



Janma-Mrityu Tathya Portal An User Manual For Govt. Hospital

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Janma-Mrityu Tathya Portal for Govt. Hospital Data Entry Operator

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Login

Step 1.1: Government Hospital Data Entry Operator will open the Janma-Mrityu Tathya Portal from www.wbhealth.gov.in website. User will be redirected to the login page of Janma-Mrityu Tathya Portal. They will login with their credentials (Username & Password) and click on login button to login on the Janma-Mrityu Tathya Portal.

Department of Health & Family Welfare
GOVERNMENT OF WEST BENGAL

Change Language English

Regulatory Framework Content Citizen Services Important Links

User login id
This field is required.

Password
This field is required.

Enter Captcha Code

LOGIN

* Forgot Password?

জন্ম-মৃত্যু তথ্যা
Janma-Mrityu Tathya

What's New registration of every birth and death || প্রতিটি জন্ম ও মৃত্যুর নিবন্ধন নিশ্চিত করা প্রত্যেক দায়িত্বশীল নাগরিকের কর্তব্য | Janma-Mrityu Tathya Portal An User Manual (PDF) **NEW!**

Step 1.2: They will login with their credentials (Username & Password) and click on login button to login on the Janma-Mrityu Tathya Portal.

Department of Health & Family Welfare
GOVERNMENT OF WEST BENGAL

Change Language English

Regulatory Framework Content Citizen Services Important Links

username

.....

7022

7022

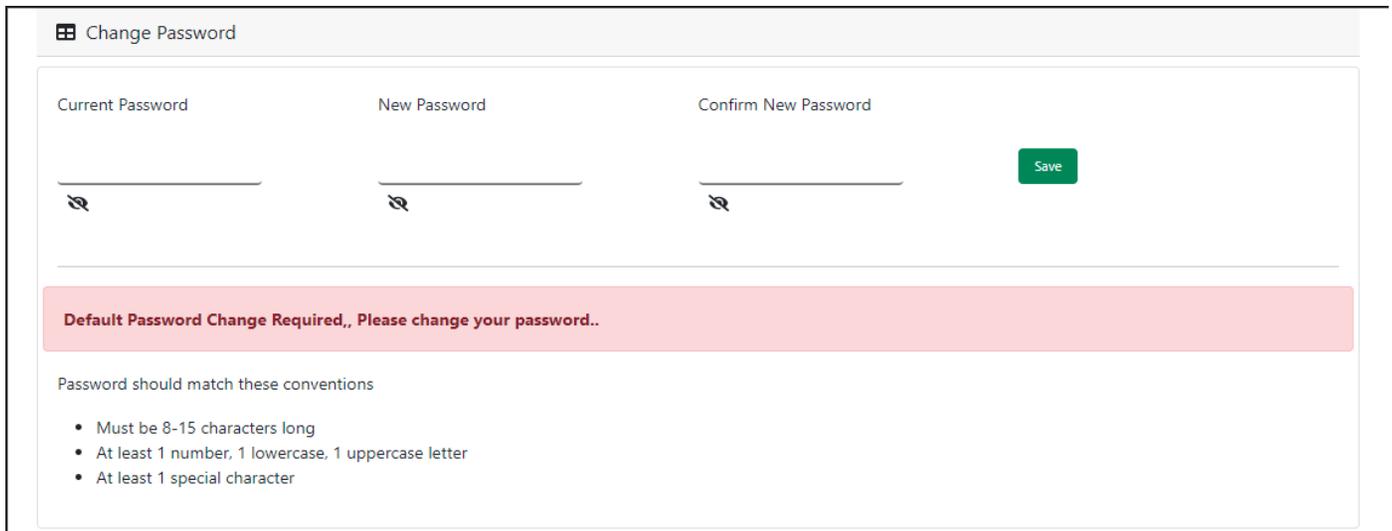
LOGIN

* Forgot Password?

জন্ম-মৃত্যু তথ্যা
Janma-Mrityu Tathya

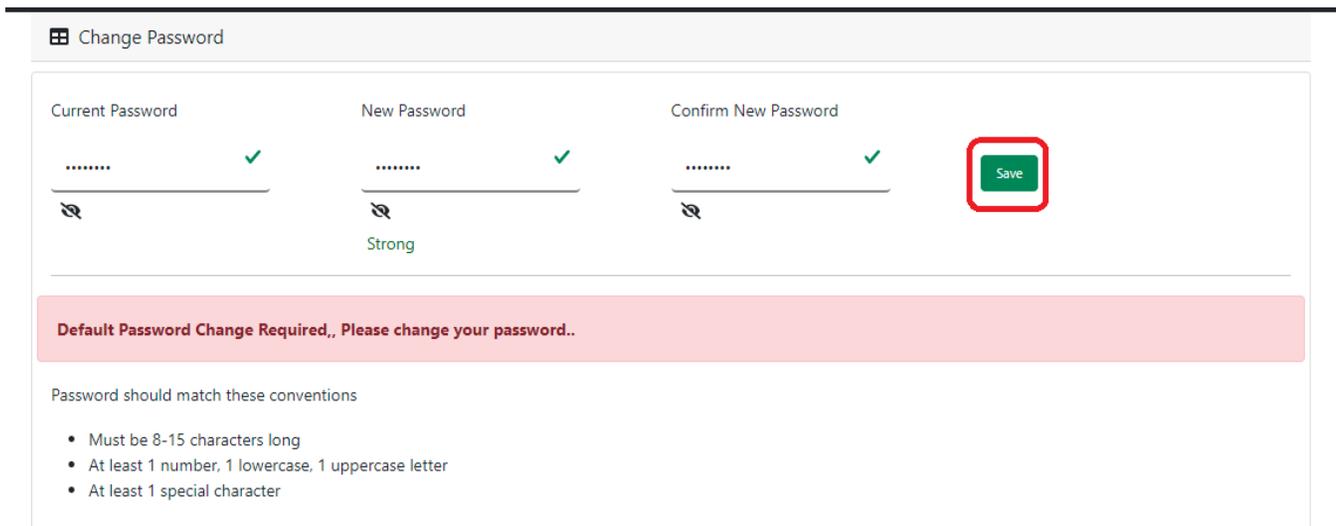
What's New It is the duty of every responsible citizen to ensure registration of every birth and death

Step 1.3: First time User will be redirected to the page for changing their existing password.



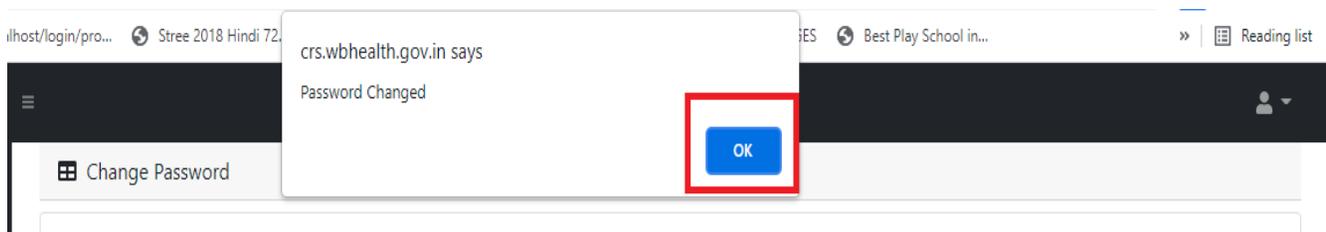
The screenshot shows the 'Change Password' form with three input fields: 'Current Password', 'New Password', and 'Confirm New Password'. Each field has a password icon (an eye with a slash) on the left. A green 'Save' button is located to the right of the 'Confirm New Password' field. Below the input fields, there is a red banner with the text 'Default Password Change Required,, Please change your password..'. Underneath the banner, it says 'Password should match these conventions' followed by a bulleted list: 'Must be 8-15 characters long', 'At least 1 number, 1 lowercase, 1 uppercase letter', and 'At least 1 special character'.

Step 1.4: They will first enter the existing password, new password and confirm the newly entered password again. Password will be in the password format which is mentioned in the screen. After that they will click on save button.



The screenshot shows the 'Change Password' form with the input fields filled with dots. Each field has a green checkmark on the right. The 'New Password' field has the word 'Strong' below it. The green 'Save' button is highlighted with a red square. Below the input fields, there is a red banner with the text 'Default Password Change Required,, Please change your password..'. Underneath the banner, it says 'Password should match these conventions' followed by a bulleted list: 'Must be 8-15 characters long', 'At least 1 number, 1 lowercase, 1 uppercase letter', and 'At least 1 special character'.

Step 1.5: A popup will arise for confirming the change of password. User will click on ok button accordingly..



Step 1.6: The page will be redirected to the page where User must update their registered mobile number. After registration all required user credential changes requirement is share in that registered mobile number.

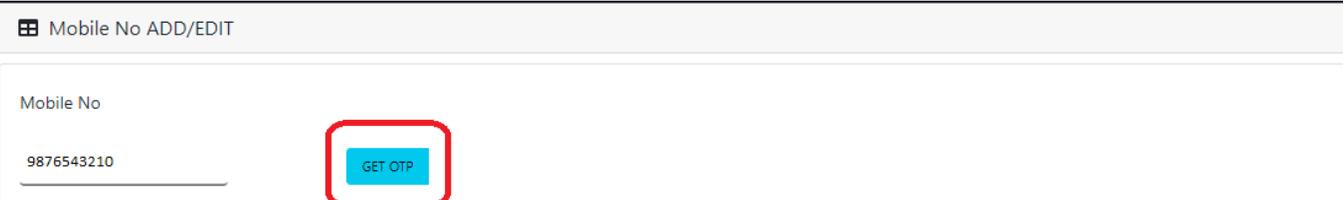


Mobile No ADD/EDIT

Mobile No

GET OTP

Step 1.7: User will enter their mobile number and will click on 'Get OTP' button.



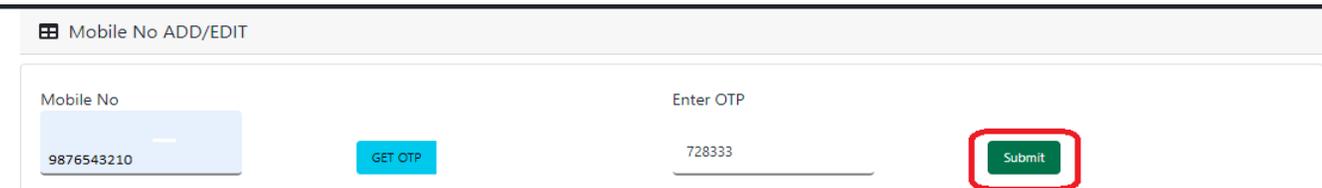
Mobile No ADD/EDIT

Mobile No

9876543210

GET OTP

Step 1.8: User will enter the received OTP and click on submit button.



Mobile No ADD/EDIT

Mobile No

9876543210

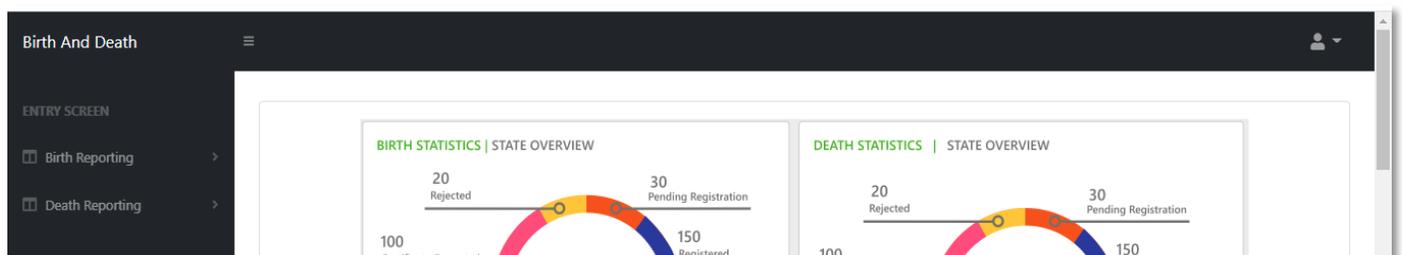
GET OTP

Enter OTP

728333

Submit

Step 1.9: Government Hospital Data Entry Operator will be redirected to the Janma-Mrityu Tathya Portal's home page. A dashboard will be visible for Government Hospital Data Entry Operator for a quick look of current status of Birth & Death application.

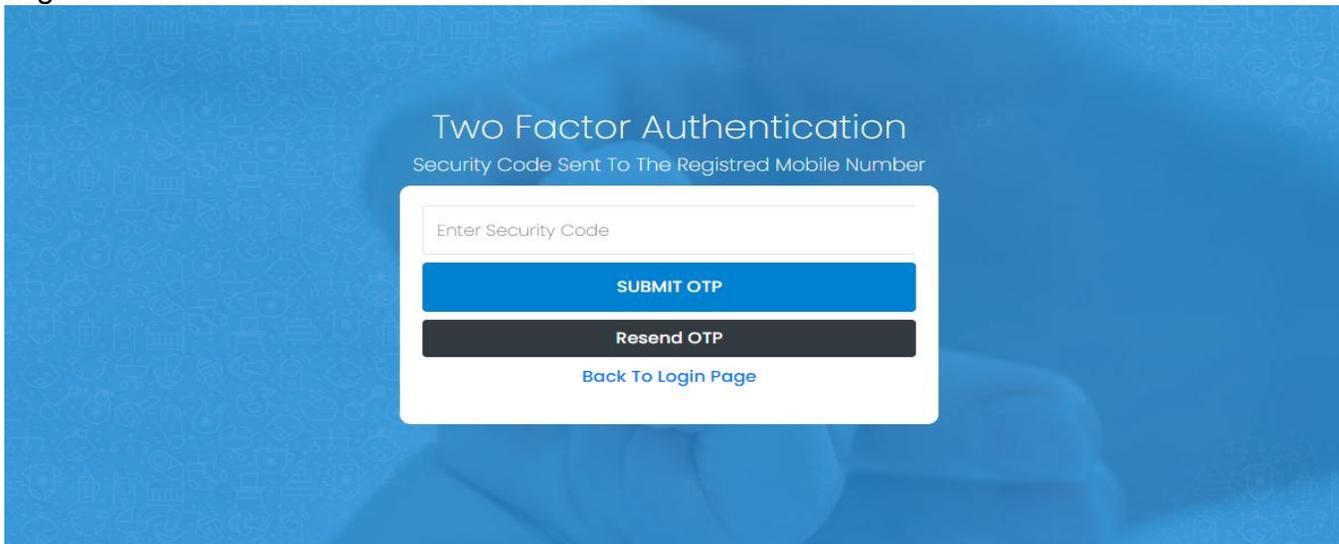


Step 1.10: Next time, User will login with their credential.



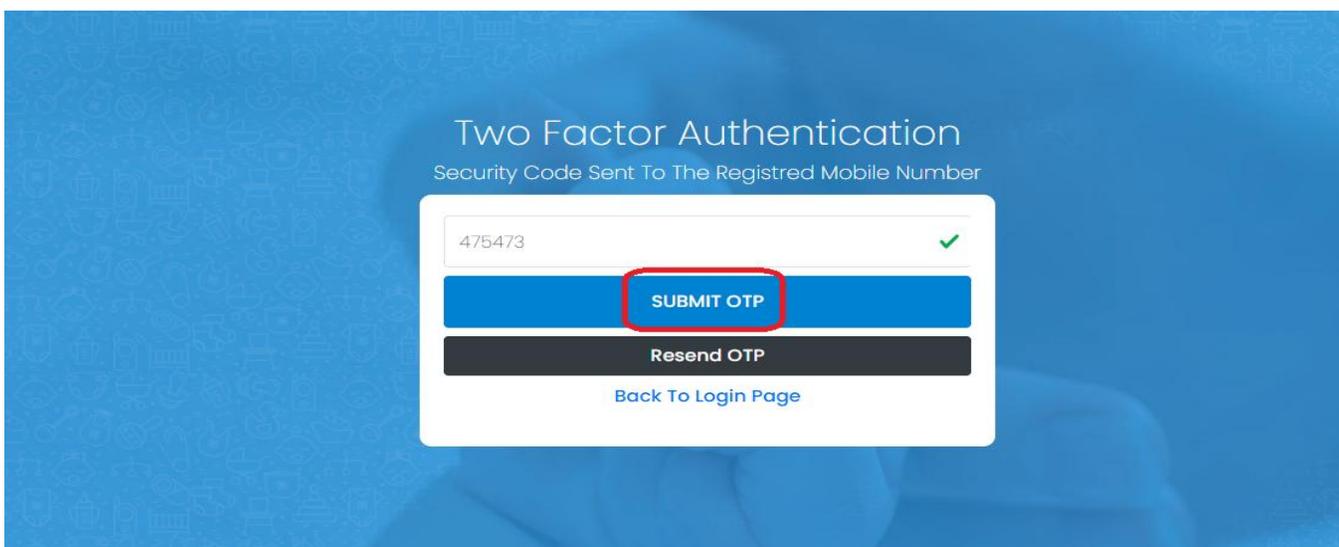
The screenshot shows the login interface of the Janma-Mrityu Tathya portal. At the top, there is a header for the Department of Health & Family Welfare, Government of West Bengal, with navigation links for Regulatory Framework, Content, Citizen Services, and Important Links. The main content area features a login form on the left with fields for 'User login Id', 'Password', and 'Enter Captcha Code', each with a 'This field is required.' message. A 'LOGIN' button and a '* Forgot Password?' link are also present. To the right of the form is a large image of a smiling woman, with the Janma-Mrityu Tathya logo and text overlaid. The bottom of the page has a footer with 'What's New' and a link to the 'Janma-Mrityu Tathya Portal An User Manual (PDF)'.

Step 1.11: They will be redirected to the authentication page. OTP will be sent to the Users registered mobile number



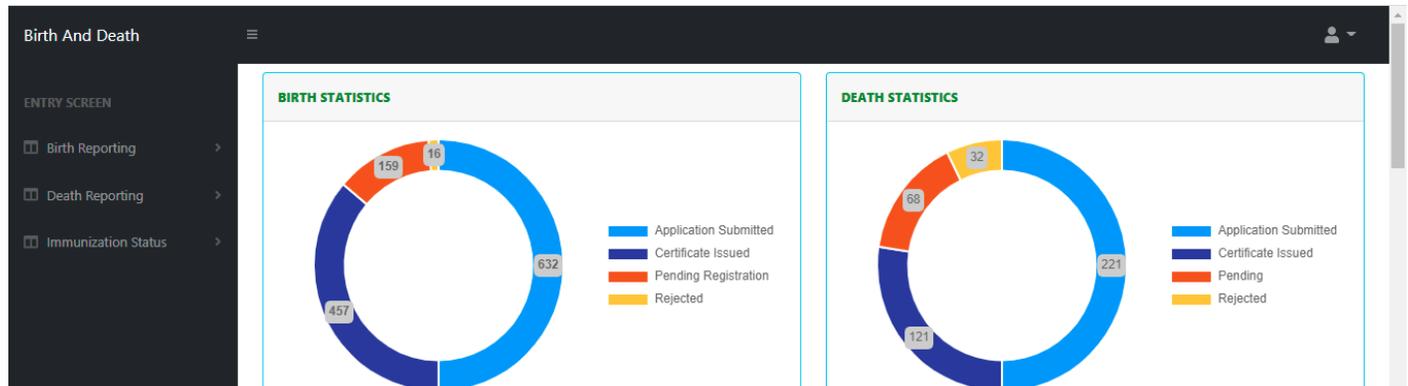
The screenshot displays the 'Two Factor Authentication' page. The title is 'Two Factor Authentication' with the subtitle 'Security Code Sent To The Registered Mobile Number'. Below this is a form with an input field labeled 'Enter Security Code'. There are three buttons: a blue 'SUBMIT OTP' button, a dark grey 'Resend OTP' button, and a blue 'Back To Login Page' link.

Step 1.12: User will enter the OTP and will click on 'Submit OTP' page.



This screenshot shows the 'Two Factor Authentication' page after the user has entered their OTP. The input field now contains the number '475473' and has a green checkmark on the right. The 'SUBMIT OTP' button is highlighted with a red rectangle, indicating it is the next step for the user to click.

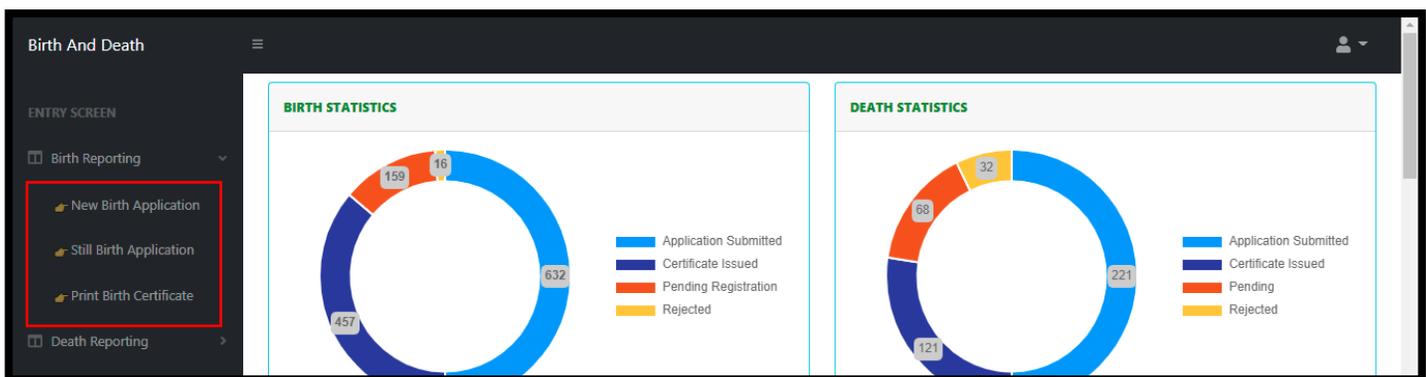
Step 1.13: Government Hospital Data Entry Operator will be redirected to the Janma-Mrityu Tathya Portal's home page. A dashboard will be visible for Government Hospital Data Entry Operator for a quick look of current status of Birth & Death application.



