CIRCULAR


The Government of India has appointed the 1st January 1971, as the date on which the Registration of Births and Deaths Act, 1969 (18 of 1969) shall come into force in the whole of the Union Territory of Goa, Daman and Diu.

The registration of births and deaths will be done free of charge from 1st January 1971 in the following cases.

(a) In a Municipality
   (i) Within seven days from the date of birth or still-birth, and
   (ii) Within three days from the date of death;

(b) In any other area:
   (1) Within fourteen days from the date of birth or still-birth, and
   (2) Within seven days from the date of death.

Any birth or death of which information is given to the Registrar after the expiry of the period specified above, but within thirty days of its occurrence, shall be registered on payment of a late fee of rupees one.

Any birth or death of which information is given to the Registrar after thirty days but within one year of its occurrence, shall be registered only with the written permission of the officer prescribed in this behalf and on payment of a late fee of rupees three and production of an affidavit made before a notary public or any other officer authorized in this behalf.

Any birth or death which has not been registered within one year of its occurrence, shall be registered only on an order of a First class Magistrate or a Presidency Magistrate and on payment of a late fee of rupees five.

All the primary registering authorities are, therefore, requested to follow the above rules with effect from 1st January 1971.

(S. K. Gandhi)
Chief Registrar, Births & Deaths, and Director of Statistics.

To:
1. The Head of the Notary Services, Panaji.
2. The Collectors of Goa and Daman districts and the Civil Administrator, Diu.
3. The Deputy Collectors, Panaji and Margao.
4. All the S.D.Os., Mamedeiras.
5. All the Civil Registry offices.
6. All the Panchayat Secretaries.
7. The Dean, Goa Medical College, Panaji.
8. The Assistant Dean, Ribandar Hospital.
10. Registrars of Panaji, Ribandar, Santa Cruz, Merces, Carenzalem and Se.
11. Assistant Registrar, Outpost, Prakkavora, Diu.
12. Health Centre, Daman.

Copy for information to:
1. The Chief Secretary, Government of Goa, Daman & Diu, Panaji.
2. The Development Commissioner, - do -
3. The Law Secretary, Govt. of Goa, Daman and Diu, Panaji.
4. The Director of Accounts, Panaji.
Directorate of Planning, Statistics & Evaluation  
Government of Goa,  
4th Lift, 3rd Floor, Junta Annex, Panaji, Goa – 403001  
Phone: (0832) 2225983  Fax: (0832) 2424250

No. DPSE/RBD/SUPPLY-INF/2010  Dated: 07/12/2010

NOTIFICATION

Sub: Issue of Births and Deaths Certificates available on Central 
Server/ State Repository by a Registration Authority of any jurisdiction 
across Goa.

The Government has decided to make available the copies or 
certificates of Births and Deaths of all the citizens on the Central 
Server/State Repository so as to ensure easy availability of these 
documents on demand anywhere in Goa irrespective of any 
jurisdiction across Goa.

The copies of Certificate of Birth and Death means a copy of the 
certificate which has already been issued at the time of occurrence of 
the event or immediately after the occurrence of the event by a 
Registration Authority in his jurisdiction. The Birth and Death 
Certificates which are issued by the registration authorities concerned 
initially at the time of occurrence or after the occurrence of the event 
as the case may be and which are issued as a result of registration of 
the event are beyond the scope of this notification.

In other words, once a Certificate of Birth and Death has been 
prepared and issued to a citizen upon occurrence of the event, the 
copies of such Certificates of Birth and Death can be issued by any 
Registration Authority irrespective of the jurisdiction, in order to avoid 
much inconvenience recently causing to the Goan Citizens.

All the Registration Authorities at all the Municipalities/Panchayats 
in Goa should, henceforth issue copies of Certificate of Birth and 
Death which have already been registered, to a Citizen on demand 
irrespective of the jurisdiction. These Registration Authorities should 
download such Certificates of Birth and Death from the Central Server 
for the purpose.

