



सं./No. 1/10/2004 - VS (CRS)

भारत सरकार

GOVERNMENT OF INDIA

गृह मंत्रालय

MINISTRY OF HOME AFFAIRS

भारत के पञ्चायतों या नगरपालिका

जीवनार्थक प्रभाग

OFFICE OF THE REGISTRAR GENERAL, INDIA

V.S. Division, West Block -I, R.K. Puram, New Delhi - 110066

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Dated: 31st January 2007

C I R C U L A R

Sub: Registration of Births & Deaths -- Issuance of Non-availability Certificates.

Under the provision of Section 17 of the Registration of Births and Deaths Act, 1969 and corresponding Rule 13(3) framed under this Section, a non-availability certificate in Form no. 10 is required to be issued. Non-availability certificate is required to be issued when any particular event of birth or death is not found registered. In most of the States, it is mandatory for producing the Non-availability certificate while applying for registration of birth/death after the expiry of normal reporting period i.e. for delayed registration cases

2. In order that persons don't take undue advantage of this provision and get the non-availability certificate by giving wrong information about registration of his/her birth/death or by changing the date of occurrence of birth or death to get the second birth/death certificate or even by producing fake documents/evidence, it is essential that a procedure is put in place for issuance of non-availability certificate. The issuing authority i.e. Registrar of Births and Deaths should be informed to insist on the applicant for producing documentary evidence to prove the place of residence, place of birth, etc. A copy of any of the documents like ration card, school admission record, senior secondary mark sheet, etc should be admissible as a proof. The Registrar should be authorized to make an enquiry regarding the genuineness of the reason for applying non-availability certificate before issuing the desired



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certificate. However, in case the applicant is unable to produce any of these as evidence, the certificate should be issued only after police verification.

3. This direction is issued under Section 3(3) of RBD Act, 1969. The State Government may take action and issue necessary direction in this regard to all the district registrars and local registrars of births and deaths for compliance. The action taken in this regard may kindly be intimated to this office.

Yours faithfully



(D. K. Sikri)
Additional Secretary and
Registrar General, India

To: ✓ The All Chief Registrars of Births and Deaths for necessary action

Copy to: - The JDCO/DDCO of all Directorates of Census Operations.

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