

Birth & Death Registration Portal

Introduction:

Current Birth Application:

Citizen can apply for birth application of new born. Citizen has to register themselves with their mobile number after OTP authentication. After registration the applicant is allowed to fill up birth application form. After submission of the birth application form, the application will be sent to higher authorities for approval and the applicant will be alerted with SMS after completion of each process. The applicant can track their application status. After approval of the application, the applicant will receive a SMS and from the SMS link they can download & print the birth certificate.

Delayed Birth Registration:

Citizen can apply for birth application of a baby whose birth date is either 21 days or more from the current date. Citizen has to register themselves with their mobile number after OTP authentication. After registration the applicant is allowed to fill up birth application form. After submission of the delayed birth application form, the application will be sent to higher authorities for approval and the applicant will be alerted with SMS after completion of each process. The applicant can track their application status. After approval of the application, the applicant will receive a SMS and from the SMS link they can download & print the birth certificate.

Birth Certificate Correction:

Citizen can apply for birth certificate correction. For that they have to provide any of the following either certificate number or acknowledgement number or mobile number. After OTP authentication the modification screen will open. Except baby name citizen can change any details of the baby.

Child Name Registration:

If a hospital DEO enters an application without the child's name, then the citizen can apply for the name inclusion through the menu "Child Name Registration". Citizen will provide the acknowledgement number and the details will be visible. Citizen will provide the baby name and submit the application.

Current Death Application:

Citizen can apply for death application of a deceased person. Citizen has to register themselves with their mobile number after OTP authentication. After registration the applicant is allowed to fill up death application form. After submission of the death application form, the application will be sent to higher authorities for approval and the applicant will be alerted with SMS after completion of each process. The applicant can track their application status. After approval of the application, the applicant will receive a SMS and from the SMS link they can download & print the death certificate.

Delayed Death Registration:

Citizen can apply for death application of a deceased person whose death date is either 21 days or more from the current date. Citizen has to register themselves with their mobile number after OTP authentication. After registration the applicant is allowed to fill up death application form. After submission of the delayed death application form, the application will be sent to higher authorities for approval and the applicant will be alerted with SMS after completion of each process. The applicant can track their application status. After approval of the application, the applicant will receive a SMS and from the SMS link they can download & print the death certificate.

Death Certificate Correction:

Citizen can apply for death certificate correction. For that they have to provide any of the following either certificate number or acknowledgement number or mobile number. After OTP authentication the modification screen will open. Except deceased person name citizen can change any details of the deceased person.

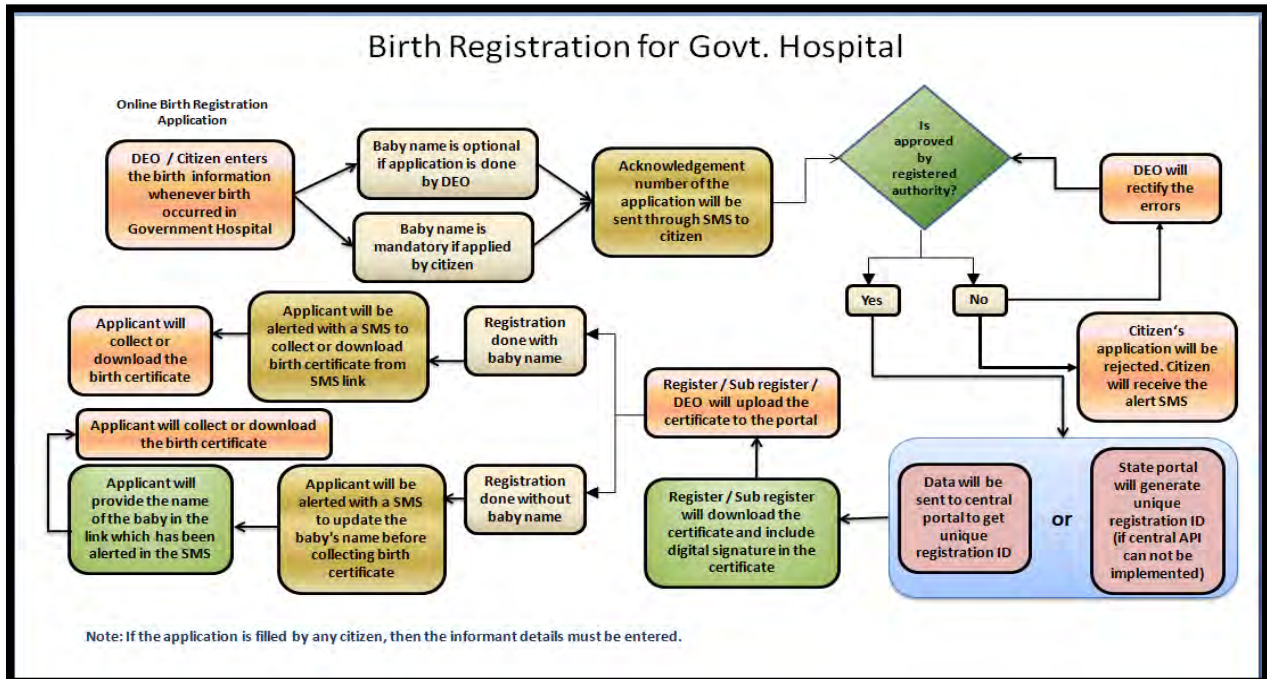
Description:

- This application generates the Birth information of any new child after providing valid document for the same and the application also generates death certificate of a deceased person after providing valid document for the same
- DEO / Citizen enters the birth information whenever birth occurred in Government Hospital or by Private Hospital /Local Body
- Baby name is optional if application is done by DEO, but Baby name is mandatory if applied by citizen
- Acknowledgement number of the application will be sent through SMS
- Approved by registered authority
- Data will be sent to central portal to GET unique registration ID
- Applicant will be alerted with a SMS to collect birth certificate after registration is completed
- Applicant can get the birth certificate
- DEO / Citizen enters the death information whenever death occurred in facility
- Acknowledgement number of the application will be sent through SMS
- Approved by registered authority
- Data will be sent to central portal for unique registration ID
- Applicant will be alerted with a SMS to collect death certificate
- Applicant will collect death certificate.

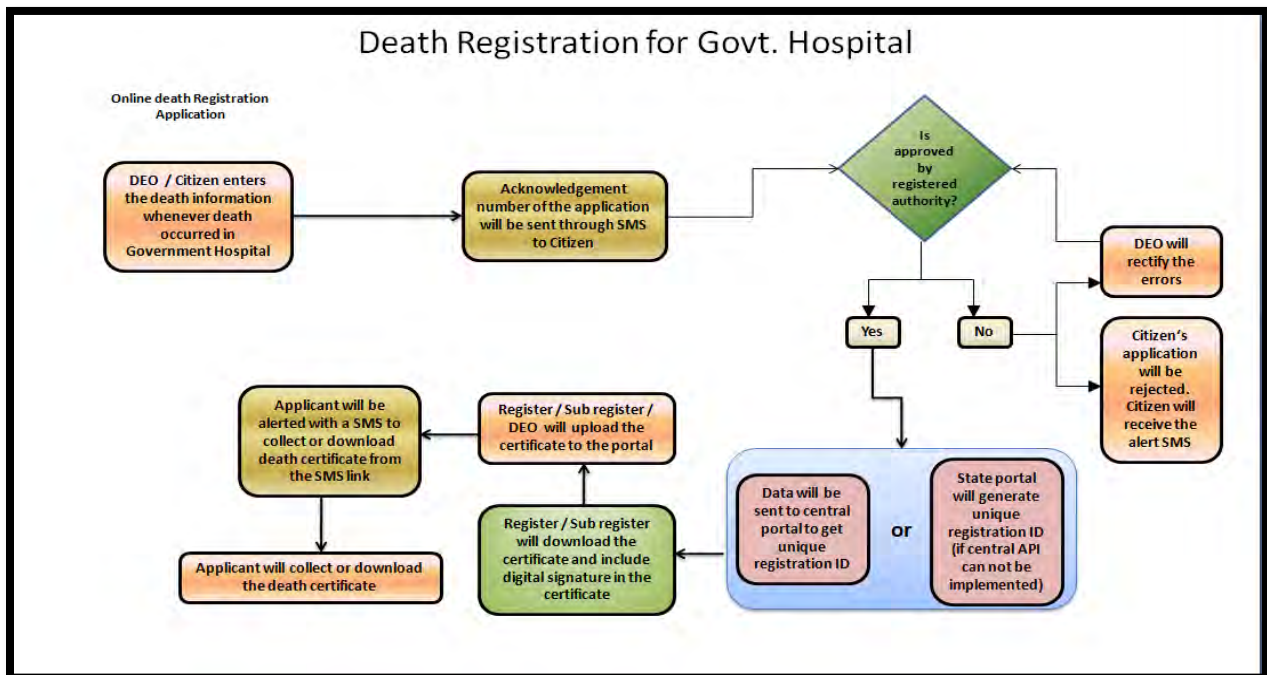
Some Important Information Regarding Birth & Death Application:

- For generating death certificate for an unknown person (Beggar/Orphan etc) requires Id proof of the person (informant) who took that unknown person to the hospital.
- Before applying for the new birth certificate application the DEO must verify that the application for the same child has not already been applied by the citizen to avoid duplication.
- For generating birth certificate DEO/ Citizen must provide some ID proof of child's father, mother or informant.
- If the birth occurred in private hospital, and the hospital staff send the birth data to the urban local bodies then the informant details are not required for the same child's birth application. But if the hospital staff did not provide the data then the Informant details (Asha workers) must be captured in the portal.
- Entire application can be used in 2 languages (English / Bengali).

Work Flow for Birth Registration

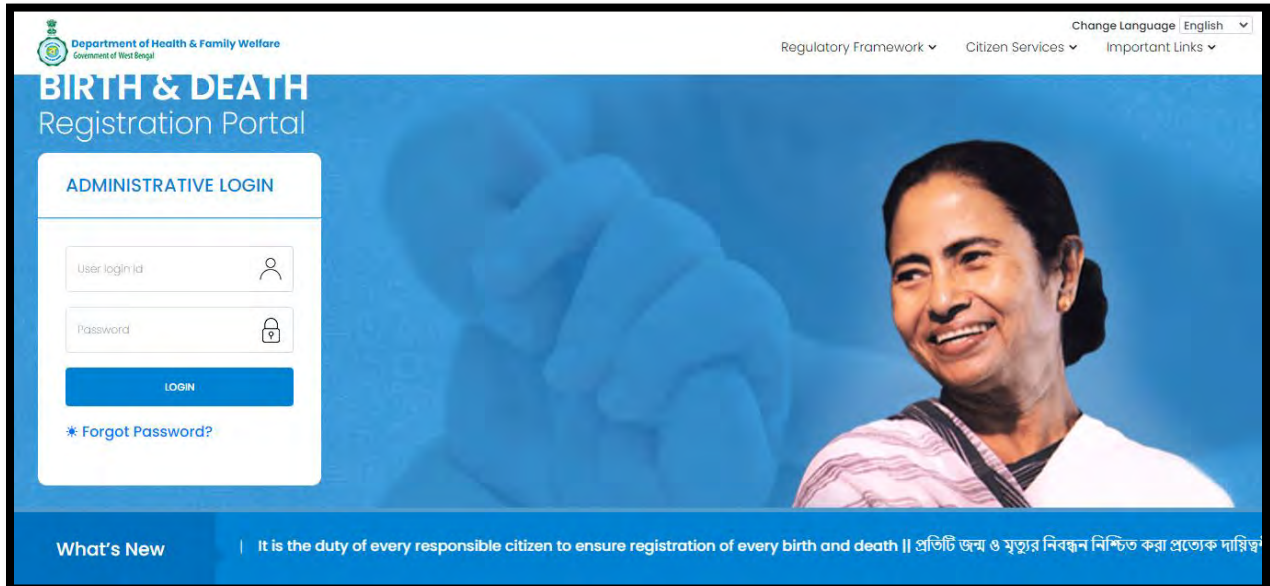


Work Flow for Death Registration



Birth & Death Registration Portal User Manual for Citizen

Step 1: User will open the Birth & Death Registration Portal from www.wbhealth.gov.in website. User will be redirected to the login page of Birth & Death Registration Portal.



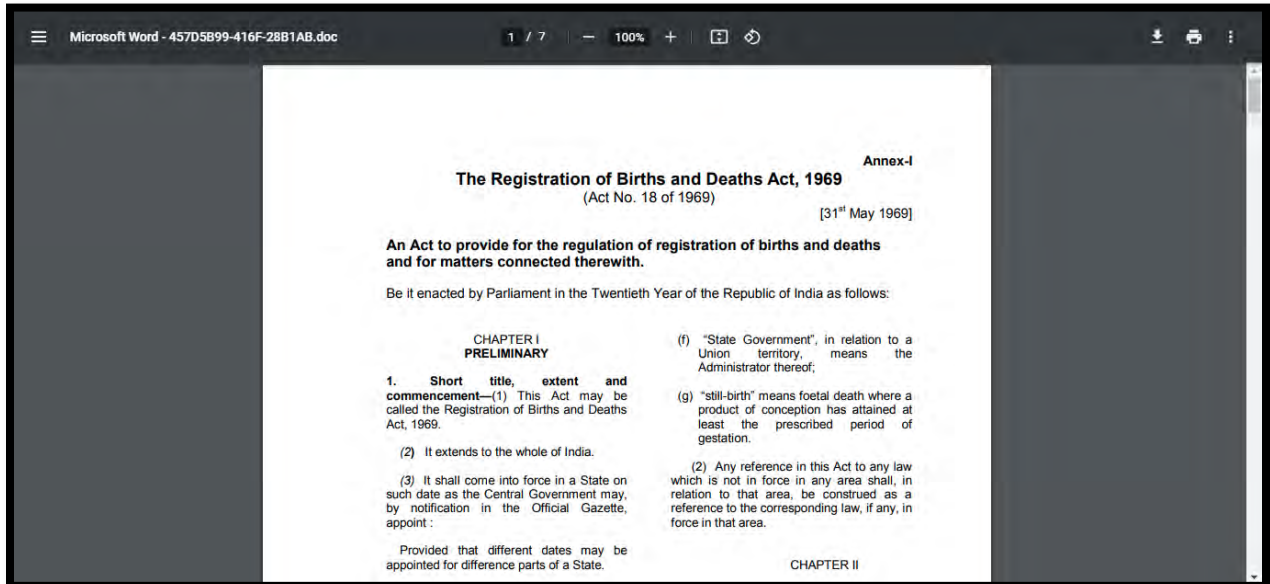
Step 2: User can click on Regulatory Framework which opens the submenu with the following "The Registration Of Births & Deaths Act, 1969", "West Bengal Registration Of Births & Deaths - State Rule 2000" and "West Bengal State Rule Amendment – 2006".



Step 2.1.1: User will click on the "The Registration of Births & Deaths Act, 1969" from "Regulatory Framework" main menu.



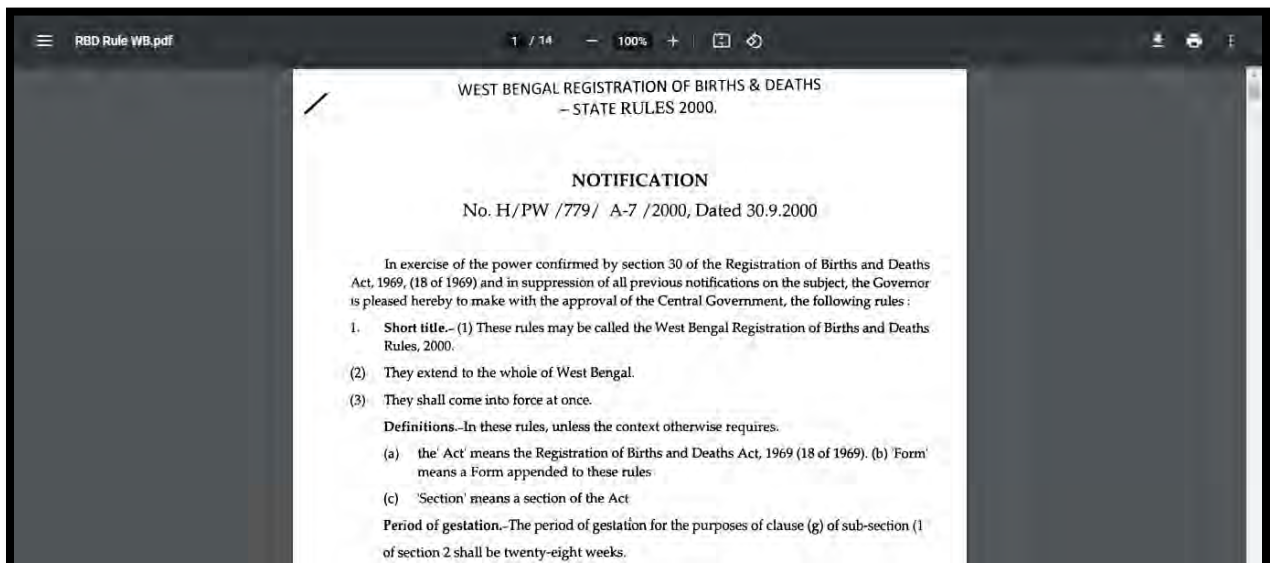
Step 2.1.2: User will be redirected to the next page where "The Registration of Births & Deaths Act, 1969" information will open.



Step 2.2.1: User will click on the "West Bengal Registration of Births & Deaths - State Rule 2000" from "Regulatory Framework" main menu.



Step 2.2.2: User will be redirected to the next page where "West Bengal Registration of Births & Deaths - State Rule 2000" information will open.

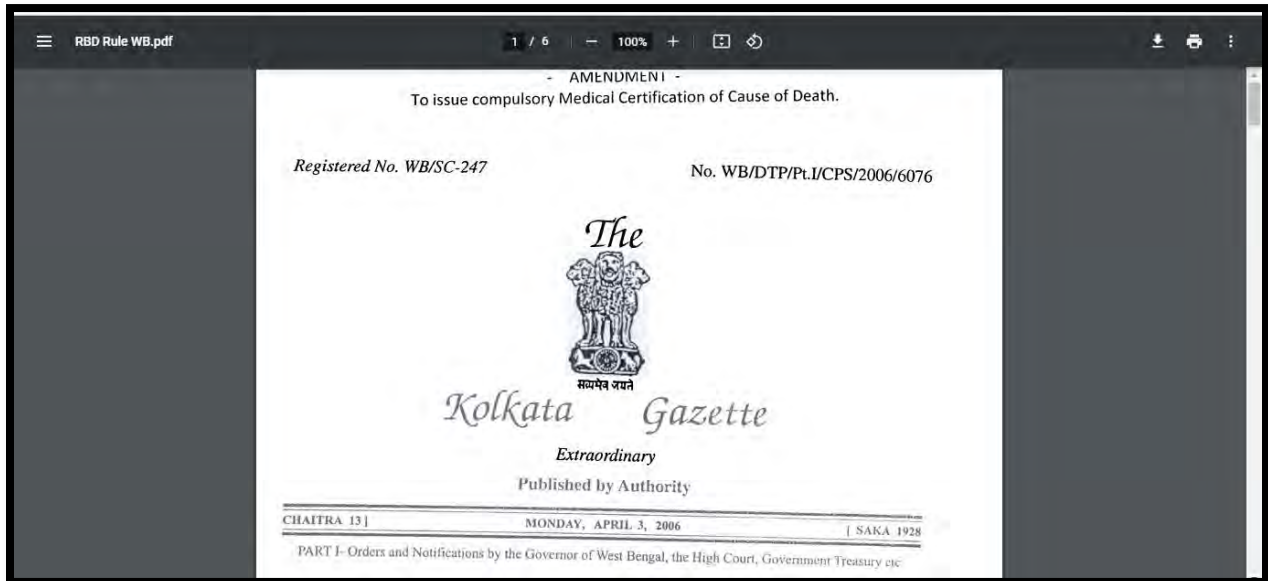


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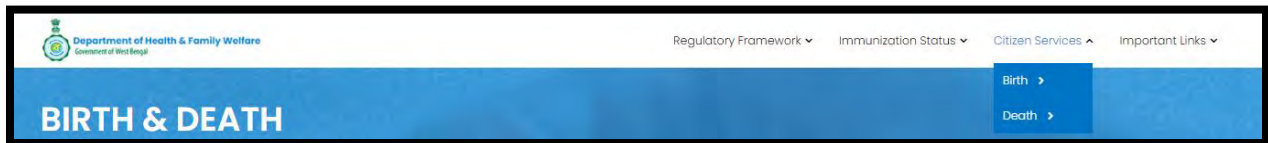
Step 2.3.1: User will click on the "West Bengal State Rule Amendment – 2006" from "Regulatory Framework" main menu.