By Order in the name of Governor of Goa

(Anand Sherkhane)  
Director cum
CIRCULAR

It has been observed by this directorate that, while issuing a birth certificate (for the years 1914 to 1970) in cases where the records are not available with the Sub-registrar of births and Deaths due to mutilated conditions, the Sub-Registrar rightly issues a birth certificate, based upon a copy of a old birth certificate submitted by the concerned public member for the purpose and the said copy of birth certificate carries a remark.

The said remark is generally not acceptable to various authorities such as Passport Office and hence the member of general public are found shuttling from the Office of the Chief Registrar of Births and Deaths to the Office of the Sub-Registrar concerned, which causes much inconvenience and hardships to public members.

In view of the foregoing, following directions are issued to the Sub-Registrar of Births and Deaths, Office of the Civil Registrar cum Sub-registrar, across the State of Goa:

1. Birth certificate should be issued promptly based upon the copy of the old birth certificate submitted by a public member.

2. The said copy of birth certificate could be the original/photo copy duly attested by a Gazetted officer or self attested.

3. The new birth certificate should not carry remark in the remark column in form No. 5 of the birth certificate.

4. An affidavit should be obtained from the applicant indicating that the copy of the old birth certificate which is produced by her/him is without any tampering/alteration on the part of the public member or anyone else of whatsoever nature.

5. A draft affidavit enclosed herewith should be pasted on the notice board, in the offices of all the Civil Registrar –cum- Sub Registrar.

6. A Copy of this circular should also be pasted on the notice board of the office of all the Civil Registrar cum Sub-Registrar.
DRAFT AFFIDAVIT

I, Shri/Smt.___________, r/o_________ aged___, do hereby on solemnly affirm & state and oath as under:

1. I say that I am in possession of my birth certificate registered under no.______, with the Sub-Registrar of Births and Deaths, Office of the Civil Registrar cum Sub-Registrar, ________.

2. I say that the said birth is the Original/Photocopy/Notarized/self attested/ attested by a Gazetted officer copy of my birth certificate.

3. I say that all the entries in the birth certificate are without any tampering/alteration of whatsoever nature by myself or any of other person.

4. I say that I undertake to indemnify the Sub-Registrar of births and deaths, Office of the Civil Registrar cum Sub-Registrar ________and the Chief Registrar of Births and Deaths, Goa against any litigation/suit/complaint of whatsoever nature by any person/legal heirs/relatives claiming that the birth certificate in my possession to be false/tampered/altered.

5. I say that I am swearing this affidavit to produce before the Sub-Registrar of Births and Deaths, Office of the Civil Registrar cum Sub-Registrar,_______ to obtain my birth certificate without remark.

6. I say that whatever stated above is true & correct to the best of my own knowledge and nothing is false or has been concealed.

Solemnly affirm on this day ______________ at__________.

Date:

Place:

__________________
Deponent
CIRCULAR

The names of grandparents were not being inserted in the birth certificate of children who were born between the year 1971-1978 as the Form No.5 i.e. birth certificate as provided in the Registration of Births and Deaths Act 1969 had no such Provisions.

The Registration of Births and Deaths Act, 1969 was amended subsequently and the columns were made to insert the grandparents name in the birth certificate of children thereafter w.e.f. the year 1979.

In the above matter, it has been observed that in spite of clear instruction issued to the Registrar of Births and Deaths of different Village Panchayats during annual refreshers training course, the members of general public while obtaining a copy of Birth Certificate for the year 1970-78 are issued Birth Certificate without entering the name of grandparent's.

Since, this directorate is of vehement opinion that any act is amended to cope up with the needs of general public and the beneficiary of the aforementioned amendment should not only be the people who were born after the year after 1978 but also those who were born between the years 1971-1978.

In view of foregoing paras, all Registrars and CRS (Civil Registration System) functionaries shall allow for insertion of grandparents names in the birth certificate of children who were born between 1971-1978 and now seeking copy of the same. However, the Registrars shall obtain the relevant documents upto their satisfaction.

