



Janma-Mrityu Tathya Portal

An User Manual

For Local Body

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Janma-Mrityu Tathya Portal for Local Body Data Entry Operator

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Step 1.1: Local Body Data Entry Operator will open the Janma-Mrityu Tathya Portal from www.wbhealth.gov.in website. Local Body Data Entry Operator will be redirected to the login page of 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?

What's New

gistration 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: Local Body Data Entry Operator 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

password

7022

LOGIN

* Forgot Password?

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.

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

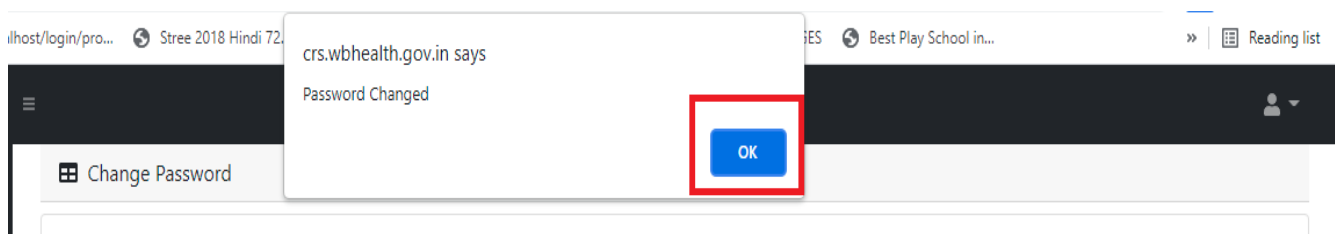
Strong

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

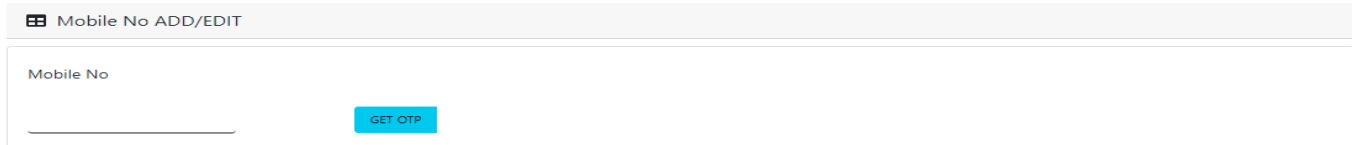
Password should match these conventions

- 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.

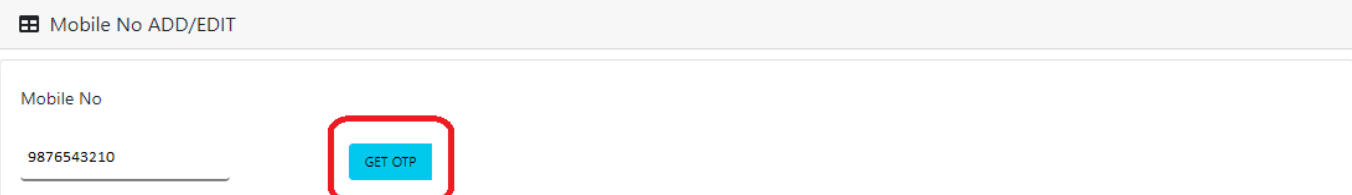


Mobile No ADD/EDIT

Mobile No

GET OTP

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



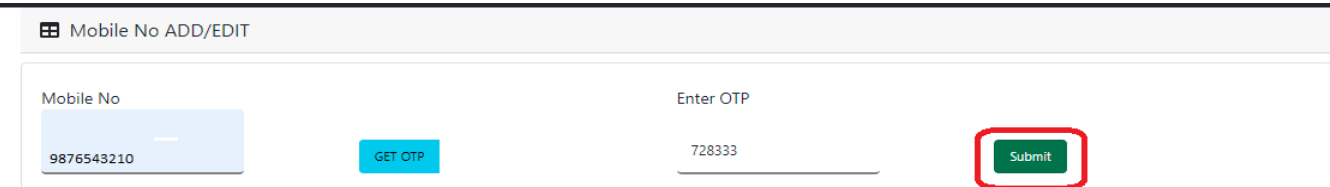
Mobile No ADD/EDIT

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

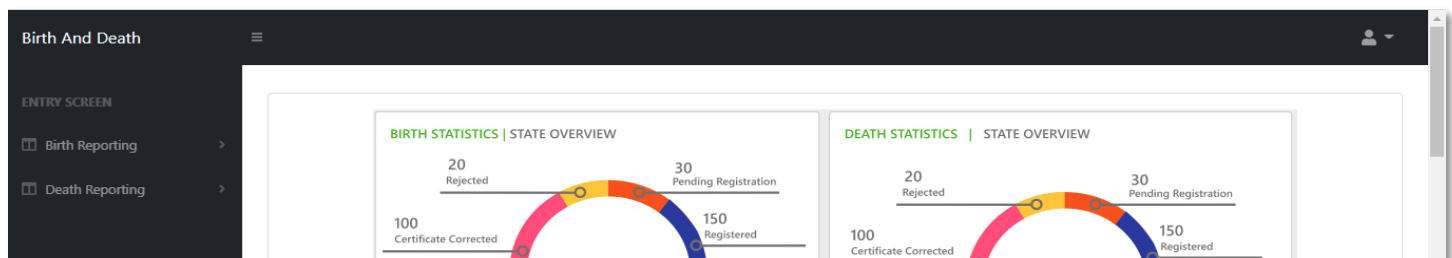
GET OTP

Enter OTP

728333

Submit

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

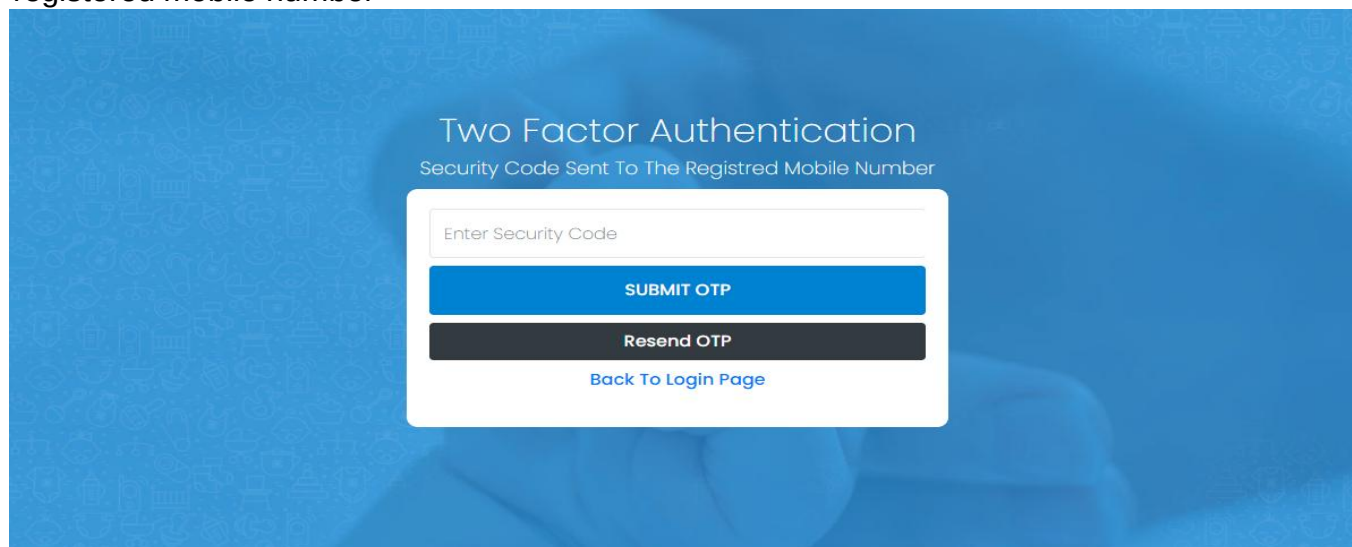


Step 1.10: Next time, User will login with their credential.



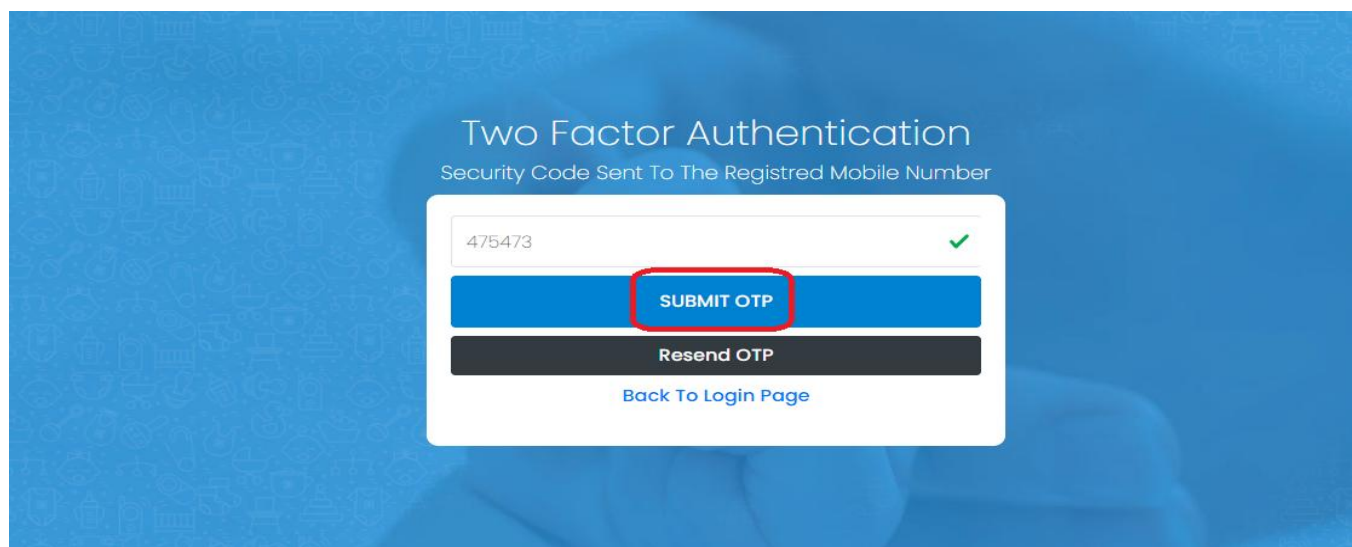
The screenshot shows the login interface of the Janma-Mrityu Tathya portal. At the top, there is a header for the Department of Health & Family Welfare, Government of West Bengal, with navigation links for Regulatory Framework, Content, Citizen Services, and Important Links. A language dropdown menu is set to English. The main login area features a white box with fields for Username, Password, and a CAPTCHA (7022). There are green checkmarks and icons indicating successful input. A blue LOGIN button is at the bottom of the box, along with a link for 'Forgot Password?'. To the right of the login box is a large image of a smiling woman and the Janma-Mrityu Tathya logo. The background is blue with a pattern of small icons. At the bottom, there is a 'What's New' section and a quote: 'It is the duty of every responsible citizen to ensure registration of every birth and death'.

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



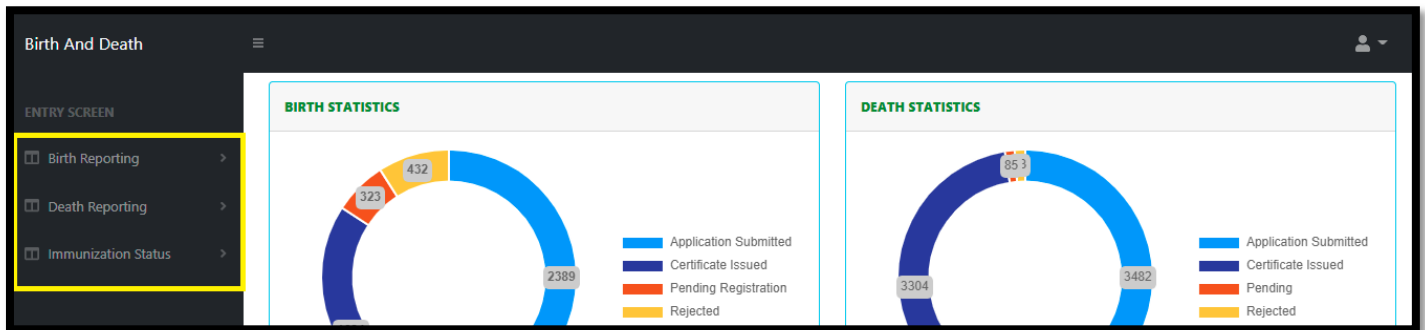
The screenshot shows the Two Factor Authentication page. The title is 'Two Factor Authentication' with the subtitle 'Security Code Sent To The Registered Mobile Number'. Below this is a white box containing a text input field labeled 'Enter Security Code'. There are two buttons: a blue 'SUBMIT OTP' button and a dark grey 'Resend OTP' button. At the bottom of the box is a link 'Back To Login Page'. The background is blue with a pattern of small icons.

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



The screenshot shows the Two Factor Authentication page with the OTP entered. The text input field now contains '475473' and has a green checkmark icon to its right. The 'SUBMIT OTP' button is highlighted with a red rectangle. The 'Resend OTP' button and the 'Back To Login Page' link are also visible. The background is blue with a pattern of small icons.