Menu available for Govt. Hospital DEO (Birth Reporting):

❖ Birth Reporting

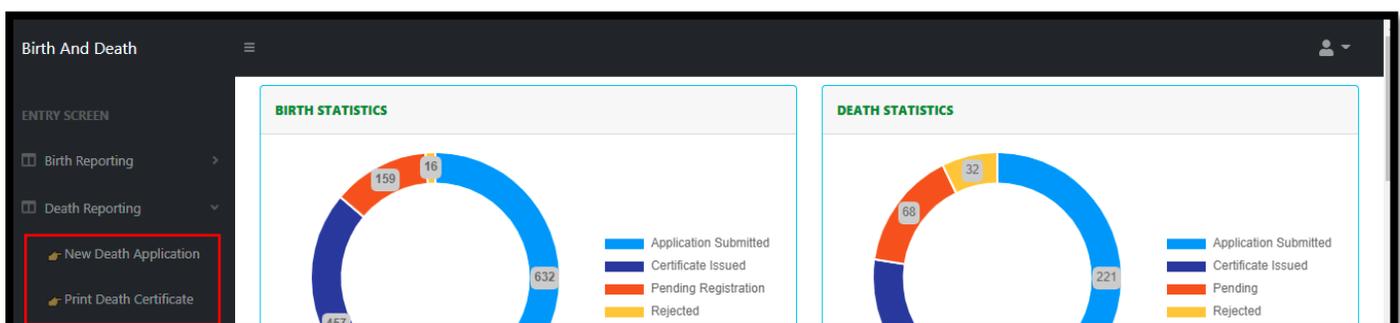
- ❖ New Birth Application
- ❖ Still Birth Application
- ❖ Print Birth Certificate

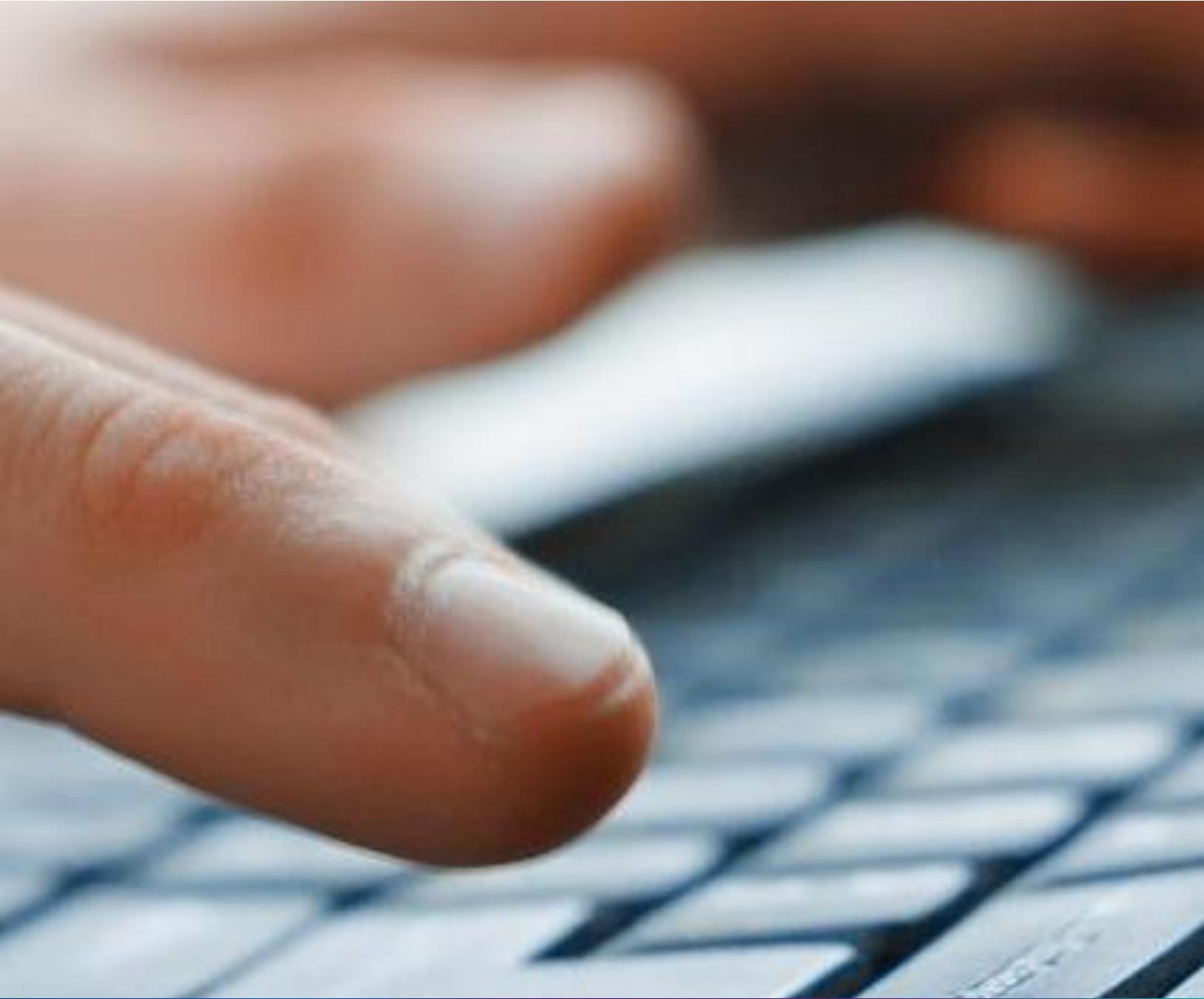


Menu available for Govt. Hospital DEO (Death Reporting)

❖ Death Reporting

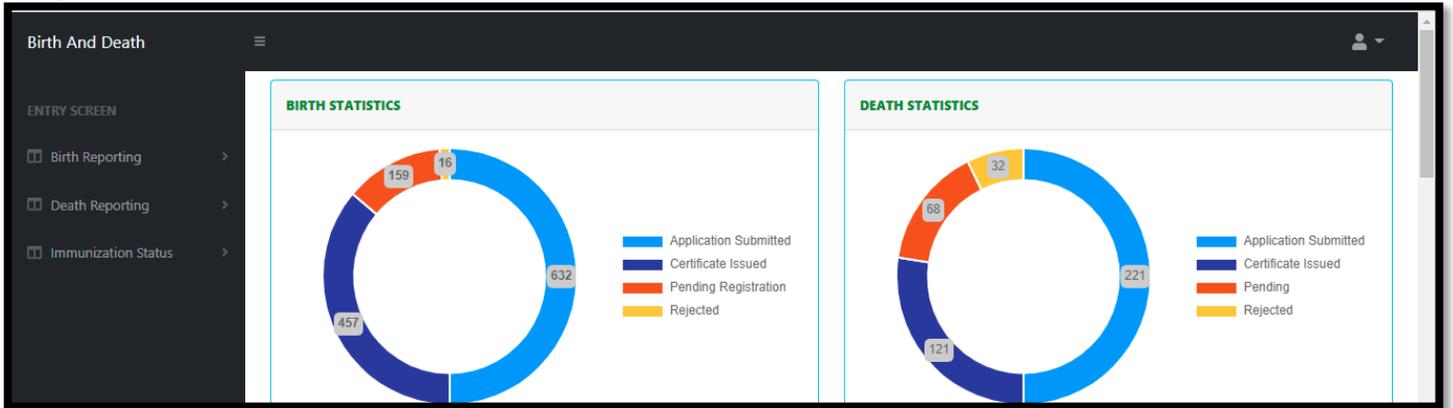
- ❖ New Death Application
- ❖ Print Death Certificate



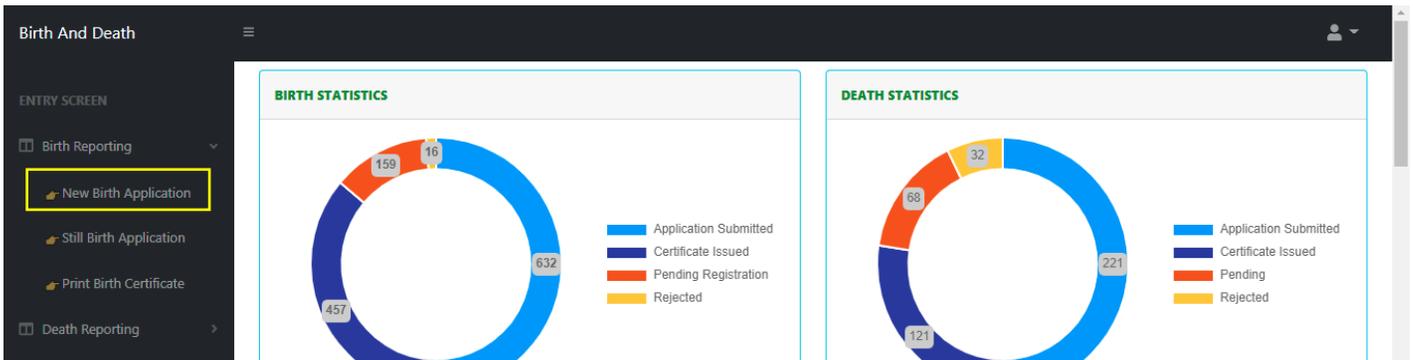


New Birth Application

Step 2.0: Government Hospital Data Entry Operator will click on “Birth Reporting” from Entry Screen section. It will open the dropdown menu with the following submenus New Birth Application (For registering new birth registration), Still Birth Application (For registering new still birth registration) and Upload Digital Signature certificate (DSC) (For uploading certificate with digital signature).



Step 2.1.1: Government Hospital Data Entry Operator will click on “New Birth Application” from Birth Reporting main menu for registering new birth registration.



Step 2.1.2: Government Hospital Data Entry Operator will be redirected to the “New Birth Application” page. Government Hospital Data Entry Operator will view all the applied new birth registration application. For new birth registration, Government Hospital Data Entry Operator will press “New Birth Registration” button.

Sl. No.	Entry Date	Place Of Birth	Child Information			Father's Information				Mother's Information		Acknowledgement No.	Status
			Name	DOB	Gender	Name	Mobile No.	ID Type	ID No.	Name	Birth Type		
1	04/08/2021	Hospital	A A A	04/08/2021	Male	A A A	1478458745	Aadhaar	12	A A A	Normal Birth	ACK/B/2021/000053	Application Submitted
2	04/08/2021	Hospital	dsds Dey	01/07/2021	Male					Mother jhjl Name	Normal Birth	ACK/B/2021/000041	Sent Back To Me
3	12/08/2021	Hospital	Ritu das	04/08/2021	Female	T F	8989765412	EPIC	34	Nita Das	Normal Birth	ACK/B/2021/000089	Application Submitted
4	12/08/2021	Hospital	Nayan das	03/08/2021	Male	Robi F	8989765412	EPIC	33	Nita Das	Normal Birth	ACK/B/2021/000090	Application Submitted
5	15/08/2021	Hospital	Shruti Basu	25/07/2021	Female	Harendranath basu				Namita Basu	Normal Birth	ACK/B/2021/000113	Application Submitted
6	16/08/2021	Hospital	Niloy nag	15/08/2021	Female	Arjun Nag				Rani	Normal Birth	ACK/B/2021/000127	Application Submitted
7	18/08/2021	Hospital	BabyofNeha	17/08/2021	Male	Kalish Kumar Roy	8697615902	Aadhaar	741025896357	Neha Roy	Normal Birth	ACK/B/2021/000178	Sent Back To Me
8	19/08/2021	Hospital	Raju Mondal	28/07/2021	Male					Monika Mondal	Normal Birth	ACK/B/2021/000180	Application Submitted

Step 2.1.3: A popup will be visible with a registration form for filling new birth registration.

The screenshot shows the 'Birth Report' form with the following fields and values:

- Reporting Date / প্রতিবেদনের তারিখ*: 26/08/2021
- Mobile # for future Communication / মোবাইল নম্বর # ভবিষ্যতের যোগাযোগের জন্য*: (empty)
- LEGAL INFORMATION / আইনগত তথ্য
- Information of the Child / শিশুর তথ্য
 - Date Of Birth / জন্মের তারিখ*: (empty)
 - Gender / লিঙ্গ*: --Select--
 - First Name / প্রথম নাম: (empty)
 - Middle Name / নামের মধ্যাংশ: (empty)
 - Last Name / নামের শেষাংশ: (empty)
- Place of Birth / জন্মের স্থান*
 - Place Of Birth / জন্মের স্থান*: Hospital
 - Hospital Name / হাসপাতাল / প্রতিষ্ঠানের নাম*: College of Medicine & Saqar Dutta Hospital
- Father's Information / পিতার তথ্য

Step 2.1.4: Government Hospital Data Entry Operator will first enter “active mobile number” (mobile number must be valid as all alert SMS regarding birth registration application will be sent on this mobile number). Next, they will enter “Information of child” (Date of birth of the child along with new child name will be captured)..

The screenshot shows the 'Birth Report' form with the following fields and values:

- Reporting Date / প্রতিবেদনের তারিখ*: 26/08/2021
- Mobile # for future Communication / মোবাইল নম্বর # ভবিষ্যতের যোগাযোগের জন্য*: 9453752219 ✓
- LEGAL INFORMATION / আইনগত তথ্য
- Information of the Child / শিশুর তথ্য
 - Date Of Birth / জন্মের তারিখ*: 04/08/2021
 - Gender / লিঙ্গ*: Male ✓
 - First Name / প্রথম নাম: Shiven ✓
 - Middle Name / নামের মধ্যাংশ: (empty)
 - Last Name / নামের শেষাংশ: Dey

Step 2.1.5: Next, Government Hospital Data Entry Operator will first enter “Place of birth” (Child’s birthplace (Home or Hospital) along with address for the same) and then the father’s information and they must choose any of his ID proof (Aadhaar, EPIC) & upload the scan copy of the same. The uploaded scan copy of the ID proof must be under 50 KB.

The screenshot shows the 'Birth Report' form with the following fields and values:

- Place of Birth / জন্মের স্থান*
 - Place Of Birth / জন্মের স্থান*: Hospital ✓
 - Hospital Name / হাসপাতাল / প্রতিষ্ঠানের নাম*: College of Medicine & Saqar Dutta Hospital ✓
- Father's Information / পিতার তথ্য
 - First Name / প্রথম নাম: Arnab
 - Middle Name / নামের মধ্যাংশ: (empty)
 - Last Name / নামের শেষাংশ: Dey
 - Email Id / ইমেইল: (empty)
 - Mobile No. / মোবাইল: 9136161386 ✓
 - Type of ID Proof: Aadhaar (highlighted in red)
 - ID Proof Number: (empty)
 - Upload ID Proof (should not exceed 50kb): Choose File | No file chosen
- Mother's Information / মাতার তথ্য

Step 2.1.6: User will next enter mother's information where they must choose any of her ID proof (Aadhar, EPIC) & upload the scan copy of the same. The uploaded scan copy of the ID proof must be under 50 KB and addresses. For that they will enter state, District, Block of residence for parents. After that they will choose state. Next Government Hospital Data Entry Operator will choose the District from the drop-down menu and choose Block / municipality / borough. After that they will choose the block or municipality from the drop-down menu. If the parent's permanent address is same as present address, they will select the check box which auto populates the permanent address from the present address information.

Mother's Information					
First Name Sipra	Middle Name	Last Name Saha	Email Id ss@test.com	Mobile No. 0869761590	
Type of ID Proof Aadhaar	ID Proof Number 478948795664	Upload ID Proof (should not exceed 50kb) Choose File demoform1.pdf	Matri Maa ID 12345		
Address of parents at the time of Birth of the Child					
<input checked="" type="radio"/> In India <input type="radio"/> Outside India					
Bldg.No & Name 12 Number	House No. 2	Street/Lane 4, test para	Locality/Post Office PO	Pin 700007	State West Bengal
District Kolkata	Type Municipality	Block/Municipality Kolkata Municipal Corporation	Panchayat --Select--	Village/Town --Select--	
Permanent Address of Parents					
<input checked="" type="checkbox"/> Please check if permanent address is same as above address.			<input checked="" type="radio"/> In India <input type="radio"/> Outside India		
Bldg.No & Name 12 Number	House No. 2	Street/Lane 4, test para	Locality/Post Office PO	Pin 700007	State West Bengal
District Kolkata	Type Municipality	Block/Municipality Kolkata Municipal Corporation	Panchayat --Select--	Village/Town --Select--	

Step 2.1.7: Next User will enter town or village of residence of the mother and father & mothers' information.

Statistical Information				
Town or village of Residence of the mother				
State West Bengal	District Kolkata	Type Municipality	Block/Municipality Kolkata Municipal Corporation	Panchayat --Select--
Village/Town --Select--				
Father's and Mother's Information				
Religion Hindu	Fathers Level Of Education Graduate /B. Tech /BBA /MBBS /t	Fathers Occupation Technicians anc	Mothers Level Of Education Non-technical Diploma or certifi	Mother's Occupation Housewife/Hol

Step 2.1.8: Next, Government Hospital Data Entry Operator will enter the statistical information of father and mother which includes religion of parents, highest qualification of parents & occupation of parents of the newborn child. After that, Government Hospital Data Entry Operator will select “Other information” and select the type of attention of delivery (private institutional, Government institutional or Non-Institutional).

Statistical Information / পরিসংখ্যানগত তথ্য		
Father's and Mother's Information / পিতা ও মাতার তথ্য		
Religion / ধর্ম* Hindu ✓	Fathers Level Of Education / পিতার শিক্ষাগত মান* Non-technical Diploma or certificate not equivalent ✓	Fathers Occupation / পিতার পেশা* Craft and related trade workers ✓
Mothers Level Of Education / মাতার শিক্ষাগত মান* Middle ✓	Mother's Occupation / মাতার পেশা* Non worker ✓	
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	Type of attention at delivery / প্রসবকালীন পরিচর্যা --Select-- Institutional - Government Institutional - Private or Non-Government Non Institutional	
Age of the mother (in completed years) at the time of this birth / বাচ্চার জন্মের সময় মাতার বয়স (পূর্ণ বছরে)		

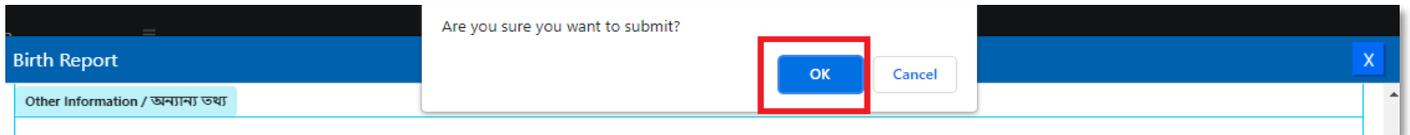
Step 2.1.9: Next Government Hospital Data Entry Operator will select the delivery method (Normal, Forceps/vacuum or Caesarean).

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	Type of attention at delivery / প্রসবকালীন পরিচর্যা Institutional - Government ✓
Age of the mother (in completed years) at the time of this birth / বাচ্চার জন্মের সময় মাতার বয়স (পূর্ণ বছরে) 36	Delivery Method / প্রসবের পদ্ধতি --Select-- Normal Caesarean Forceps/Vacuum
Number of child born alive to the mother so far including this child / এই সন্তান সহ মাতার জীবিত প্রসূত সন্তান সংখ্যা	

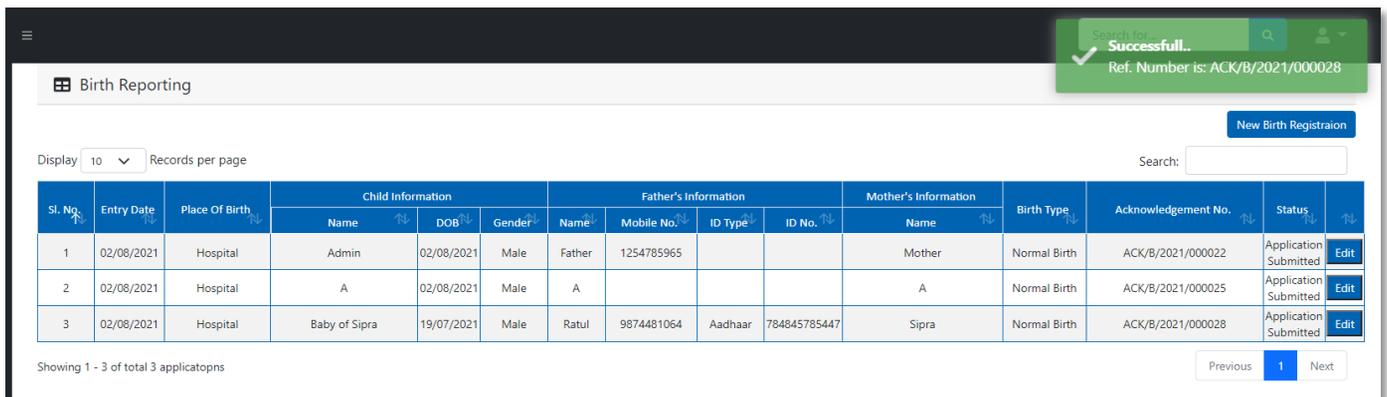
Step 2.1.10: Next Government Hospital Data Entry Operator will upload “Form no.1” & “Discharge Certificate” of mother and child & will click on submit button.

Other Information			
Age of the mother (in completed years) at The Time Of First Marriage 28 ✓	Age of the mother (in completed years) at the time of this birth 32 ✓		
Number of child born alive to the mother so far including this child 0 ✓	Type of attention at delivery Institutional - Government ✓	Delivery Method Caesarean ✓	
Birth Weight (In Kgs.) 3 ✓	Duration Of Pregnancy (In weeks.) 35 ✓	Remarks ok	
Upload "Form No. 1" (should not exceed 50kb) Choose File pdf-sample.pdf ✓	Upload Discharge Certificate (should not exceed 50kb) Choose File phocapdf-demo.pdf		
Submit			

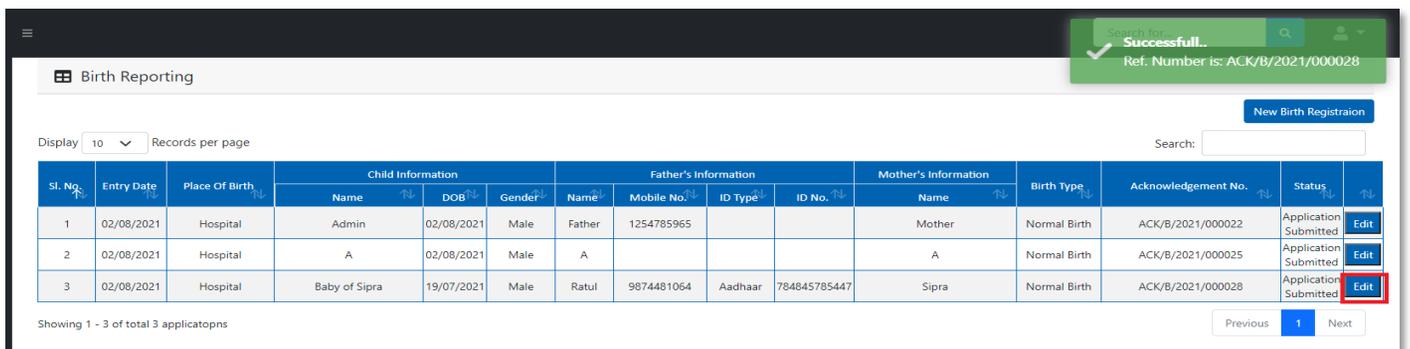
Step 2.1.11: A popup will arise; Government Hospital Data Entry Operator will click on the ok button for confirming the submission.



Step 2.1.12: The birth registration is successful. Government Hospital Data Entry Operator will receive SMS on their registered mobile number.



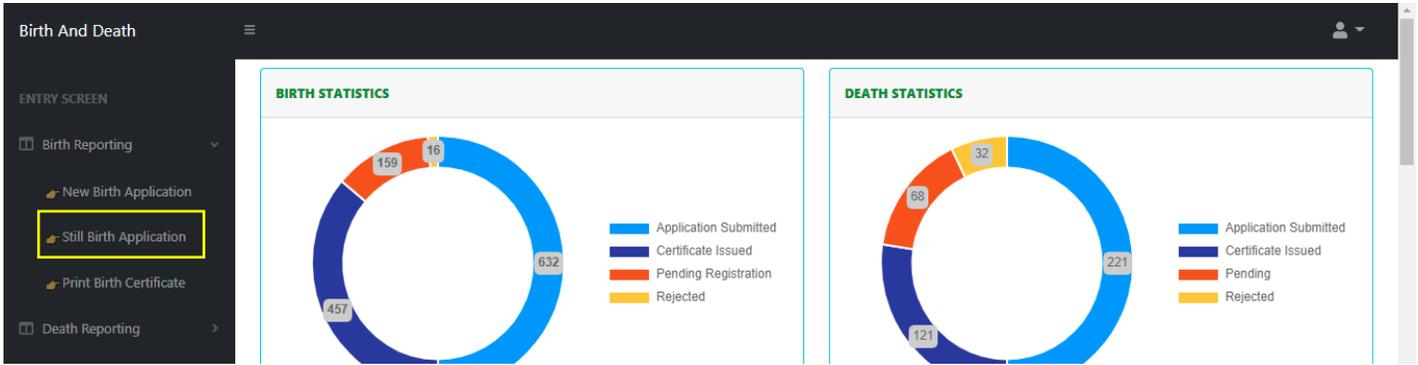
Step 2.1.13: If any modification is required, Government Hospital Data Entry Operator will click on the "Edit" button and modify the data accordingly.





Still Birth Application

Step 2.2.1: Government Hospital Data Entry Operator will click on “Still Birth Application” from Birth Reporting main menu for capturing new still birth information of a baby. A stillbirth is the death or loss of a baby before or during delivery.



Step 2.2.2: Government Hospital Data Entry Operator will be redirected to the “Still Birth Application” page..

STILL BIRTH REGISTRATION

Display 10 Records per page Search:

[New Still Birth Registraion](#)

Sl. No.	Entry Date	Place Of Birth	Child Information		Father's Information				Mother's Information	Birth Type	Acknowledgement No.	Status	Edit
			DOB	Gender	Name	Mobile No.	ID Type	ID No.	Name				
1	30/07/2021	Hospital	29/06/2021	Male	father4	12345			mother1	Still Birth	ACK/B/2021/000021	Application Submitted	Edit
2	02/08/2021	Hospital	02/08/2021	Male	A				A	Still Birth	ACK/B/2021/000024	Application Submitted	Edit

Showing 1 - 2 of total 2 applicatopns Previous 1 Next

Step 2.2.3: Government Hospital Data Entry Operator will press “New Still Birth Registration” button for addition of new still birth.

STILL BIRTH REGISTRATION

Display 10 Records per page Search:

[New Still Birth Registraion](#)

Sl. No.	Entry Date	Place Of Birth	Child Information		Father's Information				Mother's Information	Birth Type	Acknowledgement No.	Status	Edit
			DOB	Gender	Name	Mobile No.	ID Type	ID No.	Name				
1	30/07/2021	Hospital	29/06/2021	Male	father4	12345			mother1	Still Birth	ACK/B/2021/000021	Application Submitted	Edit
2	02/08/2021	Hospital	02/08/2021	Male	A				A	Still Birth	ACK/B/2021/000024	Application Submitted	Edit

Showing 1 - 2 of total 2 applicatopns Previous 1 Next

Step 2.2.4: A pop will open for filling Still Birth application. Government Hospital Data Entry Operator will first enter Mobile Number (mobile number must be valid as all alert SMS regarding still birth registration application will be sent on this mobile number), general information of child (Date of birth of the child along with the child's gender will be captured) and father's information (child's father's information are captured). They have to choose any of their ID proof (Aadhar, EPIC or for both of them). The uploaded scan copy of the ID proof must be under 50 KB.

Still Birth Registration Form ✕

Reporting Date (dd/mm/yyyy)*
02/08/2021

LEGAL INFORMATION

General Information

Date Of Birth (dd/mm/yyyy)*
27/07/2021

Sex*
Female ✓ ▾

Father's Information

First Name Sohail ✓	Middle Name	Last Name Sarkar ✓	Email Id ssarkar@test.com ✓	Mobile No. 9874481064 ✓
Type of ID Proof Aadhaar ✓ ▾	ID Proof Number 879874105648 ✓	Upload ID Proof (should not exceed 50kb) Choose File demo.pdf ✓		

Step 2.2.5: Government Hospital Data Entry Operator will next enter mother's information (child's mother's information are captured).

Father's Information / পিতার তথ্য

First Name / প্রথম নাম Rupak ✓	Middle Name / নামের মধ্যাংশ	Last Name / নামের শেষাংশ Saha ✓	Email Id / ইমেইল rs@tets.com ✓
Mobile No. / মোবাইল 9874561230 ✓	Type of ID Proof EPIC ✓ ▾	ID Proof Number 764975484521	Upload ID Proof (should not exceed 50kb) Choose File demo.pdf ✓

Mother's Information / মাতার তথ্য

First Name / প্রথম নাম* Ruma ✓	Middle Name / নামের মধ্যাংশ	Last Name / নামের শেষাংশ Saha ✓	Email Id / ইমেইল rs11@test.com ✓
Mobile No. / মোবাইল* 7845120369 ✓	Type of ID Proof* Aadhaar ✓ ▾	ID Proof Number* 254178963002	Upload ID Proof* (should not exceed 50kb) Choose File demo.pdf ✓
Matri Maa ID 1231 ✓			

Step 2.2.6: Next Government Hospital Data Entry Operator will select place of birth (place of still birth occurred).