(Anand Sherkhane, IES)
Director (Planning & Statistics)
Chief Registrar of Births and Deaths

To,

1) All the Registrar of Births and Deaths.
2) All the Sub-Registrar of Births and Deaths, Office of the Municipalities.
3) The Sub-Registrars of Births and Deaths, Office of the Civil Registrar cum Sub-Registrar of all Talukas.
4) All the Addl. District Registrars of all Districts.
1. Amendment of Clause 28 of said scheme.—
The following proviso shall be added below
Clause 28 of the said scheme:—

"Provided that in deserving cases the
Scrutiny and Sanctioning Committee may
sanction an amount of upto rupees two
crores for one infrastructure project with
prior approval of Finance Department:

Provided further that such cases shall not
exceed more than 10% of the total proposals
received under the Scheme."

The above amendments shall come into force
on the date of publication of this Notification
in Official Gazette.

The amendments to the scheme are
published with the concurrence of the
Department of Finance, Government of Goa

By order and in the name of the Governor
of Goa.

Narayan S. Nartsi, Director & ex officio
Additional Secretary (PR).

Panaji, 13th November, 2014.

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Department of Personnel

Notification

1/49/76-PER (Pt.II)

Read: Government Notification No.1/49/76-
-PER (Pt.II) dated 16-10-2012, publis-
hed in the Official Gazette, Series I
No. 29 dated 18-10-2012.

In exercise of the powers conferred by the
proviso to Article 309 of the Constitution
of India and in consultation with the Goa
Public Service Commission conveyed vide its
letter No. COM/II/13/54(1)/2014/1867 dated
7-11-2014, the Governor of Goa is hereby
pleased to make the following amendment to
the Recruitment Rules for Group 'A' and 'B'
posts in various Departments under the
Government of Goa, as follows:-

In the Schedule annexed to the Recruitment
Rules for various Group 'A' and 'B' posts under
the Government of Goa, for the existing entry
prescribing age limit in the relevant column,
the following entry shall be substituted, namely:—

"Not exceeding 42 years (relaxable for
Government servants upto five years in
accordance with the instructions or orders
issued by the Government)"

Note: (1) This shall not be applicable to Group
'A' and 'B' posts wherever the present age limit is
above 40 years.

(2) This Notification shall come into force from
the date of its publication in the Official Gazette
and shall remain in force for a period of one year
from the date of its commencement.

By order and in the name of the Governor
of Goa.

Yetindra M. Maralkar, Additional Secretary
(Personnel).

Porvorim, 12th November, 2014.

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Department of Planning, Statistics &
Evaluation

Directorate of Planning, Statistics & Evaluation

Notification

DPSE/RBD/VII/Inclu-Name/Sec 14/2014/5834

In exercise of the powers conferred by section
30 of the Registration of Births and Deaths Act,
1969 (18 of 1969) the Government of Goa with
the approval of the Central Government hereby
makes the following rules to amend the Goa
Registration of Births and Deaths Rules, 1999,
namely:—

1. (i) These rules may be called the Goa
Registration of Births and Deaths (Amendment)
Rules, 2014.
(ii) These rules shall come into force on the date of their publication in the Official Gazette.

2. In the State of Goa, Goa Registration of Births and Deaths Rules, 1999 (thereinafter called the principal rule).

3. Rule 10: Period for the purpose of section 14.—(1) Where the birth of any child has 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, which shall be reckoned:

The sub-rule 1(i & ii) of Rule 10 shall be substituted, namely:

(i) In case where the registration had been made Prior to the date of commencement of the Registration of Births and Deaths (Amendment) Rules 1999, further five years period from the date of commencement of this rule (i.e. Rules 2014) shall be given. In respect of those cases, where 15 years period from the date of registration has not yet been completed, they shall be allowed to avail the 15 years period or

(ii) In case where the registration is made after the date of commencement of the Registration of Births and Deaths (Amendment) Rules, 2014 the period of 15 years from the date of such registration, subject to the provision 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 a 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.

(iii) There will be no change in the provision of sub-rule (2) of Rule 10.

By order and in the name of the Governor of Goa.

Anand Sirkhane, Director-cum-Chief Registrar of Births and Deaths.

Panaji, 7th October, 2014.

Department of Public Health

Order

5/3/2011-I/PHD/6063

Sanction of the Government is hereby accorded for the revival of the two (2) posts of Designated Officer in the pay scale of PB-3 Rs. 15600-39100/- plus Rs. 5400/- Grade Pay, created vide Order No. 5/3/2011-I/PHD dated 9-7-2012 attached to the Directorate of Food & Drugs Administration, Bambolim-Goa, with immediate effect.

