) .....

जारी करने की तिथि / Date of issue .....

प्राधिकरी के हस्ताक्षर / Signature of the Issuing Authority

प्राधिकरी के पता / Address of the Issuing Authority

मोहर / Seal

"प्रत्येक जन्म एवं मृत्यु का पंजीकरण सुनिश्चित करें / Ensure registration of every birth and death"

Form No. 14

(See Rule 9)

Format of Self – attested document for Delayed Reporting of BIRTH / DEATH under Section 13 (2) of the Registration of Births and Deaths Act, 1969 (amended in 2023)

DECLARATION

I, ..., son / daughter / wife ..... of ....., residents of ..... do hereby declare that :

1. I am the informant for the delayed reporting of Birth / Death of _____ (name of child / deceased) _____ son / daughter / spouse of _____ ;
2. He / she was born/ died on _____ (date of birth / death) _____ at (place of birth / death) _____;
3. He / she was attended at birth / death by _____ who resides at _____;
4. The reason (s) for the delay in reporting of his / her birth / death are _____ ;
5. His / her birth / death certificate is required for the purpose of _____;

DECLARATION :

☐ I, declare that the above information is true and I have not reported the above event to any Registrar and no birth / death certificate has been issued in this respect, to the best of my knowledge and belief.

Name and Signature or
thumb mark of the informant

Date | D | D | - | M | M | - | Y | Y | Y | Y |

Notes :

1. *Date, wherever it occurs, is to be provided in dd-mm-yyyy format, where dd is date in two digits, mm is month in two digits and yyyy is year in four digits Wherever the date is written in words it should be written in full e.g. 01-01-2023 shall be written as First January two thousand twenty three. Use only 'Arabic numerals' such as 0,1,2,3,4,5,6,7,8,9 for recording dates and other numerical entries.*
2. *Name, wherever it occurs, is to be provided in the format of [first name] [middle name] [last name] where full name (not abbreviation) to be written in capital letters and first name is mandatory. These should be minimum two characters in either [first name] or [last name].*
3. *Address, wherever it occurs, shall contain the name of State or Union Territory, District, Sub- district, Town or Village, Ward number (in case of town and if available), Locality, House number and PIN Code.*