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

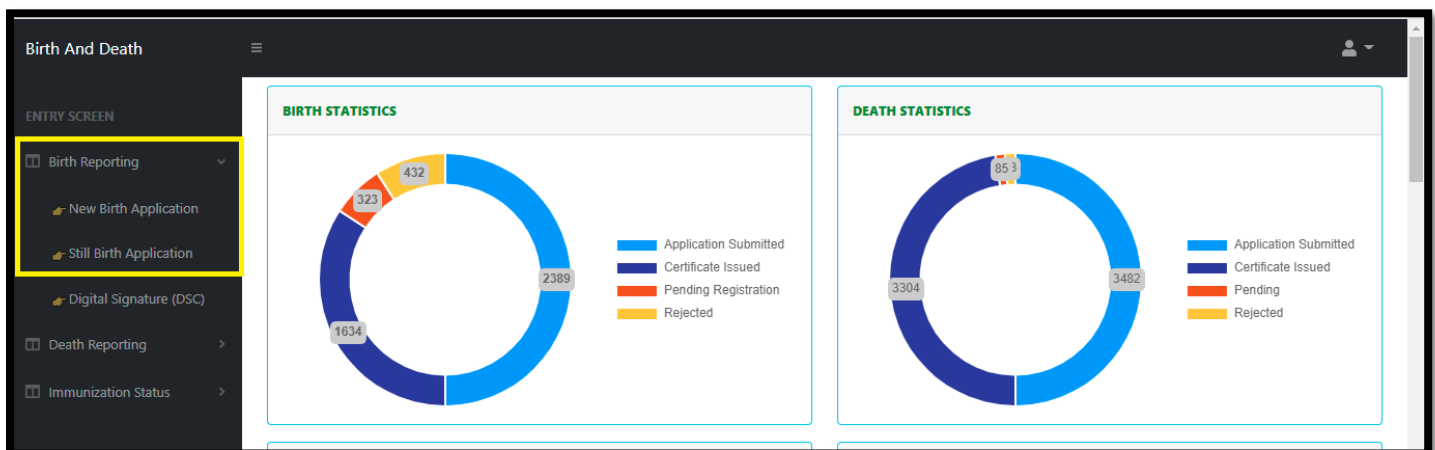


Menu available for Govt. Hospital DEO (Birth Reporting):

❖ Birth Reporting

❖ New Birth Application

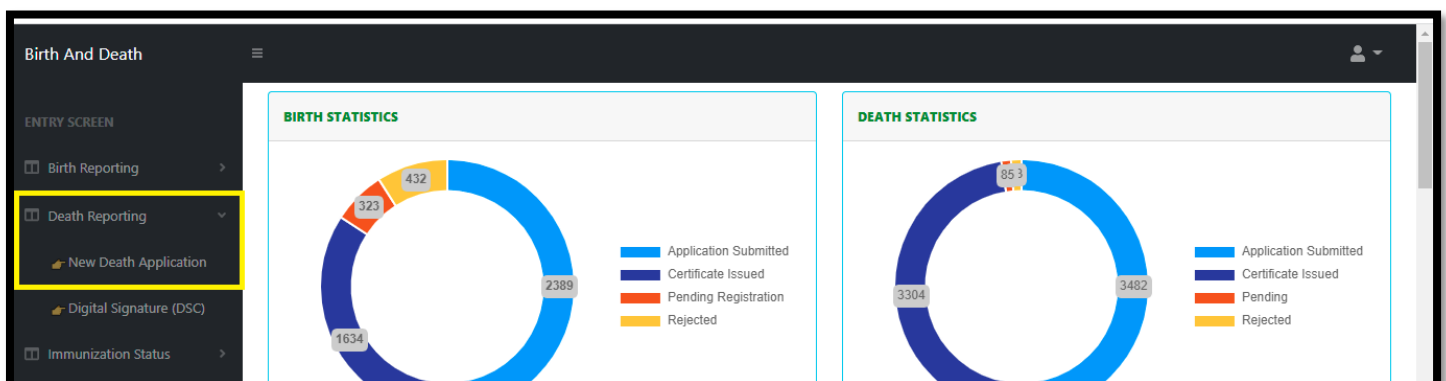
❖ Still Birth Application



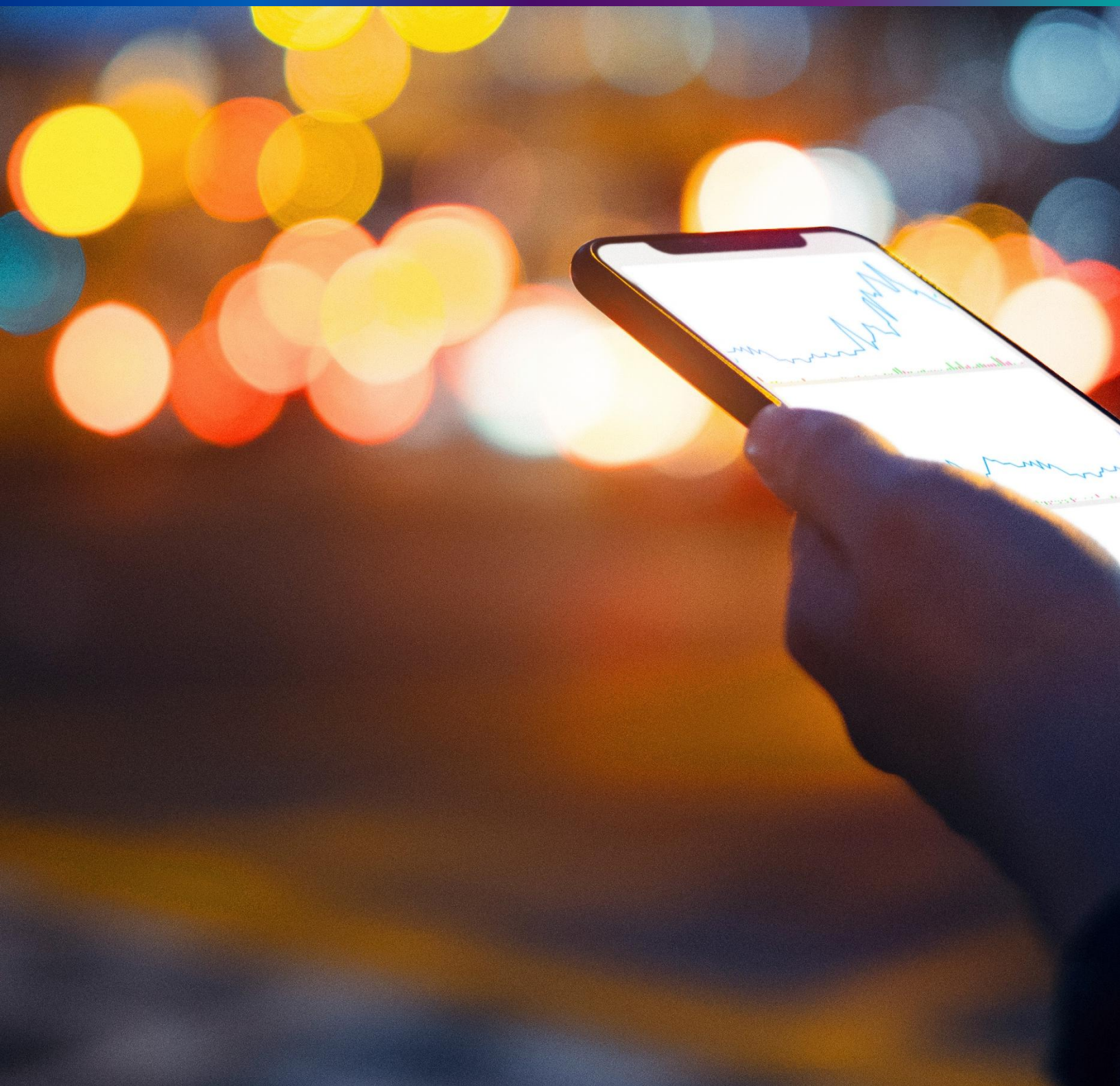
Menu available for Govt. Hospital DEO (Death Reporting)

❖ Death Reporting

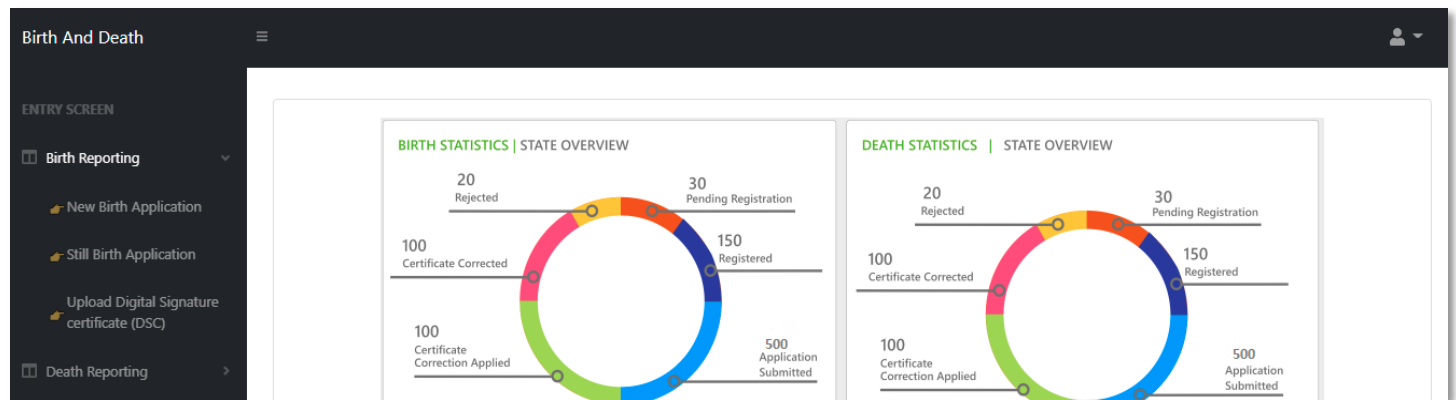
❖ New Death Application



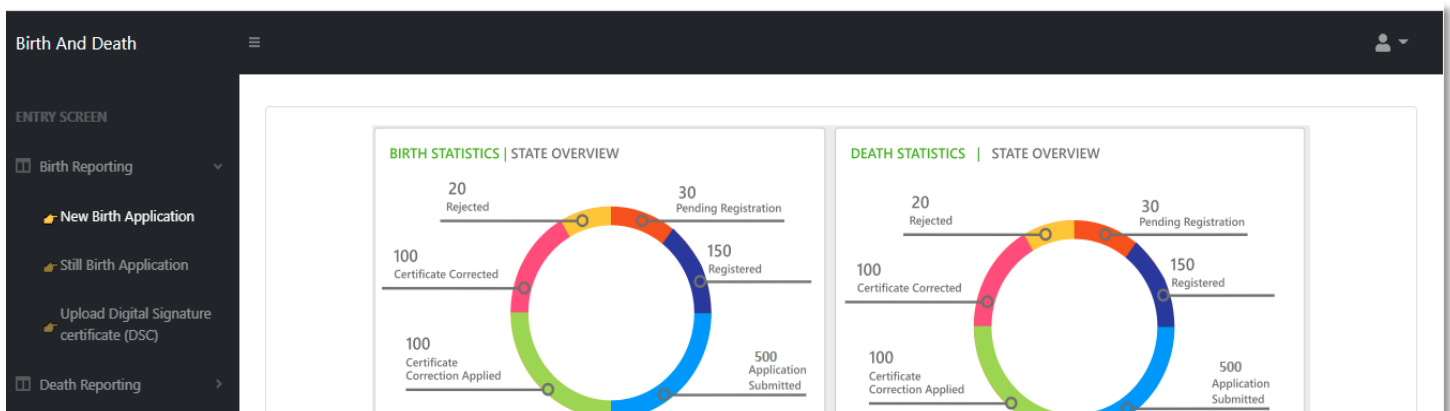
New Birth Application



Step 2.0: Local Body 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: Local Body Data Entry Operator will click on “New Birth Application” from Birth Reporting main menu for registering new birth registration.



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

Birth And Death

ENTRY SCREEN

Birth Reporting

Death Reporting

Birth Reporting

New Birth Registration

Display 10 Records per page

Search:

Sl. No.	Entry Date	Place Of Birth	Contact Mobile Number	Child Information			Father's Information				Mother's Information		Birth Type	Acknowledgement No.	Status
				Name	DOB	Gender	Name	Mobile No.	ID Type	ID No.	Name				
1	12/08/2021	Hospital		Nilkanta Barik	05/08/2021	Male	Mithun Barik	9732240514	EPIC	BVD4345	Sonali Barik	Normal Birth	ACK/B/2021/000081	Application Submitted	
2	12/08/2021	Hospital		milli das	02/08/2021	Female	Robi Das	8989765412	EPIC		Disha Das	Normal Birth	ACK/B/2021/000086	Application Submitted	
3	12/08/2021	Hospital		Ayush Malakar	03/08/2021	Male	Soumitra Malakar	9830414755	Aadhaar	412023004589	Sonali Malakar	Normal Birth	ACK/B/2021/000098	Application Submitted	
4	13/08/2021	Hospital	7980455384	Tisha De	14/07/2021	Male	T				Nita	Normal Birth	ACK/B/2021/000103	Application Submitted	

Step 2.1.3: A popup will be visible with a registration form for filling new birth registration. Local Body 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), “Information of child” (Date of birth of the child along with new child name will be captured) and “Place of birth” (Child’s birthplace (Home or Hospital) along with address for the same).

Birth Report

Reporting Date / প্রতিবেদনের তারিখ 06/09/2021	Mobile # for future Communication / মোবাইল নম্বর # ভবিষ্যতের যোগাযোগের জন্য 8697615902	✓
LEGAL INFORMATION / আইনগত তথ্য		
Information of the Child / শিশুর তথ্য		
Date Of Birth / জন্মের তারিখ 05/09/2021	Gender / লিঙ্গ Male	✓
Last Name / নামের শেষাংশ Mitra	First Name / প্রথম নাম Tarak	✓
Middle Name / নামের মধ্যাংশ Kumar		
Place of Birth / জন্মের স্থান		
Place Of Birth / জন্মের স্থান Home	Block/Municipality BOLPUR SRINIKETAN	✓
Panchayat KANKALITALA	Village/Town গ্রাম / শহর BENGUTIA	✓
Pin / পিন নং 731112		

Step 2.1.4: Next, Local Body Data Entry Operator will first enter father’s information and mother’s information. They must choose any of their ID proof (Aadhaar, EPIC or for both of them). The uploaded scan copy of the ID proof must be under 50 KB.

Father's Information / পিতার তথ্য

First Name / প্রথম নাম Mayuk	Middle Name / নামের মধ্যাংশ Kumar	Last Name / নামের শেষাংশ Mitra	Email Id / ইমেইল mkr@test.com
Mobile No. / মোবাইল 8697615902	Type of ID Proof Aadhaar	ID Proof Number	Upload ID Proof (should not exceed 50kb) Choose File No file chosen

Mother's Information / মাতার তথ্য

--Select--
Aadhaar
EPIC
Khadya Sathi

Father's Information / পিতার তথ্য

First Name / প্রথম নাম Mayuk	Middle Name / নামের মধ্যাংশ Kumar	Last Name / নামের শেষাংশ Mitra	Email Id / ইমেইল mkr@test.com
Mobile No. / মোবাইল 8697615902	Type of ID Proof Aadhaar	ID Proof Number 768975484521	Upload ID Proof (should not exceed 50kb) Choose File demo.pdf

Mother's Information / মাতার তথ্য

First Name / প্রথম নাম Komola	Middle Name / নামের মধ্যাংশ	Last Name / নামের শেষাংশ Mitra	Email Id / ইমেইল km@test.com
Mobile No. / মোবাইল 9874102562	Type of ID Proof Aadhaar	ID Proof Number 987548752145	Upload ID Proof (should not exceed 50kb) Choose File demoform1.pdf
Matri Maa ID 1212343			

Step 2.1.5: Next Local Body Data Entry Operator will enter state, District, Block of residence for parents. After that they will choose state. Next Local Body 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.

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

☒ In West Bengal

Bldg.No & Name / বাড়ীর নাম্বার ও নাম 12 & Nilay Bhaban	House No. / গৃহ নং 15	Street/Lane / রাস্তা/লেন নাম 4, test para	Locality/Post Office / অঞ্চল / পোস্ট অফিস Test PO
Pin / পিন নং 731211	State / রাজ্য * West Bengal	District / জেলা * Birbhum	Urban/Rural * Block
Panchayat * KANKALITALA	Village/Town / গ্রাম / শহর * BENGUTIA	Block/Municipality * BOLPUR SRINIKETAN	

Permanent Address of mother / মাতার স্থায়ী ঠিকানা

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

☒ In West Bengal ☐ Outside West Bengal

Step 2.1.6: If the informant address is same as permanent address of mother they will select check box for populating the address. Informant details are mandatory for the baby who born in other places except hospital or any maternity home.