The expenditure towards the pay and allowances shall be debitable under the Budget Head: 2210—Medical and Public Health; 06—Public Health; 104—Drugs Control; 02—Strengthening of Food and Drugs Administration (Plan).

This issues with the approval of the Administrative Reforms Department vide their U. O. No. 1325/F dated 23-9-2014 and the concurrence of the Finance (Rev. & Cont.) Department under U. O. No. 1445265 dated 28-10-2014.

By order and in the name of the Governor of Goa.

Maria Semora Desouza, Under Secretary (Health-II).

Porvorim, 5th November, 2014.
Circular

Sub: Procedures for registration of birth of orphan/abandoned children

The Registrar General India has issued guidelines on procedures for registration of birth of orphan/abandoned child under Section 3(3) of the Registration of Births and Deaths (RBD) Act 1969 which is as follows:

The in-charge or caretaker of the concerned institution in case of children in orphanage or similar institution and the guardian in case of children outside such institutions are responsible for reporting the birth event to the concerned Registrar of births and deaths under Section 8 of the Registration of Births and Deaths, [RBD] Act, 1969. In such cases, details of the birth such as place of birth, date of birth, name of parents may or may not be known.

[a] In case the place of birth of the orphan child is not known, the place where the orphanage is located or the child is residing may be treated as the ‘place of birth’ of the child.

[b] In case the date of birth of the child is not known, the age may be determined by the Chief Medical Officer [CMO] having jurisdiction over the area where the orphanage is located or the child is residing and a probable date of birth assigned. The date of birth as assigned by the CMO can be taken as the date of birth and entered in the Birth Reporting Form.

[c] In case the name[s] of parent[s] are known to in-charge of the institution/guardian, enter the same in the birth reporting form. In case the name[s] of parent[s] are not known, the column for name[s] of parents shall remain blank in birth reporting form.

[d] If the child is admitted through ‘Surrender Deed’, the respective orphanage should obtain birth certificate from the parents concerned in order to avoid duplication. If birth was not registered earlier, the orphanage shall report the details of the child for birth registration as mentioned above.

[e] In case the name of the child is known, the same may be given in the Birth Reporting Form. In case the name is not known, the person in charge of the orphanage/guardian shall report the details of the child for birth registration.
the orphanage/guardian shall give a name to the child and record the same in the Birth Reporting Form.

[f] In cases of delayed Registration, the procedure laid down in Section 13 [1], [2] and [3] may be followed.

[g] It would be the duty of the in charge of the orphanage/guardian to get the birth of children under their care registered as early as possible.

[h] The concerned Registrar of Births and Deaths having jurisdiction over the area where the orphanage is located or where the orphan is residing shall register the birth reported based on the particulars provided in the Birth Reporting Form.

[i] The birth certificate of the child may be issued after registration and the term 'orphan child' shall not be written in the birth certificate.

In view of above, you are kindly instructed to inform the Registrar/sub Registrar of Births and Deaths within your jurisdiction to follow above directions for strict compliance.

Anand Sherkhane IES
Chief Registrar of Births and Deaths

To,
The Block Development Officer,
Office of Block Development Office,
__________________Taluka, Goa.
Circular

Sub: Hon’ble Supreme Court Judgement regarding registration of birth of a child in case of single parent / unwed mother.

The Office of the Registrar General, India, New Delhi vide its letter No. 1/12/2014-VS (CRS)1584 dated 21/07/2015 has issued instruction regarding Hon’ble Supreme Court Judgment on registration of birth of a child in case of single parent / unwed mother. (Copy annexed)

You are kindly instructed to inform the Registrar/sub Registrar of Births and Deaths within your jurisdiction to kindly take into consideration of above direction for strict compliance and ensure that no one is denied birth registration of a child of a single parent / unwed mother.