Step 2.3.2: User will be redirected to the next page where "West Bengal State Rule Amendment – 2006" information will open.

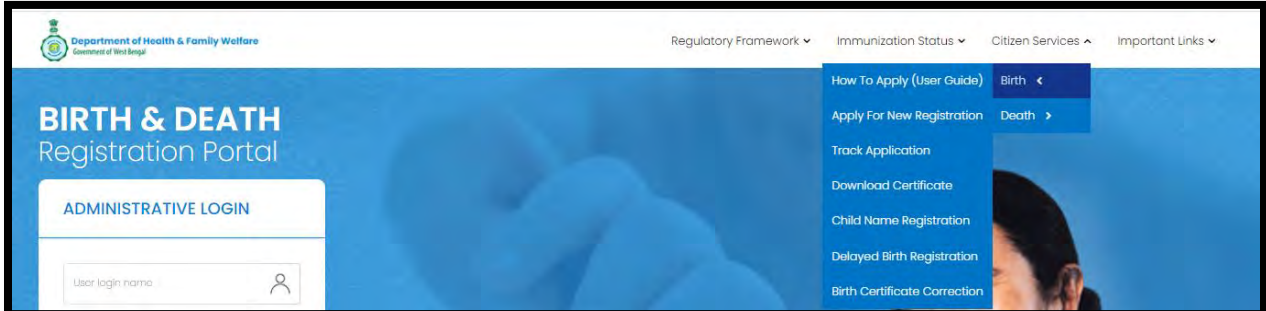


Step 3: User can click on Citizen Services which open the submenu with the following "Birth" and "Death". They can apply for birth or death certificate.

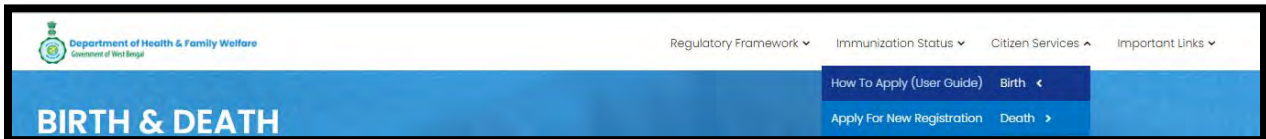


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Step 3.1: User will next select Birth submenu from “Citizen Services” which will open another dropdown with the following "How To Apply (User Guide)", "Apply For New Registration", "Track Application", "Download Certificate", “Child Name Registration”, "Delayed Birth Registration" and "Birth Certificate Correction".



Step 3.1.1.1: User will click on “How To Apply (User Guide)” from Birth sub menu of Citizen Services main menu.



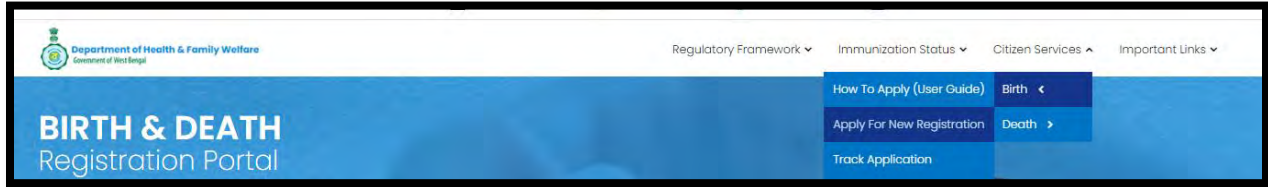
Step 3.1.1.2: User will be redirected to the User manual of citizen. User can download or view the application procedure for their better understanding about the application.



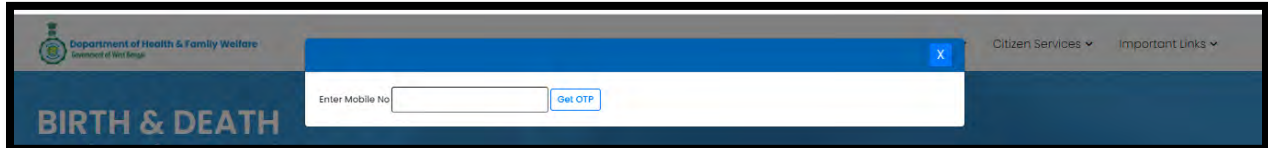
Step 2: User can click on Regulatory Framework which open the submenu with the following "The Registration Of Births & Deaths Act, 1969", “West Bengal Registration Of Births & Deaths - State Rule

Birth & Death Registration Portal User Manual for Citizen

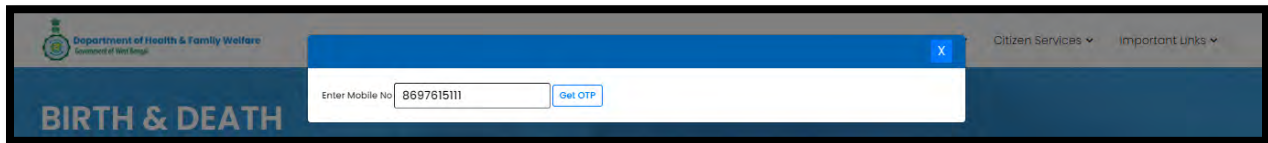
Step 3.1.2.1: User will click on “Apply For New Registration” from Birth sub menu of Citizen Services main menu. Citizen will apply here if they did not receive any birth certificate.



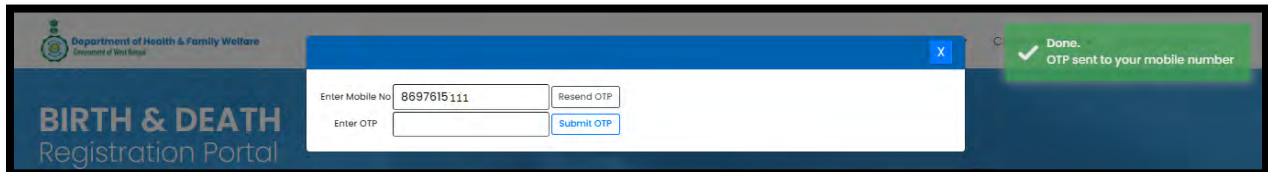
Step 3.1.2.2: A popup will open where citizen have to register themselves with mobile number.



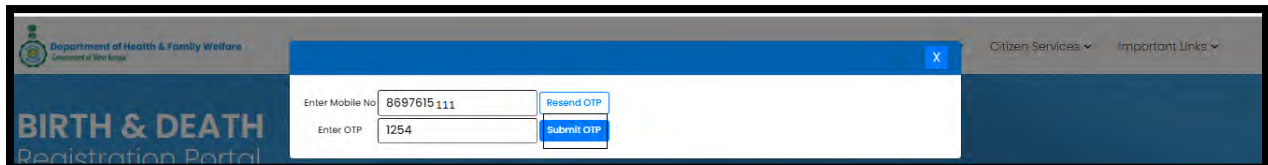
Step 3.1.2.3: Citizen will enter their mobile number for required birth registration.



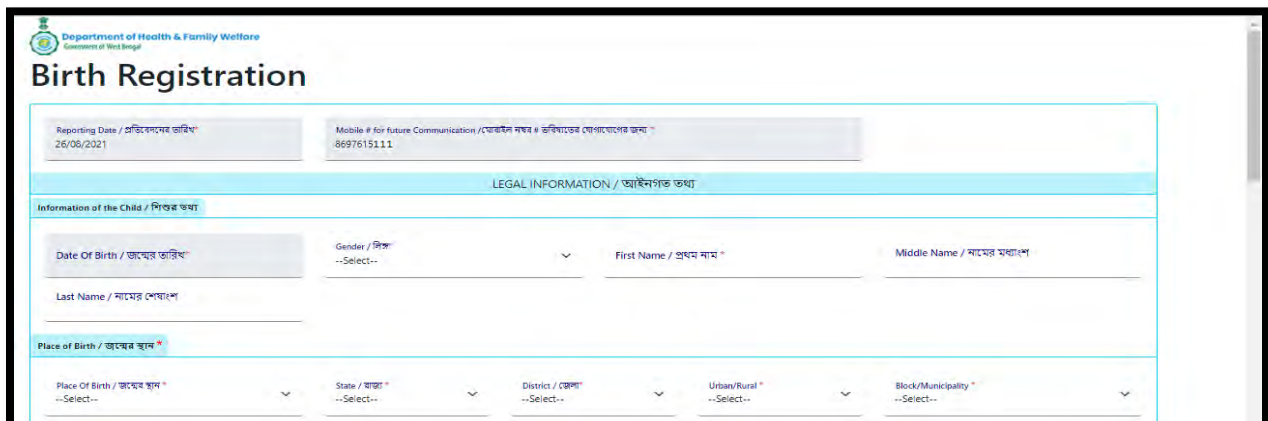
Step 3.1.2.4: After verifying the mobile number an OTP will be send to the same mobile number.



Step 3.1.2.5: Citizen will enter the received OTP and press submit button. If the OTP is not received by citizen they can sent again by clicking resend OTP.



Step 3.1.2.6: After successful OTP submission birth Registration form will be appeared.



Step 3.1.2.7: Citizen will first enter information of child which includes baby's date of birth, gender and name. After that they will enter place of birth (Hospital, home or other than hospital or home).

Department of Health & Family Welfare
Government of West Bengal

Birth Registration

Reporting Date / প্রতিবেদনের তারিখ: 26/08/2021
Mobile # for future Communication / মোবাইল নম্বর # ভবিষ্যতের যোগাযোগের জন্য: 8697615 111

LEGAL INFORMATION / আইনগত তথ্য

Information of the Child / শিশুর তথ্য

Date Of Birth / জন্মের তারিখ: 25/08/2021
Gender / লিঙ্গ: Male
First Name / প্রথম নাম: BabyofRuma
Middle Name / নামের মধ্যাংশ
Last Name / নামের শেষাংশ

Place of Birth / জন্মের স্থান

Place Of Birth / জন্মের স্থান: Hospital
State / রাজ্য: West Bengal
District / জেলা: Birbhum
Urban/Rural: Hospital
Block/Municipality

Step 3.1.2.8: After selecting appropriate place of birth, Citizen will select State, District and Urban or Rural.

LEGAL INFORMATION / আইনগত তথ্য

Information of the Child / শিশুর তথ্য

Date Of Birth / জন্মের তারিখ: 25/08/2021
Gender / লিঙ্গ: Male
First Name / প্রথম নাম: BabyofRuma
Middle Name / নামের মধ্যাংশ
Last Name / নামের শেষাংশ

Place of Birth / জন্মের স্থান

Place Of Birth / জন্মের স্থান: Hospital
State / রাজ্য: West Bengal
District / জেলা: Birbhum
Urban/Rural: Hospital
Block/Municipality: Block

Step 3.1.2.9: After selecting Urban or Rural they will select Block or Municipality, Panchayat and hospital type (Government or Private) where the baby birth occurred.

Place of Birth / জন্মের স্থান

Place Of Birth / জন্মের স্থান: Hospital
State / রাজ্য: West Bengal
District / জেলা: Birbhum
Urban/Rural: Block
Block/Municipality: BOLPUR SRINIKETAN
Panchayat: KANKALITALA
Hospital Type: Government

Father's Information / পিতার তথ্য

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Step 3.1.2.10: After choosing hospital type user will enter hospital name. Next they will enter father's information such as name, email id, mobile number and select the required ID proof of father among (Aadhar, EPIC or Khadya Sathi).

Place of Birth / জন্মের স্থান *

Place of Birth / জন্মের স্থান *	State / রাজ্য *	District / জেলা *	Urban/Rural *	Block/Municipality *
Hospital	West Bengal	Birbhum	Block	BOLPUR SRINIKETAN

Father's Information / পিতার তথ্য

First Name / প্রথম নাম	Middle Name / নামের মধ্যাংশ	Last Name / নামের শেষাংশ	Email Id / ইমেইল
Vinay	Kumar	Sarkar	vks@test.com

Mobile No. / মোবাইল: 9874561230

Type of ID Proof: --Select--
Aadhaar
EPIC
Khadya Sathi

ID Proof Number: _____

Upload ID Proof (should not exceed 50kb):
Choose File | No file chosen

Step 3.1.2.11: After selecting ID proof of baby's father they will enter the number of the ID proof and upload the scan copy of the same. Note that scan copy size must be fewer than 50 KB. Next citizen will enter mothers information same as fathers information along with Matri Maa ID if available.

Father's Information / পিতার তথ্য

First Name / প্রথম নাম	Middle Name / নামের মধ্যাংশ	Last Name / নামের শেষাংশ	Email Id / ইমেইল
Vinay	Kumar	Sarkar	vks@test.com

Mobile No. / মোবাইল: 9874561230

Type of ID Proof: Aadhaar

ID Proof Number: 768975484521

Upload ID Proof (should not exceed 50kb):
Choose File | demo.pdf

Mother's Information / মাতার তথ্য

First Name / প্রথম নাম	Middle Name / নামের মধ্যাংশ	Last Name / নামের শেষাংশ	Email Id / ইমেইল
Ruma		Sarkar	rs@test.com

Mobile No. / মোবাইল: 7894561230

Type of ID Proof: Aadhaar

ID Proof Number: 748485454101

Upload ID Proof (should not exceed 50kb):
Choose File | demomom1.pdf

Matri Maa ID: 121212

Step 3.1.2.12: Next they will enter present address of mother, if the permanent address of mother is same as present address citizen will click on the check box.

Present Address of mother at the time of the child's birth / পিতার জন্মের সময় মাতার ঠিকানা

In West Bengal

Bldg.No & Name / বাড়ীর নাম ও নাম	House No. / গৃহ নং	Street/Lane / রাস্তা/লেন নাম	Locality/Post Office / অঞ্চল / পোস্ট অফিস
34 Tara Bhaban	15	12, Test Road	PO

Pin / পিন নং: 731101

State / রাজ্য: West Bengal

District / জেলা: Birbhum

Urban/Rural: Block

Block/Municipality: BOLPUR SRINIKETAN

Panchayat: KANKALITALA

Village/Town / গ্রাম / শহর: BENGUTIA

Permanent Address of mother / মাতার স্থায়ী ঠিকানা

Please check if permanent address is same as above address. / স্থায়ী ঠিকানা উপরের ঠিকানার সাথে একই কিনা অনুগ্রহ করে মিলিয়ে নিন এবং চেক বক্সে ক্লিক করুন

In West Bengal Outside West Bengal

Bldg.No & Name / বাড়ীর নাম ও নাম	House No. / গৃহ নং	Street/Lane / রাস্তা/লেন নাম	Locality/Post Office / অঞ্চল / পোস্ট অফিস

Pin / পিন নং: --Select--

State / রাজ্য: --Select--

District / জেলা: --Select--

Urban/Rural: --Select--

Block/Municipality: --Select--

Village/Town / গ্রাম / শহর: --Select--

Step 3.1.2.13: Clicking on checkbox present address details are auto populated in permanent address details. But if the address is not same they have to enter permanent address separately.

Present Address of mother at the time of the child's birth / শিশুর জন্মের সময় মাতার ঠিকানা

In West Bengal

Bldg.No & Name / বাড়ীর নামের ও নাম: 34 Tara Bhaban ✓

House No. / গৃহ নং: 15

Street/Lane / রাস্তা/লেন নাম: 12, Test Road

Locality/Post Office / অঞ্চল / পোস্ট অফিস: PO

Pin / পিন নং: 731101

State / রাজ্য: West Bengal ✓

District / জেলা: Birbhum ✓

Urban/Rural: Block ✓

Block/Municipality: BOLPUR SRINIKETAN ✓

Panchayat: KANKALITALA ✓

Village/Town/গ্রাম / শহর: BENGUTIA ✓

Permanent Address of mother / মাতার স্থায়ী ঠিকানা

Please check if permanent address is same as above address. / স্থায়ী ঠিকানা উপরের ঠিকানার সাথে একই কিনা অনুগ্রহ করে মিলিয়ে নিন এবং চেক বক্সে ক্লিক করুন

In West Bengal Outside West Bengal

Bldg.No & Name / বাড়ীর নামের ও নাম: 34 Tara Bhaban

House No. / গৃহ নং: 15

Street/Lane / রাস্তা/লেন নাম: 12, Test Road

Locality/Post Office / অঞ্চল / পোস্ট অফিস: PO

Pin / পিন নং: 731101

State / রাজ্য: West Bengal

District / জেলা: Birbhum

Urban/Rural: Block

Block/Municipality: BOLPUR SRINIKETAN

Panchayat: KANKALITALA

Village/Town/গ্রাম / শহর: BENGUTIA

Step 3.1.2.14: Citizen will next enter statistical information for father and mother. They will first select religion and choose fathers education details.

Statistical Information / পরিসংখ্যানগত তথ্য

Father's and Mother's Information / পিতা ও মাতার তথ্য

Religion / ধর্ম: Hindu ✓

Fathers Level Of Education / পিতার শিক্ষাগত যান: --Select--

Fathers Occupation / পিতার পেশা: --Select--

Mothers Level Of Education / মাতার শিক্ষাগত যান: --Select--

Other Information / অন্যান্য তথ্য

Age of the mother (in completed years) at The Time Of First Marriage / প্রথম বিবাহের সময় মাতার বয়স (পূর্ণ বছরে):

Age of the mother (in completed years) at the time of this birth / প্রথম বিবাহের সময় মাতার বয়স (পূর্ণ বছরে):

Type of attention at delivery / প্রসবকালীন পরিচর্যা: --Select--

Delivery Method / সন্তানের পদ্ধতি: --Select--

Step 3.1.2.15: After choosing fathers education details citizen will select father's occupation, mother's education details, mother's occupation, age of mother during marriage and choose type of attention at delivery.

Statistical Information / পরিসংখ্যানগত তথ্য

Father's and Mother's Information / পিতা ও মাতার তথ্য

Religion / ধর্ম: Hindu ✓

Fathers Level Of Education / পিতার শিক্ষাগত যান: Technical Diploma or Certificate not equal to Degree ✓

Fathers Occupation / পিতার পেশা: Plant and Machine Operator and Assemblers ✓

Mothers Level Of Education / মাতার শিক্ষাগত যান: Hr. secondary/Sr. Secondary/Pre-University/Class XII ✓

Mother's Occupation / মাতার পেশা: Housewife/Househusband ✓

Other Information / অন্যান্য তথ্য

Age of the mother (in completed years) at The Time Of First Marriage / প্রথম বিবাহের সময় মাতার বয়স (পূর্ণ বছরে): 32

Age of the mother (in completed years) at the time of this birth / প্রথম বিবাহের সময় মাতার বয়স (পূর্ণ বছরে):

Type of attention at delivery / প্রসবকালীন পরিচর্যা: --Select--

--Select--

Institutional - Government

Institutional - Private or Non-Government

Non Institutional

Step 3.1.2.16: After choosing type of attention at delivery, citizen enters age of mother during delivery and chooses delivery method (Normal, forceps / vacuum or caesarian).