Permanent Address of mother / মাতার স্থায়ী ঠিকানা

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

☒ In West Bengal ☐ Outside West Bengal

Bldg.No & Name / বাড়ীর নাম্বার ও নাম 12 & Nilay Bhaban	House No. / গৃহ নং 15	Street/Lane / রাস্তা/লেন নাম 4, test para	Locality/Post Office / অঞ্চল / পোস্ট অফিস Test PO
Pin / পিন নং 731211	State / রাজ্য * West Bengal	District / জেলা * Birbhum	Urban/Rural * Block
Panchayat * KANKALITALA	Village/Town / গ্রাম / শহর * BENGUTIA	Block/Municipality * BOLPUR SRINIKETAN	

Informant Information (Applicable only for birth 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

Step 2.1.7: The address will be populated automatically after clicking on the check box, only Local Body Data Entry Operator will enter the informant details such as Informant name and their details.

Informant Information (Applicable only for birth 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			
Name / নাম *	Designation *	Employee Id	Bldg.No & Name / বাড়ীর নম্বর ও নাম
Rachana Saha ✓	Asha ✓	7894	12 & Nilay Bhaban
House No. / ঘৃহ নং	Street/Lane / রাস্তা/লেন নাম	Locality/Post Office /অঞ্চল / পোস্ট অফিস	Pin / পিন নং
15	4, test para	Test PO	731211
State / রাজ্য *	District / জেলা *	Urban/Rural *	Block/Municipality *
West Bengal ✓	Birbhum ✓	Block ✓	BOLPUR SRINIKETAN ✓
Panchayat *	Village/Town / গ্রাম / শহর *		
KANKALITALA ✓	BENGUTIA ✓		

Step 2.1.8: Next, Local Body 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 new born child. After that, Local Body 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 *	Fathers Level Of Education / পিতার শিক্ষাগত মান*	Fathers Occupation / পিতার পেশা*
Hindu ✓	Non-technical Diploma or certificate not equivalent ✓	Craft and related trade workers ✓
Mothers Level Of Education / মাতার শিক্ষাগত মান*	Mother's Occupation / মাতার পেশা*	
Middle ✓	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)	Type of attention at delivery / প্রসবকালীন পরিচর্যা	
32	--Select--	
Age of the mother (in completed years) at the time of this birth / বাচ্চার জন্মের সময় মাতার বয়স (পূর্ণ বছরে)	--Select--	
	Institutional - Government	
	Institutional - Private or Non-Government	
	Non Institutional	

Step 2.1.9:Next Local Body 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)	Type of attention at delivery / প্রসবকালীন পরিচর্যা
32	Institutional - Government ✓
Age of the mother (in completed years) at the time of this birth / বাচ্চার জন্মের সময় মাতার বয়স (পূর্ণ বছরে)	Delivery Method / প্রসবের পদ্ধতি
36	--Select--
Number of child born alive to the mother so far including this child / এই সন্তান সহ মাতার জীবিত প্রসূত সন্তান সংখ্যা	--Select--
	Normal
	Caesarean
	Forceps/Vacuum

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

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 Normal ✓
Number of child born alive to the mother so far including this child / এই সন্তান সহ মাতার জীবিত প্রসূত সন্তান সংখ্যা 1	Birth Weight (In Kgs.) / জন্মের সময় শিশুর ওজন (কি. গ্রা.) * 3
Duration Of Pregnancy (In weeks.) / গর্ভের স্থিতিকাল (সপ্তাহে) 37	Remarks Mother & child are ok ✓

Upload Documents

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

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

Submit

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

Birth Report

Are you sure you want to submit?

OK Cancel

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

Birth Reporting

Display 10 Records per page

Search:

Successfull.. Acknowledgement no is : ACK/B/2021/000247

New Birth Registration

Sl. No.	Entry Date	Place Of Birth	Contact Mobile Number	Child Information			Father's Information				Mother's Information	Birth Type	Acknowledgement No.	Status	
				Name	DOB	Gender	Name	Mobile No.	ID Type	ID No.	Name				
1	12/08/2021	Hospital		Nilikanta Barik	05/08/2021	Male	Mithun Barik	9732240514	EPIC	BVD4345	Sonali Barik	Normal Birth	ACK/B/2021/000081	Application Submitted	Edit
2	12/08/2021	Hospital		mili das	02/08/2021	Female	Robi Das	8989765412	EPIC		Disha Das	Normal Birth	ACK/B/2021/000086	Application Submitted	Edit
3	12/08/2021	Hospital		Ayush Malakar	03/08/2021	Male	Soumitra Malakar	9830414755	Aadhaar	412023004589	Sonali Malakar	Normal Birth	ACK/B/2021/000098	Application Submitted	Edit
4	13/08/2021	Hospital	7980455384	Tisha De	14/07/2021	Male	T				Nita	Normal Birth	ACK/B/2021/000103	Application Submitted	Edit
5	16/08/2021	Home	7980455384	Raja Sk	08/06/2021	Male					mita	Normal Birth	ACK/B/2021/000119	Application Submitted	Edit
6	16/08/2021	Home	7980455384	Sima	04/05/2021	Female					Disha	Normal Birth	ACK/B/2021/000125	Application Submitted	Edit
7	18/08/2021	Home	7980455384	Rohini Sarkar	04/08/2021	Female					Priya Sarkar	Normal Birth	ACK/B/2021/000177	Application Submitted	Edit
8	23/08/2021	Home	8013624013	virat kohli	20/08/2021	Male					sima kohli	Normal Birth	ACK/B/2021/000195	Application Submitted	Edit
9	06/09/2021	Home	8697615902	Tarak Kumar Mitra	05/09/2021	Male	Mayuk Kumar Mitra	8697615902	Aadhaar	768975484521	Komola Mitra	Normal Birth	ACK/B/2021/000247	Application Submitted	Edit

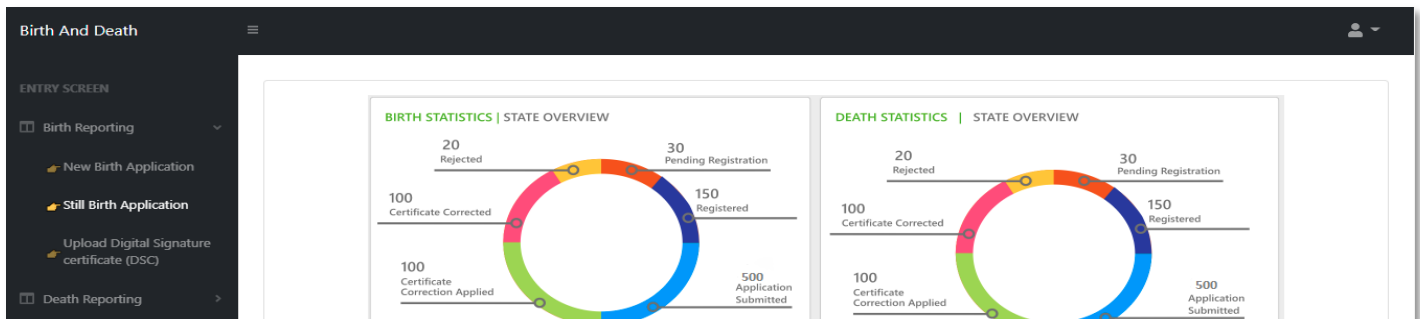
Step 2.1.13: If any modification is required, Local Body Data Entry Operator will click on the “Edit” button and modify the data accordingly.

9	06/09/2021	Home	8697615902	Tarak Kumar Mitra	05/09/2021	Male	Mayuk Kumar Mitra	8697615902	Aadhaar	768975484521	Komola Mitra	Normal Birth	ACK/B/2021/000247	Application Submitted	Edit
---	------------	------	------------	-------------------	------------	------	-------------------	------------	---------	--------------	--------------	--------------	-------------------	-----------------------	-------------



Still Birth Application

Step 2.2.1: Local Body 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: Local Body Data Entry Operator will be redirected to the “Still Birth Application” page..

The screenshot shows the 'STILL BIRTH REGISTRATION' page. It includes a 'New Still Birth Registration' button, a search bar, and a table with the following columns: Sl. No., Entry Date, Place Of Birth, Child Information (DOB, Gender), Father's Information (Name, Mobile No., ID Type, ID No.), Mother's Information (Name), Birth Type, Acknowledgement No., and Status. The table currently displays 'Nothing found - sorry'. There are 'Previous' and 'Next' buttons at the bottom right.

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

This screenshot is identical to the previous one, showing the 'STILL BIRTH REGISTRATION' page. The 'New Still Birth Registration' button is highlighted with a red rectangle, indicating the next step in the process.

Step 2.2.4: A pop will open for filling Still Birth application. Local Body 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.

Reporting Date / প্রতিবেদনের তারিখ* 06/09/2021		Mobile # for future Communication / মোবাইল নম্বর # ভবিষ্যতের যোগাযোগের জন্য* 8697615902		✓
LEGAL INFORMATION / আইনগত তথ্য				
General Information / সাধারণ জ্ঞাতব্য				
Date Of Birth / জন্মের তারিখ* 05/09/2021		Gender / লিঙ্গ* Male ✓		
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	Upload ID Proof (should not exceed 50kb) Choose File No file chosen	
Mother's Information / মাতার তথ্য				

Step 2.2.5: Local Body 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 Local Body 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

Designation *

Step 2.2.7: After selecting place of birth Local Body 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: Local Body 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

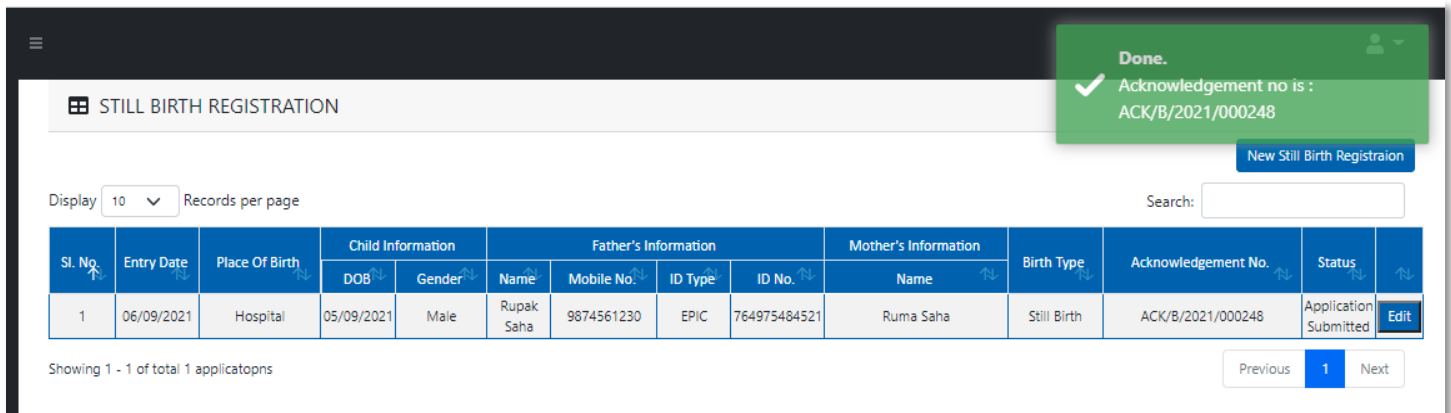
Upload Reporting Form

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.



Done.
 ✓ Acknowledgement no is :
 ACK/B/2021/000248

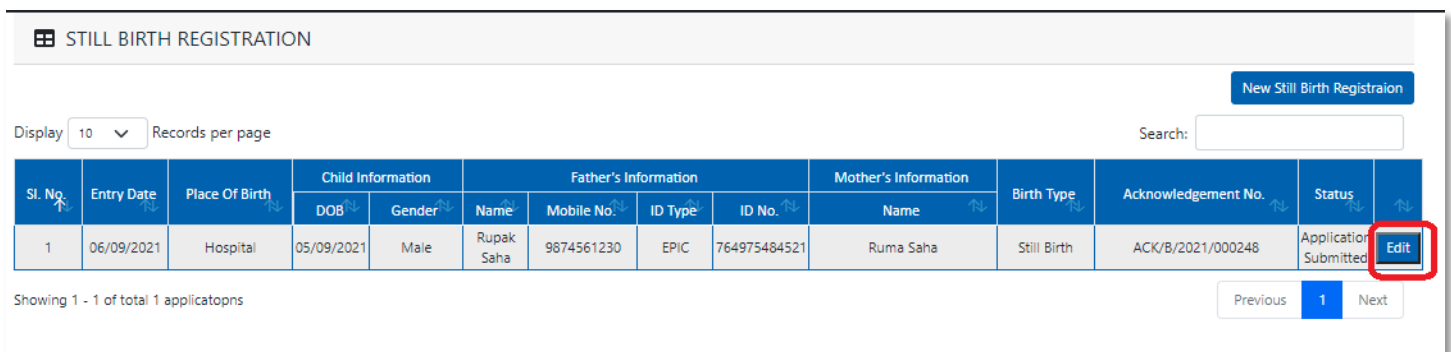
New Still Birth Registration

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	
			DOB	Gender	Name	Mobile No.	ID Type	ID No.	Name				
1	06/09/2021	Hospital	05/09/2021	Male	Rupak Saha	9874561230	EPIC	764975484521	Ruma Saha	Still Birth	ACK/B/2021/000248	Application Submitted	Edit

Showing 1 - 1 of total 1 applicatopns Previous 1 Next

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



STILL BIRTH REGISTRATION

New Still Birth Registration

Display 10 Records per page Search:

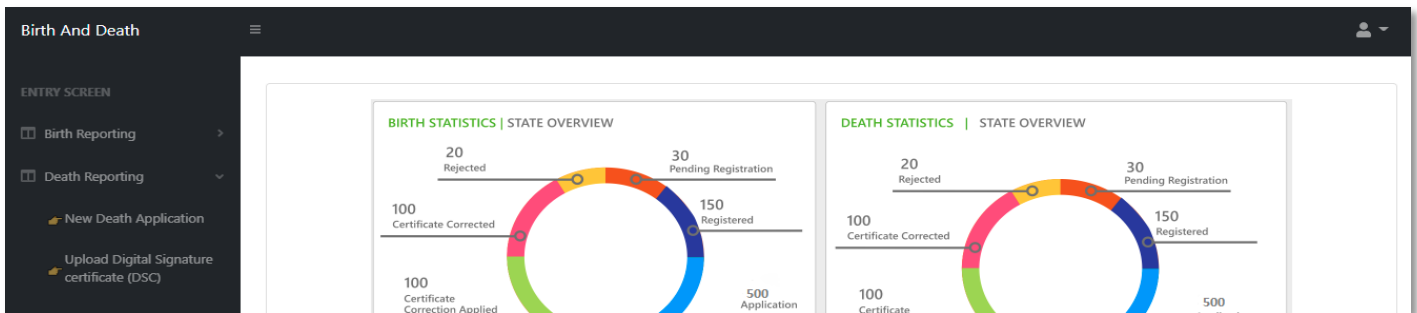
Sl. No.	Entry Date	Place Of Birth	Child Information		Father's Information				Mother's Information	Birth Type	Acknowledgement No.	Status	
			DOB	Gender	Name	Mobile No.	ID Type	ID No.	Name				
1	06/09/2021	Hospital	05/09/2021	Male	Rupak Saha	9874561230	EPIC	764975484521	Ruma Saha	Still Birth	ACK/B/2021/000248	Application Submitted	Edit

