

Government of West Bengal  
Directorate of Health Services  
Department of Health & Family Welfare  
Swasthya Bhawan, Block GN-29, Sector-V  
Salt Lake City, Kolkata -700 091

Memo No SBHI/ 2A-2/2000(Part III)/

Dated / 01 /2018

To : 1- 27) The Deputy Chief Medical Officer II,  
& Additional District Registrar of Births & Deaths,  
Alipurduar / Bankura / Purba Bardhaman / Paschim Bardhaman / Birbhum / Coochbehar/  
Dakshin Dinajpur/ Darjeeling / Howrah / Hooghly / Jalpaiguri / Kalimpong / Malda / Murshidabad /  
Nadia / North 24 Parganas / Paschim Medinipur / Jhargram / Purba Medinipur / Purulia / South 24  
Parganas / Uttar Dinajpur / Rampurhat / Nandigram / Diamond Harbour / Basirhat / Bishnupur.

28) The Chief Municipal Health Officer  
Kolkata Municipal Corporation  
5 S.N.Banerjee Road, Kolkata- 700 013.

**Subject : Supply of Annual Vital Statistical Report for the Year 2017**

The receipt of report on Annual Vital Statistical Report for the year 2016 is hereby acknowledged.

He / She is requested to submit the Annual Report on Registered Births & Deaths for the year 2017 of his District as per Form No 1 (Extract) consisting of five tables and also for two tables namely, a) Time Gap of Registration & b) Death by Age and Sex by Rural & Urban Area within 15<sup>th</sup> April, 2018 in Excel file (format sent by email) to Director, SBHI. The information should be sent to SBHI by email to [director.sbhi628@gmail.com](mailto:director.sbhi628@gmail.com) or [navo\\_chak@yahoo.co.uk](mailto:navo_chak@yahoo.co.uk). The block wise figures should be sent for Rural area & Municipality / Municipal Corporation / Notified area wise figures for Urban area.

The online Registration of Births & Deaths have been started in all the Districts & Health Districts, using CRS online software but all the registration units have not yet adopted the same. In this situation it is very essential to know the information regarding number of Registration of Births & Deaths in each district through online CRS Software and the same through using the old procedure. **In this connection, a format is enclosed and you are requested submit the same along with this report.**

As per section 19(2) of RBD Act, 1969, the Annual Statistical Report of Registered Births & Deaths of a year should be compiled in prescribed format at the State level within 31<sup>st</sup> July of the following year. Accordingly the Registrar General of India, is pressing very hard to send the data on Registration of Births & Deaths for the year 2017.

**This should be treated as extremely urgent with a view to maintaining the all India target date for preparing the Annual Statistical Report on Vital Statistics as per RBD Act, 1969.**

Encl : As stated

Sd/-

Director of Health Services &  
The Chief Registrar of Births & Deaths  
Government of West Bengal.

Copy forwarded for information & necessary action please to the :

- 1) Joint Director(CRS),office of the Registrar General of India, New Delhi.
- 2) Director, State Bureau of Health Intelligence & Deputy Chief Registrar of Births & Deaths, West Bengal..
- 3-25) District Magistrate & District Registrar of Births & Deaths, all Districts.
- 26-52) Chief Medical Officer of Health & Additional District Registrar of Births & Deaths,  
Alipurduar / Bankura / Purba Bardhaman / Paschim Bardhaman / Birbhum / Coochbehar/ Dakshin Dinajpur/  
Darjeeling / Howrah / Hooghly / Jalpaiguri / Kalimpong / Malda / Murshidabad / Nadia / North 24 Parganas /  
Paschim Medinipur / Jhargram / Purba Medinipur / Purulia / South 24 Parganas / Uttar Dinajpur / Rampurhat /  
Nandigram / Diamond Harbour / Basirhat / Bishnupur
- ✓ 53) IT Co-ordinator, Swasthya Bhawan, with the request to upload the letter in the web site of Health & family Welfare Department , Government of West Bengal.

  
21/1/18  
Director of Health Services &  
The Chief Registrar of Births & Deaths  
Government of West Bengal.

Form No. 1 (Extract)  
(See Rule 4)

**ANNUAL REPORT ON THE WORKING OF THE BIRTH AND DEATH  
REGISTRATION ACT, 1969  
FOR THE YEAR .....**

1. Identification and Location
  - (a) Type of Registration Office : Corporation / Municipality / Notified Area / Cantonment / Block (Specify) (Strike out which is not applicable)
  - (b) Name of the Registration Office .....
  - (c) Address of Registration Office .....
  - (i) District .....
  - (ii) Block .....
  - (iii) Population of the Registration area .....
- 1991 Census .....
- 2001 Census .....
2. Number of searches of Birth and Death Register made for issue of certificates and amount realised under Section 17 :
 

Number : ..... Amount realised in Rupees: .....

Number of delayed registration under Section 13 : .....

  - (i) Birth .....
  - (ii) Death .....
  - (iii) Amount realised (both) .....
3. Prosecutions and compounding of offences under Section 23 (if there be any such case, give details)
 

Number : ..... Amount realised .....
4. Publicity measures adopted (brief note) : .....