Place of Birth

Place Of Birth / জন্মের স্থান *
--Select--

Block/Municipality *
BOLPUR SRINIKETAN

Panchayat *
KANKALITALA

Hospital
Home
Others

home or other places)/ সংবাদ দাতার তথ্য

Designation *

Step 2.2.7: After selecting place of birth Government Hospital Data Entry Operator will select informant details is hospital staff or not. If yes informant details will be omitted from the application form but if no it must be filled. Informant details are mandatory for the baby who born in other places except hospital or any maternity home.

Place of Birth

Place Of Birth / জন্মের স্থান *
Hospital

Block/Municipality *
BOLPUR SRINIKETAN

Panchayat *
KANKALITALA

Hospital Type *
Private

Hospital Name / হাসপাতাল / প্রতিষ্ঠানের নাম *
Bolpur Nursing Home

Is The Informants Pvt. Hospital *

Informant information (Applicable only for birth at home or other places)/ সংবাদ দাতার তথ্য

Name / নাম *
Designation *
Employee Id
Bldg.No & Name / বাড়ির নাম্বার ও নাম

House No. / গৃহ নং
Street/Lane / রাস্তা/লেন নাম
Locality/Post Office /অঞ্চল / পোস্ট অফিস
Pin / পিন নং

State / রাজ্য *
District / জেলা *
Urban/Rural *
Block/Municipality *

Village/Town / গ্রাম / শহর *

Step 2.2.8: Government Hospital Data Entry Operator will next fill the rest of the information and upload discharge certificate & form number 1. At last, they will press submit button.

Is The Informants Pvt. Hospital *

STATISTICAL INFORMATION

Other Information

Age of the Mother(in completed years) at the time of this birth *
36

Mother Level of education *
Literate with formal education

Type of Attention at delivery *
Medical attention other than inst

Duration Of Pregnancy(in weeks) *
37

Cause of foetal death *
Diphtheria

Upload Reporting Form

Upload Discharge Certificate (should not exceed 50kb)
Choose File | demo.pdf

Upload Form No. 1 (should not exceed 50kb)
Choose File | demoform1.pdf

Submit

Step 2.2.9: Still birth details submission will be successfully.

STILL BIRTH REGISTRATION

Done. Ref. Number is: ACK/B/2021/000029

New Still Birth Registration

Display 10 Records per page Search:

Sl. No.	Entry Date	Place Of Birth	Child Information		Father's Information				Mother's Information		Birth Type	Acknowledgement No.	Status	Edit
			DOB	Gender	Name	Mobile No.	ID Type	ID No.	Name					
1	30/07/2021	Hospital	29/06/2021	Male	father4	12345			mother1		Still Birth	ACK/B/2021/000021	Application Submitted	Edit
2	02/08/2021	Hospital	02/08/2021	Male	A				A		Still Birth	ACK/B/2021/000024	Application Submitted	Edit
3	02/08/2021	Hospital	27/07/2021	Female	Sohail	9874481064	Aadhaar	879874105648	Ruma		Still Birth	ACK/B/2021/000029	Application Submitted	Edit

Showing 1 - 3 of total 3 applicatopns Previous 1 Next

Step 2.2.10: Government Hospital Data Entry Operator can edit the application if required by clicking on edit button.

STILL BIRTH REGISTRATION

Done. Ref. Number is: ACK/B/2021/000029

New Still Birth Registration

Display 10 Records per page Search:

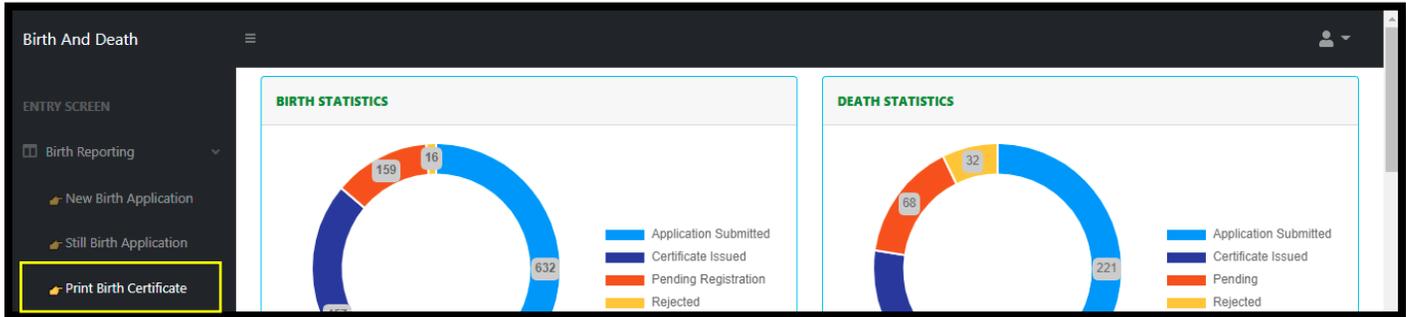
Sl. No.	Entry Date	Place Of Birth	Child Information		Father's Information				Mother's Information		Birth Type	Acknowledgement No.	Status	Edit
			DOB	Gender	Name	Mobile No.	ID Type	ID No.	Name					
1	30/07/2021	Hospital	29/06/2021	Male	father4	12345			mother1		Still Birth	ACK/B/2021/000021	Application Submitted	Edit
2	02/08/2021	Hospital	02/08/2021	Male	A				A		Still Birth	ACK/B/2021/000024	Application Submitted	Edit
3	02/08/2021	Hospital	27/07/2021	Female	Sohail	9874481064	Aadhaar	879874105648	Ruma		Still Birth	ACK/B/2021/000029	Application Submitted	Edit

Showing 1 - 3 of total 3 applicatopns Previous 1 Next

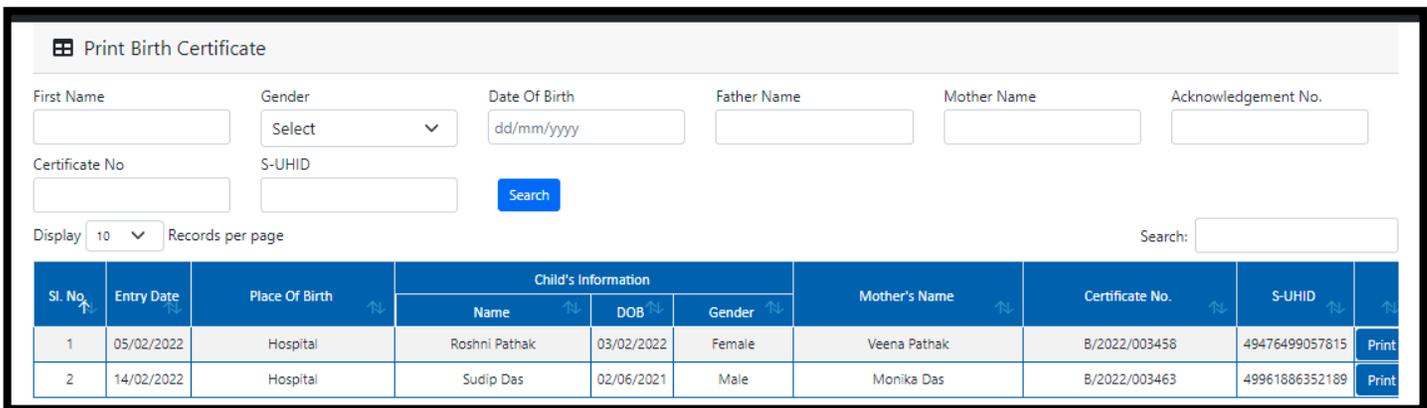


Print Birth Certificate

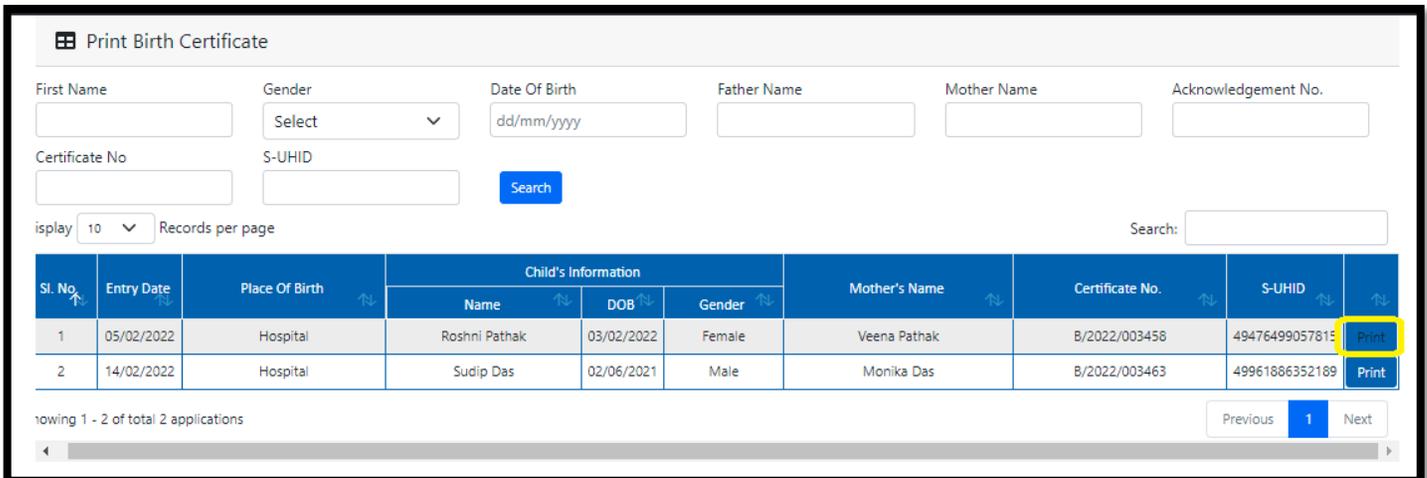
Step 2.3.1: DEO will click on 'Print Birth Certificate' menu from Birth reporting main menu.



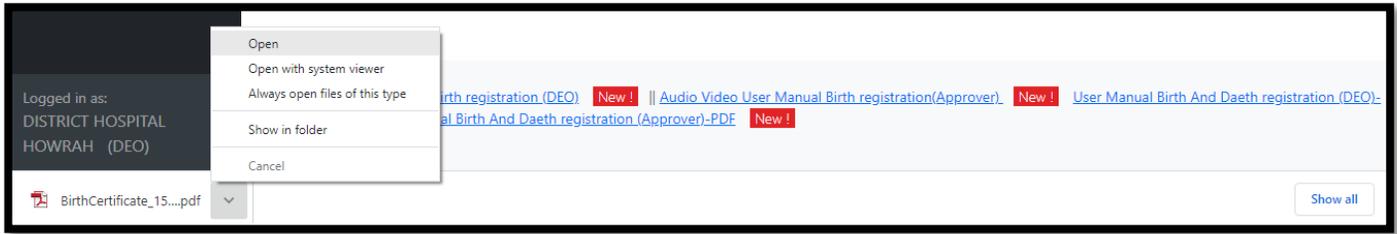
Step 2.3.2: DEO will be redirected to the 'Print Birth Certificate' page.



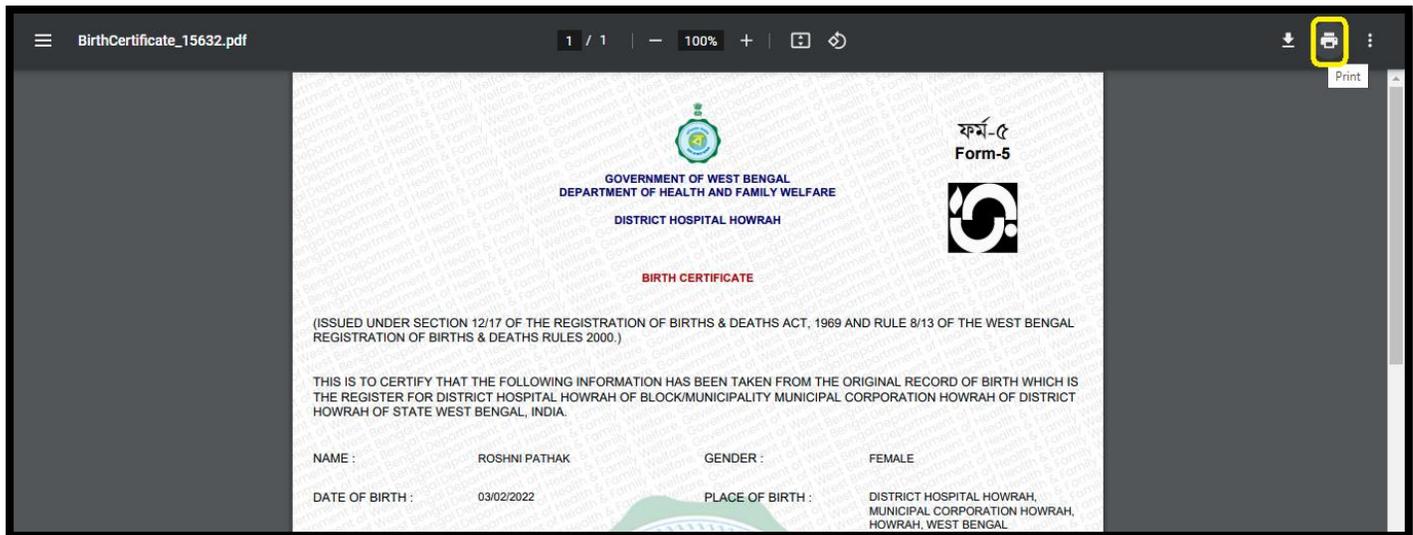
Step 2.3.3: DEO can search the required birth certificate and click on Print button..



Step 2.3.4: : Clicking on print button the certificate will be downloaded. User will open it in PDF..



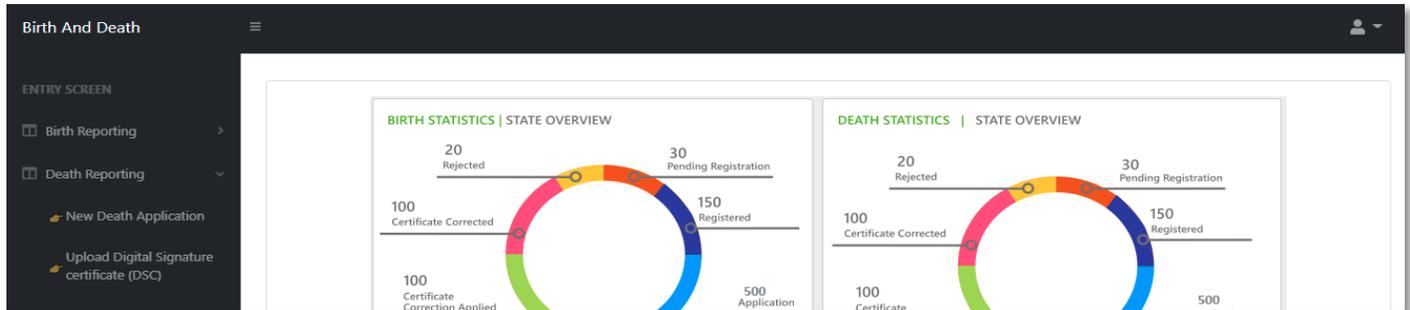
Step 2.3.5: DEO will take the printout of the birth certificate and provide it to applicant..



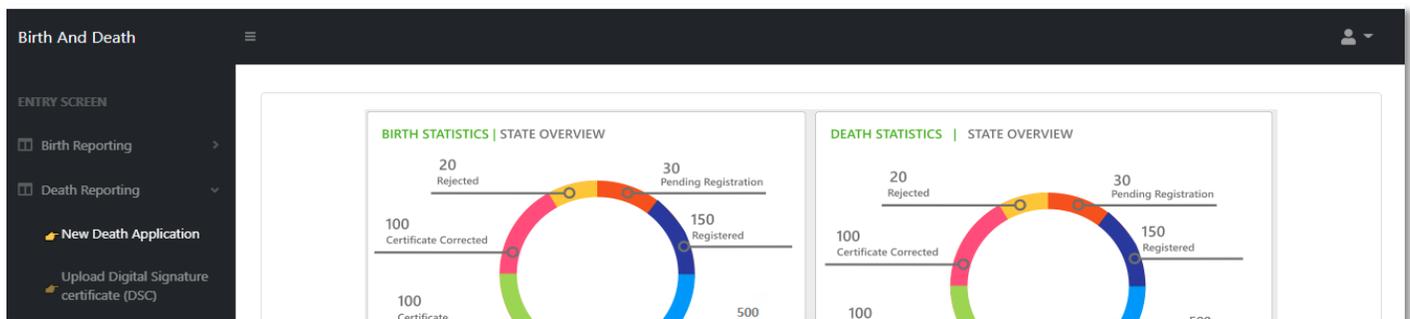


New Death Reporting

Step 3.0: Government Hospital Data Entry Operator will click on “Death Reporting” from Entry Screen section. It will open the dropdown menu with the submenu New Death Application (For registering new death registration for a deceased person) & Upload Digital Signature certificate (DSC) (For uploading certificate with digital signature)



Step 3.1.1: Government Hospital Data Entry Operator will click on “New Death Application” from Death Reporting main menu for registering new death registration for a deceased person.



Step 3.1.2: Government Hospital Data Entry Operator will be redirected to the “New Death Application” page.

Death Reporting

Display 10 Records per page New Death Registration

Search:

Sl. No.	Entry Date	Place Of Death	Deceased Information			Husband / Wife Information		Mother's Information	Acknowledgement No.	Status
			Name	DOB	Gender	Name	Mobile No.	Name		
1	12/08/2021	Home	Mithun Das	04/08/2021	Male	Ritu Das		Mita Das	ACK/D/2021/000031	Application Submitted
2	12/08/2021	Hospital	Ramesh Halidar	09/06/2021	Male				ACK/D/2021/000043	Application Submitted
3	15/08/2021	Hospital	Chandan Sarkar	28/07/2021	Male		9732240514	Sonali Khatun	ACK/D/2021/000050	Application Submitted
4	16/08/2021	Hospital	Alo	07/04/2021	Male		2345567834		ACK/D/2021/000055	Application Submitted
5	17/08/2021	Home	Sohom Nag	03/08/2021	Male		8282850198	Soumi	ACK/D/2021/000067	Application Submitted

Step 3.1.3: : Government Hospital Data Entry Operator will press “New Death Registration” button for new registration.

Death Reporting

Display 10 Records per page Search:

New Death Registration

Sl. No	Entry Date	Place Of Death	Deceased Information			Husband / Wife Information		Mother's Information	Acknowledgement No.	Status
			Name	DOB	Gender	Name	Mobile No.	Name		
1	12/08/2021	Home	Mithun Das	04/08/2021	Male	Ritu Das		Mita Das	ACK/D/2021/000031	Application Submitted
2	12/08/2021	Hospital	Ramesh Halidar	09/06/2021	Male				ACK/D/2021/000043	Application Submitted
3	15/08/2021	Hospital	Chandan Sarkar	28/07/2021	Male		9732240514	Sonali Khatun	ACK/D/2021/000050	Application Submitted
4	16/08/2021	Hospital	Alo	07/04/2021	Male		2345567834		ACK/D/2021/000055	Application Submitted
5	17/08/2021	Home	Sohom Nag	03/08/2021	Male		8282850198	Soumi	ACK/D/2021/000067	Application Submitted

Step 3.1.4: A popup will occur with a registration form for filling new death registration.

Death Registration Form

Reporting Date / প্রতিবেদনের তারিখ *
06/09/2021

Mobile # for future Communication / মোবাইল নম্বর # ভবিষ্যতের যোগাযোগের জন্য *

Information of the deceased / মৃতের তথ্য

Date Of Death / মৃত্যুর তারিখ *

Gender / লিঙ্গ *
--Select--

Age (Year/Month.) *
--Select--

Age / বয়স *

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 3.1.5: : Government Hospital Data Entry Operator will first enter “active mobile number” (mobile number must be valid as all alert SMS regarding death registration application will be sent on this mobile number) and information of deceased information where for age they have to select the required selection.

Reporting Date / প্রতিবেদনের তারিখ *
06/09/2021

Mobile # for future Communication / মোবাইল নম্বর # ভবিষ্যতের যোগাযোগের জন্য *
8697615902 ✓

Information of the deceased / মৃতের তথ্য

Date Of Death / মৃত্যুর তারিখ *
05/09/2021

Gender / লিঙ্গ *
Male ✓

Age (Year/Month.) *
--Select--

Age / বয়স *

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

Hours
Days
Months
Years

Step 3.1.6: After selecting age of the deceased, Government Hospital Data Entry Operator will fill up other details and selects the deceased persons ID proof.

Information of the deceased / মৃতের তথ্য			
Date Of Death / মৃত্যুর তারিখ *	Gender / লিঙ্গ *	Age (Year/Month..) *	Age / বয়স *
05/09/2021	Male ✓	Years ✓	68
First Name / প্রথম নাম *	Middle Name / নামের মধ্যাংশ	Last Name / নামের শেষাংশ	Type of ID Proof *
Deepak ✓		Dutta	--Select--
ID Proof Number *	Upload ID Proof* (should not exceed 50kb)		--Select--
	Choose File No file chosen		Aadhaar
			EPIC
			Khadya Sathi
Place of Death / মৃত্যুবরণ এর স্থান			

Step 3.1.7: After selecting Id proof of the deceased, they will fill up place of death (Home or Hospital). If the informant is hospital staff, then Government Hospital Data Entry Operator will choose the check box which disable the informant section otherwise they have to enter the informant details below.

Information of the deceased / মৃতের তথ্য			
Date Of Death / মৃত্যুর তারিখ *	Gender / লিঙ্গ *	Age (Year/Month..) *	Age / বয়স *
05/09/2021	Male ✓	Years ✓	68
First Name / প্রথম নাম *	Middle Name / নামের মধ্যাংশ	Last Name / নামের শেষাংশ	Type of ID Proof *
Deepak ✓		Dutta	Aadhaar ✓
ID Proof Number *	Upload ID Proof* (should not exceed 50kb)		
745125874965	Choose File demoform1.pdf ✓		
Place of Death / মৃত্যুবরণ এর স্থান			
Place of death / মৃত্যুবরণ এর স্থান *	Gram Panchayat / গ্রাম পঞ্চায়েত *	Hospital Type *	
Hospital ✓	KANKALITALA	Private ✓	
Name of the hospital / হাসপাতাল / প্রতিষ্ঠানের নাম ও ঠিকানা			
Bolpur Nursing Home ✓			
<input type="checkbox"/> Is The Informants Pvt. Hospital *			

Step 3.1.8: After that Government Hospital Data Entry Operator will enter the parent's details of the deceased person.

Mother's Information / মাতার তথ্য			
First Name / প্রথম নাম	Middle Name / নামের মধ্যাংশ	Last Name / নামের শেষাংশ	Email Id / ইমেইল
Lila ✓		Dutta	
Mobile No. / মোবাইল	Type of ID Proof / আইডি প্রমাণের ধরন	ID Proof Number / আইডি প্রমাণ নম্বর	
7412058963 ✓	Aadhaar ✓	748485454199 ✓	
Upload ID Proof / আপলোড আইডি প্রমাণ (should not exceed 50kb)			
Choose File demo.pdf ✓			
Father's Information / পিতার তথ্য			
First Name / প্রথম নাম	Middle Name / নামের মধ্যাংশ	Last Name / নামের শেষাংশ	Email Id / ইমেইল
Tarak ✓	Kumar	Dutta	tkd@test.com ✓
Mobile No. / মোবাইল	Type of ID Proof / আইডি প্রমাণের ধরন	ID Proof Number / আইডি প্রমাণ নম্বর	Upload ID Proof / আপলোড আইডি প্রমাণ
7201587490 ✓	Aadhaar ✓	587421456565	Choose File demoform1.pdf ✓

Step 3.1.9: After that they will enter the deceased spouse details.

Spouse Information / দাম্পত্যের তথ্য			
First Name / নাম Komola	Middle Name / নামের মধ্যাংশ	Last Name / নামের শেষাংশ Dutta	Email Id / ইমেইল kd@rest.com
Mobile No / মোবাইল 6930258741	Type of ID Proof / আইডি প্রমাণের ধরন Aadhaar	ID Proof Number / আইডি প্রমাণ নম্বর 789954652145	
Upload ID Proof / আপলোড আইডি প্রমাণ (should not exceed 50kb) Choose File demoform1.pdf			

Step 3.1.10: Next, they will enter present address of the deceased person. If the present address of the deceased is same as permanent address, they will select the check box which populated the present address information in the permanent address automatically.