Showing 1 - 1 of total 1 applicatopns Previous 1 Next

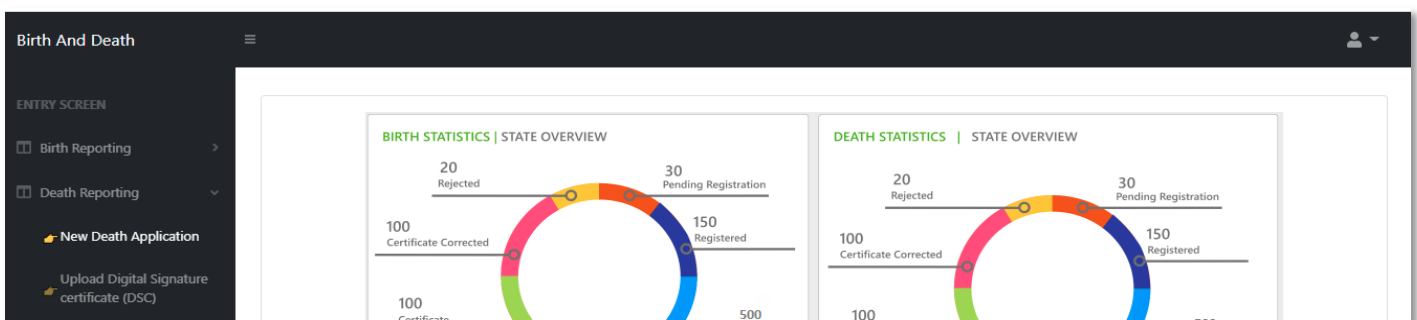


New Death Reporting

Step 3.0: Local Body 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: Local Body 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: Local Body Data Entry Operator will be redirected to the “New Death Application” page.

Death Reporting

New Death Registraton

Display10Records per page

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 Haldar	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
										Application Submitted

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

Death Reporting										
Display 10 Records per page		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 Haldar	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.

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 *

--Select--

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: : Local Body 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--

--Select--

Hours

Days

Months

Years

Age / বয়স *

First Name / প্রথম নাম *

Middle Name / নামের মধ্যাংশ

Type of ID Proof

--Select--

ID Proof Number

Upload ID Proof (should not exceed 50kb)

Choose File

No file chosen

Step 3.1.6: After selecting age of the deceased, Local Body 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 Local Body 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			
☐ Is The Informants Pvt. Hospital *			

Step 3.1.8: After that Local Body 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 প্রকারের ধরন	ID Proof Number / আইডি প্রকার নম্বর	
7412058963	Aadhaar	748485454199	
Upload ID Proof / আপলোড আইডি প্রকার (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	tcd@test.com
Mobile No. / মোবাইল	Type of ID Proof / আইডি প্রকারের ধরন	ID Proof Number / আইডি প্রকার নম্বর	Upload ID Proof / আপলোড আইডি প্রকার
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					
☐ 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					
☒ 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					
☐ 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. Local Body 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/সেদ নাম 4, test para
Locality/Post Office / সামগ্রিক / 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. Local Body 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	Manner of Death (How did the injury occur?) / অসুখের নাম অথবা মৃত্যুর প্রকৃত কারণ --Select--	
If used to habitually smoke-for how many years?	--Select--	
If used to habitually chew arecanut in any form(including pan masala)-for how many years?	Natural Accident Suicide Homicide Pending Investigation	

Step 3.1.13: After selecting cause of death, Local Body 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; Local Body Data Entry Operator will press ok for confirming the submission.

The screenshot shows the 'Death Registration Form' with 'Other Cause' and 'Heart Disease' selected. A confirmation pop-up is displayed in the center with the text 'Are you sure you want to submit?'. The 'OK' button is highlighted with a red rectangle. To the right, a dropdown menu shows 'অসুখের নাম অথবা মৃত্যুর প্রকৃত কারণ' (Name of illness or actual cause of death) with a green checkmark and a dropdown arrow.

Step 3.1.15: Death application will be submitted successfully.

The screenshot shows the 'Death Reporting' table with a green confirmation banner at the top right that reads 'Done. Acknowledgement no is :ACK/D/2021/000139'. The table has columns for Sl. No., Entry Date, Place Of Death, Deceased Information (Name, DOB, Gender), Husband / Wife Information (Name, Mobile No.), Mother's Information (Name), Acknowledgement No., and Status. The table contains 9 rows of data, all with 'Application Submitted' status. The 'Edit' button for the last row is highlighted with a red rectangle.

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: Local Body Data Entry Operator can modify the death application if required by clicking on edit button.

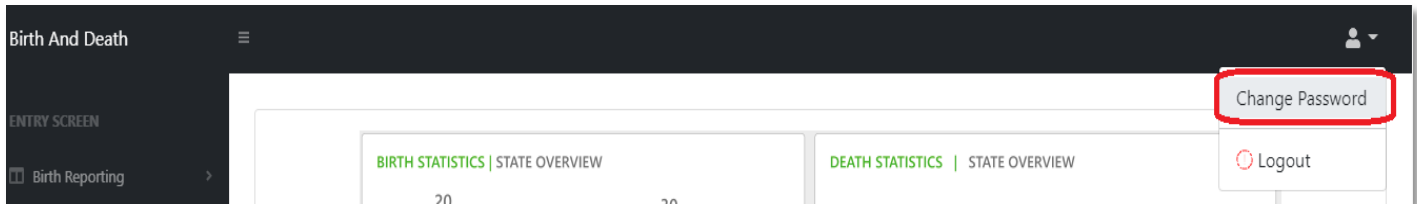
The screenshot shows the 'Death Reporting' table with the 'Edit' button for the last row highlighted with a red rectangle. The table contains 9 rows of data, all with 'Application Submitted' status.

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

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 bar 'Change Password'. Below it, there are three input fields: 'Current Password', 'New Password', and 'Confirm New Password'. Each field has a toggle icon for password visibility. To the right of the fields is a green 'Save' button. Below the input fields, there's a section titled 'Password should match these conventions' with a list of requirements:

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

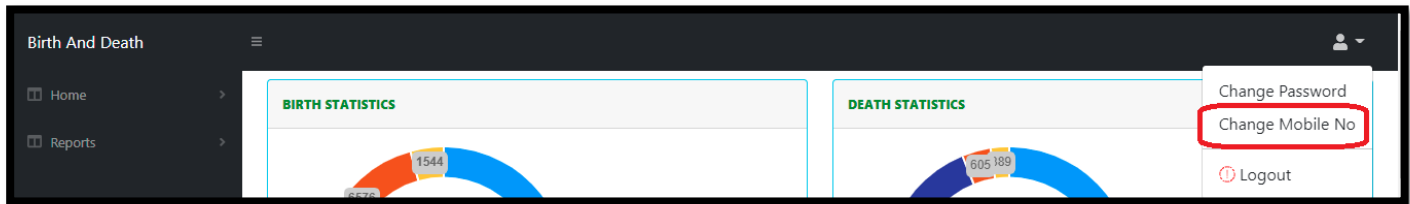
Step 4.1.3: DEO will enter the existing password, new password, confirm the new password and press save button which change the password accordingly.

 A screenshot of the 'Change Password' form, similar to the previous one, but with the 'Save' button highlighted by a red rectangle. The input fields now show green checkmarks, indicating that the passwords have been entered correctly. The 'New Password' field also shows the word 'Strong' below it, indicating the password strength.



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 same 'Mobile No ADD/EDIT' form. The 'Mobile No' input field now contains the number '9874561230'. The blue 'GET OTP' button remains to the right.

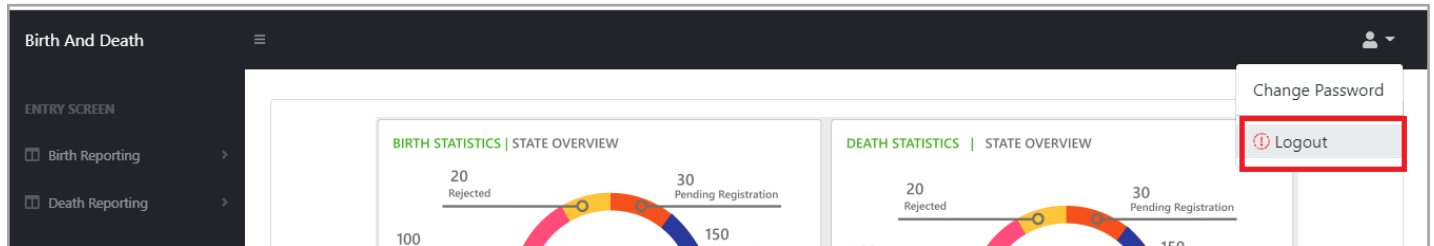
Step 4.2.4: DEO will enter the OTP send in their registered mobile number and press 'Submit' Button

 A screenshot of the 'Mobile No ADD/EDIT' form during the OTP verification step. The 'Mobile No' field is now disabled and shows 'XXXXXXXXXX'. A new 'Enter OTP' field is present, containing the number '634174'. To the right of the OTP field is a green 'Submit' button, which is highlighted with a red rectangle. The 'GET OTP' button is still visible.

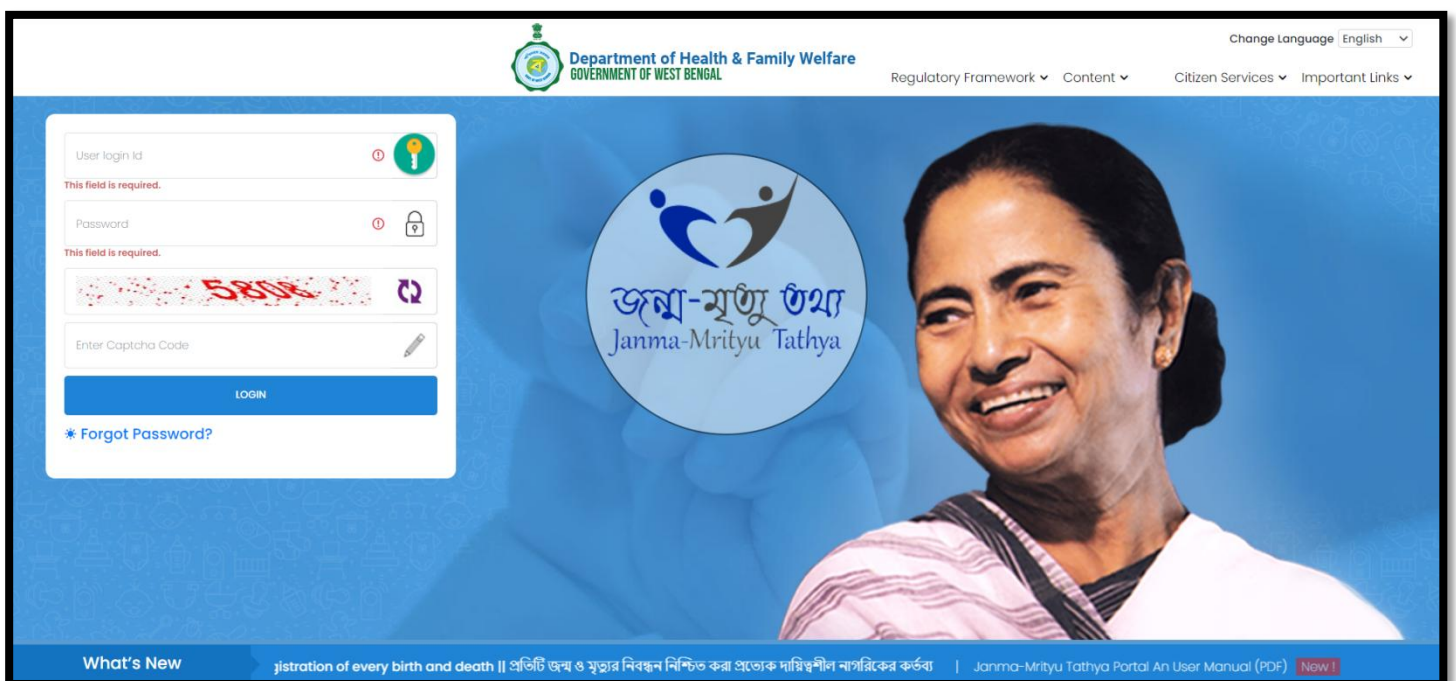
LOGOUT



Step 4.2.1: Local Body 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 Local Body Registrar

INDEX

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

gistration of every birth and death || প্রতিটি জন্ম ও মৃত্যুর নিবন্ধন নিশ্চিত করা প্রত্যেক দায়িত্বশীল নাগরিকের কর্তব্য | Janma-Mrityu Tathya Portal An User Manual (PDF) **Now!**

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

Department of Health & Family Welfare
GOVERNMENT OF WEST BENGAL

Change Language English

Regulatory Framework Content Citizen Services Important Links

username

password

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.

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

..... ✓ ✓ ✓

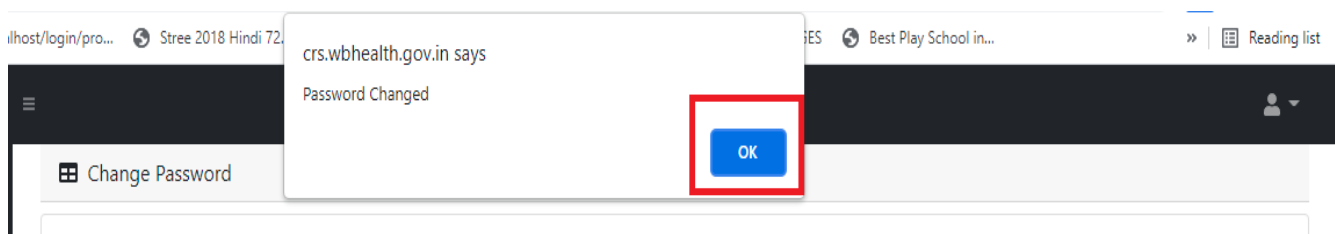
Save

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

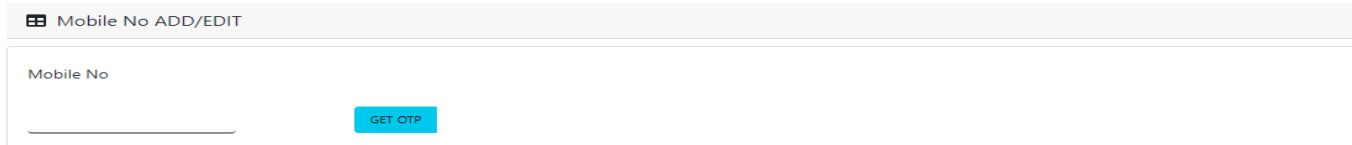
Password should match these conventions

- 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.