The screenshot shows a form titled 'Other Information / অন্যান্য তথ্য'. It contains several input fields and dropdown menus. The first field is 'Age of the mother (in completed years) at The Time Of First Marriage / প্রথম বিবাহের সময় মাতার বয়স (পূর্ণ বছরে)' with the value 32. The second field is 'Age of the mother (in completed years) at the time of this birth / প্রথম বিবাহের সময় মাতার বয়স (পূর্ণ বছরে)' with the value 36. The third field is 'Number of child born alive to the mother so far including this child / এই সন্তান সহ মাতার জীবিত প্রসূত সন্তান সংখ্যা' with the value 1. On the right side, there are two dropdown menus: 'Type of attention at delivery / সসেবকালীন পরিচর্যা' with the selected option 'Institutional - Private or Non-Government', and 'Delivery Method / প্রসবের পদ্ধতি' with the selected option 'Caesarean'. A 'Submit' button is visible at the bottom.

Step 3.1.2.17: After choosing delivery method (Normal, forceps / vacuum or caesarian) citizen enters total babies count of mother, weight of the baby, pregnancy duration of mother and upload discharge certificate. Next they will press submit button.

The screenshot shows the same form as in Step 3.1.2.16, but with additional fields filled out. The 'Number of child born alive to the mother so far including this child' field now has the value 1. The 'Duration Of Pregnancy (in weeks) / গর্ভের বিচ্ছিন্নকাল (সপ্তাহে)' field has the value 37. The 'Remarks' field contains the text 'Test'. The 'Birth Weight (in Kgs.) / জন্মের সময় শিশুর ওজন (কি. গ্রা.)' field has the value 3.1. Below these fields is an 'Upload Documents' section with a file upload button and a file named 'demo.pdf'. A red box highlights the 'Submit' button at the bottom of the form.

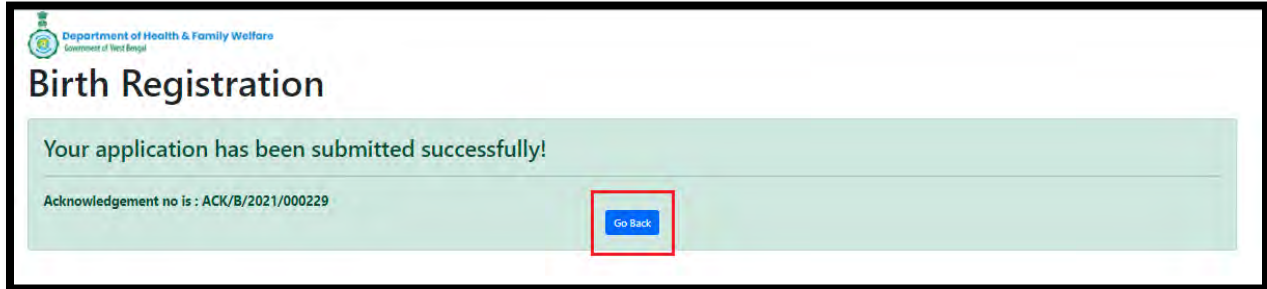
Step 3.1.2.18: Clicking on submit button a popup arises to confirm the submission.

The screenshot shows a confirmation dialog box with the text 'Are you sure you want to submit?'. It has two buttons: 'OK' and 'Cancel'. The 'OK' button is highlighted with a red box.

Step 3.1.2.19: The baby's birth information will be submitted successfully.

The screenshot shows a success page for 'Birth Registration'. At the top left is the logo of the Department of Health & Family Welfare, Government of West Bengal. The main heading is 'Birth Registration'. A green message box says 'Your application has been submitted successfully!'. Below this, it says 'Acknowledgement no is : ACK/B/2021/000229'. A 'Go Back' button is located at the bottom center. In the top right corner, there is a green box with the text 'Successful... Acknowledgement no is : ACK/B/2021/000229'.

Step 3.1.2.20: An acknowledgement number generated for the same and SMS sent to registered mobile number. They will press back button.



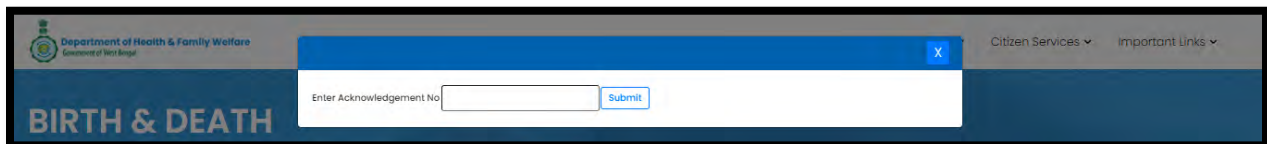
Step 3.1.2.21: Clicking on back button page will be redirected to the birth & death login page.



Step 3.1.3.1: User will click on "Track Application" from Birth sub menu of Citizen Services main menu.

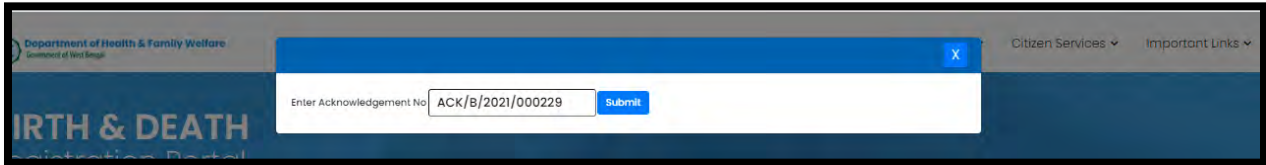


Step 3.1.3.2: A popup will open where citizen have to enter the acknowledgement number.



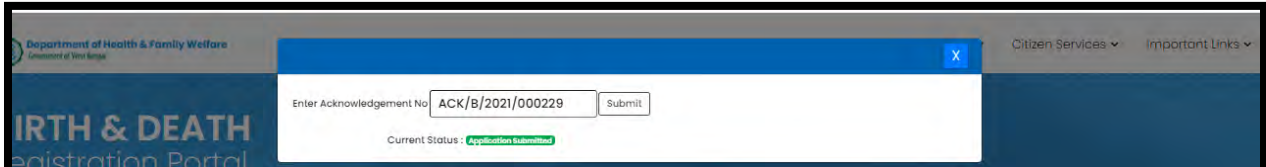
Birth & Death Registration Portal User Manual for Citizen

Step 3.1.3.3: Citizen will enter the acknowledgement number and press submit button.



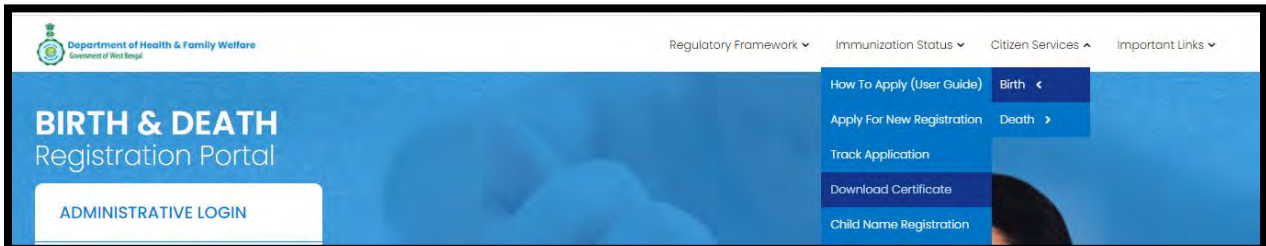
The screenshot shows the top navigation bar of the Department of Health & Family Welfare, Government of West Bengal. The main header reads "BIRTH & DEATH Registration Portal". Below the header, there is a form with the label "Enter Acknowledgement No" and a text input field containing "ACK/B/2021/000229". A blue "Submit" button is located to the right of the input field. The top right corner contains links for "Citizen Services" and "Important Links".

Step 3.1.3.4: Clicking on the submit button the current status of the application will be visible for citizen.



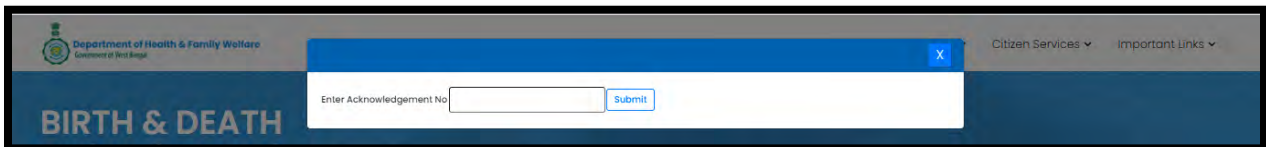
This screenshot is identical to the previous one, but it shows the "Current Status" as "Application Submitted" in a green box below the input field and "Submit" button.

Step 3.1.4.1: User will click on "Download Certificate" from Birth sub menu of Citizen Services main menu for downloading certificate.



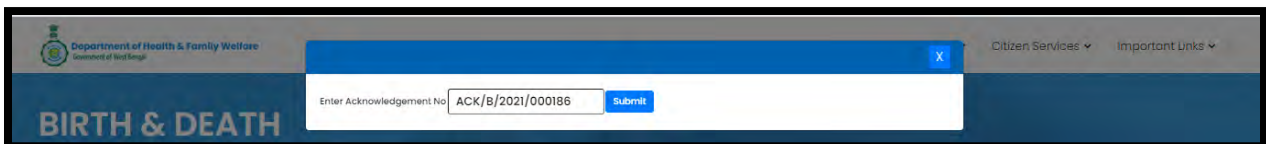
The screenshot shows the main navigation menu. The "Citizen Services" dropdown menu is open, displaying options: "How To Apply (User Guide)", "Apply For New Registration", "Track Application", "Download Certificate", and "Child Name Registration". The "Birth" and "Death" sub-menus are also visible.

Step 3.1.4.2: A popup will open where citizen have to enter the acknowledgement number.



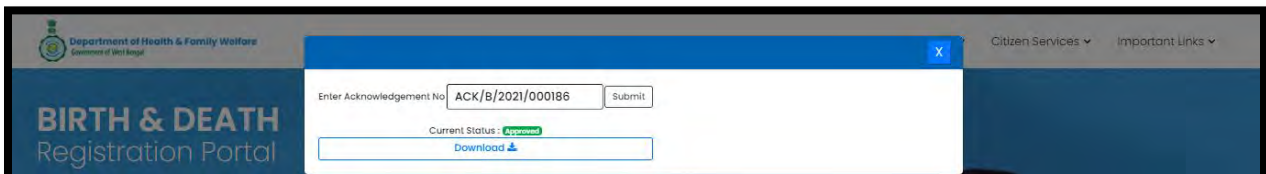
This screenshot is identical to the first screenshot, showing the "Enter Acknowledgement No" input field and the "Submit" button.

Step 3.1.4.3: Citizen will enter the acknowledgement number and press submit button.



This screenshot is identical to the first screenshot, showing the "Enter Acknowledgement No" input field and the "Submit" button.

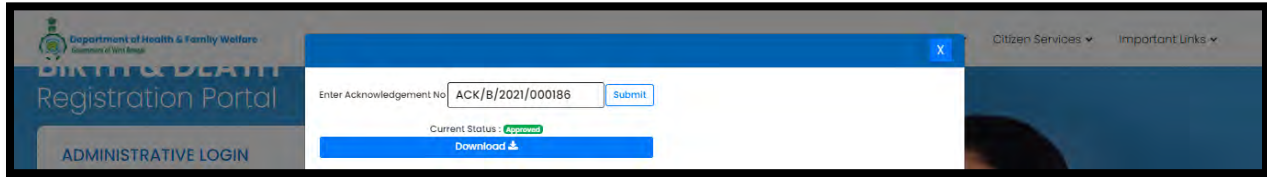
Step 3.1.4.4: Download link will appear for downloading the required birth certificate.



This screenshot is identical to the previous one, but it shows the "Current Status" as "Approved" in a green box. Below the status, a "Download" button with a download icon is visible.

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Step 3.1.4.5: User will click on download link and download the certificate accordingly.



GOVERNMENT OF WEST BENGAL
DEPARTMENT OF HEALTH AND FAMILY WELFARE
GRAMA PANCHAYAT KANKALITALA

BIRTH CERTIFICATE

(ISSUED UNDER SECTION 11(1) OF THE REGISTRATION OF BIRTHS & DEATHS ACT, 1969 AND RULE 8(1) OF THE WEST BENGAL REGISTRATION OF BIRTHS & DEATHS RULES, 2003)

THIS IS TO CERTIFY THAT THE FOLLOWING INFORMATION WAS TAKEN FROM THE ORIGINAL RECORD OF BIRTH WHICH IS THE REGISTER FOR GRAMA PANCHAYAT KANKALITALA OF BLOCK/MUNICIPALITY BOLPUR SRINIKETAN OF DISTRICT BIRBHUM OF STATE WEST BENGAL, INDIA.

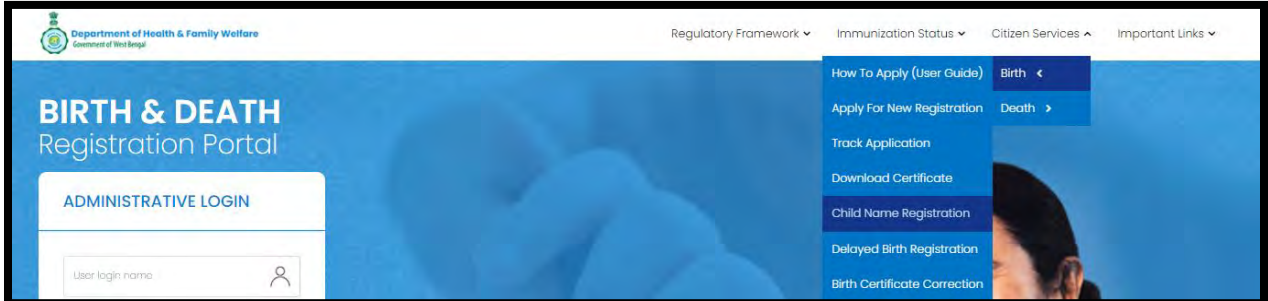
NAME :	Bibha Rupa	GENDER :	Male
DATE OF BIRTH :	24/08/2021	PLACE OF BIRTH :	BOLPUR SRINIKETAN, Bolpur, KANKALITALA, BENGALURU, West Bengal - 721112
NAME OF MOTHER :	Rupa Rupa	NAME OF FATHER :	Tapas Rupa
MOTHER'S IDENTITY PROOF :	Aadhar-4784670564	FATHER'S IDENTITY PROOF :	Aadhar-7846470564
PRESENT ADDRESS OF MOTHER AT THE TIME BIRTH OF THE CHILD :	7A, Kalgada Dutt Road House No-2 Street Lane-7A, Kalgada Dutt Road Locality-PO BOLPUR SRINIKETAN Block, Dist- Birbhum, West Bengal-721211	PERMANENT ADDRESS OF MOTHER :	7A, Kalgada Dutt Road House No-2 Street Lane-7A, Kalgada Dutt Road Locality-PO BOLPUR SRINIKETAN Block, Dist- Birbhum, West Bengal-721211
REGISTRATION NO :	B/021/000077	DATE OF REGISTRATION :	25/08/2021
S-UID :	32897304017943	REMARKS (IF ANY) :	
DATE OF ISSUE :	25/08/2021	ISSUING AUTHORITY :	
UPDATED ON :	2021-08-25 00:04:01		

SUB-REGISTRAR (BIRTH & DEATH)
GRAMA PANCHAYAT KANKALITALA

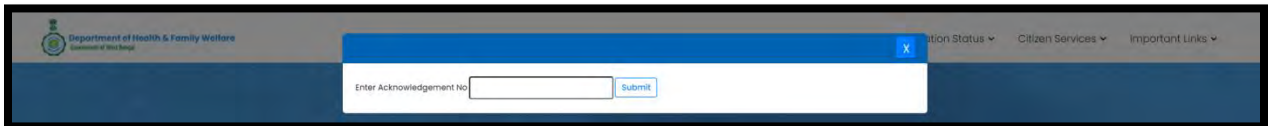
THIS IS A COMPUTER GENERATED CERTIFICATE.
THE GOVT. OF INDIA VIDE CIRCULAR NO. 1/13/2014-P&C(25) DATED 23-JULY-2015
HAS APPROVED THIS CERTIFICATE AS A VALID LEGAL DOCUMENT FOR ALL OFFICIAL PURPOSES.

ENSURE REGISTRATION OF EVERY BIRTH AND DEATH

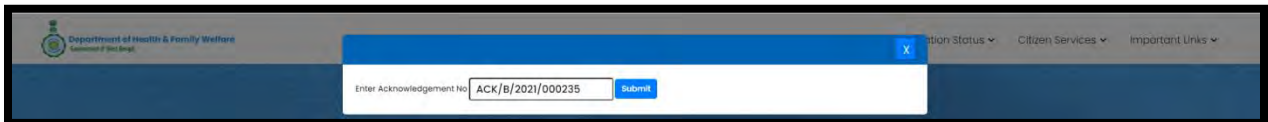
Step 3.1.5.1: Urban Local body DEO or Hospital DEO User can enter a birth registration without mentioning baby name because baby’s parent cannot give baby name to them on that moment. For this scenario baby’s parent can put their child name later on from Child name registration. For that User will click on “Child Name Registration” from Birth sub menu of Citizen Services main menu.



Step 3.1.5.2: A popup will open where citizen have to enter the acknowledgement number of that registration where child name is omitted.



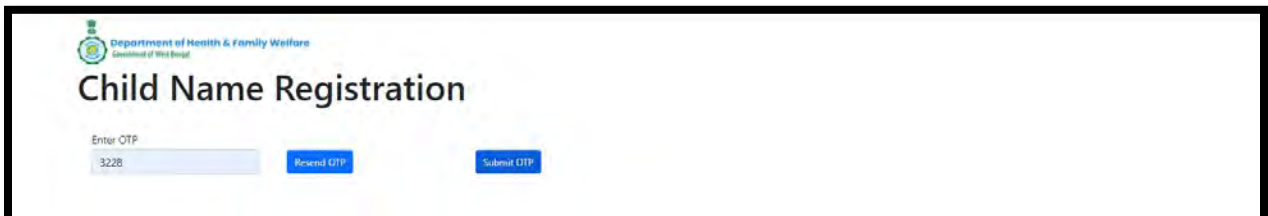
Step 3.1.5.3: Citizen will enter the acknowledgement number and press submit button.



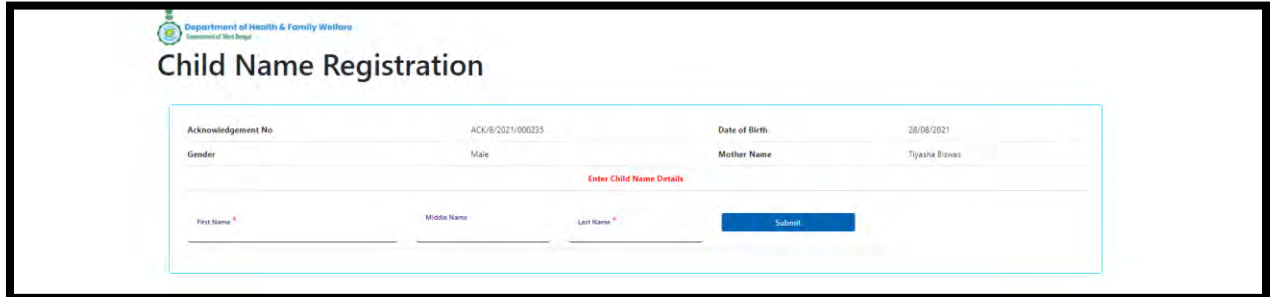
Step 3.1.5.4: The page will be redirected to the child name registration page where citizen has to authenticate them by their registered mobile number.



Step 3.1.5.5: They will enter the received OTP and press submit OTP button. If the OTP is not received by citizen they can sent again by clicking resend OTP.