Address of deceased at the time of death / মৃত্যুর সময় মৃতের ঠিকানা			
Bldg.No & Name / বাড়ীর নাম্বার ও নাম 18, Test Test Road	House No / গৃহ নং 15	Street/Lane / রাস্তা/লেন নাম 4, test para	Locality/Post Office / অঞ্চল / পোস্ট অফিস Test PO
State / রাজ্য * West Bengal	District / জেলা * Birbhum	Urban/Rural / গ্রামীণ শহুরে * Block	Block/Municipality / ব্লক/পৌরসভা * BOLPUR SRINIKETAN
Gram Panchayat / গ্রাম পঞ্চায়েত * KANKALITALA	Village/Town / গ্রাম / শহর * BENGUTIA	Pin / পিন নং 731101	
Permanent Address of the deceased / মৃতের স্থায়ী ঠিকানা			
<input type="checkbox"/> Please check if Permanent address is same as above address. / চেক করুন স্থায়ী ঠিকানা উপরের ঠিকানার মত কিনা।			

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 নাম্বার ও নাম 18, Test Test Road	House No / গৃহ নং 15	Street/Lane / রাস্তা/লেন নাম 4, test para	Locality/Post Office / অঞ্চল / পোস্ট অফিস Test PO
State / রাজ্য * West Bengal	District / জেলা * Birbhum	Urban/Rural / গ্রামীণ শহুরে * Block	Block/Municipality / ব্লক/পৌরসভা * BOLPUR SRINIKETAN
Gram Panchayat / গ্রাম পঞ্চায়েত * KANKALITALA	Village/Town / গ্রাম / শহর * BENGUTIA	Pin / পিন নং 731101	
Informant Information (Applicable only for death at home or other places) / সংবাদ দাতার তথ্য			
<input type="checkbox"/> Please check if Informants address is same as Permanent address. / সংবাদ দাতার দেওয়ার ঠিকানা স্থায়ী ঠিকানার সাথে একই কিনা অনুগ্রহ করে মিলিয়ে নিন এবং চেক বক্সে ক্লিক করুন			
Informants Name / সংবাদ দাতার নাম	Designation / উপাধি --Select--	Employee Id / কর্মচারী আইডি	Bldg.No & Name / বাড়ীর নাম্বার ও নাম
			House No / গৃহ নং
			Street/Lane/ রাস্তা/লেন নাম

Step 3.1.11: If the informant addresses same as present or permanent address, they can again select the check box for populating the address of the informant. Government Hospital Data Entry Operator will enter only informant name and their details.

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 দেওয়ার ঠিকানা স্থায়ী ঠিকানার সাথে একই কিনা অনুগ্রহ করে মিলিয়ে নিন এবং চেক বক্সে ক্লিক করুন

Informants Name / সংবাদ দাতার নাম Rita Begam	Designation / উপাধি Asha ✓	Employee Id / কর্মচারী আইডি 12121	Bldg.No & Name / বাড়ীর নাম্বার ও নাম 18, Test Test Road	House No / গৃহ নং 15	Street/Lane/ রাস্তা/লেদ নাম 4, test para
Locality/Post Office / সংবাদ / পোস্ট অফিস Test PO					
State / রাজ্য West Bengal	District / জেলা Birbhum	Urban/Rural / গ্রামীণ শহুরে Block	Block/Municipality / ব্লক/পৌরসভা BOLPUR SRINIKETAN		Gram Panchayat / গ্রাম পঞ্চায়েত KANKALITALA
Village/Town / গ্রাম/ শহর BENGUTIA	Pin / পিন নং 731101				

Statistical Information

Information of the Deceased / মৃতের তথ্য

Religion / ধর্ম *
Hindu ✓

Occupation / পেশা *
Non worker

Step 3.1.12: Next, they will enter the other information. Government Hospital Data Entry Operator entering the details will select cause of death.

Other Information

Immediate Cause/ অসুখের নাম অথবা মৃত্যুর প্রকৃত কারণ Heart fail	Antecedent Cause Corona	Underlying Cause None
Other Cause Heart Disease		
If used to habitually smoke-for how many years?		
If used to habitually chew arecanut in any form(including pan masala)-for how many years?		

Manner of Death (How did the injury occur?) / অসুখের নাম অথবা মৃত্যুর প্রকৃত কারণ
--Select--
--Select--
Natural
Accident
Suicide
Homicide
Pending Investigation

Step 3.1.13: After selecting cause of death, Government Hospital Data Entry Operator will enter other details and press submit button.

Other Cause Heart Disease	Manner of Death (How did the injury occur?) / অসুখের নাম অথবা মৃত্যুর প্রকৃত কারণ Natural ✓
If used to habitually smoke-for how many years? 0	If used to habitually chew tobacco in any form-for how many years? 0
If used to habitually chew arecanut in any form(including pan masala)-for how many years? 0	If used to habitually drink alcohol-for how many years? 12

Remarks

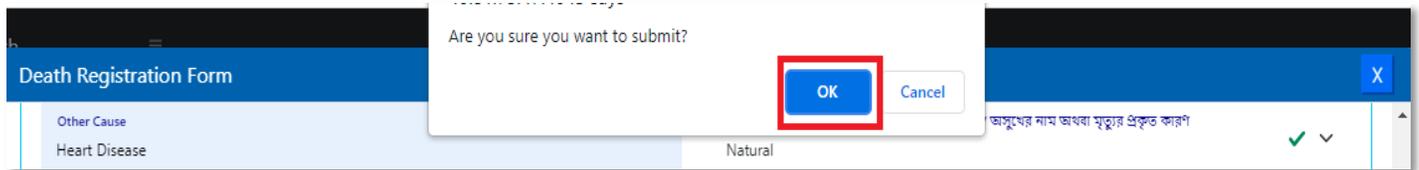
Remarks
Test ✓

Upload Documents

Upload Death Certificate issued by attending doctor * (50kb only)
Choose File | demoform1.pdf ✓

Submit

Step 3.1.14: A pop up will arise; Government Hospital Data Entry Operator will press ok for confirming the submission.



Step 3.1.15: Death application will be submitted successfully.

Sl. No.	Entry Date	Place Of Death	Deceased Information			Husband / Wife Information		Mother's Information	Acknowledgement No.	Status	Edit
			Name	DOB	Gender	Name	Mobile No.	Name			
1	12/08/2021	Home	Mithun Das	04/08/2021	Male	Ritu Das		Mita Das	ACK/D/2021/000031	Application Submitted	Edit
2	12/08/2021	Hospital	Ramesh Haldar	09/06/2021	Male				ACK/D/2021/000043	Application Submitted	Edit
3	15/08/2021	Hospital	Chandan Sarkar	28/07/2021	Male		9732240514	Sonali Khatun	ACK/D/2021/000050	Application Submitted	Edit
4	16/08/2021	Hospital	Alo	07/04/2021	Male		2345567834		ACK/D/2021/000055	Application Submitted	Edit
5	17/08/2021	Home	Sohom Nag	03/08/2021	Male		8282850198	Soumi	ACK/D/2021/000067	Application Submitted	Edit
6	17/08/2021	Home	Anita paul	04/08/2021	Female				ACK/D/2021/000068	Application Submitted	Edit
7	17/08/2021	Hospital	Rakhi De	09/02/2021	Female			Rima De	ACK/D/2021/000069	Application Submitted	Edit
8	17/08/2021	Hospital	Rima desai	27/03/2021	Female				ACK/D/2021/000070	Application Submitted	Edit
9	06/09/2021	Hospital	Deepak Dutta	05/09/2021	Male	Komola Dutta	6930258741	Lila Dutta	ACK/D/2021/000139	Application Submitted	Edit

Step 3.1.16: Government Hospital Data Entry Operator can modify the death application if required by clicking on edit button.

6	17/08/2021	Home	Anita paul	04/08/2021	Female				ACK/D/2021/000068	Application Submitted	Edit
7	17/08/2021	Hospital	Rakhi De	09/02/2021	Female			Rima De	ACK/D/2021/000069	Application Submitted	Edit
8	17/08/2021	Hospital	Rima desai	27/03/2021	Female				ACK/D/2021/000070	Application Submitted	Edit
9	06/09/2021	Hospital	Deepak Dutta	05/09/2021	Male	Komola Dutta	6930258741	Lila Dutta	ACK/D/2021/000139	Application Submitted	Edit



Print Death Certificate

Step 3.2.1: DEO will click on 'Print Death Certificate' menu from Death reporting main menu.

The screenshot shows the 'Birth And Death' dashboard. On the left, a sidebar menu has 'Print Death Certificate' highlighted with a yellow box. The main area contains two donut charts: 'BIRTH STATISTICS' and 'DEATH STATISTICS'. The birth chart shows 457 (Application Submitted), 159 (Certificate Issued), 16 (Pending Registration), and 632 (Rejected). The death chart shows 68 (Application Submitted), 32 (Certificate Issued), 221 (Pending), and 32 (Rejected).

Step 3.2.2: DEO will be redirected to the 'Print Death Certificate' page.

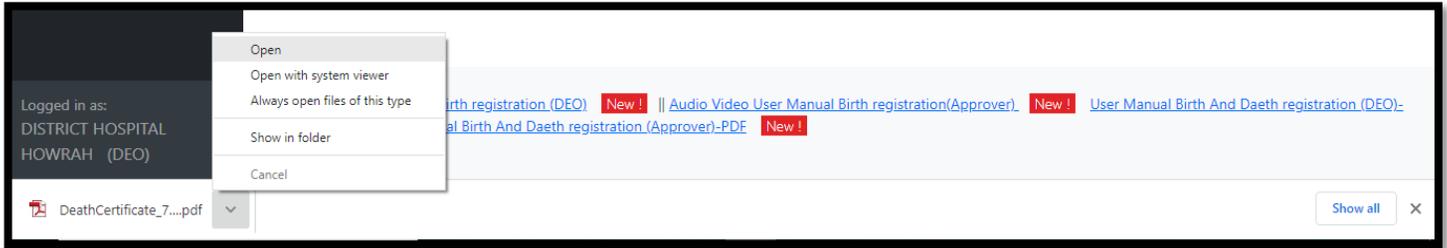
The screenshot shows the 'Print Death Certificate' page. It features search filters for First Name, Gender, Date Of Death, Father Name, Mother Name, Spouse Name, Acknowledgement No., and Certificate No. Below the filters is a table with columns: Sl. No., Entry Date, Place Of Death, Deceased Information (First Name, Middle Name, Last Name, DOD, Gender), Father's Name, Mother's Name, Spouse' Name, Certificate No., and a Print button. The table contains one record for a female named Soumika Basak, born on 05/02/2022, who died on 01/02/2022 at a hospital. The Certificate No. is D/2022/002406.

Sl. No.	Entry Date	Place Of Death	Deceased Information					Father's Name	Mother's Name	Spouse' Name	Certificate No.	Print
			First Name	Middle Name	Last Name	DOD	Gender					
1	05/02/2022	Hospital	soumika		Basak	01/02/2022	Female		Kalpana Basak	Rajkumar Basak	D/2022/002406	Print

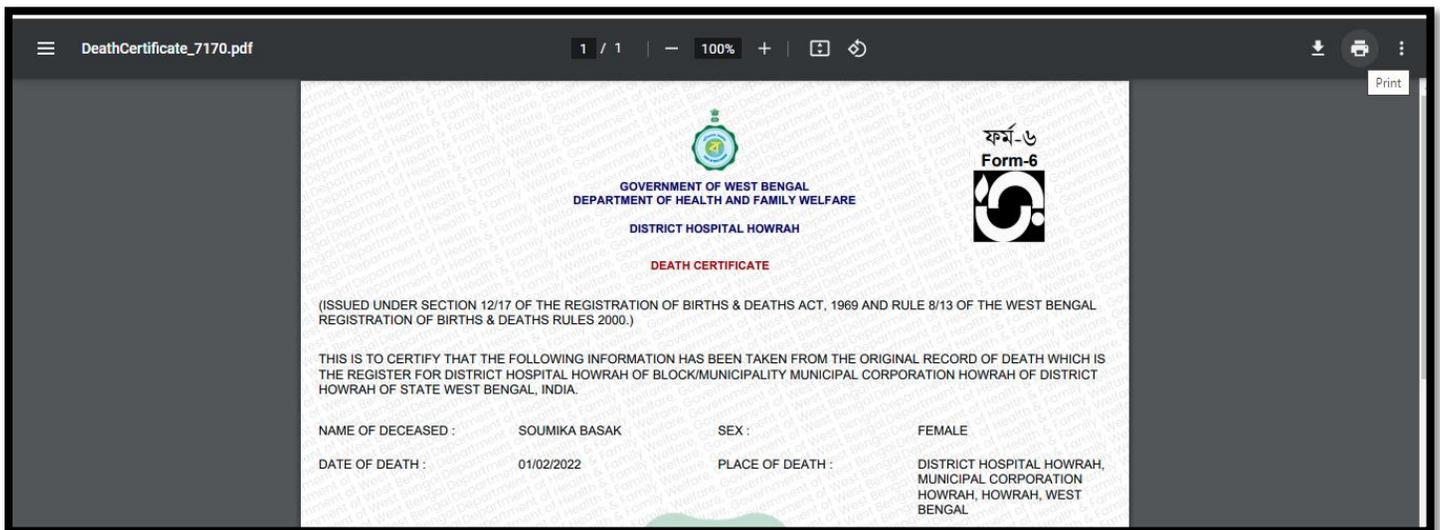
Step 3.2.3: DEO can search the required death certificate and click on Print button..

This screenshot is identical to the previous one, but the 'Print' button in the table row is highlighted with a yellow box, indicating the user's action.

Step 3.2.4: : Clicking on print button the certificate will be downloaded. User will open it in PDF..



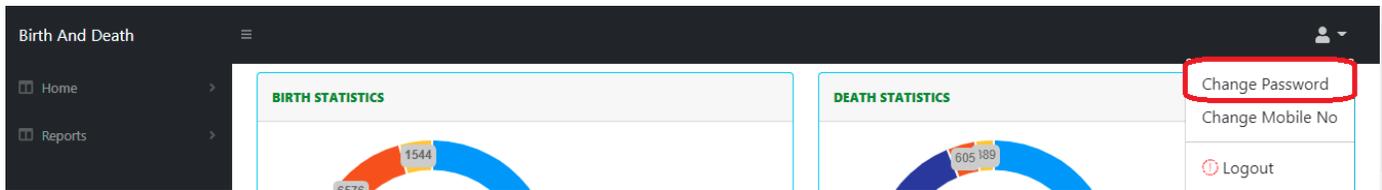
Step 3.2.5: DEO will take the printout of the death certificate and provide it to applicant.



Change Password



Step 4.1.2: For changing the existing password register will press change password submenu.



Step 4.1.2: DEO will be redirected to the change password page. New password should be follows the mentioned criteria shown in the screen.

 A screenshot of the "Change Password" form. The form has a title "Change Password" and three input fields: "Current Password", "New Password", and "Confirm New Password". Each field has a password icon (an eye with a slash) on the left and a "Save" button on the right. Below the input fields, there is a section titled "Password should match these conventions" with a bulleted list of requirements:

- Must be 8-15 characters long
- At least 1 number, 1 lowercase, 1 uppercase letter
- At least 1 special character

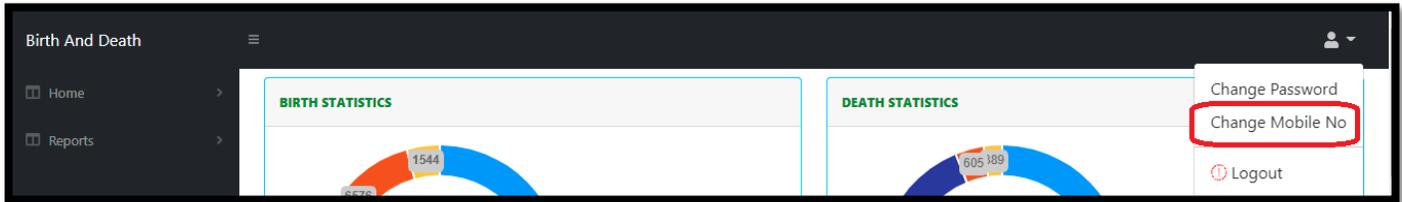
Step 4.1.3: DEO will enter the existing password, new password, confirm the new password and press save button which change the password accordingly.

 A screenshot of the "Change Password" form after the password has been changed. The "Current Password" field now shows a green checkmark and three dots. The "New Password" field shows a green checkmark and a "Strong" indicator below it. The "Confirm New Password" field also shows a green checkmark. The "Save" button is highlighted with a red rectangular box, indicating it has been pressed.

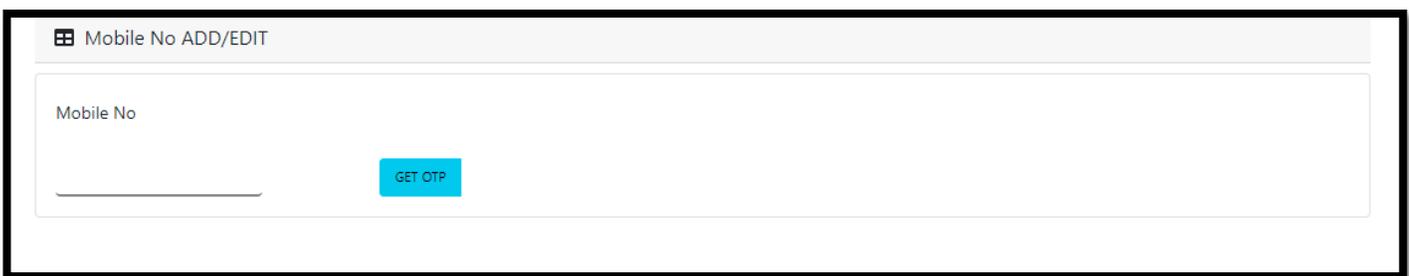


Change Mobile Number

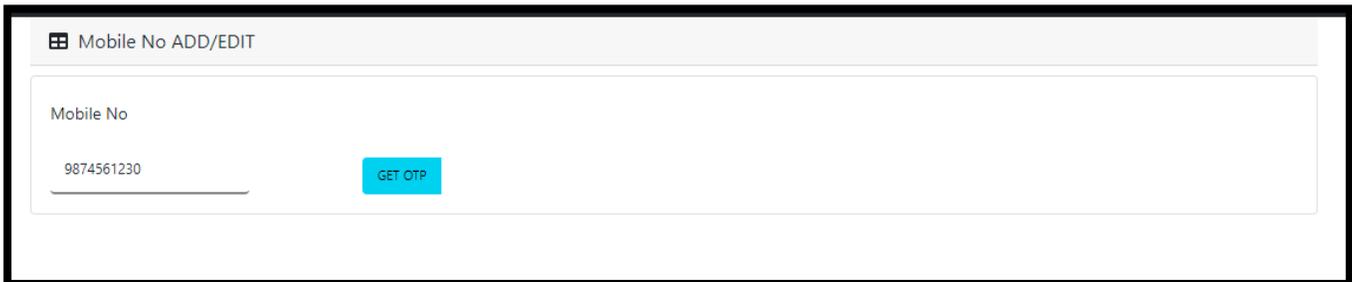
Step 4.2.2: For changing the existing mobile number user will press change Mobile no. submenu.



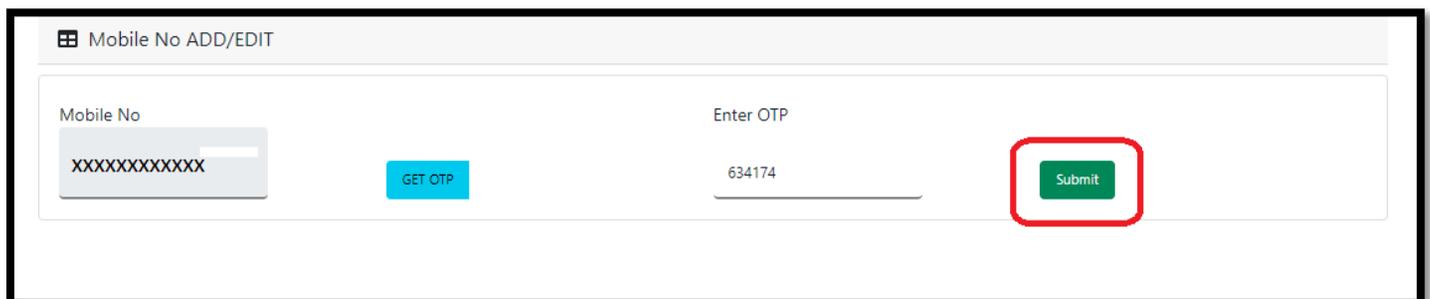
Step 4.2.2: DEO will be redirected to the change mobile no. page.

A screenshot of a web form titled "Mobile No ADD/EDIT". It features a "Mobile No" input field and a blue "GET OTP" button. The form is set against a light gray background.

Step 4.2.3: DEO will enter the required mobile number and press 'Get OTP' button.

A screenshot of the "Mobile No ADD/EDIT" form. The "Mobile No" input field now contains the number "9874561230". The blue "GET OTP" button is highlighted with a red box.

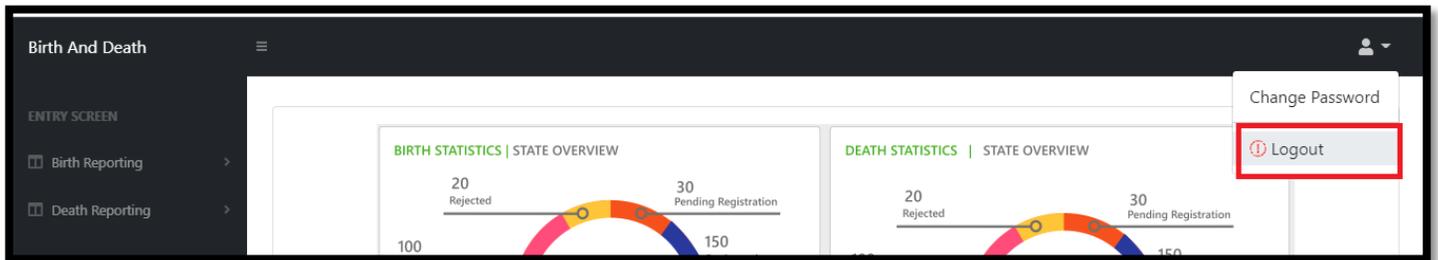
Step 4.2.4: DEO will enter the OTP send in their registered mobile number and press 'Submit' Button

A screenshot of the "Mobile No ADD/EDIT" form. The "Mobile No" input field is masked with "XXXXXXXXXX". The "Enter OTP" input field contains the number "634174". The green "Submit" button is highlighted with a red box.

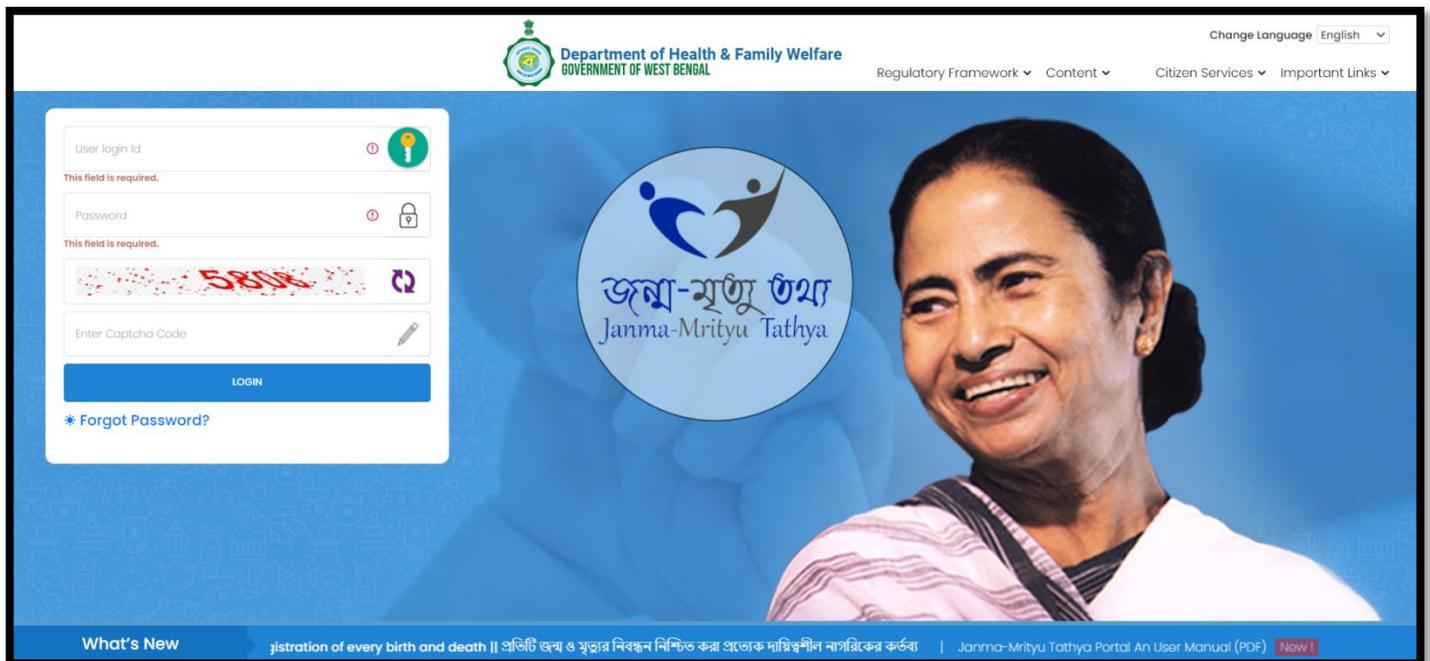
LOGOUT



Step 4.2.1: Government Hospital Register can any time logout from the application for that they will click on logout button. .



Step 4.2.2: The page will be redirect to the login page of the Janma-Mrityu Tathya Portal.