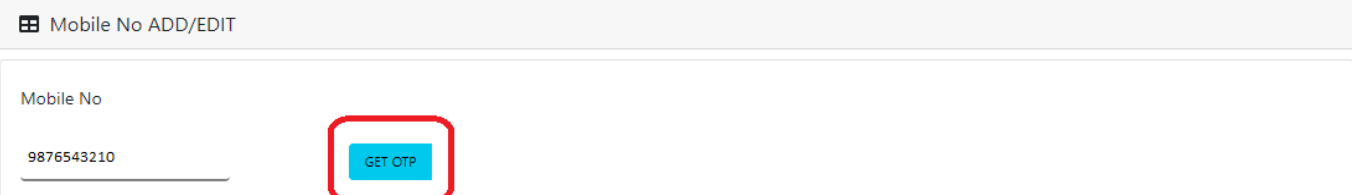


Mobile No ADD/EDIT

Mobile No

GET OTP

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



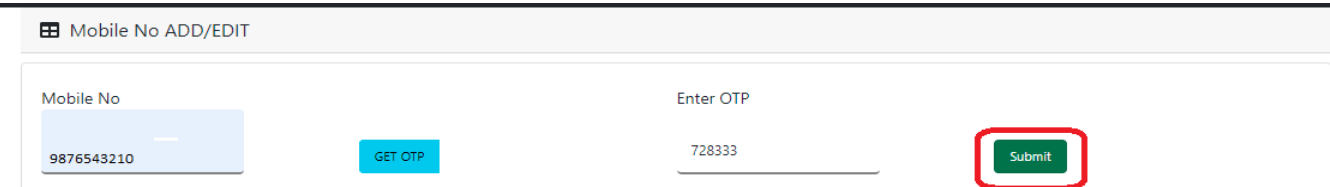
Mobile No ADD/EDIT

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

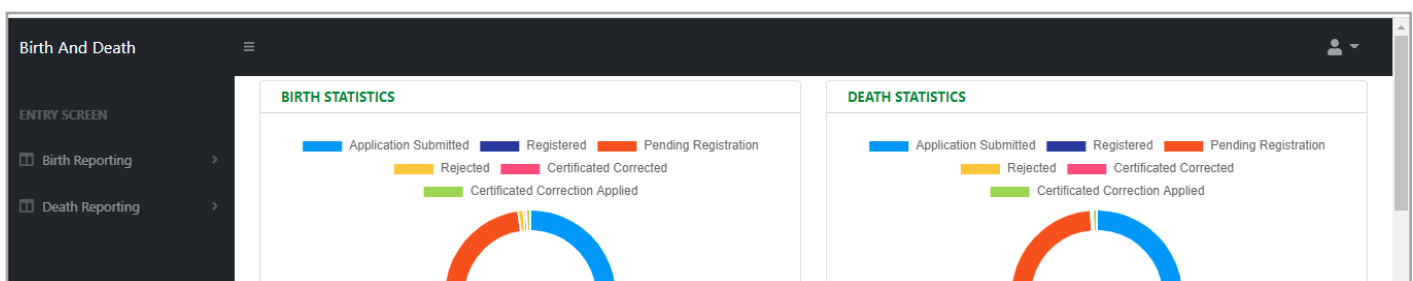
GET OTP

Enter OTP

728333

Submit

Step 1.9: Local Body Registrar will be redirected to the home page of ULB Registrar.

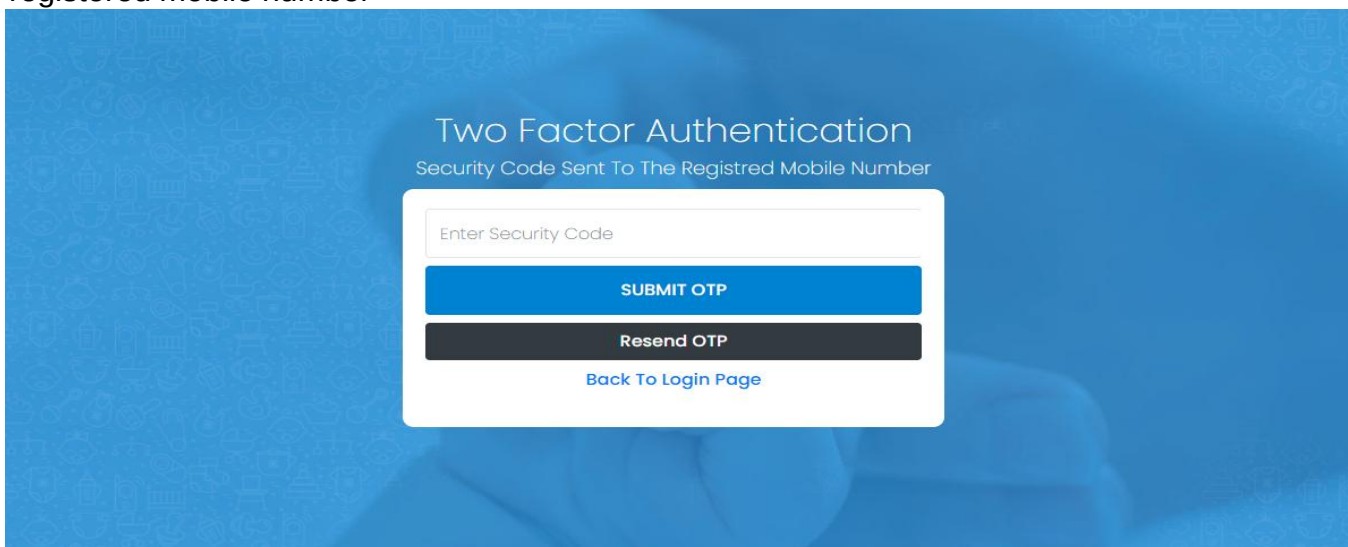


Step 1.10: Next time, User will login with their credential.



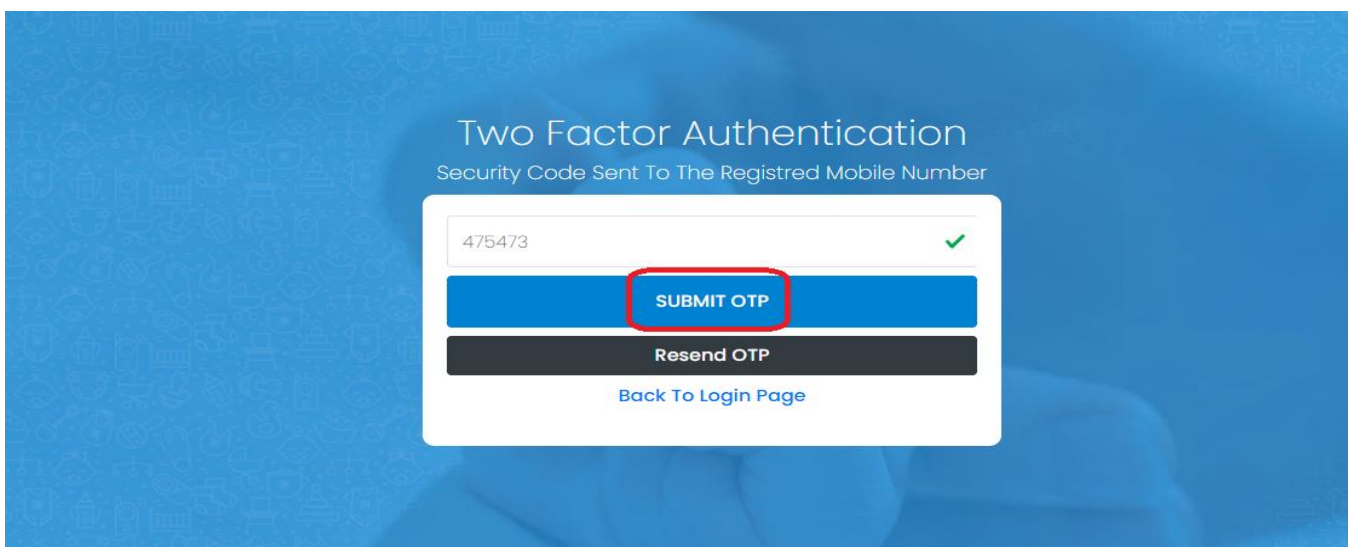
The screenshot shows the login interface of the Janma-Mrityu Tathya portal. At the top, there is a header for the Department of Health & Family Welfare, Government of West Bengal, with navigation links for Regulatory Framework, Content, Citizen Services, and Important Links. A language selector is set to English. The main login area includes a form with fields for Username, Password, and a CAPTCHA (7022). A 'LOGIN' button is present, along with a 'Forgot Password?' link. The background features the Janma-Mrityu Tathya logo and a smiling woman. A footer banner reads: 'What's New | It is the duty of every responsible citizen to ensure registration of every birth and death'.

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



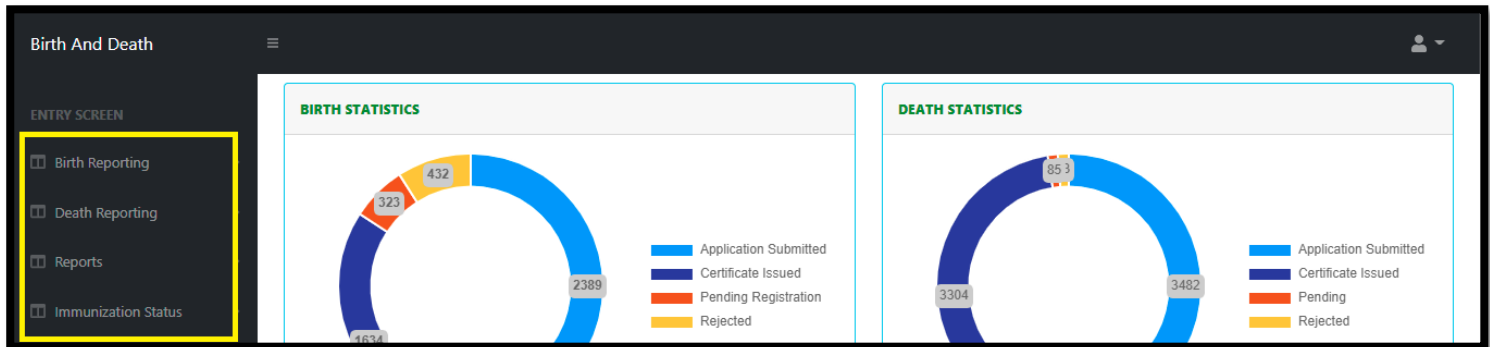
The screenshot displays the 'Two Factor Authentication' page. The title is 'Two Factor Authentication' with the subtitle 'Security Code Sent To The Registered Mobile Number'. The form contains an input field labeled 'Enter Security Code'. Below the input field are two buttons: 'SUBMIT OTP' (blue) and 'Resend OTP' (dark grey). A link 'Back To Login Page' is located at the bottom of the form.

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 the OTP. The input field now contains the number '475473' and has a green checkmark icon to its right. The 'SUBMIT OTP' button is highlighted with a red rectangular box. The 'Resend OTP' button and the 'Back To Login Page' link remain visible below.

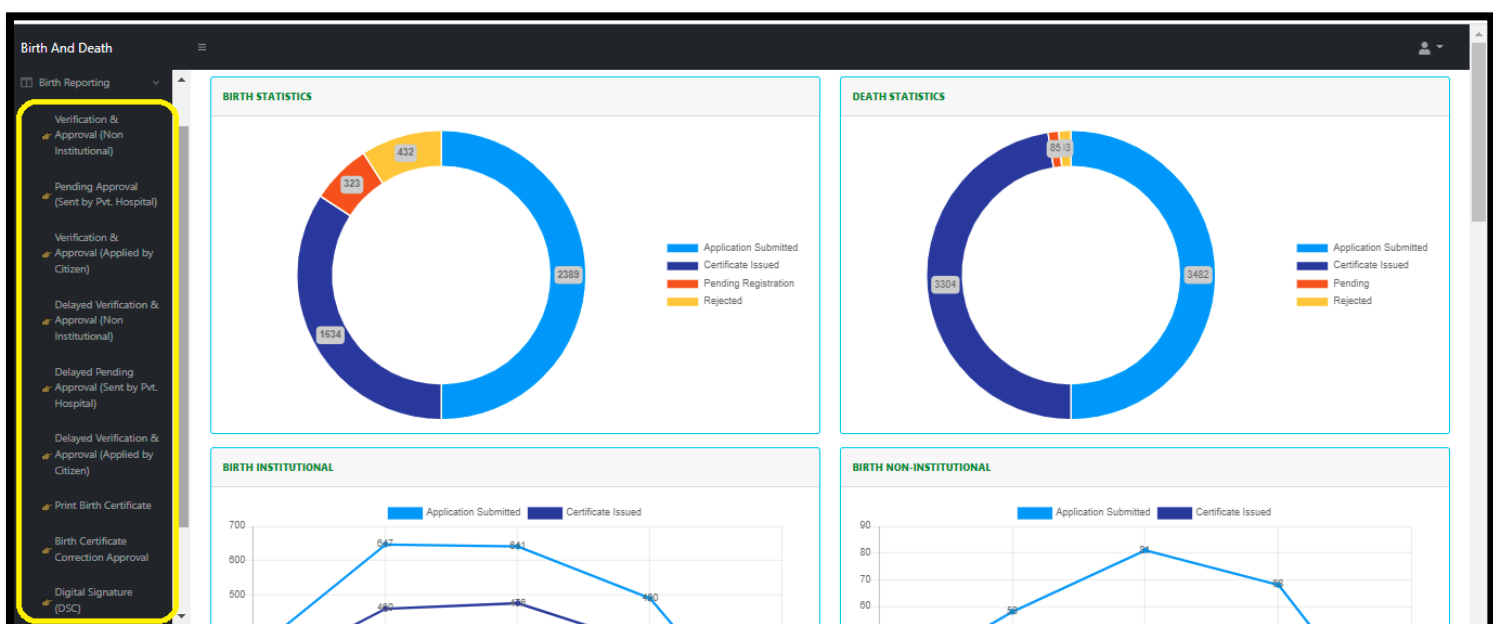
Step 1.13: Local Body Registrar will be redirected to the Janma-Mrityu Tathya Portal's home page. A dashboard will be visible for Local Body Registrar for a quick look of current status of Birth & Death application.