Anand Sherkhane IES
Chief Registrar of Births and Deaths

Enclosure: As above

To,
The Block Development Officer,
Office of Block Development Office,
_______________ Taluka, Goa.
Circular

It may be noted that the attestation of documents of Foreign Citizens of Goan origin required for submission to Indian Mission abroad was considered by the Government and accordingly the Chief Secretary directed the District Collector to verify & attest the signatures of the Registrar/Sub Registrar of Births and Deaths responsible for issuing original Certificates.

However, signatures of the Registrars/ Sub Registrars have not been recorded in the office of the Collector. It is also observed that some of the Registrars/ Sub Registrars do not write their name below their signature on Births and Deaths Certificates.

In view of above, you are kindly advised to inform the Registrar/ Sub Registrar of Births and Deaths under your jurisdiction to direct them to write their name below their signature on Births & Deaths Certificates and also to provide their specimen signature to the respective Collectorate office, so as to facilitate Collector/ Collectors to verify and attest the Certificates issued by the respective Registrars/ Sub Registrars who have been notified as the "Competent Authority" by the Government.

The above requires to be complied within 15 days under intimation to this office.

Anand Sherkhane IES
Chief Registrar of Births and Deaths

To,
The Block Development Officer,
Office of Block Development Office,
_________________ Taluka, Goa.
Department of Power
Office of the Chief Electrical Engineer

Order
No. CEE/Estt-31-25-88/GPSC/4027

In exercise of the powers conferred under Clause 5 of Recruitment Rules, Government is pleased to grant relaxation in regular service for a period of 4 months and 22 days as on 13-10-2016 to Shri Radhakrishna J. Keny and Smt. Reshma Mathew, Executive Engineers (Elect.) on regular basis and Smt. Reshma Mathew now holding the post of Superintending Engineers (Elect.) on ad hoc basis, for the purpose of eligibility for promotion to the post of Superintending Engineer (Elect.) on regular basis.

2. This issues with the approval of Goa Public Service Commission as conveyed vide their letter No. COM/II/11/16(2)/2012/1113 dated 13-10-2016.

By order and in the name of the Governor of Goa.
Laxmikant D. Kolwekar, Chief Electrical Engineer & ex officio Additional Secretary.

Department of Public Health

Order
No. 47/4/2006-I/PHD/PF I

On the recommendation of the Goa Public Service Commission conveyed vide their letter No. COM/II/12/24(3)/2016 (Part file)/257 dated 17-08-2016, Government is pleased to declare satisfactory completion of probation period as well as confirmation of the following Medical Officers under Directorate of Health Services with immediate effect:

<table>
<thead>
<tr>
<th>Sr. No.</th>
<th>Name of the Medical Officers</th>
<th>Date of appointment order</th>
<th>Date of completion of probation period</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Dr. Maitreyee Kamat alias Ghoshal</td>
<td>28-06-2012</td>
<td>16-07-2014.</td>
</tr>
<tr>
<td>2</td>
<td>Dr. Anuja Vishal Naik</td>
<td>28-06-2012</td>
<td>01-07-2014.</td>
</tr>
<tr>
<td>3</td>
<td>Dr. Shraddha Ashok Mahale alias Fatarpekar</td>
<td>28-06-2012</td>
<td>06-07-2014.</td>
</tr>
<tr>
<td>4</td>
<td>Dr. Sankesh Vithal Gadte</td>
<td>28-06-2012</td>
<td>13-08-2014.</td>
</tr>
<tr>
<td>5</td>
<td>Dr. Amita Ashvek Naik alias Kalangutkar</td>
<td>28-06-2012</td>
<td>13-08-2014.</td>
</tr>
<tr>
<td>6</td>
<td>Dr. Vaman Pandurang Polle</td>
<td>28-06-2012</td>
<td>10-07-2014.</td>
</tr>
<tr>
<td>8</td>
<td>Dr. Varsha Vasant Gunjikar alias Naik</td>
<td>28-06-2012</td>
<td>08-07-2014.</td>
</tr>
<tr>
<td>9</td>
<td>Dr. Harisantosh Nagendra Nagarali</td>
<td>28-06-2012</td>
<td>05-07-2014.</td>
</tr>
<tr>
<td>10</td>
<td>Dr. Prashil Tulsidias Gaude</td>
<td>28-06-2012</td>
<td>08-07-2014.</td>
</tr>
</tbody>
</table>
Circular

Sub: Authorization to sign as Registrar of Births and Deaths u/s 7(1) of the RBD Act 1969.