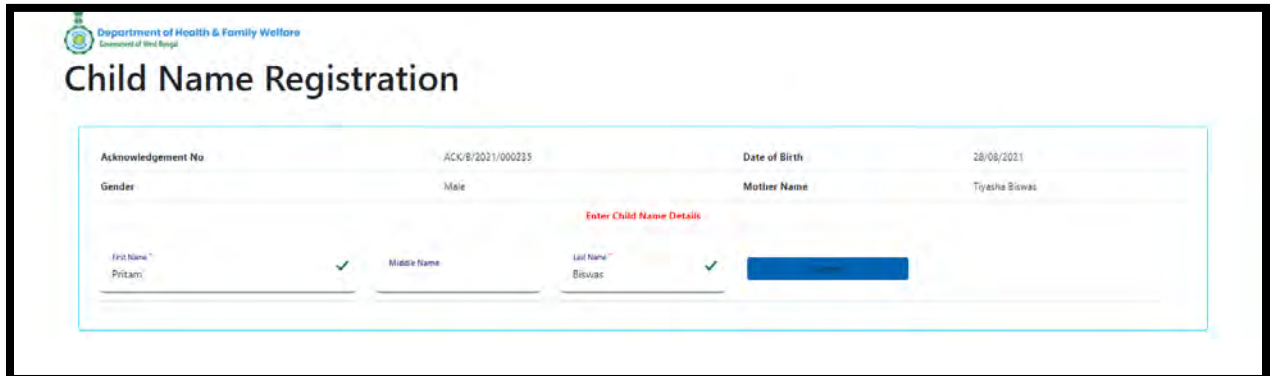


Step 3.1.5.6: If the OTP validation is successful a section will be populated where citizen has to enter the child name which was missing during their first registration.



The screenshot shows the 'Child Name Registration' page from the Department of Health & Family Welfare, Government of West Bengal. The form contains the following fields: Acknowledgement No. (ACK/B/2021/000235), Date of Birth (28/08/2021), Gender (Male), and Mother Name (Tiyasha Biswas). Below these, there is a red prompt 'Enter Child Name Details' and three input fields for First Name, Middle Name, and Last Name. A blue 'Submit' button is located to the right of the name fields.

Step 3.1.5.7: Citizen enters the child name and press submit button.



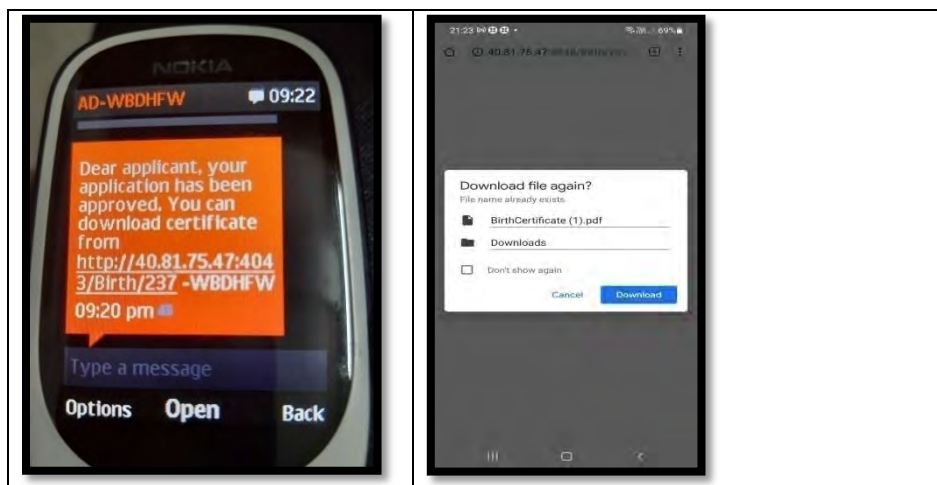
This screenshot shows the same 'Child Name Registration' form, but now the 'First Name' field contains 'Pritham' and the 'Last Name' field contains 'Biswas'. Both fields have a green checkmark to their right, indicating successful validation. The 'Submit' button is still present.

Step 3.1.5.8: Child name correction will be completed successfully.

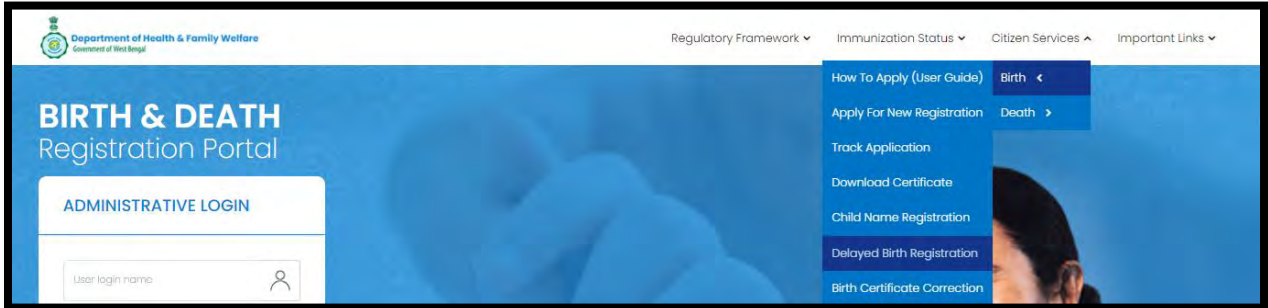


The screenshot shows the 'Child Name Registration' page with a green success message in the top right corner that reads: 'Done. Data saved successfully'.

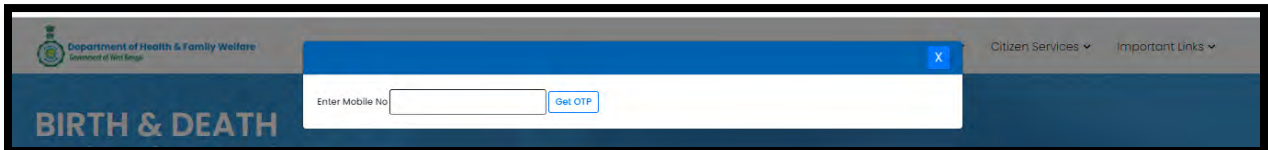
Step 3.1.5.9: Citizen will receive an SMS where they can download the updated birth certificate from the provided link.



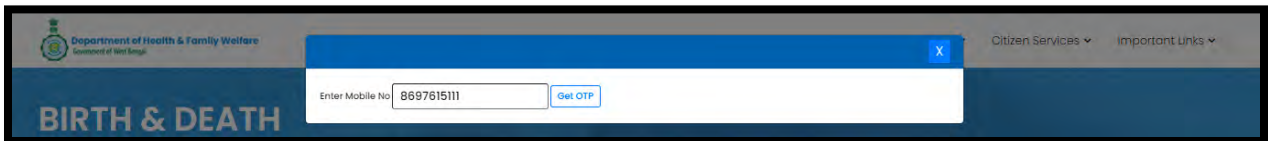
Step 3.1.6.1: User will click on “Delayed Birth Registration” from Birth sub menu of Citizen Services main menu.



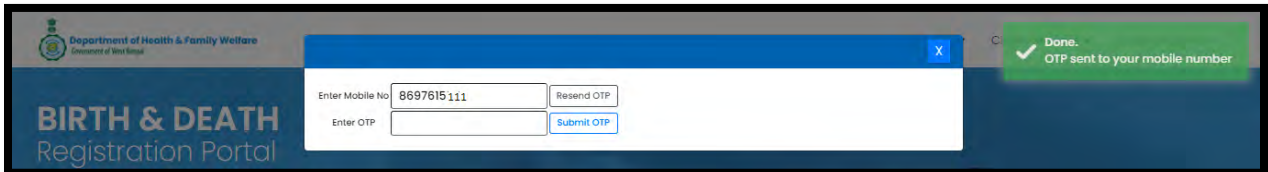
Step 3.1.6.2: A popup will open where citizen have to register themselves with mobile number for delayed birth registration.



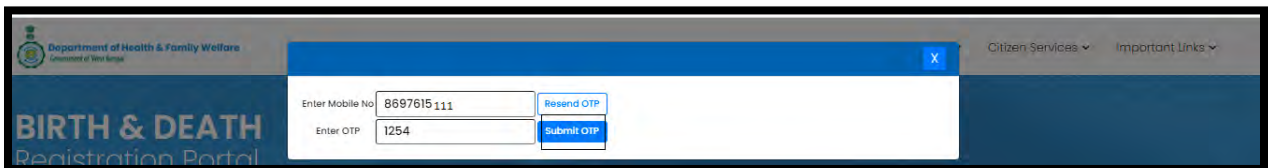
Step 3.1.6.3: Citizen will enter their mobile number for required delayed birth registration.



Step 3.1.6.4: After verifying the mobile number an OTP will be send to the registered mobile number.



Step 3.1.6.5: Citizen will enter the received OTP and press submit button. If the OTP is not received by citizen they can sent again by clicking resend OTP.



Step 3.1.6.6: After successful OTP submission delayed birth Registration form will be appeared. Citizen will first enter information of child by entering name, date of birth and gender of the child.

Department of Health & Family Welfare
Government of West Bengal

Birth Registration

Reporting Date / প্রতিবেদনের তারিখ: 28/08/2021
Mobile # for future Communication / মোবাইল নম্বর # ভবিষ্যতের যোগাযোগের জন্য: 8997615902

LEGAL INFORMATION / আইনগত তথ্য

Information of the Child / শিশুর তথ্য

Date Of Birth / জন্মের তারিখ: 28/08/2021
Gender / লিঙ্গ: Male
First Name / প্রথম নাম: Tarun
Middle Name / নামের মধ্যাংশ:
Last Name / নামের শেষাংশ: Yadav

Step 3.1.6.7: After that they will enter baby's father and mother's basic information.

Place of Birth / জন্মের স্থান *

Place Of Birth / জন্মের স্থান: Hospital
State / রাজ্য: West Bengal
District / জেলা: Birbhum
Urban/Rural: Municipality
Block/Municipality: MUNICIPALITY SURI

Hospital Type: Private
Hospital Name / হাসপাতাল / প্রতিষ্ঠানের নাম: Birbhum Nursing Home

Father's Information / পিতার তথ্য

First Name / প্রথম নাম: ram
Middle Name / নামের মধ্যাংশ:
Last Name / নামের শেষাংশ: yadav
Email Id / ইমেইল:
Mobile No. / মোবাইল:
Type of ID Proof: EPIC
ID Proof Number: 12345678
Upload ID Proof (should not exceed 50kb): Choose File | No file chosen

Mother's Information / মাতার তথ্য

First Name / প্রথম নাম: sabita
Middle Name / নামের মধ্যাংশ:
Last Name / নামের শেষাংশ: yadav
Email Id / ইমেইল:
Mobile No. / মোবাইল:
Type of ID Proof: EPIC
ID Proof Number: 12345678
Upload ID Proof (should not exceed 50kb): Choose File | 369px-Chinnasamy.jpg

Matri Maa ID

Birth & Death Registration Portal User Manual for Citizen

Step 3.1.6.8: Next they will enter present and permanent address of mother. If the present and permanent address of the mother is same then they can enter present address and click on the declaration that their present and permanent address are same which populates the entire present address details in permanent address.

Present Address of mother at the time of the child's birth / শিশুর জন্মের সময় মাতার ঠিকানা

In West Bengal

Bldg.No & Name / বাড়ীর নামার ও নাম	House No. / গৃহ নং	Street/Lane / রাস্তা/লেন নাম	Locality/Post Office / অঞ্চল / পোস্ট অফিস
Pin / পিন নং 123456	State / রাজ্য * West Bengal	District / জেলা * Birbhum	Urban/Rural * Municipality
Village/Town / গ্রাম / শহর * SURI			Block/Municipality * MUNICIPALITY SURI

Permanent Address of mother / মাতার স্থায়ী ঠিকানা

Please check if permanent address is same as above address. / স্থায়ী ঠিকানা উপরের ঠিকানার সাথে একই কিনা অনুগ্রহ করে মিলিয়ে নিন এবং চেক বক্সে ক্লিক করুন

In West Bengal Outside West Bengal

Bldg.No & Name / বাড়ীর নামার ও নাম	House No. / গৃহ নং	Street/Lane / রাস্তা/লেন নাম	Locality/Post Office / অঞ্চল / পোস্ট অফিস
Pin পিন নং 123456	State / রাজ্য * West Bengal	District / জেলা * Birbhum	Urban/Rural * Municipality
Village/Town / গ্রাম / শহর * SURI			Block/Municipality * MUNICIPALITY SURI

Step 3.1.6.9: After that citizen will enter religion, and choose fathers highest qualification.

Father's and Mother's Information / পিতা ও মাতার তথ্য

Religion / ধর্ম * Hindu	Fathers Level Of Education / পিতার শিক্ষাগত মান * Graduate /B. Tech /BBA /MBBS /Equivalent	Fathers Occupation / পিতার পেশা --Select--
Mothers Level Of Education / মাতার শিক্ষাগত মান * --Select--	--Select-- Illiterate Literate without formal education Literate with formal education Below primary Primary Middle Secondary/ Matric Class -X Hr. secondary/Sr. Secondary/Pre-University/Class XII Non-technical Diploma or certificate not equivalent to degree Technical Diploma or Certificate not equal to Degree Graduate /B. Tech /BBA /MBBS /Equivalent Post Graduate /M. Tech /MBA /MD /Equivalent or Higher Not Known	Type of attention at delivery / প্রসবকালীন পরিচর্যা --Select--
Age of the mother (in completed years) at The Time Of First Marriage		Delivery Method / প্রসবের পদ্ধতি --Select--
Age of the mother (in completed years) at the time of this birth / এই সন্তান সহ মাতার জীবিত প্রসূত সন্তান সংখ্যা		Birth Weight (In Kgs.) / জন্মের সময় শিশুর ওজন (কি. গ্রা.) *
Duration Of Pregnancy (In weeks.) / গর্ভের স্থিতিকাল (সপ্তাহে)	Remarks	

Step 3.1.6.10: After selecting fathers highest qualification citizen will choose fathers occupation. After choosing father's occupation citizen will select mother's highest qualification and her occupation.

Father's and Mother's Information / পিতা ও মাতার তথ্য		
Religion / ধর্ম*	✓	▼
Hindu		
Fathers Level Of Education / পিতার শিক্ষাগত মান*	✓	▼
Graduate /B. Tech /BBA /MBBS /Equivalent		
Mothers Level Of Education / মাতার শিক্ষাগত মান*	✓	▼
Graduate /B. Tech /BBA /MBBS /Equivalent		
Mother's Occupation / মাতার পেশা*		▼
--Select--		
		Technicians and Associate Professional
		Clerk
		Craft and related trade workers
		Elementary occupation
		Housewife/Househusband
		Legislators, Senior official and Manager
		Non worker
		Not Known
		Plant and Machine Operator and Assemblers
		Professional
		Service worker and shops market sale workers
		Skilled agricultural and fishery workers
		Technicians and Associate Professional
		Workers not classified elsewhere
Other Information / অন্যান্য তথ্য		
Age of the mother (in completed years) at The Time Of First Marriage / প্রথম বিবাহের সময় মাতার বয়স (পূর্ণ বছরে)		
Age of the mother (in completed years) at the time of this birth / প্রথম বিবাহের সময় মাতার বয়স (পূর্ণ বছরে)		
Number of child born alive to the mother so far including this child / এই সন্তান সহ মাতার জীবিত প্রসূত সন্তান সংখ্যা		
Duration Of Pregnancy (In weeks.) / গর্ভের স্থিতিকাল (সপ্তাহে)		Remarks
Upload Documents		

Step 3.1.6.11: After that citizen will select age of mother during marriage and choose type of attention at delivery.

Other Information / অন্যান্য তথ্য		
Age of the mother (in completed years) at The Time Of First Marriage / প্রথম বিবাহের সময় মাতার বয়স (পূর্ণ বছরে)	23	✓
Age of the mother (in completed years) at the time of this birth / প্রথম বিবাহের সময় মাতার বয়স (পূর্ণ বছরে)	27	✓
Number of child born alive to the mother so far including this child / এই সন্তান সহ মাতার জীবিত প্রসূত সন্তান সংখ্যা	1	✓
Duration Of Pregnancy (In weeks.) / গর্ভের স্থিতিকাল (সপ্তাহে)	34	✓
Remarks		
Upload Documents		

Type of attention at delivery / প্রসবকালীন পরিচর্যা
Institutional - Private or Non-Government
--Select--
Institutional - Government
Institutional - Private or Non-Government
Non Institutional
Birth Weight (In Kgs.) / জন্মের সময় শিশুর ওজন (কি. গ্রা.) *
1.5

Step 3.1.6.12: After choosing type of attention at delivery, citizen enters age of mother during delivery and chooses delivery method (Normal, forceps / vacuum or caesarian).

Other Information / অন্যান্য তথ্য		
Age of the mother (in completed years) at The Time Of First Marriage / প্রথম বিবাহের সময় মাতার বয়স (পূর্ণ বছরে)	23	✓
Age of the mother (in completed years) at the time of this birth / প্রথম বিবাহের সময় মাতার বয়স (পূর্ণ বছরে)	27	✓
Number of child born alive to the mother so far including this child / এই সন্তান সহ মাতার জীবিত প্রসূত সন্তান সংখ্যা	1	✓
Duration Of Pregnancy (In weeks.) / গর্ভের স্থিতিকাল (সপ্তাহে)	34	✓
Remarks		
Upload Documents		

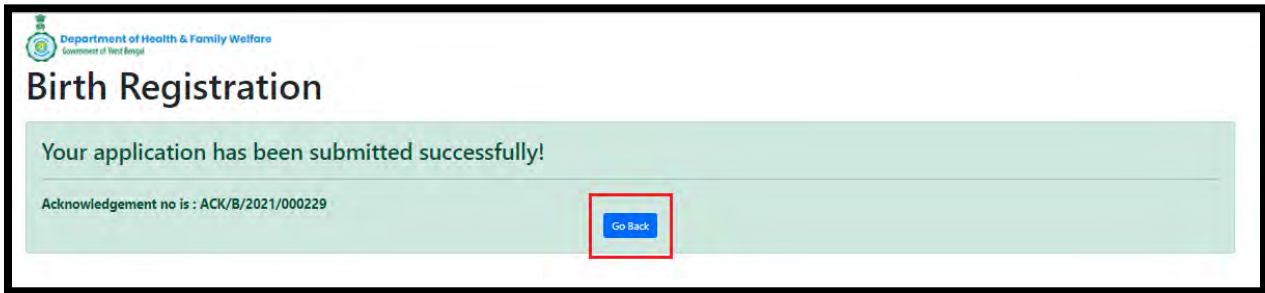
Type of attention at delivery / প্রসবকালীন পরিচর্যা
Institutional - Private or Non-Government
✓
▼
Delivery Method / প্রসবের পদ্ধতি
--Select--
▼
--Select--
Normal
Caesarean
Forceps/Vacuum

Step 3.1.6.13: After choosing delivery method (Normal, forceps / vacuum or caesarian) citizen enters total babies count of mother, weight of the baby, pregnancy duration of mother and upload discharge certificate & Payment of Challan. Next they will press submit button.

Step 3.1.6.14: Clicking on submit button a popup arises to confirm the submission.

Step 3.1.6.15: The baby's delayed birth information will be submitted successfully and SMS sent to the registered mobile number.