Menu available for Local Body Registrar (Birth Reporting):

❖ Birth Reporting

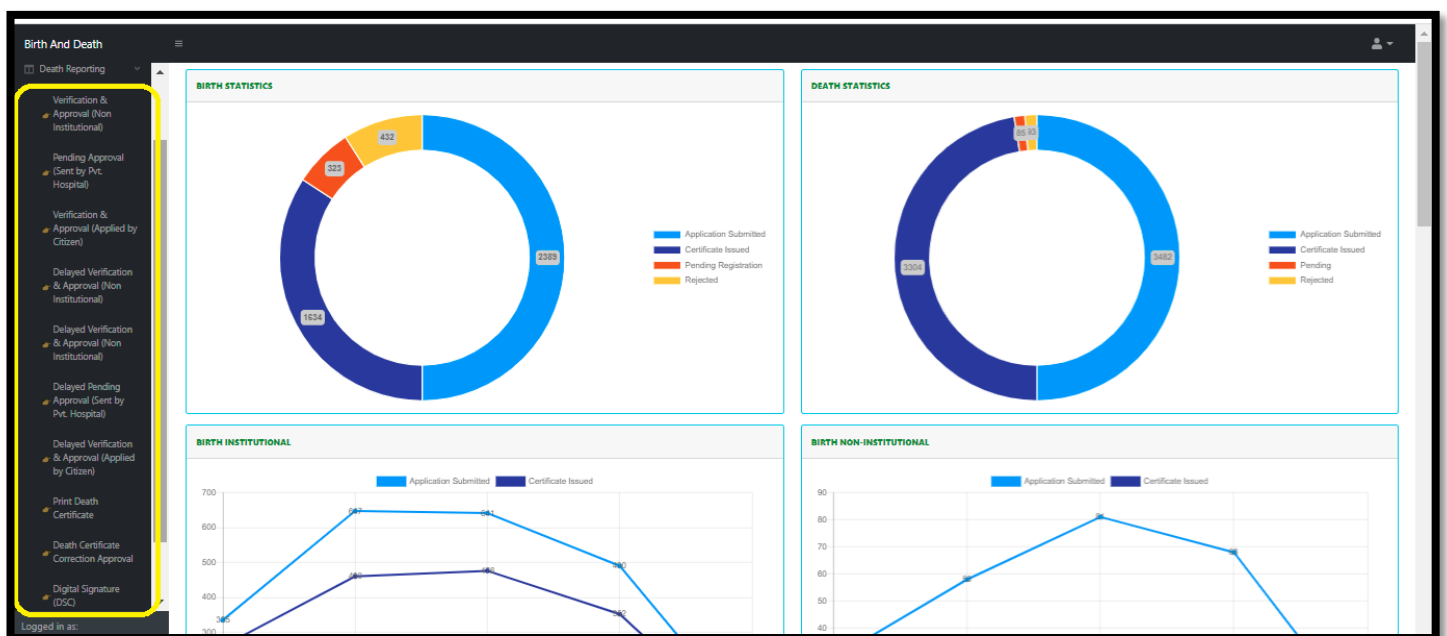
- ❖ Verification & Approval (Non Institutional)
- ❖ Pending Approval (Sent by Pvt. Hospital)
- ❖ Verification & Approval (Applied by Citizen)
- ❖ Delayed Verification & Approval (Non Institutional)
- ❖ Delayed Pending Approval (Sent by Pvt. Hospital)
- ❖ Delayed Verification & Approval (Applied by Citizen)
- ❖ Print Birth Certificate
- ❖ Birth Certificate Correction Approval
- ❖ Digital Signature (DSC)



Menu available for Local Body Registrar (Death Reporting)

❖ Death Reporting

- ❖ Verification & Approval (Non Institutional)
- ❖ Pending Approval (Sent by Pvt. Hospital)
- ❖ Verification & Approval (Applied by Citizen)
- ❖ Delayed Verification & Approval (Non Institutional)
- ❖ Delayed Pending Approval (Sent by Pvt. Hospital)
- ❖ Delayed Verification & Approval (Applied by Citizen)
- ❖ Print Death Certificate
- ❖ Death Certificate Correction Approval
- ❖ Digital Signature (DSC)



Birth Reporting

Page 20/38

Invoice Number: C0P/2193774
Account Number: R23872
Invoice Date: 31-JUL-07

Customer:
BULLMAN WHITE ALLOY LIMITED
13 SOUTH WILLEY STREET
CROSVENOR SQUARE
LONDON
W1X 2PU

MONTHLY PLANT SUMMARY SHEET

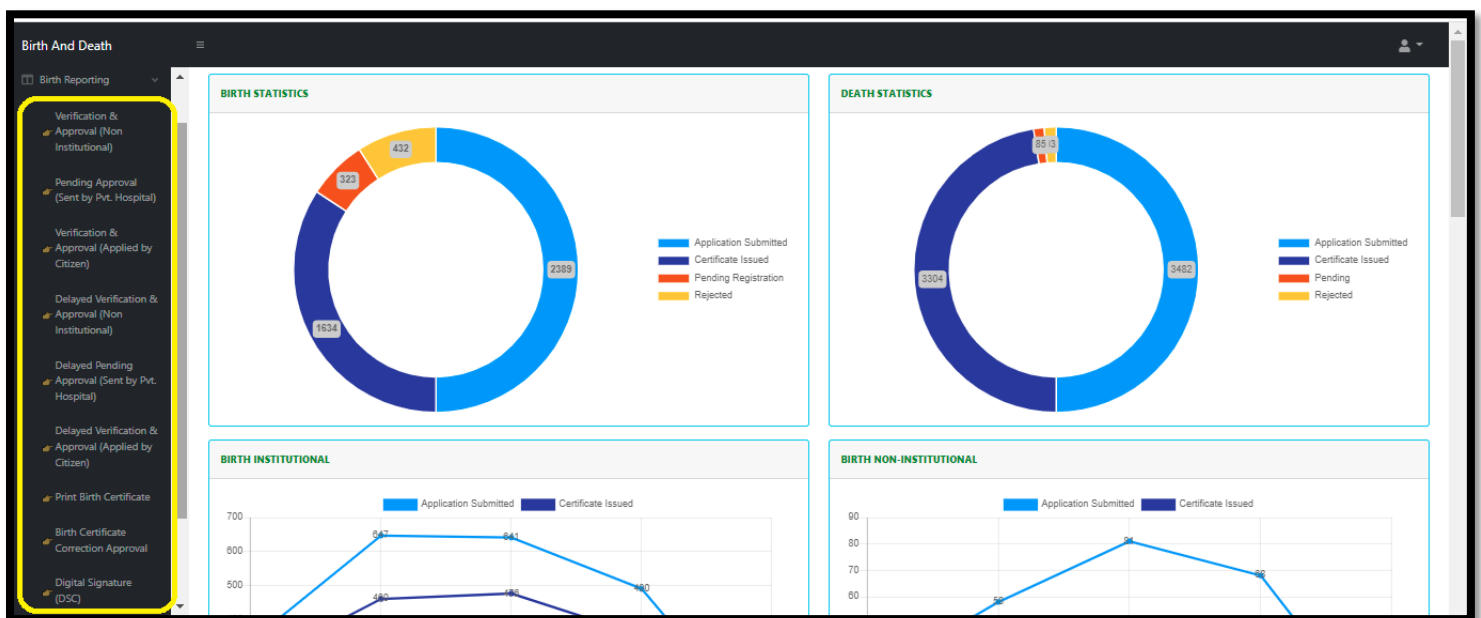
Site:
103-104 EATON SQUARE
SW1

Page No: 1

Depot:
Speedy Hire Centres (Southern) Ltd
71 Clapham Road
Stockwell
London SW9 9BT

Qty	Code	Description	ORDER NUMBER	FROM	CONTRACT NUMBER	Rate	per	Value
1	N18043	ROSS NARROW 1.8M TOWER 4.3M	20242	30-JUN-07	246-016122	73.10	MWK 60.00%	128.66
	89/8090	HANDRAIL HEIGHT 2024		30-JUN-07	31-JUL-07	0.00	MWK 60.00%	0.00
	89/0670	ROSS NARROW 1.8M TOWER 4.3M		30-JUN-07	31-JUL-07	0.00	MWK 60.00%	0.00
	89/0460	ROSS NARROW 1.8M TOWER 4.3M		30-JUN-07	31-JUL-07	0.00	MWK 60.00%	0.00
	89/0120	ROSS NARROW 1.8M TOWER 4.3M		30-JUN-07	31-JUL-07	0.00	MWK 60.00%	0.00
	89/0140	ROSS NARROW 1.8M TOWER 4.3M		30-JUN-07	31-JUL-07	0.00	MWK 60.00%	0.00
	89/0580	ROSS NARROW 1.8M TOWER 4.3M		30-JUN-07	31-JUL-07	0.00	MWK 60.00%	0.00
	89/0630	ROSS NARROW 1.8M TOWER 4.3M		30-JUN-07	31-JUL-07	0.00	MWK 60.00%	0.00
	89/0930	ROSS NARROW 1.8M TOWER 4.3M		30-JUN-07	31-JUL-07	0.00	MWK 60.00%	0.00
	89/0260	ROSS NARROW 1.8M TOWER 4.3M		30-JUN-07	31-JUL-07	0.00	MWK 60.00%	0.00
	89/0390	ROSS NARROW 1.8M TOWER 4.3M		30-JUN-07	31-JUL-07	0.00	MWK 60.00%	0.00
9	09/1470	ROSS NARROW 1.8M TOWER 4.3M		30-JUN-07	31-JUL-07	0.00	MWK 60.00%	0.00
	6/238/200679	ROSS NARROW 1.8M TOWER 4.3M		30-JUN-07	31-JUL-07	0.00	MWK 60.00%	0.00
	21/0380/638016	ROSS NARROW 1.8M TOWER 4.3M		30-JUN-07	31-JUL-07	0.00	MWK 60.00%	0.00
	21/0401	ROSS NARROW 1.8M TOWER 4.3M		30-JUN-07	31-JUL-07	0.00	MWK 60.00%	0.00
	W18023	ROSS NARROW 1.8M TOWER 4.3M		30-JUN-07	31-JUL-07	0.00	MWK 60.00%	0.00
	89/0690	ROSS NARROW 1.8M TOWER 4.3M		30-JUN-07	31-JUL-07	0.00	MWK 60.00%	0.00
	89/0930	ROSS NARROW 1.8M TOWER 4.3M		30-JUN-07	31-JUL-07	0.00	MWK 60.00%	0.00
	89/0260	ROSS NARROW 1.8M TOWER 4.3M		30-JUN-07	31-JUL-07	0.00	MWK 60.00%	0.00
	89/0390	ROSS NARROW 1.8M TOWER 4.3M		30-JUN-07	31-JUL-07	0.00	MWK 60.00%	0.00
	89/0670	ROSS NARROW 1.8M TOWER 4.3M		30-JUN-07	31-JUL-07	0.00	MWK 60.00%	0.00
	89/0120	ROSS NARROW 1.8M TOWER 4.3M		30-JUN-07	31-JUL-07	0.00	MWK 60.00%	0.00
	89/0140	ROSS NARROW 1.8M TOWER 4.3M		30-JUN-07	31-JUL-07	0.00	MWK 60.00%	0.00
	89/0580	ROSS NARROW 1.8M TOWER 4.3M		30-JUN-07	31-JUL-07	0.00	MWK 60.00%	0.00
	89/0630	ROSS NARROW 1.8M TOWER 4.3M		30-JUN-07	31-JUL-07	0.00	MWK 60.00%	0.00
	89/0930	ROSS NARROW 1.8M TOWER 4.3M		30-JUN-07	31-JUL-07	0.00	MWK 60.00%	0.00
	89/0260	ROSS NARROW 1.8M TOWER 4.3M		30-JUN-07	31-JUL-07	0.00	MWK 60.00%	0.00
	89/0390	ROSS NARROW 1.8M TOWER 4.3M		30-JUN-07	31-JUL-07	0.00	MWK 60.00%	0.00
	89/0670	ROSS NARROW 1.8M TOWER 4.3M		30-JUN-07	31-JUL-07	0.00	MWK 60.00%	0.00
	89/0120	ROSS NARROW 1.8M TOWER 4.3M		30-JUN-07	31-JUL-07	0.00	MWK 60.00%	0.00
	89/0140	ROSS NARROW 1.8M TOWER 4.3M		30-JUN-07	31-JUL-07	0.00	MWK 60.00%	0.00
	89/0580	ROSS NARROW 1.8M TOWER 4.3M		30-JUN-07	31-JUL-07	0.00	MWK 60.00%	0.00
	89/0630	ROSS NARROW 1.8M TOWER 4.3M		30-JUN-07	31-JUL-07	0.00	MWK 60.00%	0.00
	89/0930	ROSS NARROW 1.8M TOWER 4.3M		30-JUN-07	31-JUL-07	0.00	MWK 60.00%	0.00
	89/0260	ROSS NARROW 1.8M TOWER 4.3M		30-JUN-07	31-JUL-07	0.00	MWK 60.00%	0.00
	89/0390	ROSS NARROW 1.8M TOWER 4.3M						

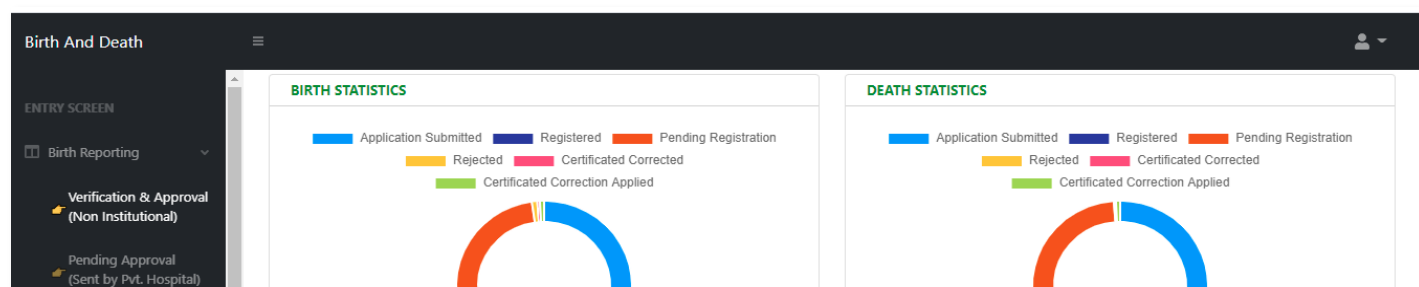
Step 2.0: Local Body Registrar will click on “Birth Reporting” from Entry Screen section. It will open the dropdown menu with the following submenus Verification & Approval (Non Institutional) [All birth application who are born in places other than hospital or maternity home send by Local Body DEO are verified & approved by Local body Registrar], Pending Approval (Sent by Pvt. Hospital) [All birth application send by Pvt. Hospital DEO and are verified by Pvt. hospital Administrator, are finally verified & approved by Local body Registrar], Verification & Approval (Applied by Citizen) [All birth application send by Citizen are verified & approved by Local body Registrar], Delayed Verification & Approval (Non Institutional) [All delayed birth application send by Local body DEO are verified & approved by Local body Registrar], Delayed Pending Approval (Sent by Pvt. Hospital) [All delayed birth application send by private hospital DEO (verified by Pvt. Hospital Administrator) are verified & approved by Local body Registrar], Delayed Verification & Approval (Applied by Citizen) [All delayed birth application send by Citizen are verified & approved by Local body 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 Local body Registrar], and Digital Signature (DSC)[Govt. Hospital DEO will attach the digitally signed certificate].