Whereas, the Government in exercise of powers conferred under Sub Section (1) of Section 7 of the Registration of Births & Deaths Act, 1969 (Central Act No. 18 of 1969) (herein after referred to as the Act) has vide Order referred above has appointed the following Officers as Registrar of Births & Deaths pertaining to the jurisdiction assigned to them.

<table>
<thead>
<tr>
<th>Designation of Authorized Officer</th>
<th>Designation under the Act</th>
<th>Jurisdiction</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Medical superintendent, Medical College, Bambolim, Goa.</td>
<td>Registrar of Births &amp; Deaths</td>
<td>For the entire unit of Goa Medical College, Bambolim, Goa.</td>
</tr>
<tr>
<td>2. Civil Registrar cum Sub Registrar of all Talukas.</td>
<td>Registrar of Births &amp; Deaths</td>
<td>For Births and Deaths records available with the respective office.</td>
</tr>
</tbody>
</table>

And that as per provisions of Sub Section 5 of Section 7 of the Act, the above named Registrar may with the prior approval of the undersigned appoint Sub Registrars and assign them any or all of his powers and duties in relation to specified areas within his jurisdiction.

In view of this, it is enjoined upon all the newly appointed Registrar of Births & Deaths i.e. Taluka Civil Registrar and Medical Superintendent of GMC to identify the suitable officials working under them to perform the duties of Sub Registrar and submit the proposal to undersigned for approval within 15 days.
The records of birth and death in the office of Civil Registrar and GMC belong to the respective Departments. The fees towards issuance of records are also credited in the heads of respective Departments. As such it is the responsibility of the respective Department to provide required man power and resources to manage the work. This Department has presently provided some man power only as a stop gap arrangement for which salaries are borne by this Department. This arrangement cannot continue forever and it is therefore requested that the offices of Taluka Civil Registrar and GMC may take necessary steps to arrange required manpower/create the posts within next six months. The excess staff presently deputed by this Department will be withdrawn w.e.f. June 2017. The concerned departments may therefore take time bound action so as not to disrupt the service to the public. In case required suitable action to manage the RBD Section is not initiated before the stipulated deadline, then the concerned department shall be fully responsible for the consequences thereof.

Yours faithfully,

Vikas S.N. Gaunekar
Director/Chief Registrar of Births and Deaths


Copy to:-

1. The Dean, Goa Medical College and Hospital, Panaji –Goa.
2. The Medical Superintendent, GMC, Bambolim –Goa.
3. The State Registrar and Notary, Panaji –Goa.
4. The Taluka Civil Registrar cum Sub Registrar,_____Goa.
5. The District Collector cum District Registrar of Births & Deaths_____Goa, District Collectorate, ______Goa.
7. PA to Secretary (Planning), Secretariat- Porvorim-Goa for kind information.
8. Guard File.
9. Office Copy
GOVERNMENT OF GOA
DIRECTORATE OF PLANNING, STATISTICS AND EVALUATION
&
OFFICE OF THE CHIEF REGISTRAR OF BIRTHS AND DEATHS
Pandit Deendayal Upadhyay Bhavan, Near Pundalik Devasthan,
Pundalik Nagar, Alto-Porvorim, Goa – 403521
Website: www.goadpse.gov.in
Phone: (0832) 2417439/35 email: dir-dpse.goa@nic.in Fax: (0832) 2417443/37

No. DPSE/RBD/CRSR/2016 S158 Dated: 12/12/2016

To,
The Registrar of Births and Deaths,
Office of Civil Registrar cum Sub Registrar

Sub: Authorization to sign as Registrar of Births and Deaths
u/s 7(1) of the RBD Act 1969
Ref No. 1) No. DPSE/RBD/CRSR/2016/2753 dated 28/10/2016
2) No. DPSE/RBD/CRSR/2016/2815 dated 07/11/2016

Sir/Madam,

With reference to above referred letters, it is to inform that, under Sub
Section 5 of Section 7 of the Registration of Births and Deaths Act, 1969
(Central Act No. 18 of 1969), the Registrar of Births and Deaths, of all talukas
offices of Civil Registrar cum Sub Registrar is hereby authorized to appoint
any of his Sub Ordinate Official not below the rank of L.D.C. as Sub Registrar
of Births & Deaths and assign to him/her any or all of powers and duties in
relation to the specified area within the jurisdiction.