Image/Graphics/illustraton courtesy: Freepik.com

Designed by Freepik

Designed by rawpixel.com

Designed by pikisuperstar



Janma-Mrityu Tathya Portal for Govt. Hospital Registrar

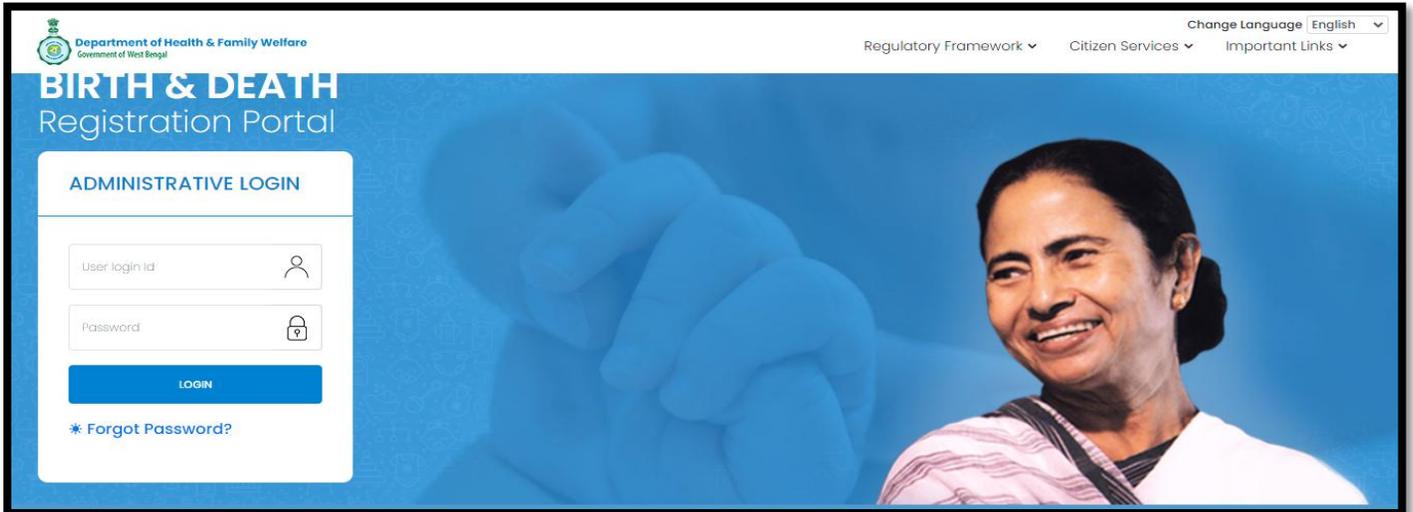
Index:

Menu	Page Number
Login	44
Birth Reporting:	51
Verification & Approval (Pending at Govt. Hospital)	53
Verification & Approval (Applied by Citizen)	57
Print Birth Certificate	61
Birth Certificate Correction Approval	64
Death Reporting:	68
Verification & Approval (Pending at Govt. Hospital)	70
Verification & Approval (Applied by Citizen)	74
Print Death Certificate	78
Death Certificate Correction Approval	81
Digital Signature (DSC)	85
Change Password	89
Change Mobile Number	91
Logout	93



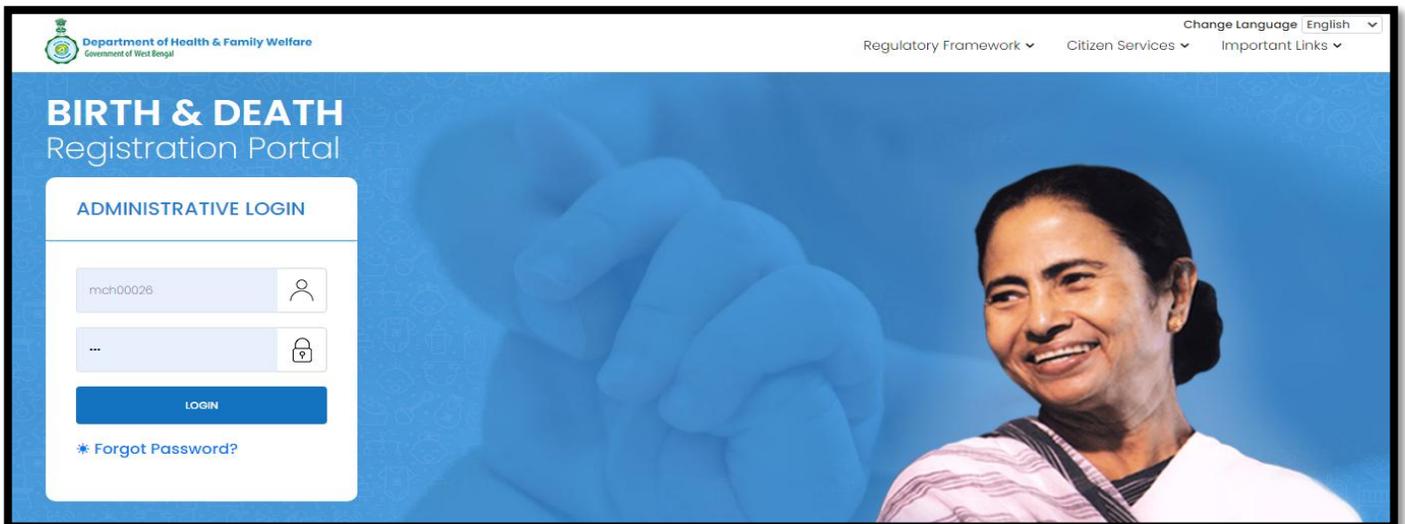
Login

Step 1.1: Govt. Hospital Registrar will open the Janma-Mrityu Tathya Portal from www.wbhealth.gov.in website. Govt. Hospital Registrar will be redirected to the login page of Janma-Mrityu Tathya Portal.



The screenshot shows the 'BIRTH & DEATH Registration Portal' for the Department of Health & Family Welfare, Government of West Bengal. The page features a blue header with the department's logo and name. On the right side of the header, there are navigation links: 'Regulatory Framework', 'Citizen Services', and 'Important Links'. A language selector is set to 'English'. The main content area has a blue background with a large image of a smiling woman. On the left, there is a white 'ADMINISTRATIVE LOGIN' form with two input fields: 'User login id' and 'Password'. Below the fields is a blue 'LOGIN' button and a link for '* Forgot Password?'. The background image shows a woman in a white sari smiling, with a large, semi-transparent image of hands clasped in prayer overlaid on the left side.

Step 1.2: Govt. Hospital Registrar will login with their Govt. Hospital Registrar credentials (Govt. Hospital Registrar name & password) and press on login button.



This screenshot is identical to the previous one, but the login form is filled out. The 'User login id' field contains the text 'mch00028' and the 'Password' field contains three dots, indicating it is masked. The 'LOGIN' button and '* Forgot Password?' link remain visible below the form.

Step 1.3: First time User will be redirected to the page for changing their existing password. (mandatory)

Change Password

Current Password New Password Confirm New Password

Save

Default Password Change Required,, Please change your password..

Password should match these conventions

- Must be 8-15 characters long
- At least 1 number, 1 lowercase, 1 uppercase letter
- At least 1 special character

Step 1.4: They will first enter the existing password, new password and confirm the newly entered password again. Password will be in the password format which is mentioned in the screen. After that they will click on save button.

Change Password

Current Password New Password Confirm New Password

..... ✓ ✓ ✓ Save

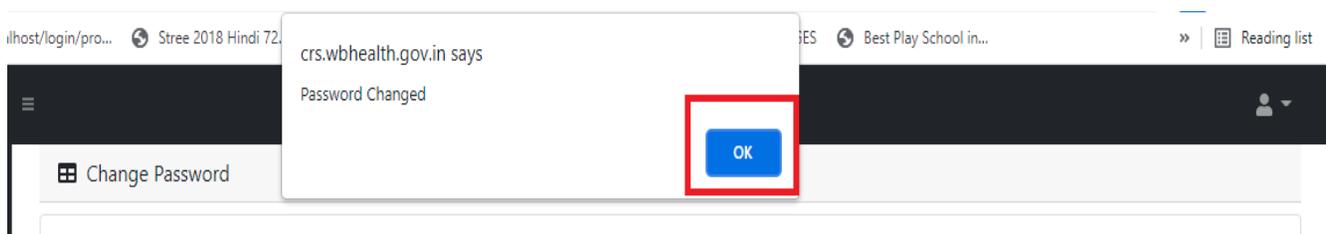
Strong

Default Password Change Required,, Please change your password..

Password should match these conventions

- Must be 8-15 characters long
- At least 1 number, 1 lowercase, 1 uppercase letter
- At least 1 special character

Step 1.5: A popup will arise for confirming the change of password. User will click on ok button accordingly..

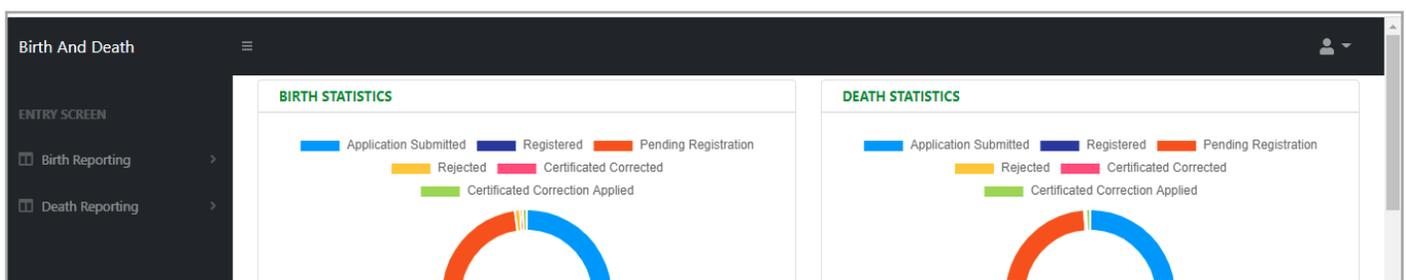


Step 1.6: The page will be redirected to the page where User must update their registered mobile number. After registration all required user credential changes requirement is share in that registered mobile number.

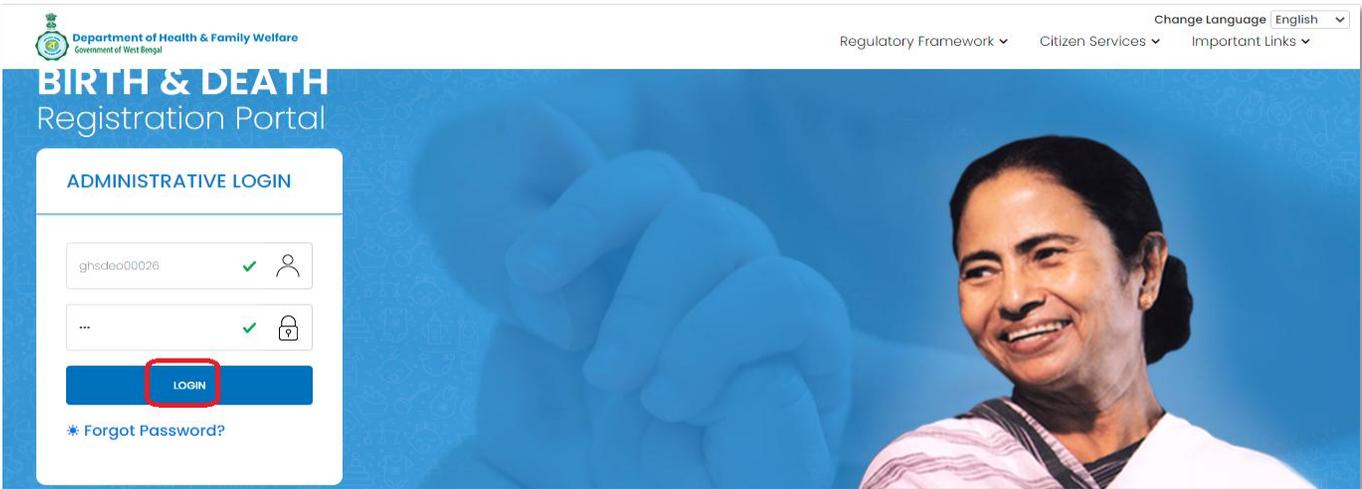
Step 1.7: User will enter their mobile number and will click on 'Get OTP' button.

Step 1.8: User will enter the received OTP and click on submit button.

Step 1.9: Govt. Hospital Registrar will be redirected to the home page of ULB Registrar .

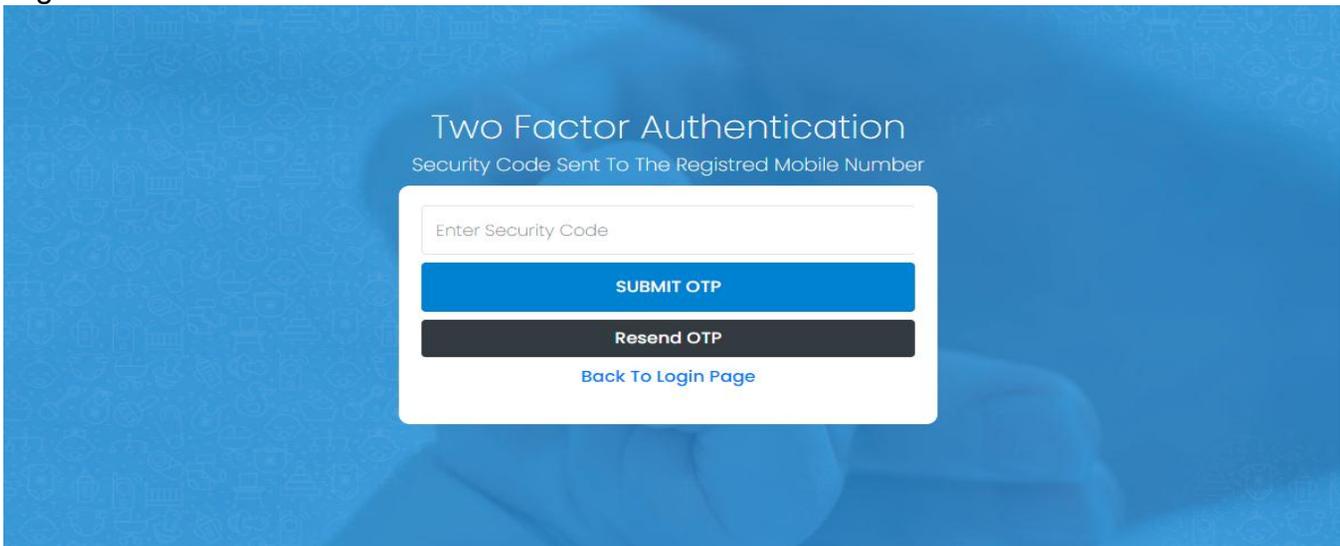


Step 1.10: Next time, User will login with their credential.



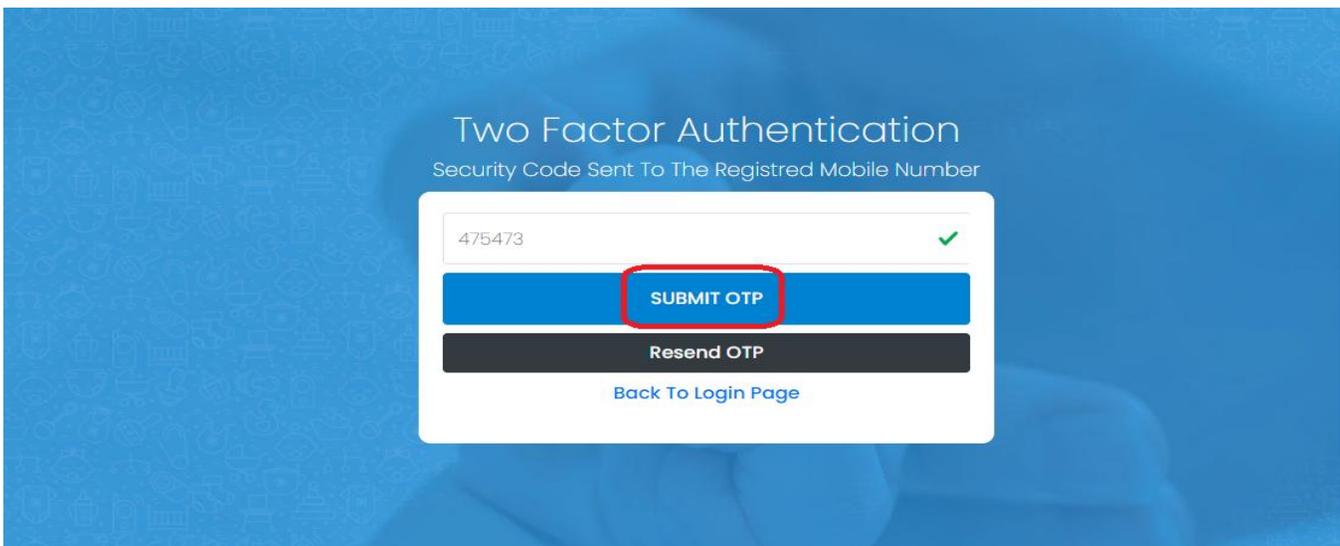
The screenshot shows the 'BIRTH & DEATH Registration Portal' for the Department of Health & Family Welfare, Government of West Bengal. The page features an 'ADMINISTRATIVE LOGIN' section with two input fields: one for a username (containing 'ghsdeo00026') and one for a password (masked with dots). Both fields have green checkmarks and icons indicating successful validation. A blue 'LOGIN' button is highlighted with a red rectangle. Below the button is a link for '* Forgot Password?'. The top right of the page includes navigation links for 'Regulatory Framework', 'Citizen Services', and 'Important Links', along with a 'Change Language' dropdown set to 'English'. The background of the page is blue with a faint pattern of icons and a photo of a smiling woman.

Step 1.11: They will be redirected to the authentication page. OTP will be sent to the Users registered mobile number



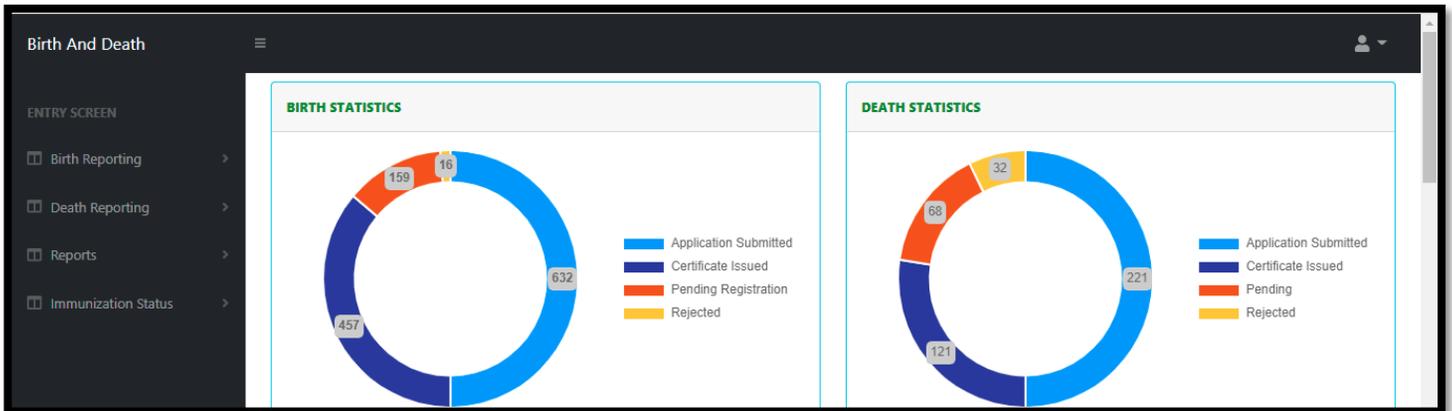
The screenshot displays the 'Two Factor Authentication' page. The heading is 'Two Factor Authentication' with the subtitle 'Security Code Sent To The Registered Mobile Number'. Below this is a white form box containing an input field labeled 'Enter Security Code'. Underneath the input field are three buttons: a blue 'SUBMIT OTP' button, a dark grey 'Resend OTP' button, and a blue link 'Back To Login Page'.

Step 1.12: User will enter the OTP and will click on 'Submit OTP' page.



This screenshot shows the 'Two Factor Authentication' page with the OTP '475473' entered in the 'Enter Security Code' field. A green checkmark is visible to the right of the input field. The 'SUBMIT OTP' button is highlighted with a red rectangle. The 'Resend OTP' button and the 'Back To Login Page' link are also visible below the form.

Step 1.13: Government Hospital Registrar will be redirected to the Janma-Mrityu Tathya Portal's home page. A dashboard will be visible for Government Hospital Registrar for a quick look of current status of Birth & Death application.



Menu available for Govt. Hospital Registrar (Birth Reporting):

❖ Birth Reporting

- ❖ Verification & Approval (Pending at Govt. Hospital)
- ❖ Verification & Approval (Applied by Citizen)
- ❖ Print Birth Certificate
- ❖ Birth Certificate Correction Approval
- ❖ Digital Signature (DSC)



Menu available for Govt. Hospital DEO (Death Reporting)

❖ Death Reporting

❖ Verification & Approval (Pending at Govt. Hospital)

❖ Verification & Approval (Applied by Citizen)

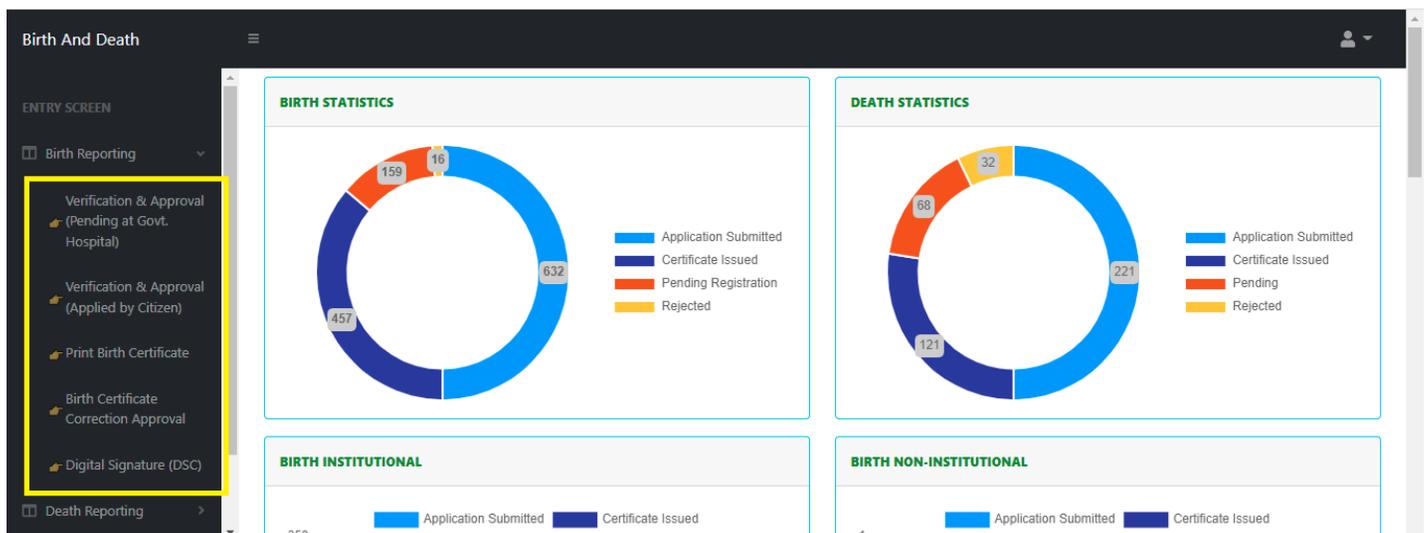
❖ Print Death Certificate

❖ Death Certificate Correction Approval

❖ Digital Signature (DSC)



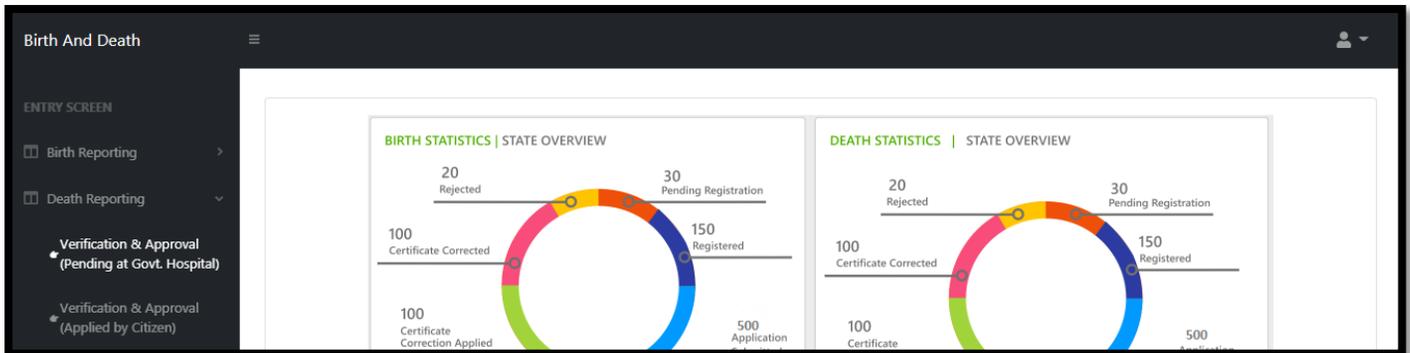
Step 2.0: Govt. Hospital Registrar will click on “Birth Reporting” from Entry Screen section. It will open the dropdown menu with the following submenus Verification & Approval (Pending at Govt. Hospital) [All birth application send by Govt. Hospital DEO and are verified & approved by Govt. hospital Registrar], Verification & Approval (Applied by Citizen)[All birth application send by Citizen and are verified & approved by Govt. hospital Registrar], Print Birth Certificate [Approved birth certificate published with digital signature are stored here, Registrar can print the birth certificate], Birth Certificate Correction Approval [All birth application whose child name are modified are verified & approved by Govt. Hospital Registrar], and Digital Signature (DSC)[Govt. Hospital DEO will attach the digitally signed certificate].