Verification & Approval (Non-Institutional)



Step 2.1.1: Local Body Registrar will click on “Verification & Approval (Non Institutional)” from Birth Reporting main menu for the birth application about the baby born in places other than hospital or maternity home send by Local Body DEO are verified & approved by Local body Registrar.



Step 2.1.2: The page will be redirected to the “Verification & Approval (Non Institutional)” page.

Birth: Verification & Approval (Non Institutional)

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.	Name				
1	12/08/2021	Hospital	Bolpur Nursing Home		Nilkanta Barik	05/08/2021	Male	Mithun Barik	9732240514	EPIC	BVD4345	Sonali Barik	Normal Birth	ACK/B/2021/000081	Application Submitted	Action
2	12/08/2021	Hospital	Bolpur Nursing Home		milli das	02/08/2021	Female	Robi Das	8989765412	EPIC		Disha Das	Normal Birth	ACK/B/2021/000086	Application Submitted	Action
3	12/08/2021	Hospital	Bolpur Nursing Home		Ayush Malakar	03/08/2021	Male	Soumitra Malakar	9830414755	Aadhaar	412023004589	Sonali Malakar	Normal Birth	ACK/B/2021/000098	Application Submitted	Action
4	18/08/2021	Home		7980455384	Rohini Sarkar	04/08/2021	Female					Priya Sarkar	Normal Birth	ACK/B/2021/000177	Application Submitted	Action

Step 2.1.3: Local Body Registrar will select any of the birth application and will click on action button.

Birth: Verification & Approval (Non Institutional)

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.	Name				
1	12/08/2021	Hospital	Bolpur Nursing Home		Nilkanta Barik	05/08/2021	Male	Mithun Barik	9732240514	EPIC	BVD4345	Sonali Barik	Normal Birth	ACK/B/2021/000081	Application Submitted	Action
2	12/08/2021	Hospital	Bolpur Nursing Home		milli das	02/08/2021	Female	Robi Das	8989765412	EPIC		Disha Das	Normal Birth	ACK/B/2021/000086	Application Submitted	Action
3	12/08/2021	Hospital	Bolpur Nursing Home		Ayush Malakar	03/08/2021	Male	Soumitra Malakar	9830414755	Aadhaar	412023004589	Sonali Malakar	Normal Birth	ACK/B/2021/000098	Application Submitted	Action
4	18/08/2021	Home		7980455384	Rohini Sarkar	04/08/2021	Female					Priya Sarkar	Normal Birth	ACK/B/2021/000177	Application Submitted	Action

Step 2.1.4: A popup will arise where the filled birth application (Non Institutional) appeared.

General Birth Report

Applicant MobileNo: 7980455384	Acknowledgement No: ACK/B/2021/000177	Reporting Date (dd/mm/yyyy): 18/08/2021
LEGAL Information		
Information of the Child		
Date Of Birth (dd/mm/yyyy): 04/08/2021	Sex: Female	
First Name: Rohini	Middle Name:	Last Name: Sarkar
Place of Birth		
Place Of Birth : Home	State: West Bengal	District: Birbhum
Block/Municipality: BOLDPUR SRINIKETAN	Panchayat: KANKALITALA	Hospital Type:
Village/Town: KALIKAPUR (P)	Pin: 123456	Urban/Rural: Block
Hospital Name:		
Father's Information		
First Name:	Middle Name:	Last Name:
Mobile Number:	Type of ID Proof:	ID Proof Number:
		Email Id:
		Uploaded ID Proof:

Step 2.1.5: Local Body Registrar will verify the entire application and provide their status as per their verification. If they think that the application needs some changes, they will select Send back to DEO which will return the application to Local Body Data Entry Operator. 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.

Other Information

Age of the Mother (in completed years) At The Time Of First Marriage: 23	Age of the Mother (in completed years) at the time of this birth: 0
Number of child born alive to the mother so far including this child: 1	Type Of Attention At Delivery: Non Institutional
	Delivery Method: Normal
Birth Weight (In Kgs.): 2.5	Duration Of Pregnancy (In weeks.): 39
Remarks:	

Uploaded Documents

Discharge Certificate: View	"Form No. 1": View
---	------------------------------------

Approve Or Reject Application

Status: *	--Select-- --Select-- Approve Send Back To DEO Reject	Submit
-----------	---	--------

Step 2.1.6: Local Body 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 2.1.7: A popup will arise; Registrar will click on the ok button for confirming the submission.

Approve Or Reject Application

Status: * Approve Submit

Step 2.1.8: Verification of the selected application will be successful.

Done
Status Updated successfully.

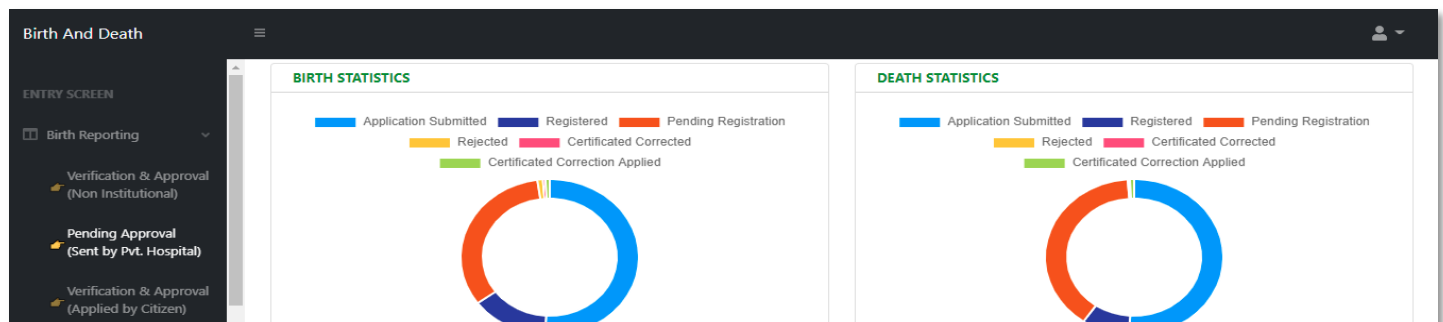
Birth: Verification & Approval (Non Institutional)

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	
					Name	DOB	Gender	Name	Mobile No.	ID Type	ID No.	Name				
1	12/08/2021	Hospital	Boipur Nursing Home		Nilkanta Barik	05/08/2021	Male	Mithun Barik	9732240514	EPIC	BVD4345	Sonali Barik	Normal Birth	ACK/B/2021/000081	Application Submitted	Action
2	12/08/2021	Hospital	Boipur Nursing Home		mili das	02/08/2021	Female	Robi Das	8989765412	EPIC		Disha Das	Normal Birth	ACK/B/2021/000086	Application Submitted	Action
3	12/08/2021	Hospital	Boipur Nursing Home		Ayush Malakar	03/08/2021	Male	Soumitra Malakar	9830414755	Aadhaar	412023004589	Sonali Malakar	Normal Birth	ACK/B/2021/000098	Application Submitted	Action

Pending Approval
(Sent by Pvt. Hospital)

Step 2.2.1: Local Body Registrar will click on “Pending Approval (Sent by Pvt. Hospital)” from Birth Reporting main menu for the birth application send by Pvt. Hospital DEO and are verified by Pvt. hospital Administrator, are finally verified & approved by Local body Registrar..



Step 2.2.2 : Local Body Registrar will be redirected to the “Pending Approval (Sent by Pvt. Hospital)” page.

Search:																
Display 10 Records per page																
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.	Name				
1	12/08/2021	Hospital	Boipur Nursing Home		mili A	04/08/2021	Female	Robi Das	8989765412	EPIC	34	Nita Das	Normal Birth	ACK/B/2021/000084	Verified by Pvt. Hospital	Action
2	17/08/2021	Hospital	Boipur Nursing Home	9732240514	Sneha Roy	11/08/2021	Female					Priya Roy	Normal Birth	ACK/B/2021/000140	Verified by Pvt. Hospital	Action
3	17/08/2021	Hospital	Boipur Nursing Home	9732240514	Vijay Bag	04/08/2021	Male					Priya Bag	Normal Birth	ACK/B/2021/000141	Verified by Pvt. Hospital	Action
4	26/08/2021	Hospital	Boipur Nursing Home	8013624013	virat singh	24/08/2021	Male	Ram kumar singh	8013624013	EPIC	12345678	sabita singh	Normal Birth	ACK/B/2021/000227	Verified by Pvt. Hospital	Action
5	27/08/2021	Hospital	Boipur Nursing Home	8013624013		29/07/2021	Male	shyam das		EPIC	12345678	sima das	Still Birth	ACK/B/2021/000233	Verified by Pvt. Hospital	Action

Step 2.2.3: Local Body Registrar will select any of the birth application and will click on action button.

Search:																
Display 10 Records per page																
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.	Name				
1	12/08/2021	Hospital	Boipur Nursing Home		mili A	04/08/2021	Female	Robi Das	8989765412	EPIC	34	Nita Das	Normal Birth	ACK/B/2021/000084	Verified by Pvt. Hospital	Action
2	17/08/2021	Hospital	Boipur Nursing Home	9732240514	Sneha Roy	11/08/2021	Female					Priya Roy	Normal Birth	ACK/B/2021/000140	Verified by Pvt. Hospital	Action
3	17/08/2021	Hospital	Boipur Nursing Home	9732240514	Vijay Bag	04/08/2021	Male					Priya Bag	Normal Birth	ACK/B/2021/000141	Verified by Pvt. Hospital	Action
4	26/08/2021	Hospital	Boipur Nursing Home	8013624013	virat singh	24/08/2021	Male	Ram kumar singh	8013624013	EPIC	12345678	sabita singh	Normal Birth	ACK/B/2021/000227	Verified by Pvt. Hospital	Action
5	27/08/2021	Hospital	Boipur Nursing Home	8013624013		29/07/2021	Male	shyam das		EPIC	12345678	sima das	Still Birth	ACK/B/2021/000233	Verified by Pvt. Hospital	Action

Step 2.2.4: A popup will arise where the filled birth application (from Pvt. Hospital) appeared.

General Birth Report			
Applicant MobileNo: 8013624013		Acknowledgement No: ACK/B/2021/000227	
Reporting Date (dd/mm/yyyy): 26/08/2021			
LEGAL Information			
Information of the Child			
Date Of Birth (dd/mm/yyyy): 24/08/2021	Sex: Male		
First Name: virat	Middle Name:	Last Name: singh	
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			
First Name: Ram	Middle Name: kumar	Last Name: singh	Email Id:
Mobile Number: 8013624013	Type of ID Proof: EPIC	ID Proof Number: 12345678	Uploaded ID Proof: View

Step 2.2.5: Local Body Registrar will verify the entire application and provide their status as per their verification. If they think that the application needs some changes, they will select Send back to DEO which will return the application to Local Body Data Entry Operator. 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.

Uploaded Documents	
Discharge Certificate: View	"Form No. 1": View
Approve Or Reject Application	
Status: * --Select-- --Select-- Approve Send Back To Pvt. Hospital Reject	Submit

Step 2.2.6: Local Body 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 2.2.7: A popup will arise; Registrar will click on the ok button for confirming the submission..

General Birth Report

Religion: Sikh
Fathers
Secondary/Pre-University/Class XII

Are you sure you want to submit?

OK
Cancel

Mother's Level Of Education: Secondary/
Matric Class -X

Step 2.2.8: Verification of the selected application will be successful.

Birth: Approval (Sent by Pvt. Hospital)

Display 10 Records per page
Search:

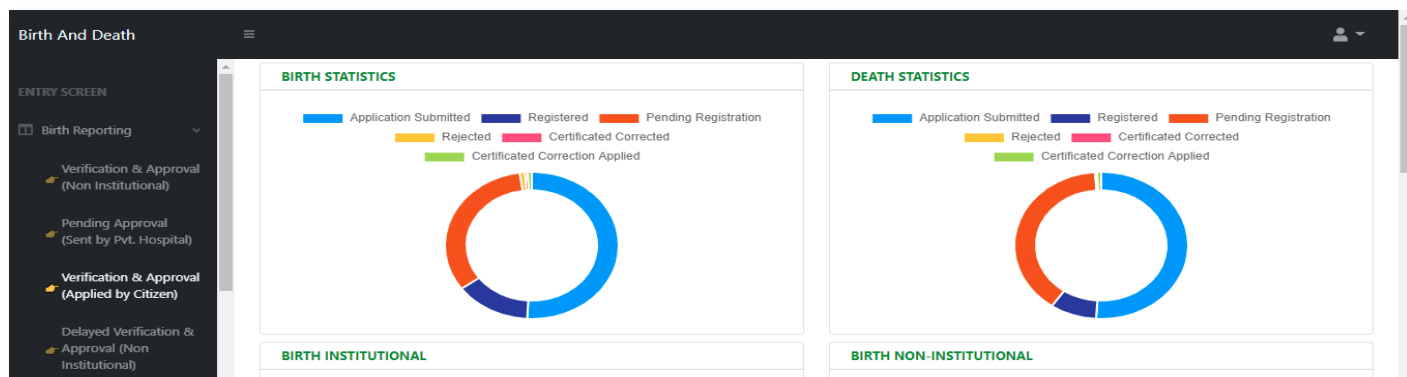
Sl. No.	Entry Date	Place Of Birth	Hospital Name	Contact Mobile Number	Child Information			Father's Information				Mother's Information	Birth Type	Acknowledgement No.	Status	Action
					Name	DOB	Gender	Name	Mobile No.	ID Type	ID No.					
1	12/08/2021	Hospital	Bolpur Nursing Home		mili A	04/08/2021	Female	Robi Das	8969765412	EPIC	34	Nita Das	Normal Birth	ACK/B/2021/000084	Verified by Pvt. Hospital	Action
2	17/08/2021	Hospital	Bolpur Nursing Home	9732240514	Sneha Roy	11/08/2021	Female					Priya Roy	Normal Birth	ACK/B/2021/000140	Verified by Pvt. Hospital	Action

Done
Status Updated successfully.

Verification & Approval (applied by citizen)



Step 2.3.1: Local Body Registrar will click on “Verification & Approval (Applied by Citizen)” from Birth Reporting main menu for the birth application send by Citizen are verified & approved by Local body Registrar.