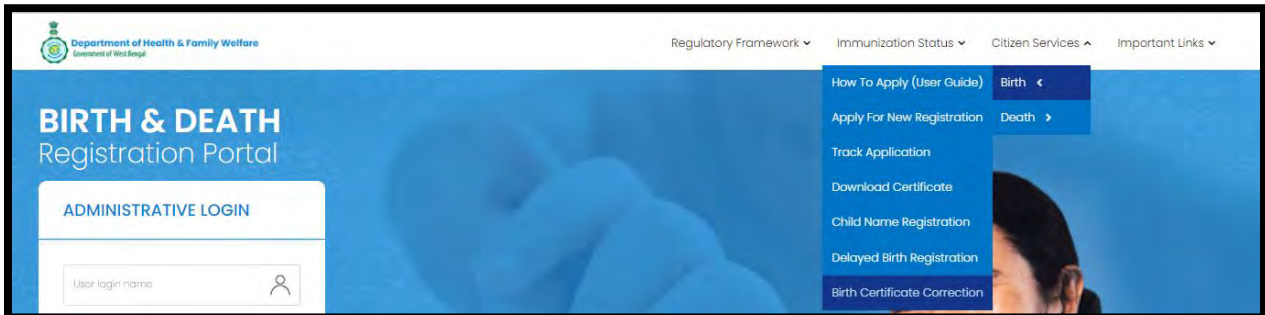
Step 3.1.6.16: An acknowledgement number generated for the same. They will press back button.



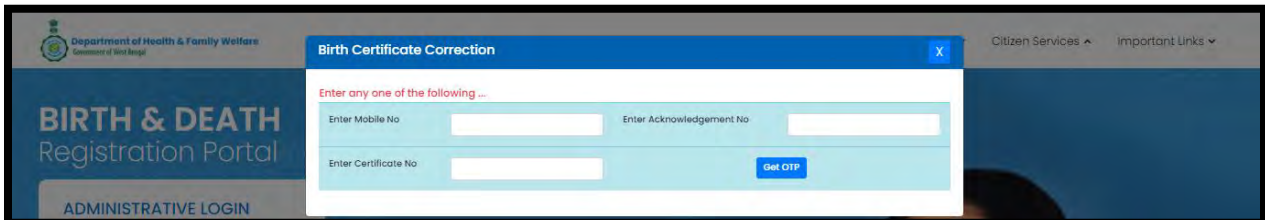
Step 3.1.6.17: Clicking on back button page will be redirected to the birth & death login page.



Step 3.1.7.1: User will click on "Birth Certificate Correction" from Birth sub menu of Citizen Services main menu for modifying the birth certificate.

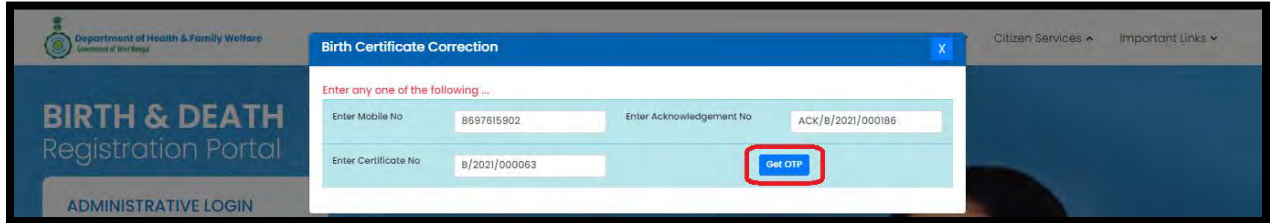


Step 3.1.7.2: A popup will open where citizen have to enter either the acknowledgement number or mobile number or certificate number.



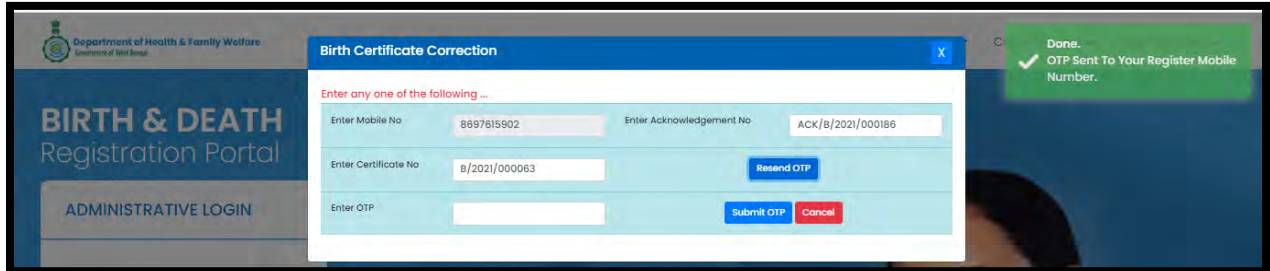
Birth & Death Registration Portal User Manual for Citizen

Step 3.1.7.3: Citizen will enter either the acknowledgement number or mobile number or certificate number or all and press “Get OTP” button.



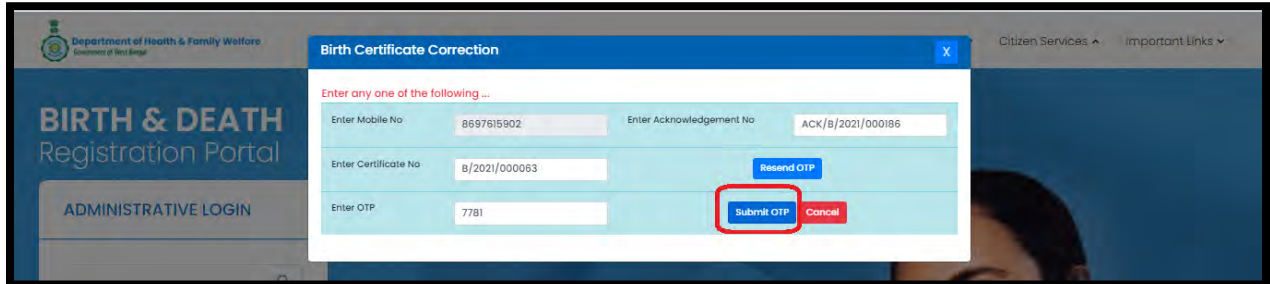
The screenshot shows the 'Birth Certificate Correction' form on the 'BIRTH & DEATH Registration Portal'. The form has three input fields: 'Enter Mobile No' (8697615902), 'Enter Acknowledgement No' (ACK/B/2021/000186), and 'Enter Certificate No' (B/2021/000063). A blue 'Get OTP' button is highlighted with a red box.

Step 3.1.7.4: OTP will be sent to registered mobile number of citizen.



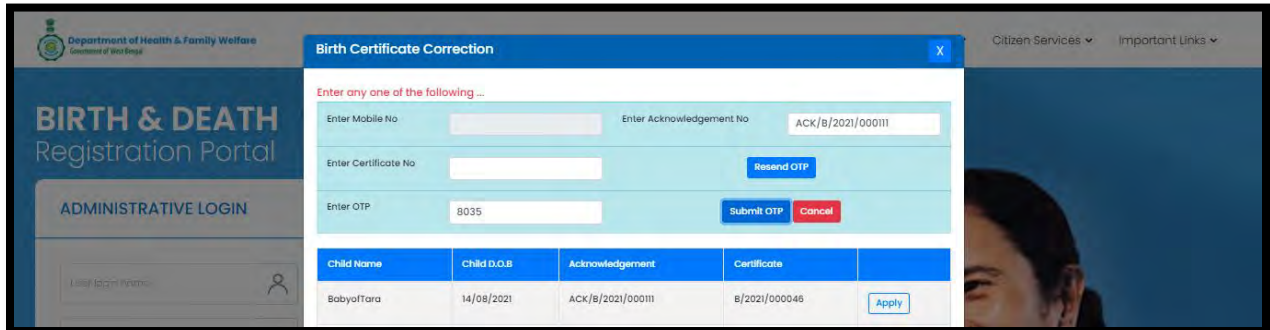
The screenshot shows the 'Birth Certificate Correction' form with a green notification box in the top right corner that says 'Done. OTP Sent To Your Register Mobile Number.' The 'Get OTP' button has been replaced by a blue 'Resend OTP' button. The 'Enter OTP' field is now empty.

Step 3.1.7.5: Citizen will enter the OTP and press submit OTP button.



The screenshot shows the 'Birth Certificate Correction' form with the 'Enter OTP' field containing the number '7781'. A blue 'Submit OTP' button is highlighted with a red box.

Step 3.1.7.6: Existing birth certificate details will be populated.



The screenshot shows the 'Birth Certificate Correction' form with the 'Enter OTP' field containing '8035'. Below the form, a table displays existing birth certificate details:

Child Name	Child D.O.B	Acknowledgement	Certificate	
BabyoTara	14/08/2021	ACK/B/2021/000111	B/2021/000046	Apply

Step 3.1.7.7: Citizen will click on apply button for modifying the existing certificate details.

Department of Health & Family Welfare
Government of West Bengal

BIRTH & DEATH
Registration Portal

ADMINISTRATIVE LOGIN

Birth Certificate Correction

Enter any one of the following ...

Enter Mobile No: Enter Acknowledgement No: ACK/B/2021/00011

Enter Certificate No: [Resend OTP](#)

Enter OTP: 8035 [Submit OTP](#) [Cancel](#)

Child Name	Child D.O.B	Acknowledgement	Certificate
BabyoTara	14/08/2021	ACK/B/2021/00011	B/2021/00048

[Apply](#)

Step 3.1.7.8: Existing birth certificate application will open for modification but only name of the baby cannot be changed.

Department of Health & Family Welfare
Government of West Bengal

Birth Certificate Correction

Child Name: BabyoTara Gender / **पिं**: Male Date Of Birth (dd/mm/yyyy): 14/08/2021

Mother's Information

First Name: Tara Middle Name: Last Name: Das Type of ID Proof: Aadhaar ID Proof Number: 478948795664

Upload ID Proof (should not exceed 50kb)
Choose File: No file chosen [View](#)

Father's Information

First Name: Sankar Middle Name: Last Name: Das Type of ID Proof: Aadhaar ID Proof Number: 879874105648

Upload ID Proof (should not exceed 50kb)
Choose File: No file chosen [View](#)

Address of parents at the time of Birth of the Child

Step 3.1.7.9: After modification citizen will press submit button.

Department of Health & Family Welfare
Government of West Bengal

Birth Certificate Correction

Child Name: BabyoTara Gender / **पिं**: Male Date Of Birth (dd/mm/yyyy): 14/08/2021

Mother's Information

First Name: Tara Middle Name: Last Name: Das Type of ID Proof: Aadhaar ID Proof Number: 478948795664

Upload ID Proof (should not exceed 50kb)
Choose File: No file chosen [View](#)

Father's Information

First Name: Sankar Middle Name: Last Name: Das Type of ID Proof: Aadhaar ID Proof Number: 879874105648

Upload ID Proof (should not exceed 50kb)
Choose File: No file chosen [View](#)

Address of parents at the time of Birth of the Child

Bldg.No & Name: 18, Test Test Road House No.: 2 Street/Lane: 18, Test Test Road Locality/Post Office: PQ Pin: 700107 State: West Bengal

District: North 24 Parganas Urban/Rural: Municipality Blocks/Municipality: BIDHAN NAGAR MUNICIPAL CORPORATION Village/Town: BIDHANNAGAR

Permanent Address of Parents

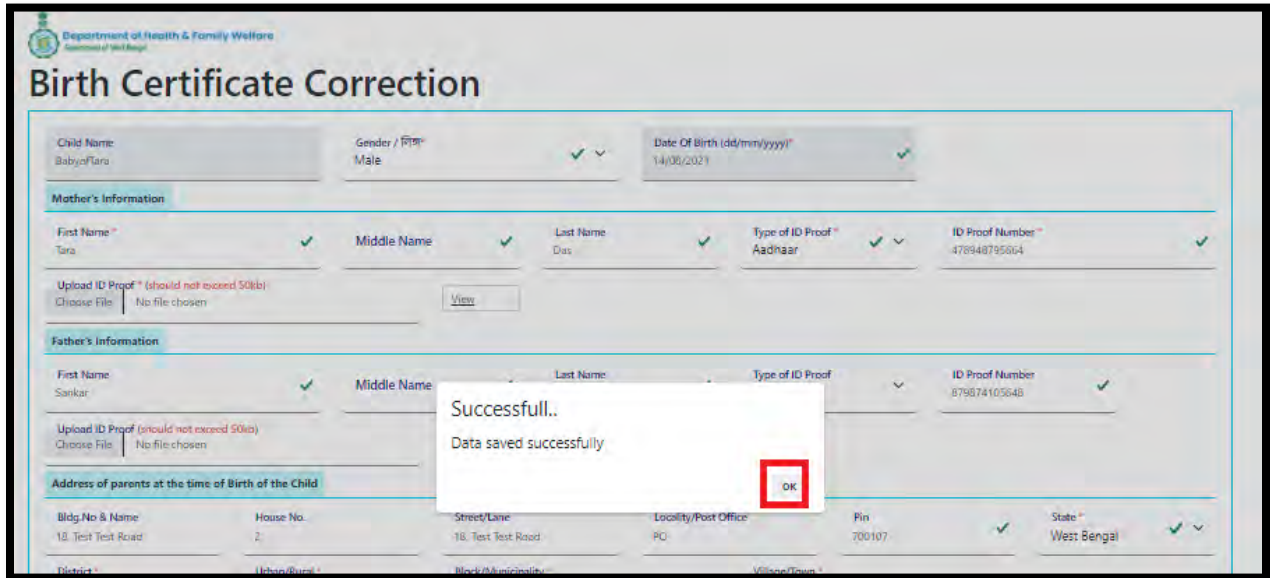
Please check if permanent address is same as above address In India Outside India

Bldg.No & Name: 18, Test Test Road House No.: 2 Street/Lane: 18, Test Test Road Locality/Post Office: PQ Pin: 700107 State: West Bengal

District: North 24 Parganas Urban/Rural: Municipality Blocks/Municipality: BIDHAN NAGAR MUNICIPAL CORPORATION Village/Town: BIDHANNAGAR

[Submit](#)

Step 3.1.7.10: Clicking on submit button, a pop will arise for confirming the submission. Citizen will click on ok button. Birth certificate modification will be successful.



The screenshot shows the 'Birth Certificate Correction' form. The form is divided into sections: Child Information, Mother's Information, Father's Information, and Address of parents at the time of Birth of the Child. Each section contains various input fields with green checkmarks indicating successful validation. A white pop-up window with the text 'Successfull.. Data saved successfully' is centered over the form, with a red square highlighting the 'OK' button.

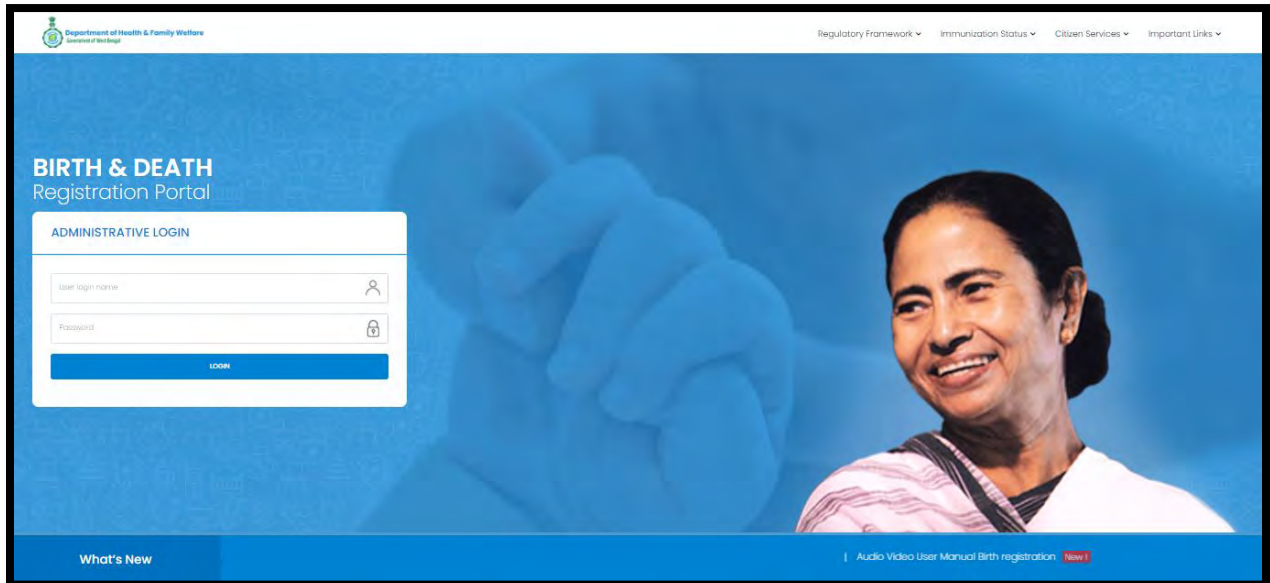
Child Information					
Child Name	Gender / <small>প্ৰকাৰ</small>	Date Of Birth (dd/mm/yyyy)			
Baby/Tara	Male	14/08/2021			

Mother's Information					
First Name	Middle Name	Last Name	Type of ID Proof	ID Proof Number	
Tara		Das	Aadhaar	478948795064	

Father's Information					
First Name	Middle Name	Last Name	Type of ID Proof	ID Proof Number	
Sankar				879874105648	

Address of parents at the time of Birth of the Child					
Bldg.No & Name	House No.	Street/Lane	Locality/Post Office	Pin	State
18, Test Test Road	2	18, Test Test Road	PO	700107	West Bengal

Step 3.1.7.10: Clicking on ok button page will be redirected to the login page of Birth & Death registration.



The screenshot shows the 'BIRTH & DEATH Registration Portal' login page. The page features a blue header with navigation links: 'Regulatory Framework', 'Immunization Status', 'Citizen Services', and 'Important Links'. The main content area has a white login form titled 'ADMINISTRATIVE LOGIN' with fields for 'User login name' and 'Password', and a 'LOGIN' button. The background is a blue gradient with a large image of a woman's hand pointing towards the camera.

BIRTH & DEATH
Registration Portal

ADMINISTRATIVE LOGIN

User login name

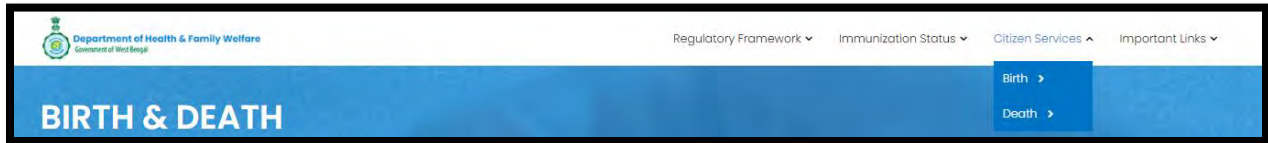
Password

LOGIN

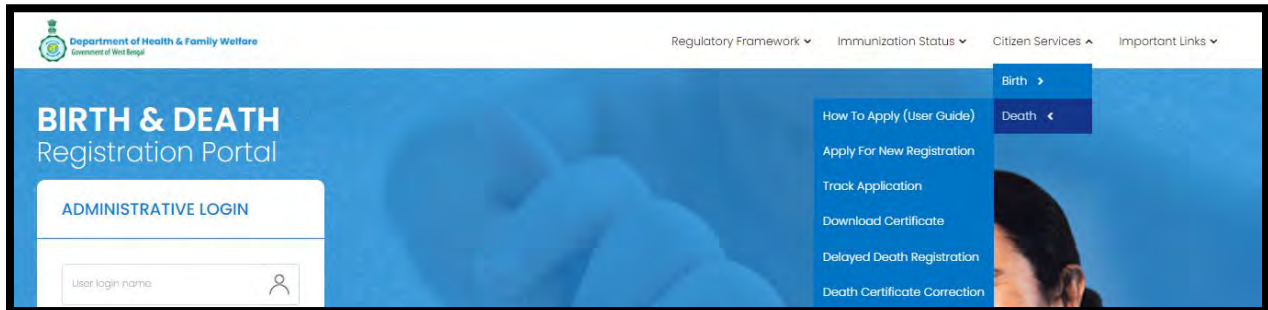
What's New | [Audio Video User Manual Birth registration](#) **NEW!**

Birth & Death Registration Portal User Manual for Citizen

Step 3: User can click on Citizen Services which open the submenu with the following "Birth" and "Death".