Verification & Approval
(Pending at Govt. Hospital)

Step 2.1.1: Govt. Hospital Registrar will click on “Verification & Approval (Pending at Govt. Hospital)” from Birth Reporting main menu for the all-birth application send by Govt. Hospital DEO and are verified & approved by Govt. hospital Registrar.



Step 2.1.2: Govt. Hospital Registrar will be redirected to the “Verification & Approval (Pending at Govt. Hospital)” page. Govt. Hospital Registrar will select any of the birth application and will click on action button

Application List (Pending at Govt. Hospital)

Display 10 Records per page Search: _____

Sl. No.	Entry Date	Place Of Death	Hospital Name	Deceased Information			Spouse Information		Mother's Information	Acknowledgement No.	Status	Action
				Name	DOB	Gender	Name	Mobile No.	Name			
1	06/08/2021	Hospital	College of Medicine & Sagar Dutta Hospital	A A A	06/08/2021	Female				ACK/D/2021/000021	Application Submitted	Action
2	12/08/2021	Hospital	College of Medicine & Sagar Dutta Hospital	Abhi paul	01/08/2021	Male			T H	ACK/D/2021/000037	Application Submitted	Action
3	12/08/2021	Hospital	College of Medicine & Sagar Dutta Hospital	Adil Sk	06/08/2021	Male			Nita Sk	ACK/D/2021/000038	Application Submitted	Action
4	15/08/2021	Hospital	College of Medicine & Sagar Dutta Hospital	Miraz	27/07/2021	Male				ACK/D/2021/000051	Application Rectified	Action

Step 2.1.3: A popup will occur with the filled death application

Death Registration Approval

Acknowledgement No: ACK/D/2021/000052 Reporting Date (dd/mm/yyyy): 03/09/2021

LEGAL INFORMATION

Information of the deceased

Date Of Death (dd/mm/yyyy): 30/07/2021 Sex: Male Age: Years:- 55
 First Name: Krisnedu Middle Name: Last Name: Pan
 Type of ID Proof: EPIC ID Proof Number: BVD 678hjki Upload ID Proof: [View](#)

Place of Death

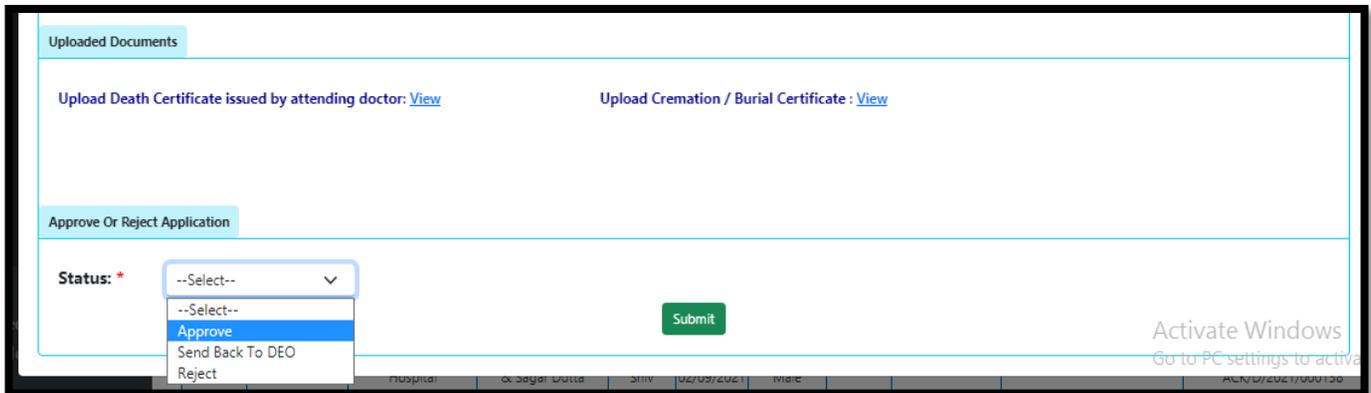
Place of death: Hospital State: West Bengal District: North 24 Parganas
 Urban/Rural: Municipality Block/Municipality: MUNICIPALITY KAMARHATI
 Panchayat: Village/Town: KAMARHATI Pin: Hospital Type: Government
 Name & Address of hospital/institute: College of Medicine & Sagar Dutta Hospital

Mother's Information

First Name: Mousumi Middle Name: Last Name: Pan
 Email Id: Mobile Number: 9732240514
 Type of ID Proof: ID Proof Number: Upload ID Proof:

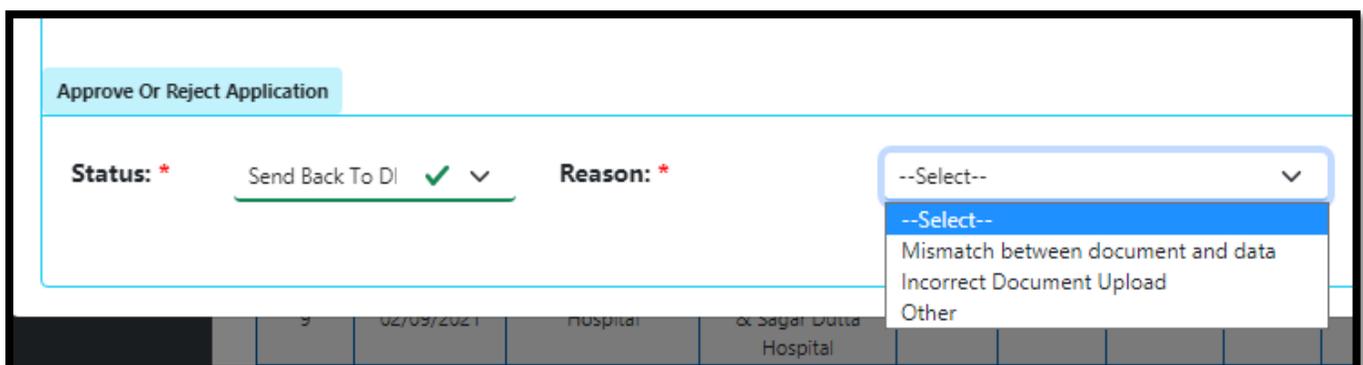
Activate Windows
Go to PC settings to activate

Step 2.1.4: User (Registrar) will verify the entire application and clicks on status menu which has 3 options and they are Approve, send back to DEO or Reject.



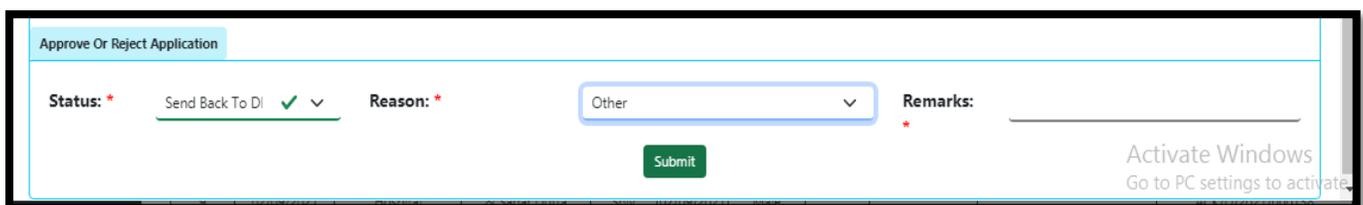
The screenshot shows the 'Approve Or Reject Application' section of the portal. At the top, there are two links: 'Upload Death Certificate issued by attending doctor: [View](#)' and 'Upload Cremation / Burial Certificate : [View](#)'. Below these links, the 'Approve Or Reject Application' section contains a 'Status: *' dropdown menu. The dropdown is open, showing three options: '--Select--', 'Approve', 'Send Back To DEO', and 'Reject'. A green 'Submit' button is visible to the right of the dropdown. In the bottom right corner, there is a watermark that says 'Activate Windows Go to PC settings to activate'.

Step 2.1.5: If User (Registrar) thinks that the application required some correction, select send back to DEO for the correction. Registrar can choose any of the following 'Mismatch between document and data', 'incorrect document upload' or other for returning the document to Hospital DEO.



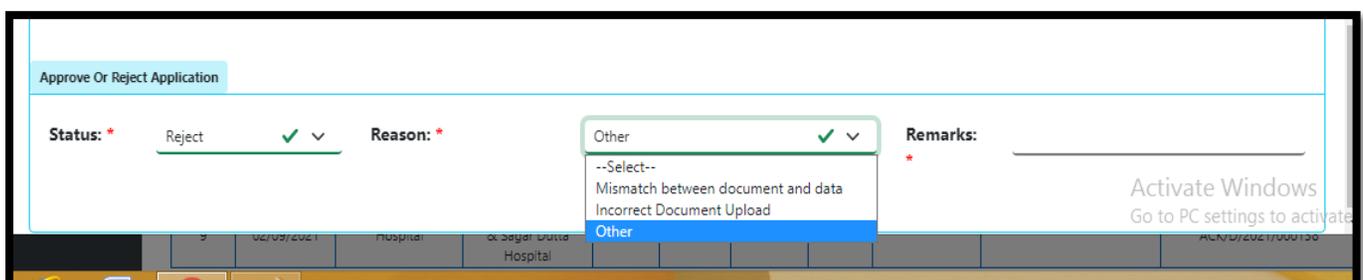
The screenshot shows the 'Approve Or Reject Application' section. The 'Status: *' dropdown is now set to 'Send Back To DEO' with a green checkmark and a dropdown arrow. The 'Reason: *' dropdown is open, showing four options: '--Select--', 'Mismatch between document and data', 'Incorrect Document Upload', and 'Other'. A green 'Submit' button is visible below the status and reason fields. In the bottom right corner, there is a watermark that says 'Activate Windows Go to PC settings to activate'.

Step 2.1.6: If User (Registrar) chooses others they have to write remarks for the same.



The screenshot shows the 'Approve Or Reject Application' section. The 'Status: *' dropdown is set to 'Send Back To DEO' with a green checkmark and a dropdown arrow. The 'Reason: *' dropdown is set to 'Other' with a green checkmark and a dropdown arrow. A 'Remarks: *' text input field is visible to the right of the reason dropdown. A green 'Submit' button is visible below the status and reason fields. In the bottom right corner, there is a watermark that says 'Activate Windows Go to PC settings to activate'.

Step 2.1.7: If User (Registrar) thinks that the application full wrong, they will select reject for the rejection. Registrar can choose any of the following 'Mismatch between document and data', 'incorrect document upload' or other for rejection.

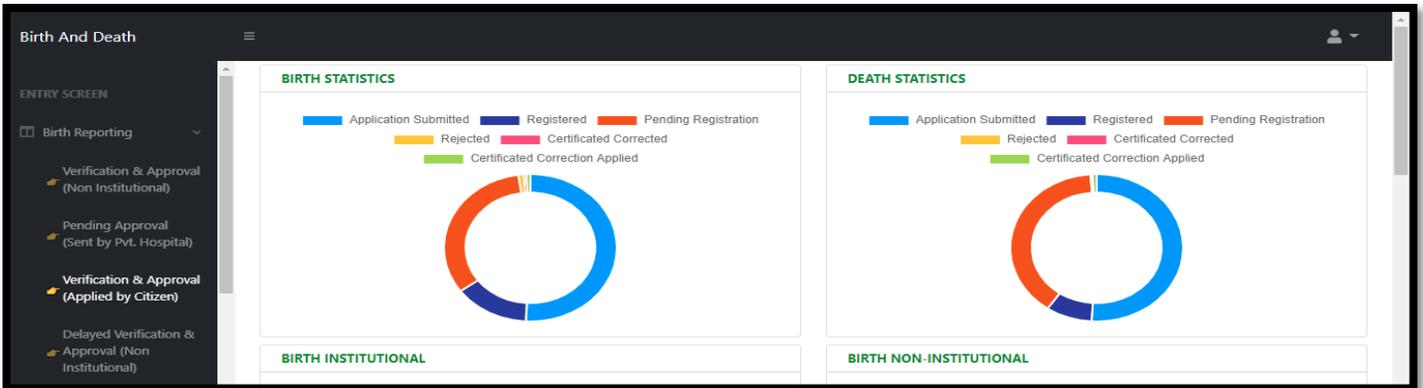


The screenshot shows the 'Approve Or Reject Application' section. The 'Status: *' dropdown is now set to 'Reject' with a green checkmark and a dropdown arrow. The 'Reason: *' dropdown is open, showing four options: '--Select--', 'Mismatch between document and data', 'Incorrect Document Upload', and 'Other'. A green 'Submit' button is visible below the status and reason fields. In the bottom right corner, there is a watermark that says 'Activate Windows Go to PC settings to activate'.

Verification & Approval (Applied by Citizen)



Step 2.2.1: Govt. Hospital Registrar will click on “Verification & Approval (Applied by Citizen)” from Birth Reporting main menu.



Step 2.2.2: Govt. Hospital Registrar will be redirected to the “Verification & Approval (Applied by Citizen)” page. User will select any of the application filled by citizen and press action button.

Birth: Verification & Approval (Applied by Citizen)

Display 10 Records per page Search:

Sl. No.	Entry Date	Place Of Birth	Hospital Name	Contact Mobile Number	Child Information			Father's Information				Mother's Information	Birth Type	Acknowledgement No.	Status	Action
					Name	DOB	Gender	Name	Mobile No.	ID Type	ID No.					
1	12/08/2021	Hospital	Bolpur Nursing Home	9732240514	Sabjan Dutta	05/08/2021	Male	Bindas Dutta	9732240514	EPIC	BVD4345	Sonali Dutta	Normal Birth	ACK/B/2021/000077	Verified by Pvt. Hospital	Action
2	12/08/2021	Hospital	Bolpur Nursing Home	9732240514	Tina Das	05/08/2021	Female	Tony Dutta	9732240514	EPIC	BVD434588	Mohima Dutta Das	Normal Birth	ACK/B/2021/000078	Verified by Pvt. Hospital	Action
3	12/08/2021	Hospital	Bolpur Nursing Home	9732240514	Mithun Mondal	05/08/2021	Male	Jony Mondal	9732240514	EPIC	BVD4377	Monika Mondal	Normal Birth	ACK/B/2021/000079	Application Submitted	Action

Step 2.2.3: A popup will occur with the filled death application for the selected death application.

General Birth Report

Applicant MobileNo: 9732240514 Acknowledgement No: ACK/B/2021/000077 Reporting Date (dd/mm/yyyy): 12/08/2021

LEGAL Information

Information of the Child

Date Of Birth (dd/mm/yyyy): 05/08/2021 Sex: Male
 First Name: Sabjan Middle Name: Last Name: Dutta

Place of Birth

Place Of Birth : Hospital State: West Bengal District: Birbhum Urban/Rural: Block
 Block/Municipality: BOLPUR SRINIKETAN Panchayat: KANKALITALA Hospital Type: Private Hospital Name: Bolpur Nursing Home
 Village/Town: Pin:

Father's Information

Step 2.2.4: A popup will arise where the filled birth application (Applied by Citizen) appeared.

Step 2.2.5: Govt. Hospital Registrar will verify the entire application and clicks on status menu which has 2 options, and they are Approve or Reject

Step 2.2.6: If User (Registrar) thinks that the application full wrong, they will select reject for the rejection. Registrar can choose any of the following 'Mismatch between document and data', 'incorrect document upload' or other for rejection

Step 2.2.7: If User (Registrar) thinks that the application is correct, they will select approve for certification

Other Information

Immediate Cause/ অসুখের নাম অথবা মৃত্যুর প্রকৃত কারণ heart attack	Antecedent Cause Heart problem	Underlying Cause
Other Cause www	Manner of Death (How did the injury occur?) / অসুখের নাম অথবা মৃত্যুর প্রকৃত কারণ Suicide	
If used to habitually smoke-for how many years?	If used to habitually chew tobacco in any form-for how many years? 0	
If used to habitually chew arecanut in any form(including pan masala)-for how many years?	If used to habitually drink alcohol-for how many years? 0	

Uploaded Documents

Upload Death Certificate issued by attending doctor: [View](#)

Approve Or Reject Application

Status: *

Step 2.2.8: A popup will arise for confirming the submission. User will click on ok for the same.

Death Registration Approval

40.81.75.47:4043 says
Are you sure?

Immediate Cause/ অসুখের নাম অথবা মৃত্যুর প্রকৃত কারণ

Underlying Cause

Step 2.2.9: Approving the birth application will be successful accordingly

Death: Verification & Approval (Applied by Citizen)

Display Records per page

Search:

Sl. No.	Entry Date	Place Of Death	Hospital Name	Deceased Information			Spouse Information		Mother's Information	Acknowledgement No.	Status	Action
				Name	DOB	Gender	Name	Mobile No.	Name			
1	17/08/2021	Hospital	College of Medicine & Sagar Dutta Hospital	Manik Mondal	05/08/2021	Male			Monika Mondal	ACK/D/2021/000077	Application Submitted	<input type="button" value="Action"/>

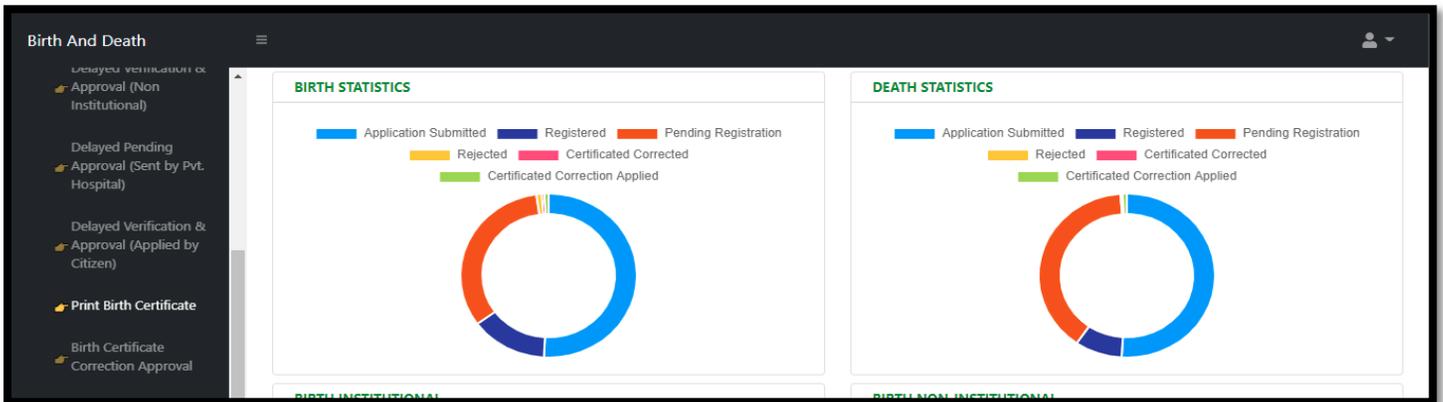
Showing 1 - 1 of total 1 applicatopns

Previous Next



[Print Birth Certificate](#)

Step 2.3.1: Govt. Hospital Registrar will click on “Print Birth Certificate” from Birth Reporting main menu.



Step 2.3.2: Govt. Hospital Registrar will be redirected to the “Print Birth Certificate” page. User will search the application whose certificate is ready for print by either clicking on search button or search by acknowledgement number of specific application.

Print Birth Certificate

Acknowledgement No.

Sl. No.	Entry Date	Place Of Birth	Birth Type	Child Information			Father's Information			Acknowledgement No.	Status
				Name	DOB	Gender	Name	Id ProofType	IdProof Number		

Step 2.3.3: Clicking on search button the selected application will appear. User will click on print button.

Print Birth Certificate

Acknowledgement No.

by 10 Records per page Search:

Sl. No.	Entry Date	Place Of Birth	Birth Type	Child Information			Father's Information			Acknowledgement No.	Status	Print
				Name	DOB	Gender	Name	Id ProofType	IdProof Number			
1	12/08/2021	Hospital	NORMAL BIRTH REGISTRATION	Rafikul Hasan	03/08/2021	Female	Milon Hasan	EPIC	BVD4345	ACK/B/2021/000073	Approved	<input type="button" value="Print"/>
2	12/08/2021	Hospital	NORMAL BIRTH REGISTRATION	Sabjan Dutta	05/08/2021	Male	Bindas Dutta	EPIC	BVD4345	ACK/B/2021/000077	Approved	<input type="button" value="Print"/>
3	12/08/2021	Hospital	NORMAL BIRTH REGISTRATION	Abir das	02/08/2021	Male	Robi Das	Khadya Sathi	33	ACK/B/2021/000085	Approved	<input type="button" value="Print"/>
4	12/08/2021	Hospital	NORMAL BIRTH REGISTRATION	Prianka Ghosh	09/07/2013	Female	Suresh Ghosh	Aadhaar	125645289654	ACK/B/2021/000088	Approved	<input type="button" value="Print"/>
5	13/08/2021	Hospital	NORMAL BIRTH REGISTRATION	Tisha De	14/07/2021	Male	T			ACK/B/2021/000103	Approved	<input type="button" value="Print"/>
6	14/08/2021	Home	NORMAL BIRTH REGISTRATION	Nafisa Das	30/06/2021	Male	MilonDey Dutta	EPIC	87565434563	ACK/B/2021/000104	Approved	<input type="button" value="Print"/>

Step 2.3.4: Clicking on print button the certificate will open; registrar can print the required death certificate.



ফর্ম-৫
Form-5



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

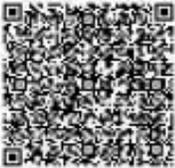
BIRTH CERTIFICATE

(ISSUED UNDER SECTION 12/17 OF THE REGISTRATION OF BIRTHS & DEATHS ACT, 1969 AND RULE 6/13 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 BIRTH WHICH IS THE REGISTER FOR GRAMA PANCHAYAT KANKALITALA OF BLOCK/MUNICIPALITY BOLPUR SRENIKETAN OF DISTRICT BIRBHUM OF STATE WEST BENGAL, INDIA.

NAME :	Rafiq Hasan		GENDER :	Female
DATE OF BIRTH :	03/08/2021		PLACE OF BIRTH :	Bolpur Nursing Home, BOLPUR SRENIKETAN, Birbhum, KANKALITALA, West Bengal
NAME OF MOTHER :	Farkha Khanna		NAME OF FATHER :	Mikar Hasan
MOTHER'S IDENTITY PROOF :	EPIC-8VD1345876		FATHER'S IDENTITY PROOF :	EPIC-8VD4345
PRESENT ADDRESS OF MOTHER AT THE TIME BIRTH OF THE CHILD :	Ghathan,House No-410/123,Street Lane-1, Bolpur,Locality-POST,MUNICIPALITY SUREI Municipality,Dist- Birbhum,West Bengal		PRESENT ADDRESS OF FATHER :	Ghathan,HouseNo-410/123,Street Lane-1, Bolpur,Locality-POST,MUNICIPALITY SUREI Municipality,Dist- Birbhum,West Bengal
REGISTRATION NO :	B2021/000195		DATE OF REGISTRATION :	12/08/2021
S-UID :	2707958017422		REMARKS (IF ANY) :	
DATE OF ISSUE :	12/08/2021		ISSUING AUTHORITY :	
UPDATED ON :	2021-08-12 06:13:00			





SUB-REGISTRAR (BIRTH & DEATH)
GRAMA PANCHAYAT KANKALITALA

THIS IS A COMPUTER GENERATED CERTIFICATE.
 THE GOVT OF INDIA VIDE CIRCULAR NO. 1/12/2014-V59(CRS) DATED 27-JULY-2015
 HAS APPROVED THIS CERTIFICATE AS A VALID LEGAL DOCUMENT FOR ALL OFFICIAL PURPOSES.

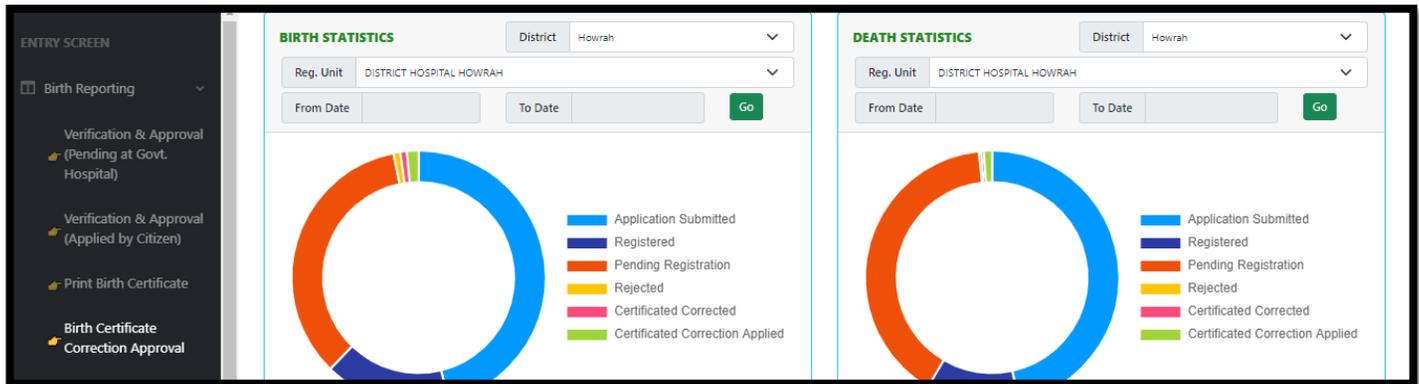
"ENSURE REGISTRATION OF EVERY BIRTH AND DEATH"

A close-up, angled view of a birth certificate document. The paper is white with a fine, dotted pattern. At the top, there is a decorative border with a repeating geometric pattern. Below the border, the text "DEPARTMENT OF HEALTH" is printed in a bold, sans-serif font. Underneath that, the word "of" is written in a smaller, serif font. The word "Birth" is written in a large, ornate, blackletter-style font. The bottom of the image is partially obscured by a blue and purple gradient overlay.

