

Most Important

Government of Tripura  
O/o the Chief Registrar of Births and Deaths  
( Directorate of Health Services)  
P.N. Complex, Gurkhabasti, P.O. Kunjaban  
Agartala : Tripura

Tele fax: Ph: 0381-222-5001,

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No. F.10. (143) – SBHI/2024/Vol.2

Dated, 08<sup>th</sup>, July, 2024.**CIRCULAR**

It is for information of all concerned Registration units of Birth & Death (Health Institution /Non Institution) that, as per RBD Act. 1969 registration of every event of Birth, Death and Still Birth with issue of extract/certificate(s) of registration will be done as follows:-

Sl. No	Clarification	Under section of the RBD Act. 1969	Fee charged
1	Registration within the prescribed period (within 21 Days)	Under section 8 & 9	No fee would be charged
2	Issue of Extract/certificate of Registration first copy(A Birth & Death certificate is to be issued)	Under Section 12	No fee would be charged
3	Issue of Extract/ Additional copy of Certificate of Registered event( confirm date) only. Otherwise searching fee applicable.	Under Section 17 Rule-13(1)(c)	Rs. 50/- for per copy Certificate. Searching fee Rs. 20/- per year
4	Birth or Death event, information on which is given to the Registrar after expiry of 21 days but within 30 days of its occurrence shall be registered on payment of late fee.	Section- 13 {Rule 9(1)}	Rs. 20/- only
5	Birth or Death event, information on which is given to the Registrar after expiry of 30 days but within 1(One) year of its occurrence shall be registered on payment of late fee with self-declaration form-14 by the applicant.	Section-13 {Rule 9(2)}	Rs. 50/- only

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6	Birth or Death event, which has not been registered within one year of its occurrence, shall be registered only on an order made by a Magistrate of the first class after verifying the correctness of the event and payment of late fee.	Section-13 {Rule 9(3)}	Rs. 100/- only
7	Non availability Certificate in form No-10 in case of delay registration procedure.	Under section 11	Searching fee Rs. 20/- per year and Rs. 50/- for the NAC in form 10.
8	Name of child can also be entered after one year but within 20 years of registration on payment of late fee.	Section 14 of Rule 10	Rs. 50/-

This is issued as per Registration of Births & Deaths Act. 1969 and Tripura Births & Deaths registration Rule 2024.

This may be strictly followed by all the Registrar of Births & Deaths in the State of Tripura.

Sd/-

**(Prof. Dr. Sanjib Kumar Debbarma)**

Chief Registrar of Births & Deaths

( I/C, Director of Health Services)

Government of Tripura, Agartala.

**To:-**

**All concerned.**

**1-8)** The District Registrar of Births & Deaths (D.M. & Collector) of West Agartala/Khowai-Khowai/Sepahijala-Bishramganj/Gomati-Udaipur/South-Belonia/Unakoti-Kailasahar/North-Dharmanagar/Dhalai-Ambassa, for information and necessary action please.

9-16) The Deputy Chief Registrar of Births & Deaths (Chief Medical Officer), West Agartala/ Sepahijala-Bishramganj/Khowai-Khowai/Gomati-Udaipur/South-Belonia/Dhalai-Ambassa/ Unakoti-Kailasahar/North-Dharmanagar Tripura, for kind information with a request to circulate the same to all the Medical Institution(CHC/PHC) under the jurisdiction of respective CMOs for their information and necessary action.

17-24) The District Registrar of Births & Deaths(Zonal Development Officer) West Zone- Radhapur, Khumulwng/ North Zone- Kanchanpur/ Unakoti Zone- Rajkandi/ Dhalai Zone- Upanagar, Ambassa/ Sepahijala Zone- Takarjala/ Gomati Zone- Raiyabari, Killa/Khowai Zone- Rajnagar/South Zone- BC Manu, Tripura for information and necessary action.

25-104) The Addl .District Registrar of Births & Deaths (BDOs/Sub-ZDOs) \_\_\_\_\_ West /South /North /Dhalai /Khowai /Sepahijala /Gomati /Unakoti for information with a request to circulate the same to the Registrars of Births & Deaths under your jurisdiction.



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105-125) The Registrar of Births & Deaths (Executive Officer)  
\_\_\_\_\_/Municipal Council/Nagar Panchayet West/ South/ North/  
Dhalai/ Khowai/ Sepahijala/ Gomati/ Unakoti for information & doing the necessary action  
please.

126) The Chief Executive Officer, Agartala Municipal Corporation, Agartala for information &  
necessary action please.

127-137) The Medical Superintendent of AGMC & GBP Hosp./IGM Hospital/ Cancer  
Hospital-Agartala/TMC&BRAM Hospital-Hapania/Kherangbar Hospital (CHC), TTAADC-  
Khumulung/Khowai District Hospital-Khowai/District Hospital Gomati-  
Tepania,Udaipur/South District Hospital- Santirbazar/Unakoti District Hospital- Gournagar,  
Kailasahar/ North District Hospital- Dharmanagar/Kulai District Hospital- Dhalai, Ambassa,  
Tripura for information and necessary action.

138-153) The Sub-Divisional Medical Officer of Melaghar SDH(Sonamura)/Bishalgarh  
SDH /Kanchanpur SDH/ Amarpur SDH/Karbook SDH/Belonja SDH/ Tripura Sundhari SDH-  
Udaipur/ Sabroom SDH/RGM Memorial SDH- Kailasahar/ BSM SDH- Kamalpur  
/Gandacherra SDH/Chailengtha SDH(Longtharai-Velly)/ Teliamura SDH /Panisagar SDH-  
/Kumarghat SDH , Tripura for information and necessary action.

154) The Medical Officer In-Charge, Tuikarma TTAADC Hospital, Santirbazar, South Tripura  
for information and necessary action.

155-159) The Medical Officer In-Charge, CAPFS COMPOSITE HOSPITAL BSF, Salbagan  
Agartala/ Army Hospital- Khejurbagan, Aagartala/Police Hospital- AD Nagar, Agartala/  
Police Hospital- Kamrangatali, Kailasahar/ Police Hospital- Tepania, Udaipur, Tripura for  
information and necessary action.

160)The Incharge, State Ayurvedic Hospital- Paradise Choumuhany ,Agartala / NSS Homeo  
Hospital – Renters Colony, Sadhutilla, Agartala for information please.

**Copy also forwarded to:-**

1. P.S. to the Chief Secretary, Govt. of Tripura for kind information of the Chief  
Secretary pleases.
2. The Joint Director(CRS), Govt. of India, V.S. Division, 2-A, Mansingh Road, New  
Delhi-110011 for information.
3. P.S. to the Secretary, Health & F.W. Deptt. for kind information of Secretary please.
4. The Director of Census Operation, Tripura, Ram Nagar Road No-1, By Lane-2 (Left  
Side) Agartala Pin-799002 for information.
5. Mission Director, NHM Tripura for information.
6. Addl. Chief Registrar of Births & Deaths (Director of Family welfare & P.M.)  
Gurkhabasti, Agartala, for information.
7. Website, Health & Family welfare Department.

**Signed by Sanjib Kumar  
Debbarma**

**Date: 08-07-2024 16:30:34**

**Reason: Approved**

**( Chief Registrar of Births & Deaths )**