Step 3.2.1: User will next select Death submenu from "Citizen Services" which will open another dropdown with the following "How To Apply (User Guide)", "Apply For New Registration", "Track Application", "Download Certificate", "Delayed Death Registration" and "Death Certificate Correction".



Step 3.2.1.1: User will click on "How To Apply (User Guide)" from Death sub menu of Citizen Services main menu.

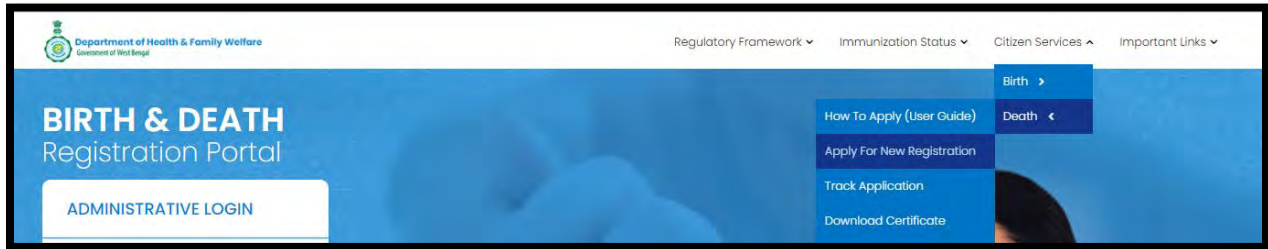


Step 3.2.1.2: User will be redirected to the User manual of citizen. User can download or view the application procedure for their better understanding about the application.

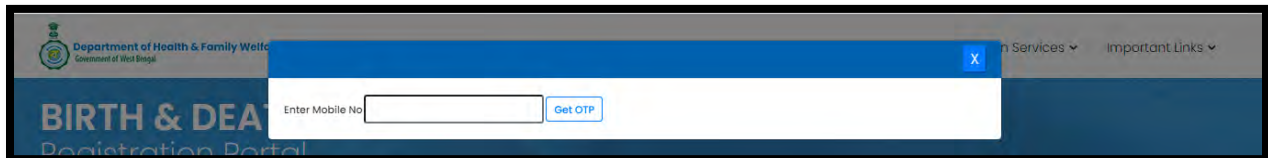


Birth & Death Registration Portal User Manual for Citizen

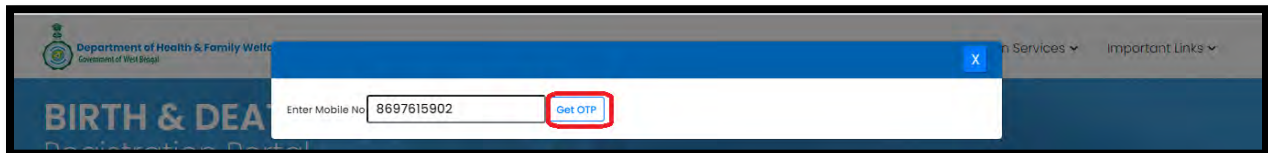
Step 3.2.2.1: User will click on “Apply For New Registration” from Death sub menu of Citizen Services main menu.



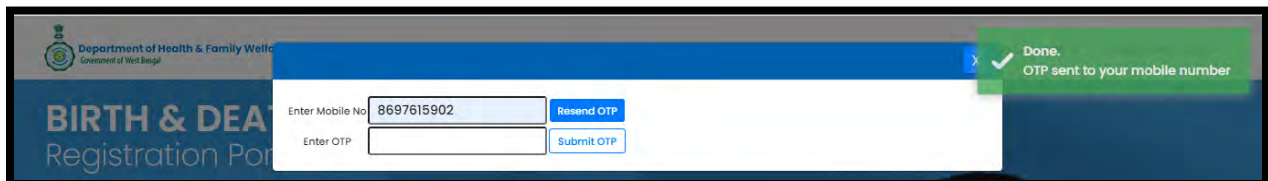
Step 3.2.2.2: A popup will open where citizen have to register themselves with mobile number.



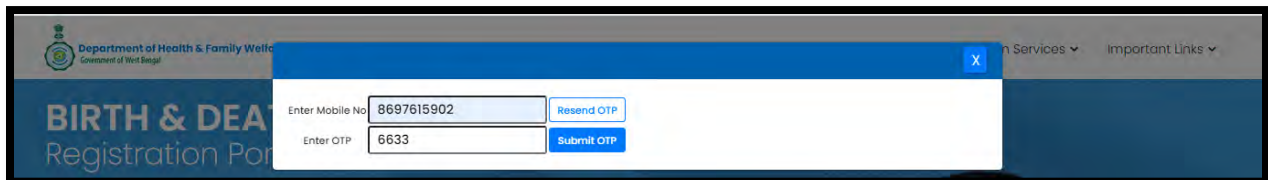
Step 3.2.2.3: Citizen will enter their mobile number for required death registration.



Step 3.2.2.4: After verifying the mobile number an OTP will be send to the same mobile number.



Step 3.2.2.5: Citizen will enter the received OTP and press submit button. If the OTP is not received by citizen they can sent again by clicking resend OTP.



Step 3.2.2.6: After successful OTP submission death Registration form will be appeared.

The screenshot shows the 'Death Registration' form from the Department of Health & Family Welfare, Government of West Bengal. The form is titled 'Death Registration' and contains several input fields. At the top, there are fields for 'Reporting Date / প্রতিবেদনের তারিখ' (27/08/2021) and 'Mobile # for future Communication / মোবাইল নম্বর # ভবিষ্যতের যোগাযোগের জন্য' (8697615902). Below these is a dropdown menu for 'Applicant's Relationship with Deceased / মৃত ব্যক্তির সাথে আবেদনকারীর সম্পর্ক' with a '--Select--' option. The 'Information of the deceased / মৃতের তথ্য' section includes fields for 'Date Of Death / মৃত্যুর তারিখ', 'Gender / লিঙ্গ', 'Age (Year/Month.)', and 'Age / বয়স'. At the bottom, there are fields for 'First Name / প্রথম নাম', 'Middle Name / নামের মধ্যাংশ', 'Last Name / নামের শেষাংশ', and 'Type of ID Proof'.

Step 3.2.2.7: Applicant will first select their relation with the deceased person.

This screenshot shows the 'Applicant's Relationship with Deceased' dropdown menu expanded. The options listed are: 'Father', 'Mother', 'Spouse', and 'Others'. The 'Date Of Death' field is now set to 29/08/2021.

Step 3.2.2.8: After selecting relationship with the deceased person, they will enter the information of the deceased person. They will select date of death, gender and choose age in hours, days, month or year.

The screenshot shows the 'Information of the deceased' section with the following details: 'Date Of Death' is 28/08/2021, 'Gender' is Male, and 'Age' is set to Years. The 'Age' dropdown menu is open, showing options for 'Hours', 'Days', 'Months', and 'Years'. The 'Type of ID Proof' dropdown menu is also open, showing options for 'Aadhaar', 'EPIC', and 'Khadya Sathi'. The 'First Name' field is filled with 'Sushant'.

Step 3.2.2.9: After choosing age of deceased, they will enter name and type of ID proof (Adhar, EPIC, Khadya Sathi).

The screenshot shows the 'Information of the deceased' section with all fields filled out: 'Date Of Death' is 28/08/2021, 'Gender' is Male, 'Age' is Years, and 'Age' is 45. The 'First Name' is 'Sushant', 'Middle Name' is 'Singh', and 'Last Name' is 'Rajput'. The 'Type of ID Proof' is 'Aadhaar'. The 'ID Proof Number' field is empty, and the 'Upload ID Proof' button is labeled 'No file chosen'.

Birth & Death Registration Portal User Manual for Citizen

Step 3.2.2.10: After selecting type of ID proof, they will enter ID number and scan copy of the ID proof which must be between 50 KB size. Next they will select place of death.

The screenshot shows the 'Information of the deceased' form with the following fields and values:

Information of the deceased / মৃত্যুর তথ্য			
Date Of Death / মৃত্যুর তারিখ * 28/06/2021	Gender / লিঙ্গ * Male	Age (Year/Month.) * Years 45	Age / বয়স * 45
First Name / প্রথম নাম * Sushant	Middle Name / মাঝের নামাংশ * Singh	Last Name / শেষের নামাংশ * Rajput	Type of ID Proof * Aadhaar
ID Proof Number * 745125874965	Upload ID Proof * (should not exceed 50kb) Choose File demo.pdf		

Below this is the 'Place of Death' section with dropdown menus for State, District, Gram Panchayat, and Urban/Rural.

Step 3.2.2.11: After selecting place of death they will enter other information of the place.

The screenshot shows the 'Place of Death' form with the following fields and values:

Place of Death / মৃত্যুবরণ এর স্থান			
Place of death / মৃত্যুবরণ এর স্থান * Home	Gram Panchayat / গ্রাম পঞ্চায়েত * KANKALITALA	Village/Town / গ্রাম/শহর * ADITYAPUR	Pin / পিন নং * 732303

Step 3.2.2.12: After selecting place of death, they will enter mother, father and spouse details of the deceased person.

The screenshot shows the 'Mother's Information' form with the following fields and values:

Mother's Information / মাতার তথ্য			
First Name / প্রথম নাম * Kamola	Middle Name / মাঝের নামাংশ * Singh	Last Name / শেষের নামাংশ * Rajput	Email id / ইমেইল * kr@test.com
Mobile No. / মোবাইল * 9874125630	Type of ID Proof / আইডি প্রমাণের ধরন * Aadhaar	ID Proof Number / আইডি প্রমাণ নম্বর * 478948795664	
Upload ID Proof / আপলোড আইডি প্রমাণ (should not exceed 50kb) Choose File demoform1.pdf			

Below this is the 'Father's Information' form with the following fields and values:

Father's Information / পিতার তথ্য			
First Name / প্রথম নাম * Tapas	Middle Name / মাঝের নামাংশ * Singh	Last Name / শেষের নামাংশ * Rajput	Email id / ইমেইল * tr@test.com
Mobile No. / মোবাইল * 7804561203	Type of ID Proof / আইডি প্রমাণের ধরন * Aadhaar	ID Proof Number / আইডি প্রমাণ নম্বর * 879874105648	Upload ID Proof / আপলোড আইডি প্রমাণ * Choose File demo.pdf

Below this is the 'Spouse Information' form with the following fields and values:

Spouse Information / সঙ্গী/সঙ্গিনীর তথ্য			
First Name / নাম * Nidhi	Middle Name / মাঝের নামাংশ * Singh	Last Name / শেষের নামাংশ * Rajput	Email id / ইমেইল * ns@test.com
Mobile No. / মোবাইল * 8745120369	Type of ID Proof / আইডি প্রমাণের ধরন * Aadhaar	ID Proof Number / আইডি প্রমাণ নম্বর * 741587496532	
Upload ID Proof / আপলোড আইডি প্রমাণ (should not exceed 50kb) Choose File demoform1.pdf			

Birth & Death Registration Portal User Manual for Citizen

Step 3.2.2.13: Next applicant will enter the address of the deceased person at the time of death. If the permanent address is same at the time of death they will click on check box.

Address of deceased at the time of death / মৃত্যুর সময় মৃতের ঠিকানা

Bldg.No & Name / বাড়ীর নাম ও নাম 12 Number	House No / গৃহ নং 2	Street/Lane / রাস্তা/লেন নাম 12, Test Road	Locality/Post Office / অঞ্চল / পোস্ট অফিস PO
State / রাজ্য West Bengal	District / জেলা Birbhum	Urban/Rural / গ্রামীণ শহুরে Block	Block/Municipality / ব্লক/মৌজাসভা BOLPUR SRINIKETAN
Gram Panchayat / গ্রাম পঞ্চায়েত KANKALITALA	Village/Town / গ্রাম / শহর BENGUTIA	Pin / পিন নং 731211	

Permanent Address of the deceased / মৃতের স্থায়ী ঠিকানা

Please check if Permanent address is same as above address. / চেক করুন স্থায়ী ঠিকানা উপরে ঠিকানার মত কিনা.

Bldg.No & Name / বাড়ীর নাম ও নাম	House No / গৃহ নং	Street/Lane / রাস্তা/লেন নাম	Locality/Post Office / অঞ্চল / পোস্ট অফিস
State / রাজ্য --Select--	District / জেলা --Select--	Urban/Rural / গ্রামীণ শহুরে --Select--	Block/Municipality / ব্লক/মৌজাসভা --Select--

Step 3.2.2.14: Clicking on check box permanent address details are auto populated accordingly. If the informant address details are also same then they will again click on the check box which populates the address details of informant. Applicant will enter the name, designation and employee ID of the informant.

Permanent Address of the deceased / মৃতের স্থায়ী ঠিকানা

Please check if Permanent address is same as above address. / চেক করুন স্থায়ী ঠিকানা উপরে ঠিকানার মত কিনা.

Bldg.No & Name / বাড়ীর নাম ও নাম 12 Number	House No / গৃহ নং 2	Street/Lane / রাস্তা/লেন নাম 12, Test Road	Locality/Post Office / অঞ্চল / পোস্ট অফিস PO
State / রাজ্য West Bengal	District / জেলা Birbhum	Urban/Rural / গ্রামীণ শহুরে Block	Block/Municipality / ব্লক/মৌজাসভা BOLPUR SRINIKETAN
Gram Panchayat / গ্রাম পঞ্চায়েত KANKALITALA	Village/Town / গ্রাম / শহর BENGUTIA	Pin / পিন নং 731211	

Informant Information (Applicable only for death at home or other places) / সংবাদ দাতার তথ্য

Please check if Informants address is same as Permanent address. / সংবাদ দাতার বেওয়ার ঠিকানা স্থায়ী ঠিকানার সাথে একই কিনা অনুরোধ করে মিলিয়ে নিন এবং চেক বক্সে ক্লিক করুন

Informants Name / সংবাদ দাতার নাম Asha Begam	Designation / উপাধি Asha	Employee Id / কর্মচারী আইডি 121211	Bldg.No & Name / বাড়ীর নাম ও নাম 12 Number	House No / গৃহ নং 2	Street/Lane / রাস্তা/লেন নাম 12, Test Road
Locality/Post Office / অঞ্চল / পোস্ট অফিস PO	State / রাজ্য West Bengal	District / জেলা Birbhum	Urban/Rural / গ্রামীণ শহুরে Block	Block/Municipality / ব্লক/মৌজাসভা BOLPUR SRINIKETAN	Gram Panchayat / গ্রাম পঞ্চায়েত KANKALITALA
Village/Town / গ্রাম / শহর BENGUTIA	Pin / পিন নং 731211				

Step 3.2.2.15: Next they will enter religion and occupation of the deceased and upload the death & burial certificate.

Statistical Information

Information of the Deceased / মৃতের তথ্য

Religion / ধর্ম Hindu	Occupation / পেশা Clerk
--------------------------	----------------------------

Remarks

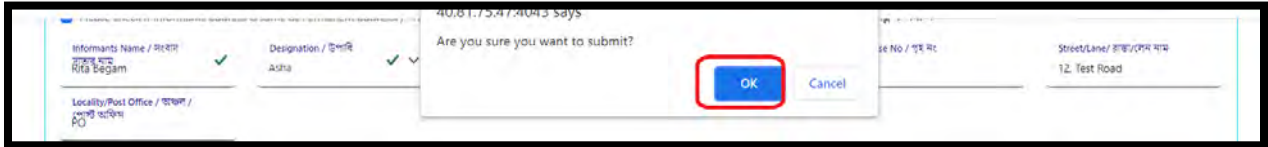
Remarks
COVID death

Upload Documents

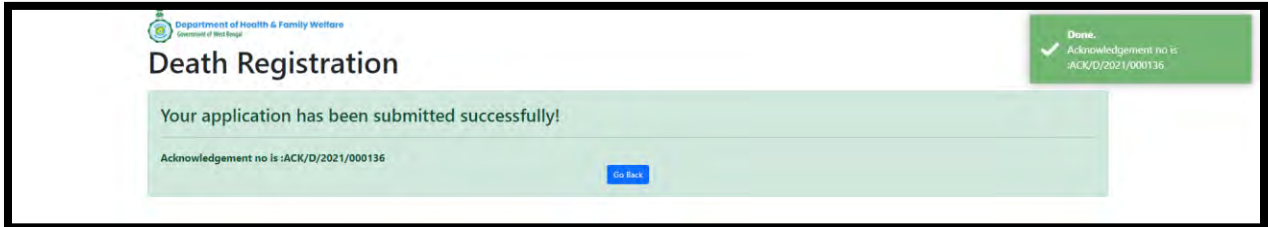
Upload Death Certificate issued by attending doctor * (50kb only) Choose File	demo.pdf
Upload Cremation / Burial Certificate * (should not exceed 500kb) Choose File	demo.pdf

Submit

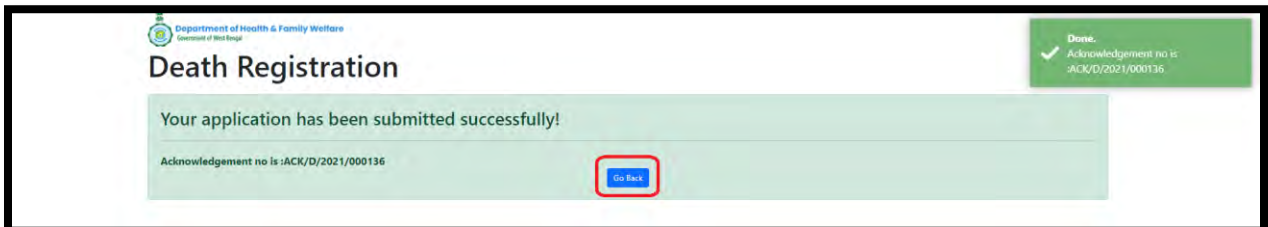
Step 3.2.2.16: Clicking on submit button a popup arises to confirm the submission. Applicant will press ok button.



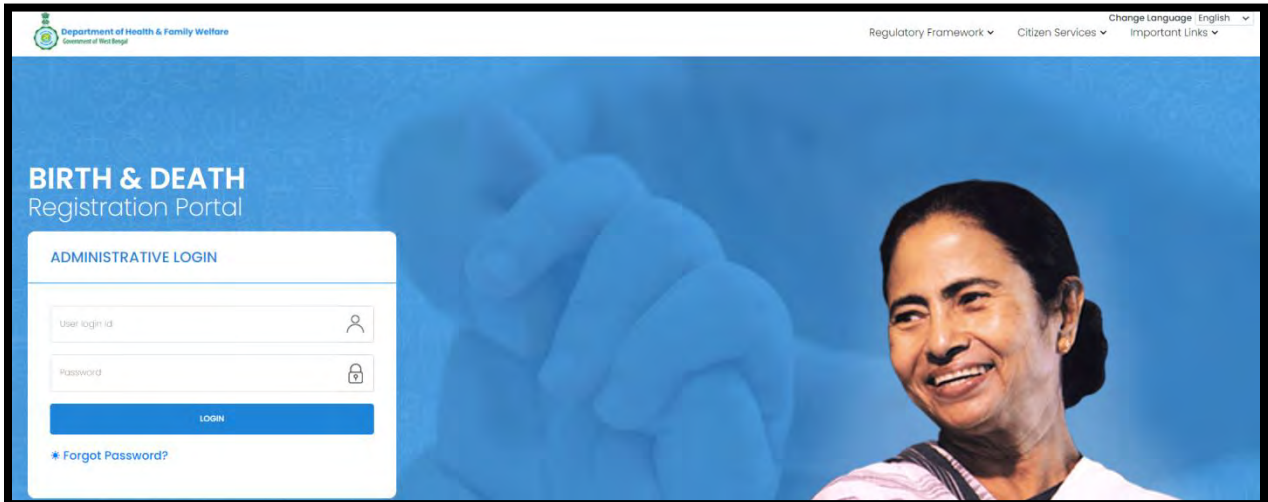
Step 3.2.2.17: The death information of the deceased person will be submitted successfully.