**TABLE NO. 1 VITAL EVENTS BY SEX**

VITAL EVENTS	MALE	FEMALE	PERSONS
LIVE BIRTH			
STILL BIRTH			
DEATH			
INFANT DEATH			
MATERNAL DEATH DUE TO PUERPERAL CAUSES			

**TABLE NO. 2 VITAL EVENTS BY RELIGION**

VITAL EVENTS	Hindu	Muslim	Christian	Buddhists	Others	Total
LIVE BIRTH						
STILL BIRTH						
DEATH						
LIVE BIRTH						
STILL BIRTH						
DEATH						

**TABLE NO. 3 VITAL EVENTS BY TYPE ATTENTION**

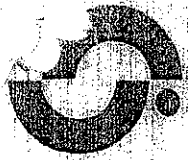
VITAL EVENTS	Institutional	Domiciliary		Total
		*Q.M.P.	Others	
*Q.M.P. means Qualified Medical Practitioner 1.				
LIVE BIRTH				
STILL BIRTH				
DEATH				
INFANT DEATH				
MATERNAL DEATH				

**TABLE NO. 4 : LIVE BIRTH BY AGE OF THE MOTHER AND BIRTH ORDER**

Age of Mother	BIRTH ORDER							
	1	2	3	4	5	6 & above	Not stated	Total
1	2	3	4	5	6	7	8	9
Below 15								
15 - 19								
20 - 24								
25 - 29								
30 - 34								
35 - 39								
40 - 44								
45 and above								
Age not stated								
Total								

**TABLE NO. 5 : DEATHS BY AGE AND SEX**

Age of Deceased	DEATHS		
	MALE	FEMALE	TOTAL
1	2	3	4
Below Q1			
01-04			
05-14			
15-24			
25-34			
35-44			
45-54			
55-64			
65-69			
70 and above			
Age not stated			
Total			



SPEED POST

सं/No. 2/2/2013/VS (CRS)

भारत सरकार

GOVERNMENT OF INDIA

गृह मंत्रालय

MINISTRY OF HOME AFFAIRS

भारत के महारजिस्ट्रार का कार्यालय

OFFICE OF THE REGISTRAR GENERAL, INDIA

जीवनांक प्रभाग, पश्चिमी खण्ड-1, रामकृष्ण पुरम्, नई दिल्ली - 110066

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

Tel- 26106293, Fax: 26104012, E-mail - [srocrs.rgi@censusindia.gov.in](mailto:srocrs.rgi@censusindia.gov.in)

Dated - 20/06/2013

A.D. (SBHI) please  
20/06/13

To,

The Chief Registrar of Births & Deaths and  
Director of Health Services, West Bengal,  
Swastha Bhawan, Block C.N. 29,  
Sector-V, Salt Lake  
Kolkata - 700091

Sub: Supply of Annual Statistical Report for the year 2011 - reg.

Sir/Madam,

Kindly refer the report on Vital Statistics for the year 2011 submitted by your office vide letter No. SBHI/2A-2/2000(Part-1)/4040, dated 06.06.2013. While checking the report it has been observed that sex-wise & area-wise (rural - urban) registered Live Births & Deaths has not been included in the report. Therefore you are requested to submit the desired information. In order to analyse the report at National Level the following information in the prescribed format may also be forwarded to this office:

Time Gap Registration of Births

With in time Limit i.e. 21 days		Within 30 days		After 30 days < 1 Years		After One Year		Total	
Rural	Urban	Rural	Urban	Rural	Urban	Rural	Urban	Rural	Urban
1	2	3	4	5	6	7	8	9	10

Time Gap Registration of Deaths

With in time Limit i.e. 21 days		Within 30 days		After 30 days < 1 Years		After One Year		Total	
Rural	Urban	Rural	Urban	Rural	Urban	Rural	Urban	Rural	Urban
1	2	3	4	5	6	7	8	9	10



प्रत्येक जन्म एवम् मृत्यु का पंजीकरण सुनिश्चित करें/  
"Ensure Registration of Every Birth and Death"

Death by Age and Sex, Rural/Urban

Age of Deceased	Rural			Urban		
	Male	Female	Total	Male	Female	Total
1	2	3	4	5	6	7
Less than 1 Year						
1 Year - 4 Year						
5 Year - 14 Year						
15 Year - 24 Year						
25 Year - 34 Year						
35 Year - 44 Year						
45 Year - 54 Year						
55 Year - 64 Year						
65 Year - 69 Year						
70 Year & above						
Age Not Stated						

2 You are therefore requested to provide the requisite information on an urgent basis.

Yours faithfully,



(R.K. Gautam)

Joint Director (CRS)

Copy to:

The Director of Census Operations, Directorate of Census Operations, West Bengal, 20-B, Abdul Hamid Street, KOLKATA - 700 069 to kindly co-ordinate on this matter.

(R.K. Gautam)

Joint Director (CRS)



प्रत्येक जन्म एवम् मृत्यु का पंजीकरण सुनिश्चित करें/  
"Ensure Registration of Every Birth and Death"