Further, Sub Registrar of Births and Deaths is advised to forward the
specimen signature to the District Collector, Goa and office of the Chief
Registrar of Births and Deaths, Porvorim- Goa for record.

Yours faithfully,

(Vikas S. N. Gaunekar)
Director/
Chief Registrar of Births and Deaths

Encl: - As above

Copy for information to:
The State Registrar cum Head of Notary Services, 7th Floor, Shramshakti
Bhavan, Patto Plaza, Panaji- Goa.
GOVERNMENT OF GOA
DIRECTORATE OF PLANNING, STATISTICS AND EVALUATION
&
OFFICE OF THE CHIEF REGISTRAR OF BIRTHS AND DEATHS
Pandit Deendayal Upadhyay Bhavan, Near Pundalik Devasthan,
Pundalik Nagar, Alto-Porvorim, Goa – 403521
Website: www.goadpse.gov.in
Phone: (0832) 2417439/35 email: dir-dpse.goa@nic.in Fax: (0832) 2417443/37

No. DPSE/RBD/CRSR/2017/5451 Dated: 12/01/2017

To,
The Civil Registrar cum Sub Registrar,
Office of the Civil Registrar cum Sub Registrar Pernem,
Pernem, Goa.

Sub: Shifting of Births and Deaths records to Archives Department and
proposal for authorization to sign as Sub Registrar of Births and Deaths
u/s 7(1) of RBD Act 1969.

Ref No.: Letter No. CRSR/PER/397/2016 dated 24/11/2016

Sir/Madam,

I am to refer to above referred letter from Civil Cum Sub Registrar, Pernem
Taluka on the above subject and would like to bring to your notice the factual
position as under:-

1. The registration of births and deaths for the period upto year 1970 were
done by the concerned Taluka office of Civil Registrar cum Sub Registrar.
The records so created by the respective office thus belong/owned by
the said respective office who is the custodian of the said records. Thus,
it is obvious that the said offices who had originally created the
documents is bound to preserve/manage as per requirements of rules
and provide the mandatory services such of corrections, certified copies
etc. to the citizen’s from time to time.

2. As the documents of births and deaths in possession of CRSR for period
prior to 1970 are having archival value and needs to be preserved as
per Court directions. It is the responsibility of the possessor/owner of
the documents to take required remedial steps to act as per directions
of Hon. Court in a time bound manner. The Department of Planning,
Statistics and Evaluation does not have any space/manpower/expertise
etc. to do the said job, nor is it the responsibility of this department to
do the said work.
3. This Department is only a Nodal Officer and undersigned is a Chief Registrar of Births and Deaths in the State as per mandate given under RBD Act 1969. It is the responsibility of each of the local bodies /concerned Department to maintain and manage their all records of Births and Deaths as is being done by all the local bodies and GMC.

4. It is also brought to your kind notice that you being a Taluka Sub office of the department of Registration should place your grievance etc. if any before any HOD and requests you to follow the proper procedure and refrain from requesting this department for manpower/shifting of records etc. Your HOD is competent to guide and help you out in your problems and undersigned cannot interfere into and administrative matters of your office.

This is for your kind information please.