Step 3.2.2.18: An acknowledgement number generated for the same. They will press back button.

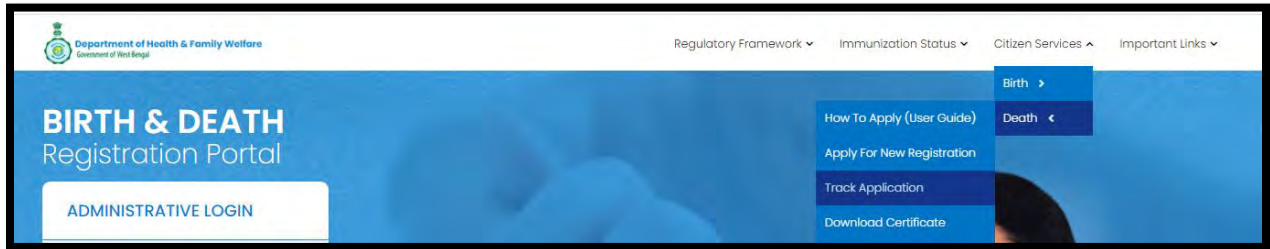


Step 3.2.2.19: Clicking on back button page will be redirected to the birth & death login page.

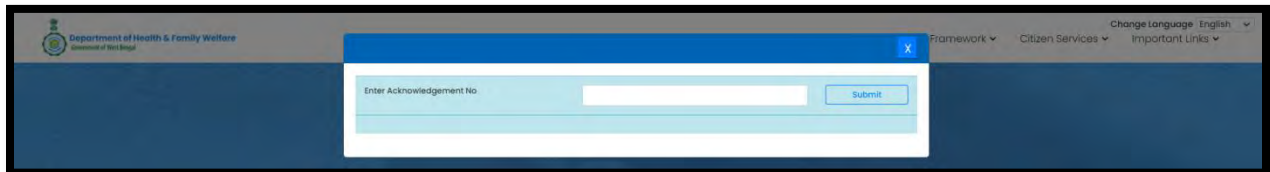


Birth & Death Registration Portal User Manual for Citizen

Step 3.2.3.1: User will click on “Track Application” from Death sub menu of Citizen Services main menu.



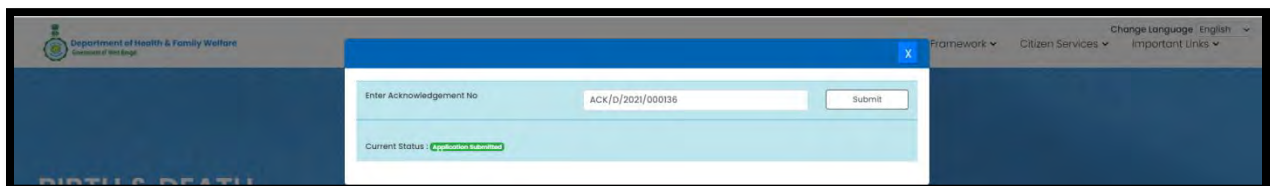
Step 3.2.3.2: A popup will open where citizen have to enter the acknowledgement number.



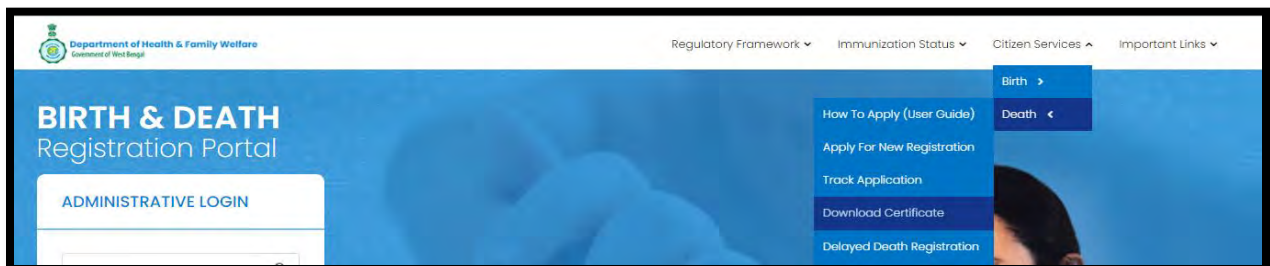
Step 3.2.3.3: Citizen will enter the acknowledgement number and press submit button.



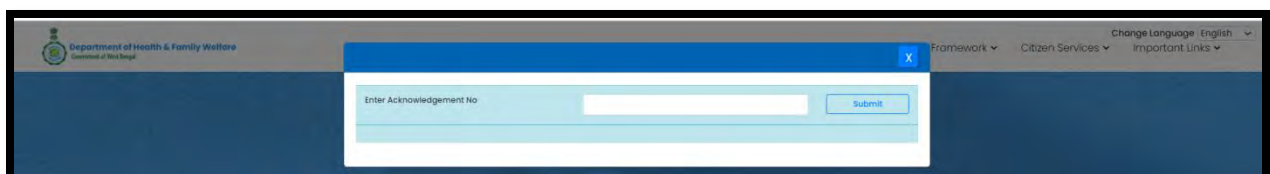
Step 3.2.3.4: Clicking on the submit button the current status of the application will be visible for citizen.



Step 3.2.4.1: User will click on “Download Certificate” from Death sub menu of Citizen Services main menu for downloading certificate.



Step 3.2.4.2: A popup will open where citizen have to enter the acknowledgement number.



Birth & Death Registration Portal User Manual for Citizen

Step 3.2.4.3: Citizen will enter the acknowledgement number and press submit button.

Department of Health & Family Welfare
Government of West Bengal

Enter Acknowledgement No:

Step 3.2.4.4: Download link will appear for downloading the required birth certificate.

Department of Health & Family Welfare
Government of West Bengal

Enter Acknowledgement No:

Current Status: Approved

[Download](#)

BIRTH & DEATH

Step 3.2.4.5: User will click on download link and download the certificate accordingly.

Department of Health & Family Welfare
Government of West Bengal

Enter Acknowledgement No:

Current Status: Approved

[Download](#)

BIRTH & DEATH

GOVERNMENT OF WEST BENGAL
DEPARTMENT OF HEALTH AND FAMILY WELFARE
GRAMA PANCHAYAT KANKALITALA

DEATH CERTIFICATE

(ISSUED UNDER SECTION 12(1)7 OF THE REGISTRATION OF BIRTHS & DEATHS ACT, 1969 AND RULE 8(1)3 OF THE WEST BENGAL REGISTRATION OF BIRTHS & DEATHS RULES 2000.)

THIS IS TO CERTIFY THAT THE FOLLOWING INFORMATION HAS BEEN TAKEN FROM THE ORIGINAL RECORD OF DEATH WHICH IS THE REGISTER FOR GRAMA PANCHAYAT KANKALITALA OF BLOCK MUNICIPALITY BOLPUR SRINIKETAN OF DISTRICT BIRBHUM OF STATE WEST BENGAL, INDIA.

NAME OF DECEASED :	Puashra Das Pal	SEX :	Female
DATE OF DEATH :	28/07/2021	PLACE OF DEATH :	BOLPUR SRINIKETAN, Birbhumi, KANKALITALA, ADITYAPUR, West Bengal -732003
AGE OF DECEASED :	56 YEARS	NAME OF SPOUSE :	
SPOUSE IDENTITY PROOF :	-		
NAME OF MOTHER :	Ranu Mondal	NAME OF FATHER :	Gourab Mondal
MOTHER'S IDENTITY PROOF :	EPIC-DVD 2345	FATHER'S IDENTITY PROOF :	EPIC-8756543883
ADDRESS OF THE DECEASED AT THE TIME OF DEATH :	Ghoshwari House No.-40, 123, Street Lane - Lalpur Locality, Lalpur LALPUR Block, Dist - Birbhumi, West Bengal-731303	PERMANENT ADDRESS OF DECEASED :	Ghoshwari House No.-40 123, Street Lane - Lalpur Locality - Lalpur LALPUR Block Dist - Birbhumi, West Bengal-731303
REGISTRATION NO :	0120211000314	DATE OF REGISTRATION :	17/08/2021
REMARKS (IF ANY) :		ISSUING AUTHORITY :	
DATE OF ISSUE :	17/08/2021		
UPDATED ON :	2021-08-17 23:18:56	SUB REGISTRAR (BIRTH & DEATH) GRAMA PANCHAYAT KANKALITALA	

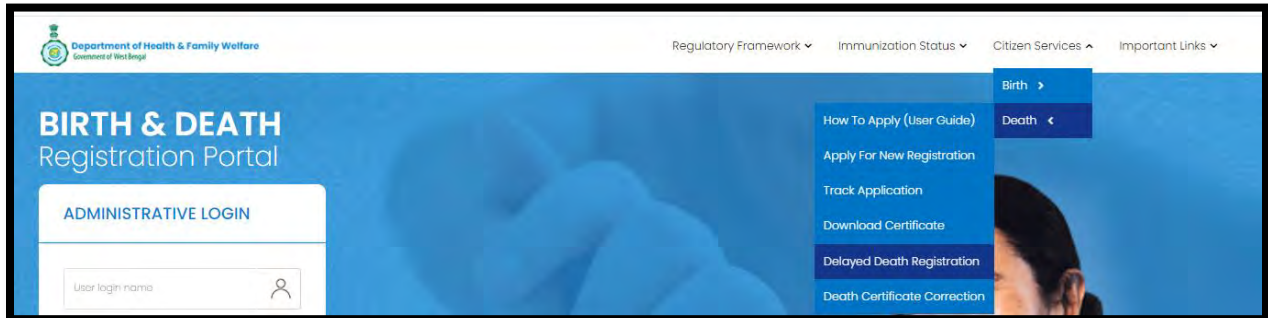
QR CODE

THIS IS A COMPUTER GENERATED CERTIFICATE.
THE GOVT. OF INDIA VIDE CIRCULAR NO. 113/2014-MS(CRS) DATED 27-JULY-2015
HAS APPROVED THIS CERTIFICATE AS A VALID LEGAL DOCUMENT FOR ALL OFFICIAL PURPOSES.

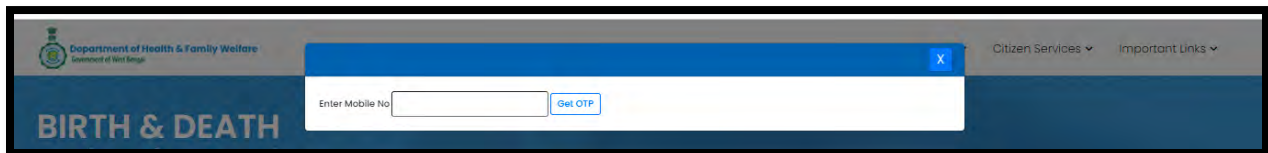
"ENSURE REGISTRATION OF EVERY BIRTH AND DEATH"

Birth & Death Registration Portal User Manual for Citizen

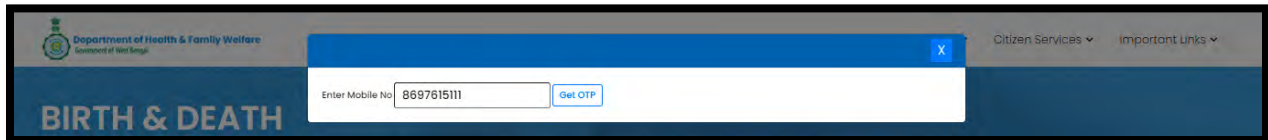
Step 3.2.5: User will click on “Delayed Death Registration” from Death sub menu of Citizen Services main menu.



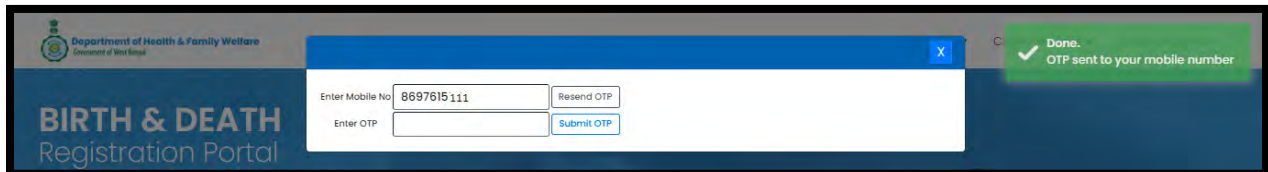
Step 3.2.5.2: A popup will open where citizen have to register themselves with mobile number for delayed death registration.



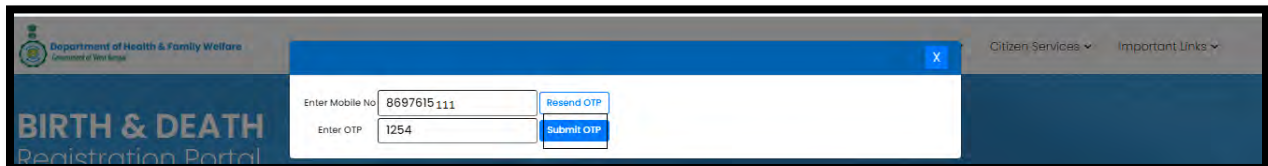
Step 3.2.5.3: Citizen will enter their mobile number for required delayed death registration.



Step 3.2.5.4: After verifying the mobile number an OTP will be send to the registered mobile number.



Step 3.2.5.5: Citizen will enter the received OTP and press submit button. If the OTP is not received by citizen they can sent again by clicking resend OTP.



Step 3.2.5.6: After successful OTP submission delayed death registration form will be appeared. Citizen will first select applicant's relationship with deceased person.

Death Registration

Reporting Date / প্রতিবেদনের তারিখ *	Mobile # for future Communication / মোবাইল নম্বর # ভবিষ্যতের যোগাযোগের জন্য *		
27/08/2021	8013624013		
Applicant's Relationship with Deceased / মৃত ব্যক্তির সাথে আবেদনকারীর সম্পর্ক *	Name of Applicant / আবেদনকারীর নাম *		
Others			
Type of ID Proof / আইডি প্রকৃতির ধরন *	ID Number Of Applicant / আবেদনকারীর আইডি নম্বর *		
--Select--			
Upload ID Proof* (Not exceed 50kb)			
Choose File No file chosen			
Information of the deceased / মৃতের তথ্য			
Date Of Death / মৃত্যুর তারিখ *	Gender / লিঙ্গ *	Age (Year/Month.) *	Age / বয়স *
03/08/2021	--Select--	--Select--	
First Name / প্রথম নাম *	Middle Name / নামের মধ্যাংশ	Last Name / নামের শেষাংশ	Type of ID Proof
			--Select--
ID Proof Number	Upload ID Proof* (should not exceed 50kb)		
	Choose File No file chosen		

Step 3.2.5.7: After filling the applicant's information, they will enter deceased person information.

Applicant's Relationship with Deceased / মৃত ব্যক্তির সাথে আবেদনকারীর সম্পর্ক *	Name of Applicant / আবেদনকারীর নাম *		
Others	Ram		
Type of ID Proof / আইডি প্রকৃতির ধরন *	ID Number Of Applicant / আবেদনকারীর আইডি নম্বর *		
EPIC	12345678		
Upload ID Proof* (Not exceed 50kb)			
Choose File 369px-Chinnasamy.jpg			
Information of the deceased / মৃতের তথ্য			
Date Of Death / মৃত্যুর তারিখ *	Gender / লিঙ্গ *	Age (Year/Month.) *	Age / বয়স *
03/08/2021	Male	Years	54
First Name / প্রথম নাম *	Middle Name / নামের মধ্যাংশ	Last Name / নামের শেষাংশ	Type of ID Proof *
Rajib		Das	EPIC
ID Proof Number *	Upload ID Proof* (should not exceed 50kb)		
65498712	Choose File 369px-Chinnasamy.jpg		
Place of Death / মৃত্যুবরণ এর স্থান			

Step 3.2.5.8: After selecting deceased person information they will enter the place of death of the deceased person.

Place of Death / মৃত্যুবরণ এর স্থান			
Place of death / মৃত্যুবরণ এর স্থান *	Gram Panchayat / গ্রাম পঞ্চায়েত *	Village/Town / গ্রাম/শহর *	Pin / পিন নং *
Home	KANKALITALA	ADITYAPUR	732303

Step 3.2.5.9: After selecting place of death, they will enter mother, father and spouse details of the deceased person.

Mother's Information / মাতার তথ্য			
First Name / প্রথম নাম <input checked="" type="checkbox"/>	Middle Name / নামের মধ্যাংশ	Last Name / নামের শেষাংশ <input checked="" type="checkbox"/>	Email Id / ইমেইল
Mobile No. / মোবাইল	Type of ID Proof / আইডি প্রুফের ধরন --Select--	ID Proof Number / আইডি প্রুফ নম্বর	
Upload ID Proof / আপলোড আইডি প্রুফ (should not exceed 50kb)			
Choose File	No file chosen <input checked="" type="checkbox"/>		
Father's Information / পিতার তথ্য			
First Name / প্রথম নাম	Middle Name / নামের মধ্যাংশ	Last Name / নামের শেষাংশ	Email Id / ইমেইল
Mobile No. / মোবাইল	Type of ID Proof / আইডি প্রুফের ধরন --Select--	ID Proof Number / আইডি প্রুফ নম্বর	Upload ID Proof / আপলোড আইডি প্রুফ Choose File No file chosen
Spouse Information / দাম্পত্যের তথ্য			
First Name / নাম <input checked="" type="checkbox"/>	Middle Name / নামের মধ্যাংশ	Last Name / নামের শেষাংশ <input checked="" type="checkbox"/>	Email Id / ইমেইল
Sima		Das	
Mobile No. / মোবাইল	Type of ID Proof / আইডি প্রুফের ধরন --Select--	ID Proof Number / আইডি প্রুফ নম্বর	
Upload ID Proof / আপলোড আইডি প্রুফ (should not exceed 50kb)			
Choose File	No file chosen		

Step 3.2.5.10: Next applicant will enter the address of the deceased person at the time of death. If the permanent address is same at the time of death they will click on check box. Clicking on check box permanent address details are auto populated accordingly.

Address of deceased at the time of death / মৃত্যুর সময় মৃতের ঠিকানা			
Bldg.No & Name / বাড়ীর নামার ও নাম	House No / গৃহ নং	Street/Lane / রাস্তা/লেন নাম	Locality/Post Office / অঞ্চল / পোস্ট অফিস
State / রাজ্য * West Benqal <input checked="" type="checkbox"/>	District / জেলা * Birbhum <input checked="" type="checkbox"/>	Urban/Rural / গ্রামীণ শহুরে * Municipality <input checked="" type="checkbox"/>	Block/Municipality / ব্লক/পৌরসভা * MUNICIPALITY SURI <input checked="" type="checkbox"/>
Village/Town / গ্রাম / শহর * SURI <input checked="" type="checkbox"/>	Pin / পিন নং 123456 <input checked="" type="checkbox"/>		
Permanent Address of the deceased / মৃতের স্থায়ী ঠিকানা			
<input checked="" type="checkbox"/> Please check if Permanent address is same as above address. / চেক করুন স্থায়ী ঠিকানা উপরের ঠিকানার মত কিনা।			
Bldg.No & Name / বাড়ীর নামার ও নাম	House No / গৃহ নং	Street/Lane / রাস্তা/লেন নাম	Locality/Post Office / অঞ্চল / পোস্ট অফিস
State / রাজ্য * West Benqal	District / জেলা * Birbhum	Urban/Rural / গ্রামীণ শহুরে * Municipality	Block/Municipality / ব্লক/পৌরসভা * MUNICIPALITY SURI
Village/Town / গ্রাম / শহর * SURI	Pin / পিন নং 123456		

Step 3.2.5.11: If the informant address details are also same then they will again click on the check box which populates the address details of informant. Applicant will enter the name, designation and employee ID of the informant. Next they will enter religion and occupation of the deceased person.