DEPARTMENT OF HEALTH
of Birth

Birth Certificate
Correction Approval

Step 2.4.1: Govt. Hospital Registrar will click on “Birth Certificate Correction Approval” from Birth Reporting main menu.



Step 2.4.2: Govt. Hospital Registrar will be redirected to the “Birth Certificate Correction Approval” page. Entire birth certificate correction request stored here. Registrar will select an application and approve or reject the correction approval accordingly.

The screenshot shows the 'Birth Certificate Correction, Approval' page. It features a search field for 'Acknowledgement No.' with a 'Search' button. Below the search field is a table with the following columns: Sl. No., Birth Type, Place Of Birth, Child Information (DOB, Gender), Father's Information (First Name, Middle Name, Last Name, Mobile No.), Mother's Information (Name), Acknowledgement No., and Status.

Step 2.4.3: Govt. Hospital Registrar will either search with acknowledgement number which will open the selected application only or they can search without acknowledgement number which will open all the existing birth registration application which has been corrected by citizen.

This screenshot is identical to the previous one, but the 'Search' button is highlighted with a red square, indicating the action to be performed.

Step 2.4.4: Govt. Hospital Registrar will select any of the corrected birth application and will click on action button.

Birth Certificate Correction, Approval												
Acknowledgement No. <input type="text"/> <input type="button" value="Search"/>												
Display <input type="text" value="10"/> Records per page											Search: <input type="text"/>	
Sl. No.	Birth Type	Place Of Birth	Child Information		Father's Information				Mother's Information	Acknowledgement No.	Status	Action
			DOB	Gender	First Name	Middle Name	Last Name	Mobile No.	Name			
1	Normal Birth	Hospital	11/08/2021	Male	Mithun		Mal			ACK/B/2021/000130	Applied for Certificate Correction	<input type="button" value="Action"/>
2	Normal Birth	Hospital	11/08/2021	Male	Mithun		Mal			ACK/B/2021/000130	Applied for Certificate Correction	<input type="button" value="Action"/>
3	Normal Birth	Hospital	22/08/2021	Male	Kumar		Biswas	8697615902		ACK/B/2021/000186	Applied for Certificate Correction	<input type="button" value="Action"/>

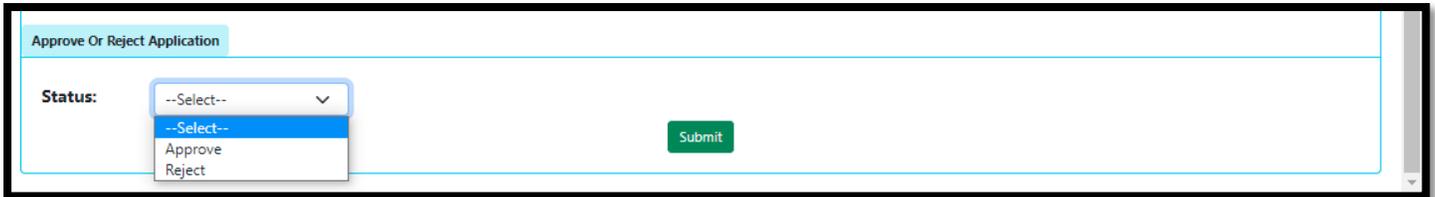
Step 2.4.5: Govt. Hospital Registrar will select any of the birth application and will click on action button.

Birth Certificate Correction, Approval												
Acknowledgement No. <input type="text"/> <input type="button" value="Search"/>												
Display <input type="text" value="10"/> Records per page											Search: <input type="text"/>	
Sl. No.	Birth Type	Place Of Birth	Child Information		Father's Information				Mother's Information	Acknowledgement No.	Status	Action
			DOB	Gender	First Name	Middle Name	Last Name	Mobile No.	Name			
1	Normal Birth	Hospital	11/08/2021	Male	Mithun		Mal			ACK/B/2021/000130	Applied for Certificate Correction	<input type="button" value="Action"/>
2	Normal Birth	Hospital	11/08/2021	Male	Mithun		Mal			ACK/B/2021/000130	Applied for Certificate Correction	<input type="button" value="Action"/>
3	Normal Birth	Hospital	22/08/2021	Male	Kumar		Biswas	8697615902		ACK/B/2021/000186	Applied for Certificate Correction	<input type="button" value="Action"/>

Step 2.4.6: A popup will arise where the Birth Certificate Correction Approval of filled birth application appeared.

Birth Certificate Correction - Approval			
Date Of Birth (dd/mm/yyyy): 22/08/2021	Sex: Male		
First Name: BabyofTanaya	Middle Name:	Last Name:	
Father's Information			
First Name: Kumar	Middle Name:	Last Name: Biswas	Email Id:
Mobile Number:	Type of ID Proof: Aadhaar	ID Proof Number: 784845785447	Uploaded ID Proof: View
Mother's Information			

Step 2.4.7: Govt. Hospital Registrar will verify the entire application and provide their status as per their verification. If they think application is not up to the mark, they will select reject which will reject the application. Regarding rejection Registrar must write proper reason of rejection.

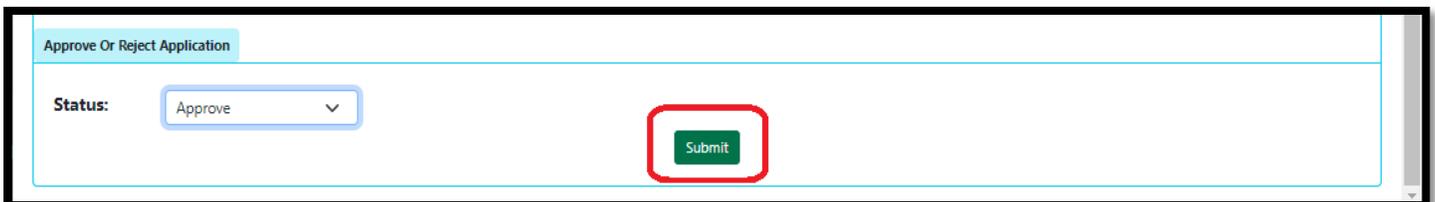


Approve Or Reject Application

Status: --Select--
--Select--
Approve
Reject

Submit

Step 2.4.8: Govt. Hospital Registrar will select approve if they think that the application is perfect to proceed, they will select approve and press submit button.



Approve Or Reject Application

Status: Approve

Submit

Step 2.4.9: A popup will arise; Registrar will click on the ok button for confirming the submission.

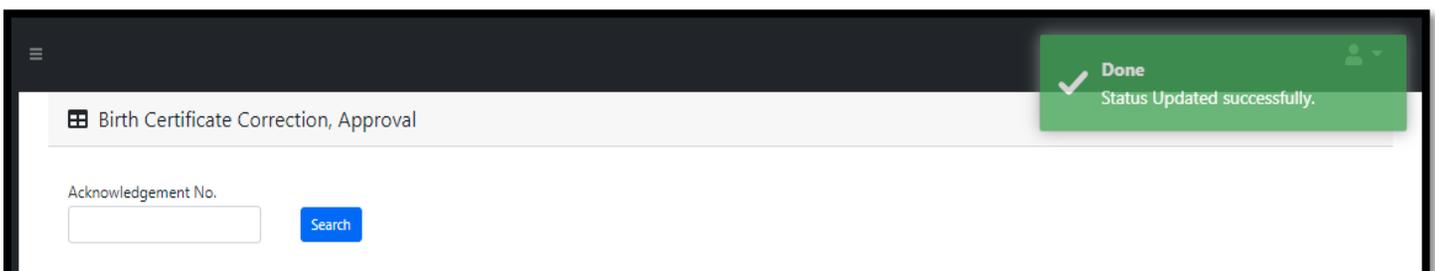


Birth Certificate Correction - Approval

Are you sure you want to submit?

OK Cancel

Step 2.4.10: Correction approval of the selected application will be successful.



Birth Certificate Correction, Approval

Acknowledgement No. Search

Done
Status Updated successfully.



Death Reporting

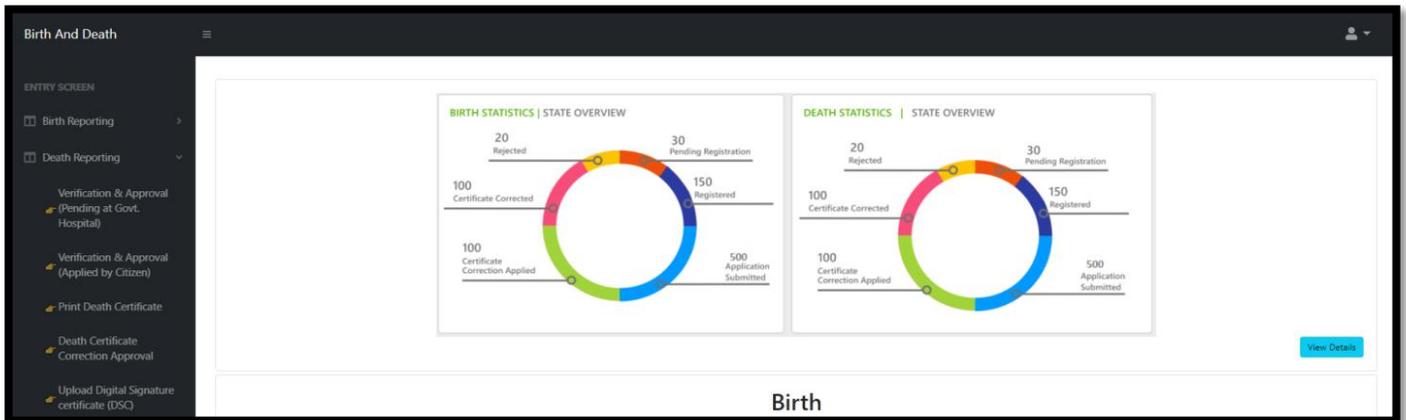
Step 3.0: Govt. Hospital Registrar will click on “Death Reporting” from Entry Screen section. It will open the dropdown menu with the following submenus Verification & Approval (Pending at Govt. Hospital) [All death application send by Govt. Hospital DEO and are verified & approved by Govt. hospital Registrar], Verification & Approval (Applied by Citizen)[All death application send by Citizen and are verified & approved by Govt. hospital Registrar], Print Death Certificate [Approved death certificate published with digital signature are stored here, Registrar can print the death certificate], Death Certificate Correction Approval [All death application whose child name are modified are verified & approved by Govt. Hospital Registrar], and Digital Signature (DSC)[Govt. Hospital DEO will attach the digitally signed certificate].





Verification & Approval
(Pending at Govt. Hospital)

Step 3.1.1: Govt. Hospital Registrar will click on “Verification & Approval (Pending at Govt. Hospital)” from Death Reporting main menu for the II death application send by Govt. Hospital DEO and are verified & approved by Govt. hospital Registrar.



Step 3.1.2: Govt. Hospital Registrar will be redirected to the “Verification & Approval (Pending at Govt. Hospital)” page. User will select any of the application filled by Government hospital DEO and press action button.

Application List (Pending at Govt. Hospital)

Display 10 Records per page Search: _____

Sl. No.	Entry Date	Place Of Death	Hospital Name	Deceased Information			Spouse Information		Mother's Information	Acknowledgement No.	Status	Action
				Name	DOB	Gender	Name	Mobile No.	Name			
1	06/08/2021	Hospital	College of Medicine & Sagar Dutta Hospital	A A A	06/08/2021	Female				ACK/D/2021/000021	Application Submitted	Action
2	12/08/2021	Hospital	College of Medicine & Sagar Dutta Hospital	Abhi paul	01/08/2021	Male			T H	ACK/D/2021/000037	Application Submitted	Action
3	12/08/2021	Hospital	College of Medicine & Sagar Dutta Hospital	Adil Sk	06/08/2021	Male			Nita Sk	ACK/D/2021/000038	Application Submitted	Action
4	15/08/2021	Hospital	College of Medicine & Sagar Dutta Hospital	Miraz	27/07/2021	Male				ACK/D/2021/000051	Application Rectified	Action

Step 3.1.3: A popup will occur with the filled death application.

Death Registration Approval

Acknowledgement No: ACK/D/2021/000052 Reporting Date (dd/mm/yyyy): 03/09/2021

LEGAL INFORMATION

Information of the deceased

Date Of Death (dd/mm/yyyy): 30/07/2021 Sex: Male Age: Years:- 55
 First Name: Krisnedu Middle Name: Last Name: Pan
 Type of ID Proof: EPIC ID Proof Number: BVD 678hjki Upload ID Proof: [View](#)

Place of Death

Place of death: Hospital State: West Bengal District: North 24 Parganas
 Urban/Rural: Municipality Block/Municipality: MUNICIPALITY KAMARHATI
 Panchayat: Village/Town: KAMARHATI Pin: Hospital Type: Government
 Name & Address of hospital/institute: College of Medicine & Sagar Dutta Hospital

Mother's Information

First Name: Mousumi Middle Name: Last Name: Pan
 Email Id: Mobile Number: 9732240514
 Type of ID Proof: ID Proof Number: Upload ID Proof:

Activate Windows
Go to PC settings to activate.

Step 3.1.4: Govt. Hospital Registrar will verify the entire application and clicks on status menu which has 3 options, and they are Approve, send back to DEO or Reject.

The screenshot shows the 'Approve Or Reject Application' section of the portal. At the top, there are two links: 'Upload Death Certificate issued by attending doctor: View' and 'Upload Cremation / Burial Certificate: View'. Below these, the 'Status: *' dropdown menu is open, showing three options: '--Select--', 'Approve', and 'Send Back To DEO'. A 'Submit' button is visible to the right of the dropdown. The background shows a taskbar with the date 02/09/2021 and the name of the user, Sagor Dutta.

Step 3.1.5: If User (Registrar) thinks that the application required some correction, select send back to DEO for the correction. Registrar can choose any of the following 'Mismatch between document and data', 'incorrect document upload' or other for returning the document to Hospital DEO.

The screenshot shows the 'Approve Or Reject Application' section. The 'Status: *' dropdown is set to 'Send Back To DEO' with a green checkmark. The 'Reason: *' dropdown is open, showing three options: '--Select--', 'Mismatch between document and data', and 'Incorrect Document Upload'. A 'Submit' button is visible below the dropdowns. The background shows a taskbar with the date 02/09/2021 and the name of the user, Sagor Dutta.

Step 3.1.6: If User (Registrar) chooses others they must write remarks for the same.

The screenshot shows the 'Approve Or Reject Application' section. The 'Status: *' dropdown is set to 'Send Back To DEO' with a green checkmark. The 'Reason: *' dropdown is set to 'Other' with a green checkmark. The 'Remarks: *' field is empty. A 'Submit' button is visible below the dropdowns. The background shows a taskbar with the date 02/09/2021 and the name of the user, Sagor Dutta.

Step 3.1.7: If User (Registrar) thinks that the application full wrong, they will select reject for the rejection. Registrar can choose any of the following 'Mismatch between document and data', 'incorrect document upload' or other for rejection.

The screenshot shows the 'Approve Or Reject Application' section. The 'Status: *' dropdown is set to 'Reject' with a green checkmark. The 'Reason: *' dropdown is open, showing three options: '--Select--', 'Mismatch between document and data', and 'Incorrect Document Upload'. A 'Remarks: *' field is empty. A 'Submit' button is visible below the dropdowns. The background shows a taskbar with the date 02/09/2021 and the name of the user, Sagor Dutta.

Verification & Approval (Applied by Citizen)



Step 3.2.1: Govt. Hospital Registrar will click on “Verification & Approval (Applied by Citizen)” from Death Reporting main menu for the all birth application send by Citizen and are verified & approved by Govt. hospital Registrar.



Step 3.2.2: Govt. Hospital Registrar will be redirected to the “Verification & Approval (Applied by Citizen)” page. Govt. Hospital Registrar will select any of the death application and will click on action button

Death: Verification & Approval (Applied by Citizen)

Display 10 Records per page Search: _____

Sl. No.	Entry Date	Place Of Death	Hospital Name	Deceased Information			Spouse Information		Mother's Information	Acknowledgement No.	Status	Action
				Name	DOB	Gender	Name	Mobile No.	Name			
1	17/08/2021	Hospital	College of Medicine & Sagar Dutta Hospital	Ashoke roy	11/08/2021	Male			Disha Roy	ACK/D/2021/000076	Application Submitted	Action
2	17/08/2021	Hospital	College of Medicine & Sagar Dutta Hospital	Manik Mondal	05/08/2021	Male			Monika Mondal	ACK/D/2021/000077	Application Submitted	Action

Showing 1 - 2 of total 2 applications

Previous 1 Next

Step 3.2.3: A popup will occur with the filled death application for the selected death application.

Death Registration Approval

Acknowledgement No: ACK/D/2021/000076 Reporting Date (dd/mm/yyyy): 03/09/2021

Applicant's Relationship with Deceased: Mother
 ID Number Of Applicant: ID Proof: Name of Applicant: Type of ID Proof:

LEGAL INFORMATION

Information of the deceased

Date Of Death (dd/mm/yyyy): 11/08/2021 Sex: Male Age: Years:- 5
 First Name: Ashoke Middle Name: Last Name: roy
 Type of ID Proof: ID Proof Number: Upload ID Proof:

Place of Death

Place of death: Hospital State: West Bengal District: North 24 Parganas
 Urban/Rural: Municipality Block/Municipality: MUNICIPALITY KAMARHATI
 Panchayat: Village/Town: Pin: Hospital Type: Government
 Name & Address of hospital/institute: College of Medicine & Sagar Dutta Hospital

Mother's Information

First Name: Disha Middle Name: Last Name: Roy
 Email Id: Mobile Number: 9732240514

Activate Windows
Go to PC settings to activate.

Step 3.2.4: Govt. Hospital Registrar will verify the entire application and clicks on status menu which has 2 options, and they are Approve or Reject

Uploaded Documents

Upload Death Certificate issued by attending doctor: [View](#) Upload Cremation / Burial Certificate: [View](#)

Approve Or Reject Application

Status: * --Select-- --Select-- Approve Reject Submit

Activate Windows
Go to PC settings to activate.

Step 3.2.5: If User (Registrar) thinks that the application full wrong, they will select reject for the rejection. Registrar can choose any of the following 'Mismatch between document and data', 'incorrect document upload' or other for rejection.

Approve Or Reject Application

Status: * Reject ✓ Reason: * Other --Select-- Mismatch between document and data Incorrect Document Upload Other Remarks: *

Activate Windows
Go to PC settings to activate.

Step 3.2.6: If User (Registrar) thinks that the application is correct, they will select approve for certification.

Other Information

Immediate Cause/ অসুখের নাম অথবা মৃত্যুর প্রকৃত কারণ: heart attack Antecedent Cause: Heart problem Underlying Cause: _____

Other Cause: www Manner of Death (How did the injury occur?) / অসুখের নাম অথবা মৃত্যুর প্রকৃত কারণ: Suicide

If used to habitually smoke-for how many years? 0 If used to habitually chew tobacco in any form-for how many years? 0

If used to habitually chew arecanut in any form(including pan masala)-for how many years? _____ If used to habitually drink alcohol-for how many years? 0

Uploaded Documents

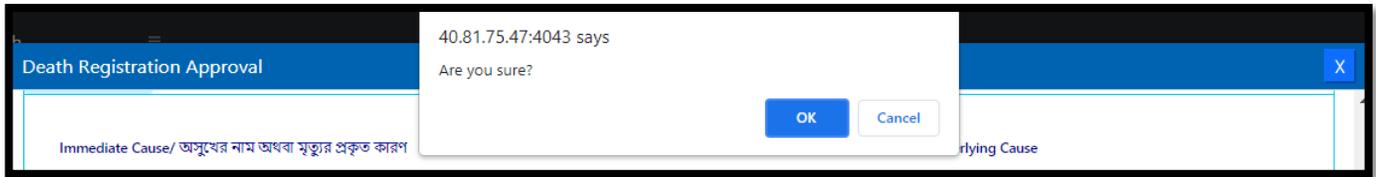
Upload Death Certificate issued by attending doctor: [View](#)

Approve Or Reject Application

Status: * Approve Submit

Step 3.2.7: Verification of the selected application will be successful.

Step 3.2.7: A popup will arise for confirming the submission. User will click on ok for the same.



Step 3.2.8: Approving the birth application will be successful accordingly.

Death: Verification & Approval (Applied by Citizen)

Display 10 Records per page Search: _____

Sl. No.	Entry Date	Place Of Death	Hospital Name	Deceased Information			Spouse Information		Mother's Information	Acknowledgement No.	Status	Action
				Name	DOB	Gender	Name	Mobile No.	Name			
1	17/08/2021	Hospital	College of Medicine & Sagar Dutta Hospital	Manik Mondal	05/08/2021	Male			Monika Mondal	ACK/D/2021/000077	Application Submitted	Action

Showing 1 - 1 of total 1 applicatopns

Previous 1 Next

Print Death Certificate



Step 3.3.1: Govt. Hospital Registrar will click on “Print Death Certificate” from Death Reporting main menu for the approved death certificate published with digital signature are stored here, Registrar can print the death certificate.



Step 3.3.2: Govt. Hospital Registrar will be redirected to the “Print Death Certificate” page.

Print Death Certificate

Acknowledgement No.

Sl. No.	Entry Date	Place Of Death	Deceased Information					Father's Information		Mother's Information	Acknowledgement No.	Status
			First Name	Middle Name	Last Name	DOB	Gender	Name	Mobile No.	Name		

Step 3.3.3: Govt. Hospital Registrar will either search with acknowledgement number which will open the selected application only or they can search without acknowledgement number which will open all the approved death registration application.

Print Death Certificate

Acknowledgement No.

Display Records per page Search:

Sl. No.	Entry Date	Place Of Death	Deceased Information					Father's Information		Mother's Information	Acknowledgement No.	Status	Print
			First Name	Middle Name	Last Name	DOB	Gender	Name	Mobile No.	Name			
1	17/08/2021	Hospital	Adhir		paul	02/08/2021	Male				ACK/D/2021/000061	Approved	Print

Showing 1 - 1 of total 1 applications Previous **1** Next

Step 3.3.4: Govt. Hospital Registrar will select an application and will click on print button.

Print Death Certificate

Acknowledgement No.

Display Records per page Search:

Sl. No.	Entry Date	Place Of Death	Deceased Information					Father's Information		Mother's Information	Acknowledgement No.	Status	Print
			First Name	Middle Name	Last Name	DOB	Gender	Name	Mobile No.	Name			
1	12/08/2021	Hospital	Bipasha		Mondal	04/08/2021	Female	Mithun Mondal	9732240514	Mita Dey	ACK/D/2021/000030	Approved	Print
2	12/08/2021	Home	Mithun		Das	04/08/2021	Male	Milon Das		Mita Das	ACK/D/2021/000031	Approved	Print
3	17/08/2021	Hospital	Adhir		paul	02/08/2021	Male				ACK/D/2021/000061	Approved	Print
4	17/08/2021	Hospital	Rima		desai	27/03/2021	Female				ACK/D/2021/000070	Approved	Print
5	17/08/2021	Home	Pushpita	Das	Pal	28/07/2021	Female	Gourab Mondal	9732240514	Ranu Mondal	ACK/D/2021/000081	Approved	Print

Step 3.3.5: Clicking on print button, the certificate will be downloaded. Govt. Hospital Registrar can print the certificate accordingly.



**GOVERNMENT OF WEST BENGAL
DEPARTMENT OF HEALTH AND FAMILY WELFARE**

D 2021.000028

DEATH CERTIFICATE

(ISSUED UNDER SECTION 12/17 OF THE REGISTRATION OF BIRTHS & DEATHS ACT, 1969 AND RULE 8/13 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 College of Medicine & Sagar Dutta Hospital OF BLOCK/MUNICIPALITY/MUNICIPALITY KAMARHATI OF DISTRICT NORTH 24 PARGANAS OF STATE WEST BENGAL, INDIA.

NAME OF DECEASED :	Kinnesdu Pan	SEX :	Male
DATE OF DEATH :	30/07/2021	PLACE OF DEATH :	MUNICIPALITY KAMARHATI, North 24 Parganas, West Bengal
AGE OF DECEASED :	55 YEARS	NAME OF SPOUSE :	
SPOUSE IDENTITY PROOF :	-	NAME OF FATHER :	
NAME OF MOTHER :	Mousumi Pan	FATHER'S IDENTITY PROOF :	
MOTHER'S IDENTITY PROOF :	-	PERMANENT ADDRESS OF DECEASED :	
ADDRESS OF THE DECEASED AT THE TIME OF DEATH :		DATE OF REGISTRATION :	03/09/2021
REGISTRATION NO :	D/2021/000028	ISSUING AUTHORITY :	
REMARKS (IF ANY) :			
DATE OF ISSUE :	03/09/2021		
UPDATED ON :	2021-08-16 08:51:36		



ফর্ম-৬
Form-6



Activate Windows
Go to PC settings to activate Windows.

Death Certificate Correction Approval



Step 3.4.1: Govt. Hospital Registrar will click on “Death Certificate Correction Approval” from Death Reporting main menu for the birth application whose child name are modified are verified & approved by Govt. Hospital Registrar .



Step 3.4.2: will be redirected to the “Death Certificate Correction Approval” page. Entire death certificate correction request stored here. Registrar will select an application and approve or reject the correction approval accordingly.

Death Certificate Correction, Approval

Acknowledgement No. [Search](#)

Sl. No.	Entry Date	Place Of Death	Deceased Information			Husband / Wife Information		Mother's Information	Status
			Name	DOB	Gender	Name	Mobile No.	Name	

Step 3.4.3: Govt. Hospital Registrar will either search with acknowledgement number which will open the selected application only or they can search without acknowledgement number which will open all the existing birth registration application which has been corrected by citizen.