Yours faithfully,

(Vikas S. N. Gaunekar)
Director/
Chief Registrar of Births and Deaths

Copy for information to:

1) The State Registrar cum Head of Notary Services, office of State Registrar-cum- Head of Notary Services, Panjim, Goa.
2) The Taluka Civil Registrar cum Sub Registrar, _____________ Goa.
GOVERNMENT OF GOA
DIRECTORATE OF PLANNING, STATISTICS AND EVALUATION
Pandit Deendayal Upadhyay Bhavan, Near Pundalik Devasthan,
Pundalik Nagar, Alto-Porvorim, Goa – 403521
Website: www.goadpse.gov.in
Phone: (0832) 2417439/35 email: dir-dpse.goa@nic.in Fax: (0832) 2417443/37
No. DPSE/DIR/RBD/2017/01/5815 Dated: - 01/03/2017

CIRCULAR

Sub: - Disposal of applications for correction in RBD records by Registrar of Births and Deaths

Whereas, it is observed that many citizens are filing applications for corrections of births and deaths records addressed to Director/Joint Director as Chief Registrar of Births and Deaths or Addl. Chief Registrar for Births and Deaths in this office.

And that, as per provision of Section 15 of the Registration of Births and Deaths Act, 1969 read with Rule 11 of the Goa Registration of Births and Deaths Rules, 1999 the respective Registrar of Births and Deaths authorized by the Government is the competent authority to effect corrections etc. to the original entry as per provisions of the Registration of Births and Deaths Act, 1969.

In view of above, the Entry Clerk in this office shall accordingly advise the applicants to file the papers at appropriate place in their respective taluka where original birth or death was registered and to also refrain from taking entry of any documents/applications which are addressed to Registrar of Births and Deaths as no such authority exists in the department. Further, such wrongly addressed communication leads to inordinate delay in its disposal and inconveniences to the applicants.

Further, it is also observed that most of Registrars/Sub Registrars of Births and Deaths in various Panchayats, Municipalities, Goa Medical College, Civil Registrar cum Sub Registrar casually forward each and every application received for corrections etc. for approval from the Chief Registrar/ Addl. Chief Registrar of Births and Deaths. However, upon perusing the provisions of the Registration of Births and Deaths Act, 1969 and the Goa Registration of Births and Deaths Rules, 1999 it is amply clear that the Registrar of Births and Deaths who register the event of birth and death are the only competent authorities to effect corrections for the same. Also, other than giving advice/clarification in rare cases, the Chief Registrar of Births and Deaths or Addl. Chief Registrar of Births and Deaths is expected to
generally refrain from entertaining the applications for corrections etc. forwarded by Registrar of Births and Deaths from various taluka for approval as it may amount to unlawful interference into functioning of a competent independent authority. Further, as the Chief Registrar/ Addl. Chief Registrar of Births and Deaths have no access to original records of births and deaths which are in possession of the Registrars of Births and Deaths at taluka, giving any clearance or approval to go ahead with proposal may be inappropriate and result in incorrect decisions at times, this needs to be avoided.

Therefore, undesirable references by various competent authorities to this office further unnecessarily increases the burden of this office and also causes delay and harassment in corrections etc. to the common citizens. So as to avoid this inconvenience caused to general public, RBD Division in this office is hereby required to forthwith return all such applications inappropriately referred to this office through a cyclostyled covering letter immediately within 03 days of receipt of such applications signed by the Research Assistant of RBD Division and a copy be invariably endorsed to applicant for information. All the Registrar/Sub Registrar of Births and Deaths are requested not to refer any such application for corrections for approval of the Chief Registrar/ Addl. Chief Registrar for Births and Deaths but may refer any specific application which requires specific advice only through the concerned Addl. District Registrar of Births and Deaths.

These instructions are issued with an objective to simplify and streamline the process of disposal of applications filed with various Registrar of Births and Deaths and it is expected that each of the authorities will cooperate in larger public interest and adhere to these instructions henceforth.

(Signed)

Vikas S. N. Gaunekar
Director/
Chief Registrar of Births and Deaths

To,
1. The Joint Director/Addl. Chief Registrar of Birth and Deaths, DPSE, Goa.
2. The Research Assistant, RBD, DPSE, Goa.
3. The Head Clerk, Admin, DPSE to inform the Entry Clerk.

Copy to:
1. All the Block Development Officers and Addl. District Registrar of Births and Deaths in the State with request to sensitize the Panchayat Secretaries in proper implementation of the Registration of Births and Deaths Act, 1969 and the Goa Registration of Births and Deaths Rules, 1999.
2. All the Chief Officer of Municipal Corporations in the State.
3. The Commissioner, Corporation of City of Panaji, for kind information and necessary action.