The screenshot shows the 'Informant Information' section of the registration portal. It includes a checkbox for address verification, a grid of input fields for informant details (Name, Designation, Employee ID, Bldg.No & Name, House No, Street/Lane), and a grid of dropdown menus for location details (State, District, Urban/Rural, Block/Municipality, Village/Town). Below this is a 'Statistical Information' section and an 'Information of the Deceased' section with dropdowns for Religion (Hindu) and Occupation (Clerk).

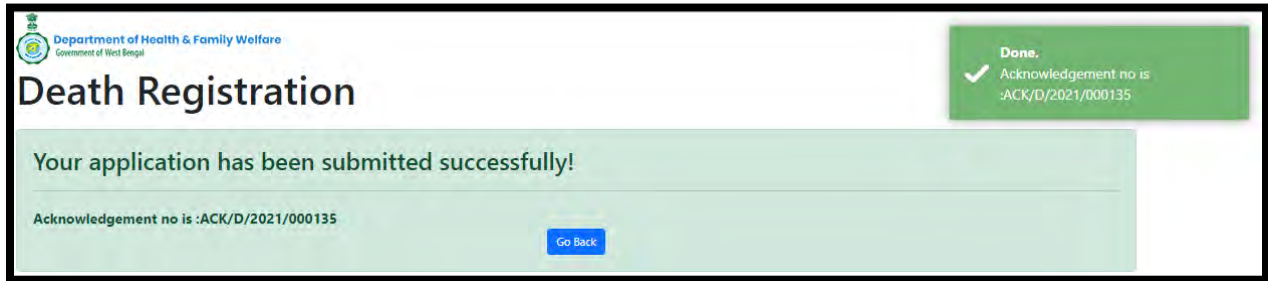
Step 3.2.5.12: Next they will upload the death certificate, burial certificate & payment of challan. Next they will click on submit button.

The screenshot shows the 'Upload Documents' section. It contains three file upload fields, each with a 'Choose File' button and a file name '369px-Chinnasamy.jpg'. The first two fields have green checkmarks, and the third is highlighted with a blue box. A green 'Submit' button is located at the bottom center.

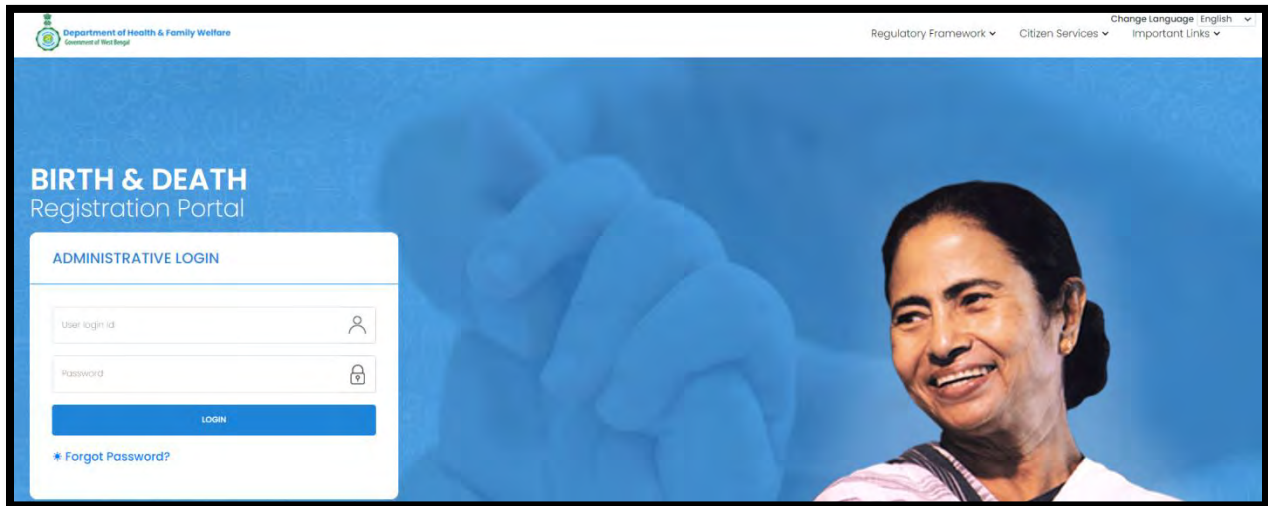
Step 3.2.5.13: Clicking on submit button a popup arises to confirm the submission. Applicant will press ok button.

The screenshot shows a confirmation popup window. The text inside reads '40.81.75.47:4043 says Are you sure you want to submit?'. There are 'OK' and 'Cancel' buttons. The background shows the 'Information of the Deceased' section of the form, with 'Religion' set to 'Hindu' and 'Occupation' set to 'Clerk', both with green checkmarks.

Step 3.2.5.14: The delayed death information of the deceased person will be submitted successfully. An acknowledgement number generated for the same. They will press back button.

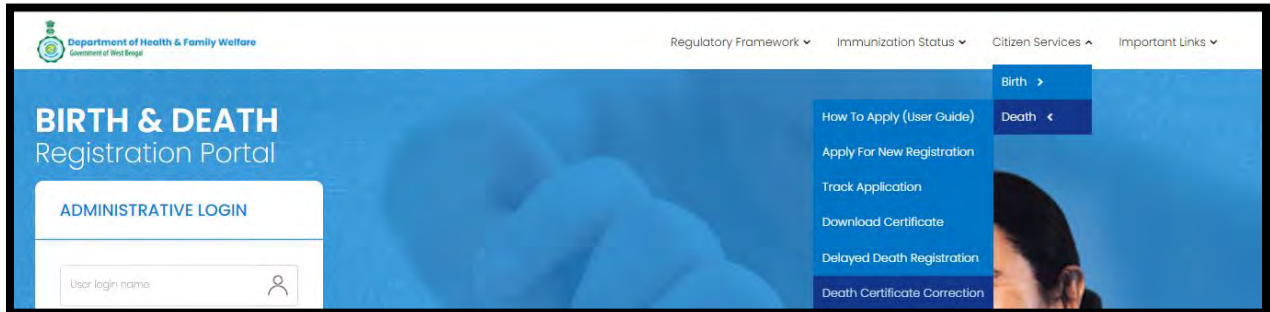


Step 3.2.5.15: Clicking on back button page will be redirected to the birth & death login page.

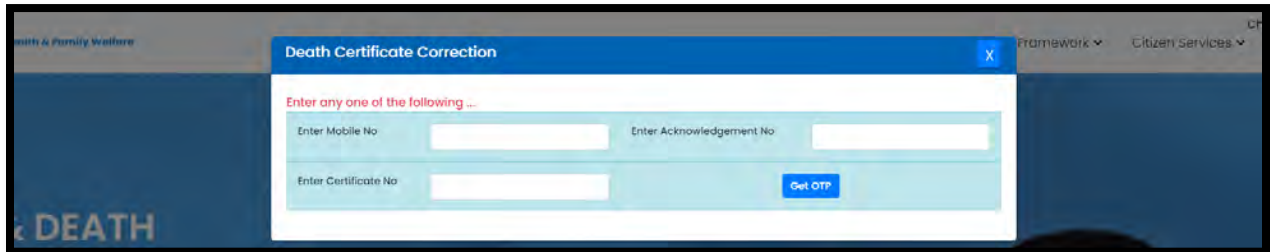


Birth & Death Registration Portal User Manual for Citizen

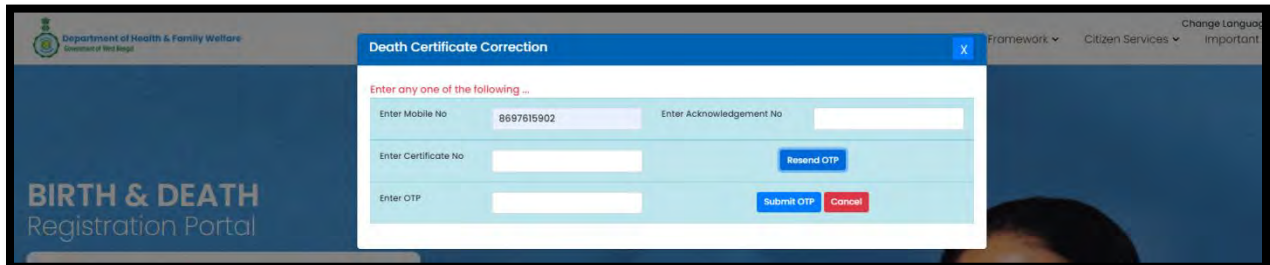
Step 3.2.6.1: User will click on “Death Certificate Correction” from Death sub menu of Citizen Services main menu.



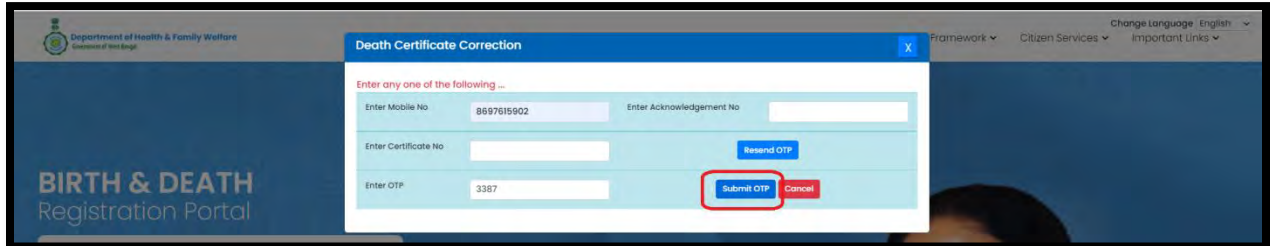
Step 3.2.6.2: A popup will open where citizen have to enter either the acknowledgement number or mobile number or certificate number.



Step 3.2.6.3: Citizen will enter either the acknowledgement number or mobile number or certificate number or all and press “Submit OTP” button.



Step 3.2.6.4: OTP will be sent to registered mobile number of citizen. Citizen will enter the OTP and press submit OTP button.



Step 3.2.6.5: Existing death certificate details will be populated.

The screenshot shows the 'Death Certificate Correction' form. The header includes the Department of Health & Family Welfare logo and navigation links. The form contains input fields for Mobile No (8697615902), Acknowledgement No, Certificate No, and OTP (3387). Below these are buttons for 'Resend OTP', 'Submit OTP', and 'Cancel'. A table at the bottom displays the following data:

Deceased Name	Date Of Death	Acknowledgement	Certificate	
Tara Sankar Dutta	17/08/2021	ACK/b/2021/000106	D/2021/000017	Apply

Step 3.2.6.6: Citizen will click on apply button for modifying the existing death certificate details.

This screenshot is identical to the previous one, but the 'Apply' button in the table is highlighted with a red square, indicating the next step in the process.

Step 3.2.6.7: Existing death certificate application will open for modification.

The screenshot shows the 'Death Certificate Correction' page with detailed information for the deceased and the mother. The 'Information of the deceased' section includes:

- Date Of Death / মৃত্যুর তারিখ: 17/08/2021
- Gender / লিঙ্গ: Male
- Age (Year/Month) / বয়স (বছর/মাস): 70 Years
- First Name / প্রথম নাম: Tara
- Middle Name / মাতের মধ্যাংশ: Sankar
- Last Name / মাতের শেষাংশ: Dutta
- Type of ID Proof / আইডি প্রমাণের ধরন: Aadhaar
- ID Proof Number / আইডি প্রমাণ নম্বর: 745125874965
- Upload ID Proof (should not exceed 50kb) / আইডি প্রমাণ আপলোড করুন (50kb এর বেশি হওয়া উচিত নয়): No file chosen

The 'Mother's Information' section includes:

- First Name / প্রথম নাম
- Middle Name / মাতের মধ্যাংশ
- Last Name / মাতের শেষাংশ
- Type of ID Proof / আইডি প্রমাণের ধরন: --Select--
- ID Proof Number / আইডি প্রমাণ নম্বর
- Upload ID Proof (should not exceed 50kb) / আইডি প্রমাণ আপলোড করুন (50kb এর বেশি হওয়া উচিত নয়): No file chosen

Step 3.2.6.8: Citizen will modify the required changes in the death certificate application, and press submit button.

Department of Health & Family Welfare
Government of West Bengal

Death Certificate Correction

Information of the deceased / মৃতের তথ্য

Date Of Death / মৃত্যুর তারিখ 17/08/2021	Gender / লিঙ্গ Male	Age (Year/Month) / বয়স Years	Age / বয়স 70
First Name / প্রথম নাম Tara	Middle Name / নামের মধ্যাংশ Sankar	Last Name / নামের শেষাংশ Dutta	
Type of ID Proof Aadhaar	ID Proof Number 745125874965	Upload ID Proof / (should not exceed 50kb) Choose File No file chosen View	

Mother's Information / মাতার তথ্য

First Name / প্রথম নাম	Middle Name / নামের মধ্যাংশ	Last Name / নামের শেষাংশ
Type of ID Proof / আইডি প্রমাণের ধরন --Select--	ID Proof Number / আইডি প্রমাণ নম্বর	Upload ID Proof / (should not exceed 50kb) Choose File No file chosen

Father's Information / পিতার তথ্য

First Name / প্রথম নাম	Middle Name / নামের মধ্যাংশ	Last Name / নামের শেষাংশ
Type of ID Proof / আইডি প্রমাণের ধরন --Select--	ID Proof Number / আইডি প্রমাণ নম্বর	Upload ID Proof / (should not exceed 50kb) Choose File No file chosen

Spouse Information / সঙ্গী/সঙ্গিনীর তথ্য

First Name / নাম Kalyani	Middle Name / নামের মধ্যাংশ	Last Name / নামের শেষাংশ Dutta
Type of ID Proof / আইডি প্রমাণের ধরন Aadhaar	ID Proof Number / আইডি প্রমাণ নম্বর 741587496532	Upload ID Proof / (should not exceed 50kb) Choose File No file chosen

Address of deceased at the time of death / মৃত্যুর সময় মৃতের ঠিকানা

Bldg.No & Name / বাড়ীর নামার ও নাম 12 Number	House No / গৃহ নং 2	Street/Lane / রাস্তা/লেন নাম 4. test para	
Locality/Post Office / অঞ্চল / পোস্ট অফিস PO	State / রাজ্য West Bengal	District / জেলা Birbhum	Urban/Rural / গ্রামীণ শহুরে Municipality
Block/Municipality / ব্লক/মৌজাসভা MUNICIPALITY SURI	Village/Town / গ্রাম / শহর SURI	Pin / পিন নং 731211	

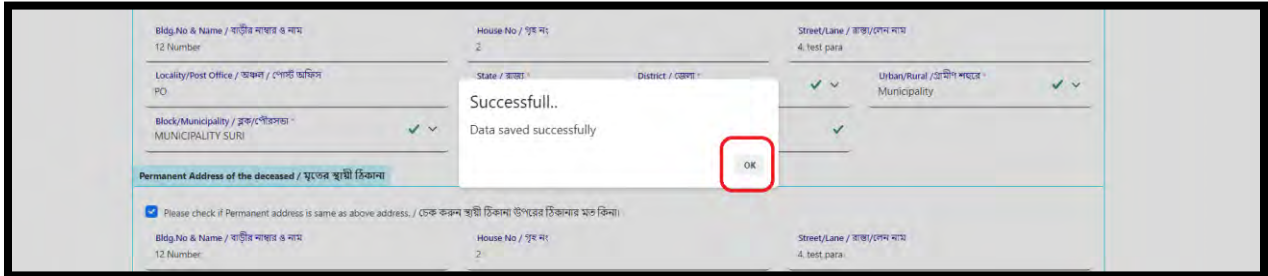
Permanent Address of the deceased / মৃতের স্থায়ী ঠিকানা

Please check if Permanent address is same as above address. / চেক করুন স্থায়ী ঠিকানা উপরের ঠিকানার মত কিনা।

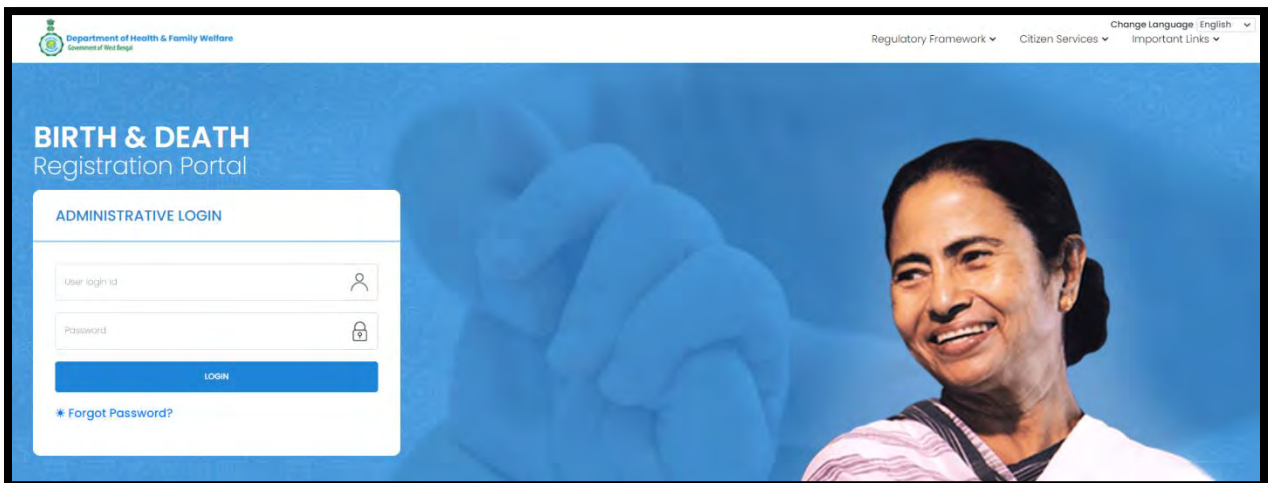
Bldg.No & Name / বাড়ীর নামার ও নাম 12 Number	House No / গৃহ নং 2	Street/Lane / রাস্তা/লেন নাম 4. test para	
Locality/Post Office / অঞ্চল / পোস্ট অফিস PO	State / রাজ্য West Bengal	District / জেলা Birbhum	Urban/Rural / গ্রামীণ শহুরে Municipality
Block/Municipality / ব্লক/মৌজাসভা MUNICIPALITY SURI	Village/Town / গ্রাম / শহর SURI	Pin / পিন নং 731211	

Submit

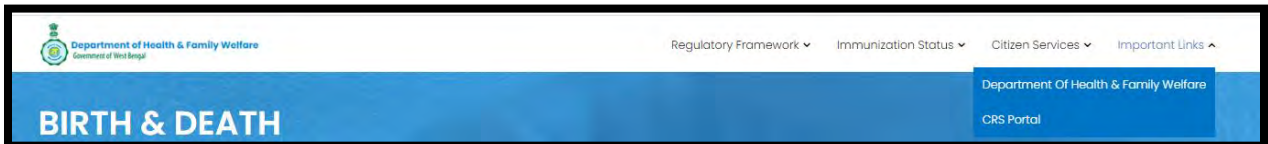
Step 3.2.6.9: Clicking on submit button, a pop will arise for confirming the submission. Citizen will click on ok button. Death certificate modification will be successful.



Step 3.2.6.10: Clicking on ok button page will be redirected to the login page of Birth & Death registration.



Step 4: User can click on Important Links which open the submenu with the following "Department of Health & Family Welfare" and "CRS Portal".



Step 4.1.1: User will click on "Department of Health & Family Welfare" from "Important Link" main menu.



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Step 4.1.2: User will be redirected to the "Department of Health & Family Welfare" page.



Step 5.1.1: User will click on "CRS Portal" from "Important Link" main menu.



Step 5.1.2: User will be redirected to the "CRS Portal" page.