Death Certificate Correction, Approval

Acknowledgement No. [Search](#)

Display Records per page Search:

Sl. No.	Entry Date	Place Of Death	Deceased Information			Husband / Wife Information		Mother's Information	Status	Action
			Name	DOB	Gender	Name	Mobile No.	Name		
1	24/08/2021	Hospital	Komola Khatun	23/08/2021	Female	Ramesh Khatun	9874561230		Applied for Certificate Correction	Action
2	25/08/2021	Home	Rana Saha	24/08/2021	Male	Tapasi Saha	5789461230		Applied for Certificate Correction	Action

Step 3.4.4: Govt. Hospital Registrar will select any of the death application and will click on action button.

Death Certificate Correction, Approval

Acknowledgement No.

Display Records per page Search:

Sl. No.	Entry Date	Place Of Death	Deceased Information			Husband / Wife Information		Mother's Information	Status	Action
			Name	DOB	Gender	Name	Mobile No.	Name		
1	24/08/2021	Hospital	Komola Khatun	23/08/2021	Female	Ramesh Khatun	9874561230		Applied for Certificate Correction	<input type="button" value="Action"/>
2	25/08/2021	Home	Rana Saha	24/08/2021	Male	Tapasi Saha	5789461230		Applied for Certificate Correction	<input type="button" value="Action"/>

Step 3.4.5: A popup will arise where the Death Certificate Correction Approval of filled birth application appeared.

Death Certificate Correction - Approval

LEGAL INFORMATION

Information of the deceased

Date Of Death (dd/mm/yyyy): 24/08/2021 Sex: Male Age: 70
 First Name: Rana Middle Name: Dey Last Name: Saha
 Type of ID Proof: Aadhaar ID Proof Number: 745125874965 Upload ID Proof: [View](#)

Mother's Information

First Name: Middle Name: Last Name:
 Aadhaar Number: Email Id: Mobile Number:
 Type of ID Proof: ID Proof Number: Upload ID Proof:

Father's Information

Step 3.4.6: Govt. Hospital Registrar will verify the entire application and provide their status as per their verification. If they think application is not up to the mark, they will select reject which will reject the application. Regarding rejection Registrar must write proper reason of rejection.

Permanent Address of the Deceased

Parmanent Address: Outside India Bldg.No & Name: 12 Number House Number: 2
 Street/Lane: 12, Test Road Locality/PostOffice: PO Village/Town:
 Pin: 731211 State: West Bengal District: Birbhum
 Urban/Rural: Block Block/Municipality: BOLPUR SRINIKETAN

Status: *

--Select--
 Approve
 Reject

Step 3.4.7. : Govt. Hospital Registrar will select approve if they think that the application is perfect to proceed, they will select approve and press submit button.

Permanent Address of the Deceased

Parmanent Address: Outside India **Bldg.No & Name:** 12 Number **House Number:** 2
Street/Lane: 12, Test Road **Locality/PostOffice:** PO **Village/Town:**
Pin: 731211 **State:** West Bengal **District:** Birbhum
Urban/Rural: Block **Block/Municipality:** BOLPUR SRINIKETAN

Status: *

Step 3.4.8: A popup will arise; Registrar will click on the ok button for confirming the submission.

Are you sure you want to submit?

Step 3.4.9: Correction approval of the selected application will be successful.

Done
Status Updated successfully.

Death Certificate Correction, Approval

Acknowledgement No.

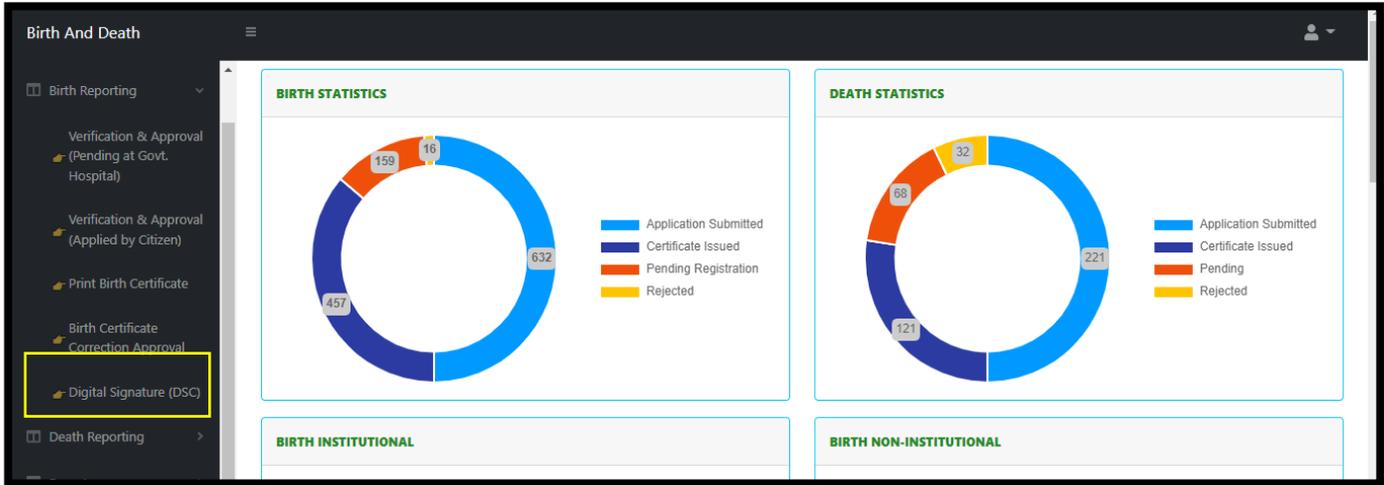
Display Records per page Search:

Sl. No.	Entry Date	Place Of Death	Deceased Information			Husband / Wife Information		Mother's Information	Status	Action
			Name	DOB	Gender	Name	Mobile No.	Name		
1	24/08/2021	Hospital	Komola Khatun	23/08/2021	Female	Ramesh Khatun	9874561230		Applied for Certificate Correction	<input type="button" value="Action"/>



Digital Signature(DSC) for Birth & Death

Step 2.5.1: Govt. Hospital Registrar will click on “Digital Signature (DSC)” from Birth Reporting main menu after the verification process has been uploaded by registrar,



Step 2.5.2: Govt. Hospital Registrar will be redirected to the “Digital Signature DSC)” page. Govt. Hospital Registrar will select an application and click on ‘Add DSC’ button.

Digital Signature Pending List

Display 10 Records per page Search: _____

Sl. No.	Entry Date	Place Of Birth	Child Information			Father's Information				Mother's Information		Acknowledgement No.	Certificate	Status	Add DSC
			Name	DOB	Gender	Name	Mobile No.	ID Type	ID No.	Name					
1	05/02/2022	Hospital	Ram sen	03/02/2022	Male							ACK/B/2022/004293		Approved	Add DSC
2	05/02/2022	Hospital	Soumi Das	02/02/2022	Female	shyamal Das						ACK/B/2022/004294		Approved	Add DSC
3	05/02/2022	Hospital	Manisha Dhara	01/02/2022	Female							ACK/B/2022/004295		Approved	Add DSC
4	05/02/2022	Hospital	Aviraj Gupta	06/01/2022	Male	Rajbir Gupta						ACK/B/2022/004296		Approved	Add DSC
5	05/02/2022	Hospital	Rashika Hasan	02/02/2022	Female	Shoaib Hasan						ACK/B/2022/004303		Approved	Add DSC
6	14/02/2022	Hospital	Sudip Das	02/06/2021	Male							ACK/B/2022/004322		Approved	Add DSC

Showing 1 - 6 of total 6 application Previous 1 Next

Step 2.5.3: A popup will arise, Govt. Hospital Registrar will enter their password for adding DSC.

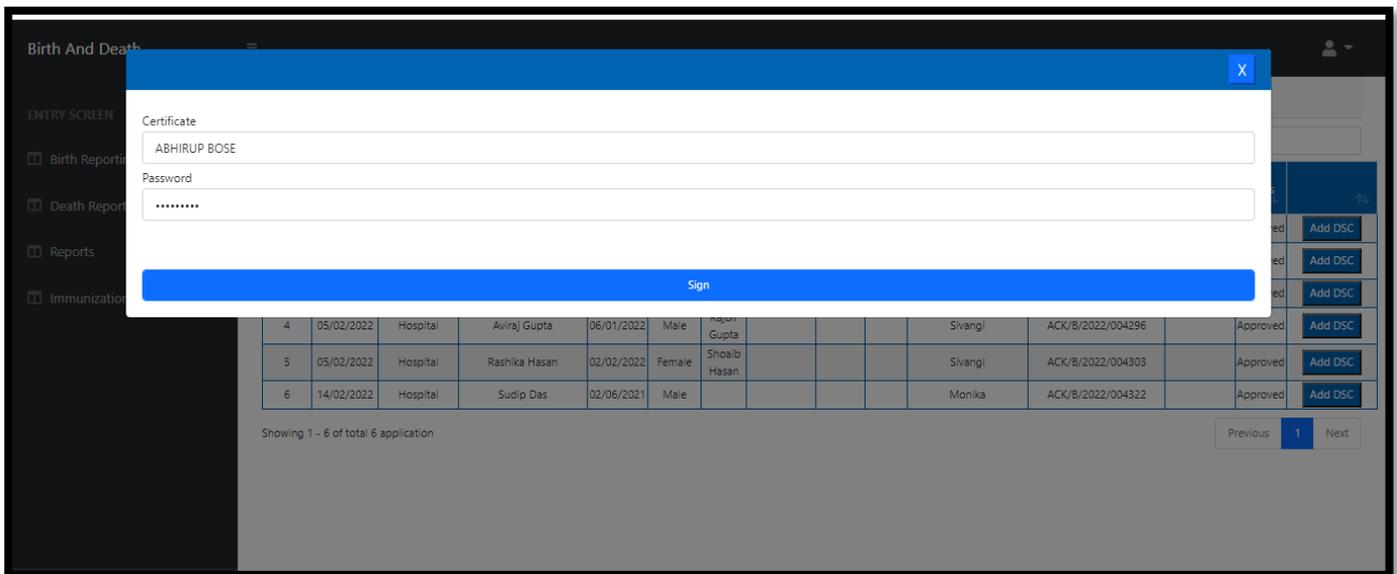
Sign

Certificate
ABHIRUP BOSE

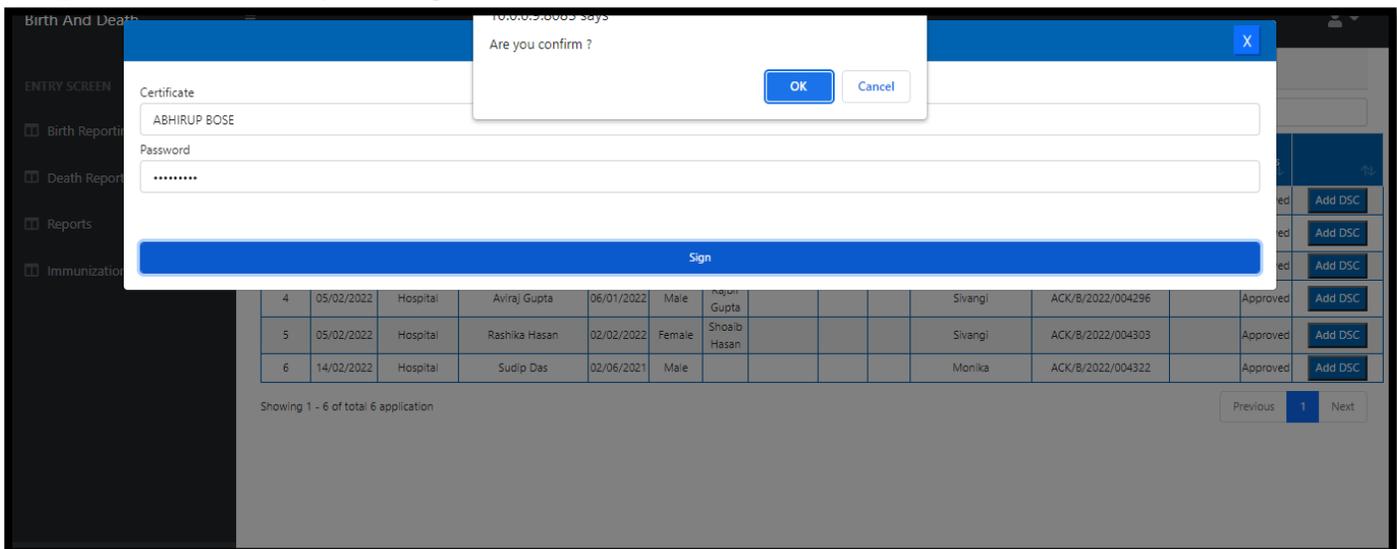
Password
Password

Sign

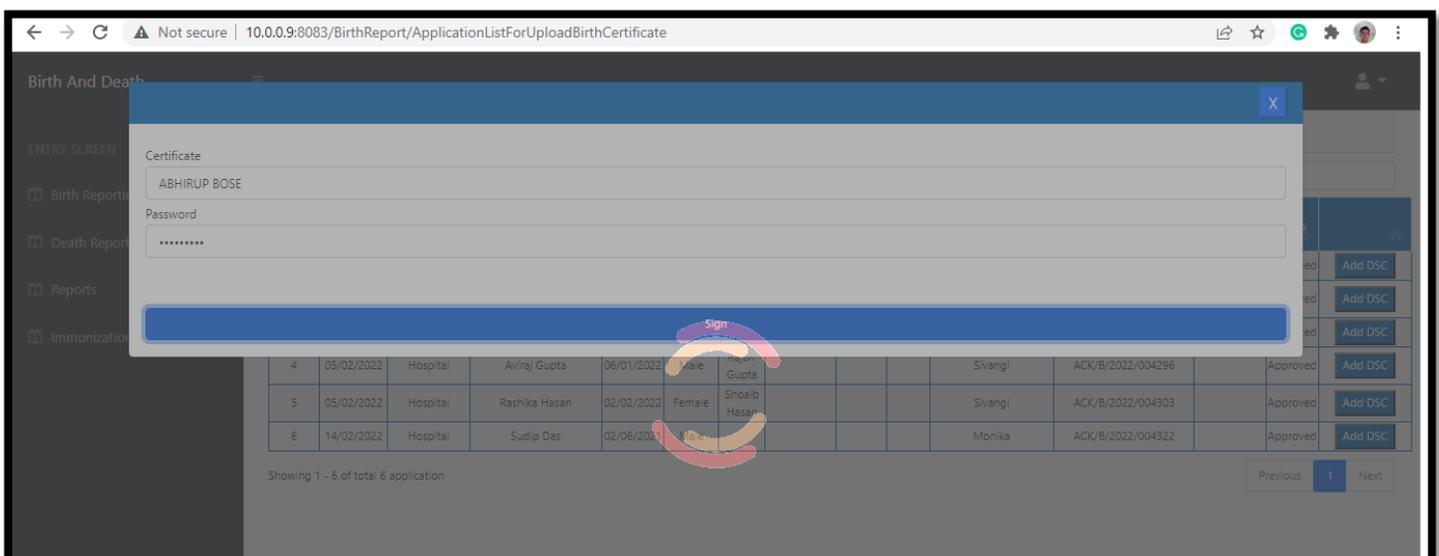
Step 2.5.4: Govt. Hospital Registrar will click on sign in button after entering the password.



Step 2.5.5: Govt. Hospital Registrar will confirm the addition.



Step 2.5.6: The page will be reloaded.



Step 2.5.7: The file will be downloaded automatically.

Birth And Death

ENTRY SCREEN

- Birth Reporting
- Death Reporting
- Reports
- Immunization Status

Logged in as:
DISTRICT HOSPITAL
HOWRAH (SUB-
REGISTRAR)

Digital Signature Pending List

Display 10 Records per page Search:

Sl. No.	Entry Date	Place Of Birth	Child Information			Father's Information				Mother's Information	Acknowledgement No.	Certificate	Status	
			Name	DOB	Gender	Name	Mobile No.	ID Type	ID No.	Name				
4	05/02/2022	Hospital	Aviraj Gupta	06/01/2022	Male	Rajbir Gupta				Sivangi	ACK/B/2022/004296		Approved	Add DSC
3	05/02/2022	Hospital	Manisha Dhara	01/02/2022	Female					Anita	ACK/B/2022/004295		Approved	Add DSC
1	05/02/2022	Hospital	Ram sen	03/02/2022	Male					Kaipana	ACK/B/2022/004293		Approved	Add DSC
5	05/02/2022	Hospital	Rashika Hasan	02/02/2022	Female	Shoalb Hasan				Sivangi	ACK/B/2022/004303		Approved	Add DSC
2	05/02/2022	Hospital	Soumi Das	02/02/2022	Female	shyamal Das				Monalisa	ACK/B/2022/004294		Approved	Add DSC

Showing 1 - 5 of total 5 application

Previous 1 Next

SignedBirthCertific....pdf Show all X

Step 2.5.8: The digital signature certificate will be added in the certificate

BIRTH OF THE CHILD : ALIPURDUAR, WEST BENGAL- ALIPURDUAR, WEST BENGAL-

CERTIFICATE NO : B/2022/003463 DATE OF REGISTRATION : 14/02/2022

S-UHID : 49961886352189 REMARKS (IF ANY) :

DATE OF ISSUE : 14/02/2022 ISSUING AUTHORITY :

UPDATED ON : 2022-02-14 09:35:29

Signature valid
Digitally Signed
Name: ABHIR BOSE
Date: 22-Feb-2022 12:28:39

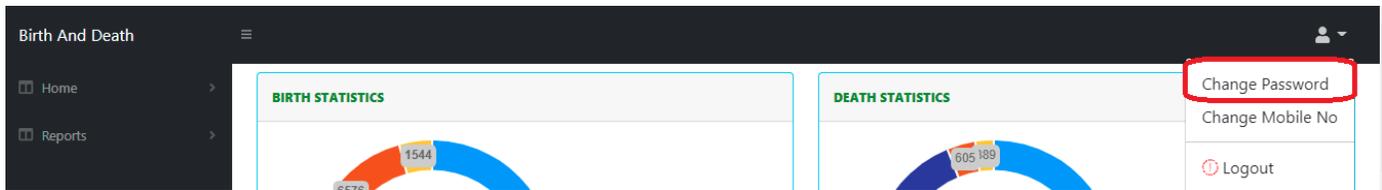
SUB-REGISTRAR (BIRTH & DEATH)
DISTRICT HOSPITAL HOWRAH

"THIS IS A COMPUTER GENERATED CERTIFICATE."
THE GOVT. OF INDIA VIDE CIRCULAR NO. 1 / 12 / 2014 - VS(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"

Change Password



Step 4.1.2: For changing the existing password register will press change password submenu.



Step 4.1.2: DEO will be redirected to the change password page. New password should be follows the mentioned criteria shown in the screen.

 A screenshot of the "Change Password" form. The form has a title "Change Password" and three input fields: "Current Password", "New Password", and "Confirm New Password". Each input field has a password icon (an eye with a slash) on the left. To the right of the "Confirm New Password" field is a green "Save" button. Below the input fields, there is a section titled "Password should match these conventions" with a bulleted list of requirements:

- Must be 8-15 characters long
- At least 1 number, 1 lowercase, 1 uppercase letter
- At least 1 special character

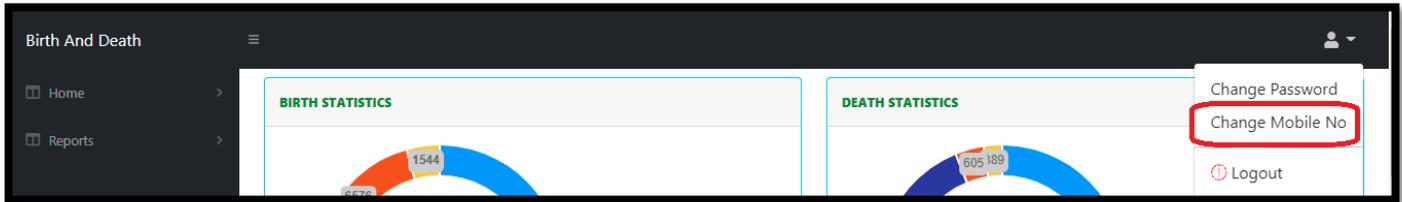
Step 4.1.3: DEO will enter the existing password, new password, confirm the new password and press save button which change the password accordingly.

 A screenshot of the "Change Password" form after the password has been changed. The "Current Password" field now shows a green checkmark and three dots. The "New Password" field shows a green checkmark and a strength indicator "Strong". The "Confirm New Password" field also shows a green checkmark. The green "Save" button is now highlighted with a red rectangular box, indicating it has been successfully pressed.



Change Mobile Number

Step 4.2.2: For changing the existing mobile number user will press change Mobile no. submenu.



Step 4.2.2: DEO will be redirected to the change mobile no. page.

 A screenshot of a web form titled "Mobile No ADD/EDIT". It contains a single input field labeled "Mobile No" which is currently empty. To the right of the input field is a blue button labeled "GET OTP".

Step 4.2.3: DEO will enter the required mobile number and press 'Get OTP' button.

 A screenshot of the "Mobile No ADD/EDIT" form. The "Mobile No" input field now contains the number "9874561230". The "GET OTP" button remains visible.

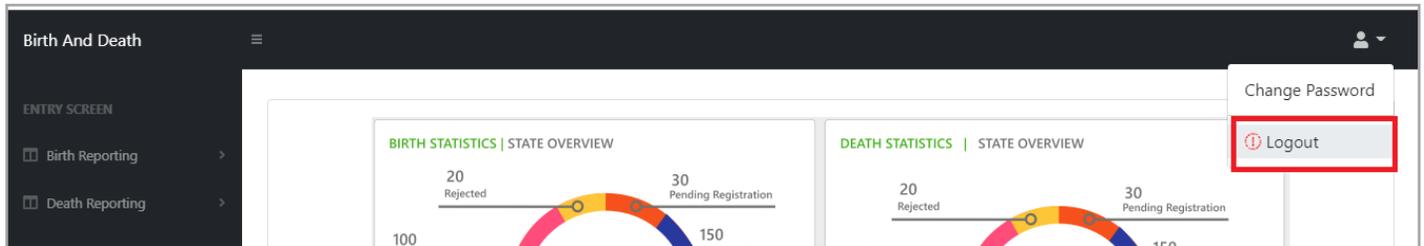
Step 4.2.4: DEO will enter the OTP send in their registered mobile number and press 'Submit' Button

 A screenshot of the "Mobile No ADD/EDIT" form. The "Mobile No" field contains "XXXXXXXXXXXX" and the "GET OTP" button is highlighted. To the right, there is an "Enter OTP" field containing "634174". A green "Submit" button is highlighted with a red box.

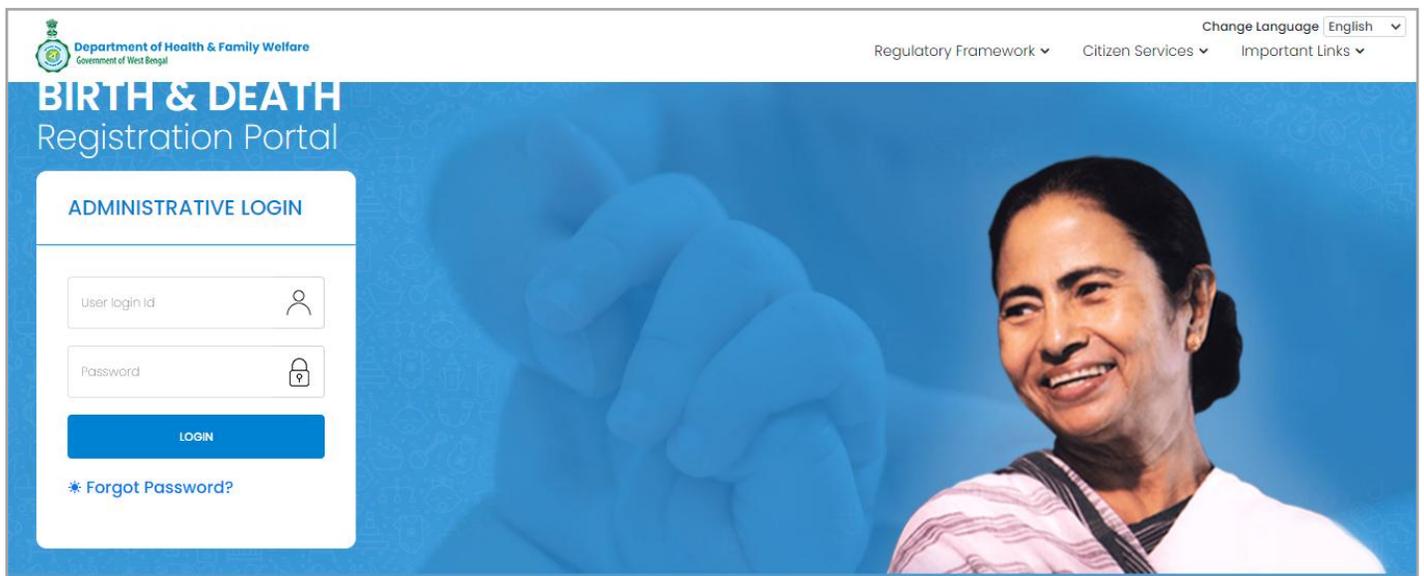
LOGOUT



Step 4.2.1: Govt. Hospital Registrar can any time logout from the application for that they will click on logout button. .



Step 4.2.2: The page will be redirect to the login page of the Janma-Mrityu Tathya Portal.





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