Step 2.3.2: Local Body Registrar will be redirected to the “Verification & Approval (Applied by Citizen)” page.

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	
					Name	DOB	Gender	Name	Mobile No.	ID Type	ID No.	Name				
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	BVD434568	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 2.3.3: Local Body Registrar will select any of the birth application and will click on 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	
					Name	DOB	Gender	Name	Mobile No.	ID Type	ID No.	Name				
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	BVD434568	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 2.3.4: A popup will arise where the filled birth application (Applied by Citizen) appeared.

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 2.3.5: Local Body Registrar will verify the entire application and provide their status as per their verification. If they think that the application needs some changes, they will select Send back to DEO which will return the application to Local Body Data Entry Operator. 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 2.3.6: Local Body 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 2.3.7: A popup will arise; Registrar will click on the ok button for confirming the submission

General Birth Report

Religion: Hindu Fathers Level Of Education: Literate without formal education Father's Occupation: Craft and related trade workers Mother's Level Of Education: Literate without formal education

Are you sure you want to submit?

OK Cancel

Step 2.3.8: Verification of the selected application will be successful.

Done
 Status Updated successfully.

Birth: Verification & Approval (Applied by Citizen)

Display 10 Records per page

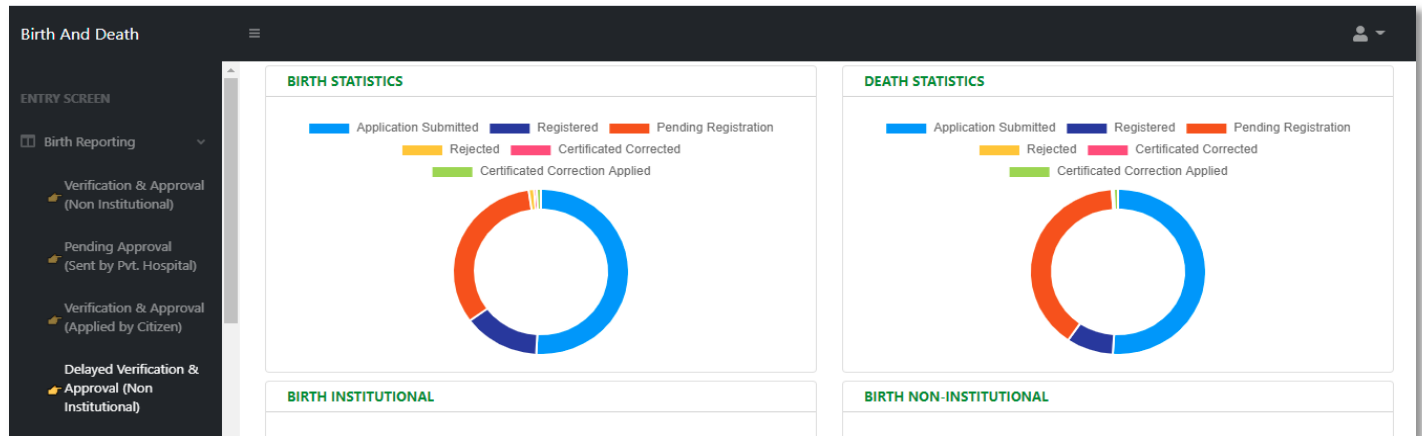
Search:

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	
					Name	DOB	Gender	Name	Mobile No.	ID Type	ID No.					
1	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
2	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
3	12/08/2021	Hospital	Bolpur Nursing Home	9732240514	Suprakas Patra	05/08/2021	Female	Mita Patra	9732240514	EPIC	BVD4377	Monika Patra	Normal Birth	ACK/B/2021/000080	Application Submitted	Action
			Bolpur					Rohi					Normal		Verified by	



Delayed Verification & Approval (Non-Institutional)

Step 2.4.1: Local Body Registrar will click on “Delayed Verification & Approval (Non-Institutional)” from Birth Reporting main menu for all delayed birth application send by Local body DEO are verified & approved by Local body Registrar.



Step 2.4.2: Local Body Registrar will be redirected to the “Delayed Verification & Approval (Non-Institutional)” page

Delayed Birth: Verification & Approval (Non Institutional)

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	
					Name	DOB	Gender	Name	Mobile No.	ID Type	ID No.	Name				
1	13/08/2021	Hospital	Addyasakti Medical Centre Boipur	7980455384	Tisha De	14/07/2021	Male	T				Nita	Normal Birth	ACK/B/2021/000103	Application Submitted	Action
2	16/08/2021	Home		7980455384	Raja Sk	08/06/2021	Male					mita	Normal Birth	ACK/B/2021/000119	Application Submitted	Action
3	16/08/2021	Home		7980455384	Sima	04/05/2021	Female					Disha	Normal Birth	ACK/B/2021/000125	Application Submitted	Action

Showing 1 - 3 of total 3 applicatopns

Previous

1

Next

Step 2.4.3: Local Body Registrar will select any of the birth application and will click on action button

Delayed Birth: Verification & Approval (Non Institutional)

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	
					Name	DOB	Gender	Name	Mobile No.	ID Type	ID No.	Name				
1	13/08/2021	Hospital	Addyasakti Medical Centre Bolpur	7980455384	Tisha De	14/07/2021	Male	T				Nita	Normal Birth	ACK/B/2021/000103	Application Submitted	Action
2	16/08/2021	Home		7980455384	Raja Sk	08/06/2021	Male					mita	Normal Birth	ACK/B/2021/000119	Application Submitted	Action
3	16/08/2021	Home		7980455384	Sima	04/05/2021	Female					Disha	Normal Birth	ACK/B/2021/000125	Application Submitted	Action

Showing 1 - 3 of total 3 applicatopns

Previous

1

Next

Step 2.4.4: A popup will arise where the Delayed Verification & Approval (Non Institutional) of filled birth application appeared

General Birth Report

Applicant MobileNo: 7980455384 Acknowledgement No: ACK/B/2021/000103 Reporting Date (dd/mm/yyyy): 13/08/2021

LEGAL Information

Information of the Child

Date Of Birth (dd/mm/yyyy): 14/07/2021 Sex: Male
 First Name: Tisha Middle Name: Last Name: De

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: Addyasakti Medical Centre
 Village/Town: Pin: Bolpur

Father's Information

Step 2.4.5: Local Body Registrar will verify the entire application and provide their status as per their verification. If they think that the application needs some changes, they will select Send back to DEO which will return the application to Local Body Data Entry Operator. 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

Uploaded Documents

Discharge Certificate: [View](#) "Form No. 1": [View](#)

Payment of Challan : [View](#)

Approve Or Reject Application

Status: *

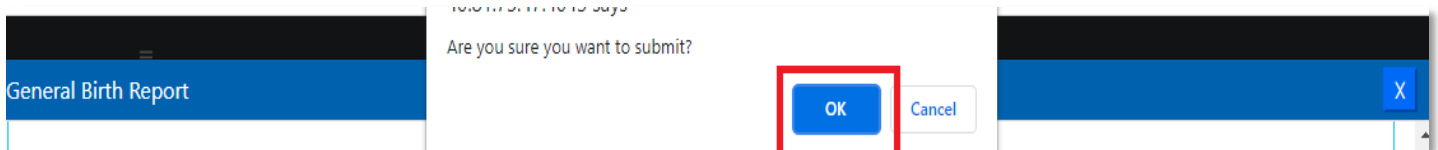
--Select--
 Approve
 Send Back To DEO
 Reject

Step 2.4.6: Local Body 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: *

Step 2.4.7: A popup will arise; Registrar will click on the ok button for confirming the submission.



Step 2.4.8: Verification of the selected application will be successful.

Delayed Birth: Verification & Approval (Non Institutional)

Display 10 Records per page

Search:

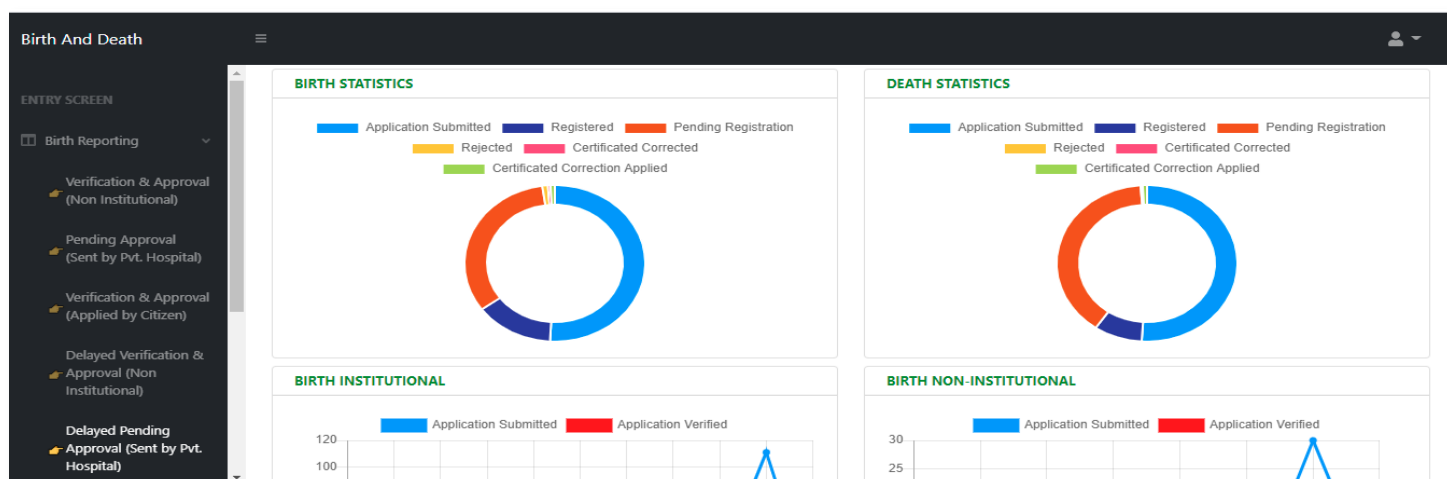
Sl. No.	Entry Date	Place Of Birth	Hospital Name	Contact Mobile Number	Child Information			Father's Information				Mother's Information	Birth Type	Acknowledgement No.	Status	Action
					Name	DOB	Gender	Name	Mobile No.	ID Type	ID No.	Name				
1	16/08/2021	Home		7980455384	Raja Sk	08/06/2021	Male					mita	Normal Birth	ACK/B/2021/000119	Application Submitted	Action
2	16/08/2021	Home		7980455384	Sima	04/05/2021	Female					Disha	Normal Birth	ACK/B/2021/000125	Application Submitted	Action

✓ **Done**
Status Updated successfully.

Delayed Pending Approval (Sent by Pvt. Hospital)



Step 2.5.1: Local Body Registrar will click on “Delayed Pending Approval (Sent by Pvt. Hospital)” from Birth Reporting main menu for all delayed birth application sent by private hospital DEO (verified by Pvt. Hospital Administrator) are verified & approved by Local body Registrar.



Step 2.5.2: Local Body Registrar will be redirected to the “Delayed Pending Approval (Sent by Pvt. Hospital)” page.

Delayed Birth: Approval (Sent by Pvt. Hospital)																
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	
					Name	DOB	Gender	Name	Mobile No.	ID Type	ID No.	Name				
1	12/08/2021	Hospital	Bolpur Nursing Home		Lahari Kundu	08/02/2012	Female	Hirak Jyoti Kundu	9830414755	Aadhaar	125896457896	Lipika Kundu	Normal Birth	ACK/B/2021/000087	Verified by Pvt. Hospital	Action
2	12/08/2021	Hospital	Bolpur Nursing Home	7980455384	Prianka Ghosh	09/07/2013	Female	Suresh Ghosh	9830414755	Aadhaar	125645289654	Soma Ghosh	Normal Birth	ACK/B/2021/000088	Verified by Pvt. Hospital	Action
3	16/08/2021	Hospital	Bolpur Nursing Home	9732240514	Mita Dey	01/07/2021	Female	Milon Dey	9732240514	EPIC	87565434567	Puspita Dey	Normal Birth	ACK/B/2021/000122	Verified by Pvt. Hospital	Action
4	17/08/2021	Hospital	Bolpur Nursing Home	9732240514	Soma Sen	06/04/2021	Male	Arjun sen				Riya sen	Normal Birth	ACK/B/2021/000133	Verified by Pvt. Hospital	Action

Step 2.5.3: Local Body Registrar will select any of the birth application and will click on action button

Delayed Birth: Approval (Sent by Pvt. Hospital)																
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	
					Name	DOB	Gender	Name	Mobile No.	ID Type	ID No.	Name				
1	12/08/2021	Hospital	Bolpur Nursing Home		Lahari Kundu	08/02/2012	Female	Hirak Jyoti Kundu	9830414755	Aadhaar	125896457896	Lipika Kundu	Normal Birth	ACK/B/2021/000087	Verified by Pvt. Hospital	Action
2	12/08/2021	Hospital	Bolpur Nursing Home	7980455384	Prianka Ghosh	09/07/2013	Female	Suresh Ghosh	9830414755	Aadhaar	125645289654	Soma Ghosh	Normal Birth	ACK/B/2021/000088	Verified by Pvt. Hospital	Action
3	16/08/2021	Hospital	Bolpur Nursing Home	9732240514	Mita Dey	01/07/2021	Female	Milon Dey	9732240514	EPIC	87565434567	Puspita Dey	Normal Birth	ACK/B/2021/000122	Verified by Pvt. Hospital	Action
4	17/08/2021	Hospital	Bolpur Nursing Home	9732240514	Soma Sen	06/04/2021	Male	Arjun sen				Riya sen	Normal Birth	ACK/B/2021/000133	Verified by Pvt. Hospital	Action

Step 2.5.4: A popup will arise where the Delayed Pending Approval (Sent by Pvt. Hospital) of filled birth application appeared

General Birth Report

Applicant MobileNo: 7980455384 Acknowledgement No: ACK/B/2021/000088 Reporting Date (dd/mm/yyyy): 12/08/2021

LEGAL Information

Information of the Child

Date Of Birth (dd/mm/yyyy): 09/07/2013 Sex: Female
 First Name: Prianka Middle Name: Last Name: Ghosh

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:

Step 2.5.5: Local Body Registrar will verify the entire application and provide their status as per their verification. If they think that the application needs some changes, they will select Send back to DEO which will return the application to Local Body Data Entry Operator. 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
 Send Back To Pvt. Hospital
 Reject

Submit

Step 2.5.6: Local Body 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 2.5.7: A popup will arise; Registrar will click on the ok button for confirming the submission

Are you sure you want to submit?

OK Cancel

General Birth Report

Religion: Hindu Fathers: Tech /BBA /MBBS /Equivalent

Mother's Level Of Education: Post Graduate /M. Tech /MBA /MD /Equivalent or Higher

Step 2.5.8: Verification of the selected application will be successful

Done
 Status Updated successfully.

Delayed Birth: Approval (Sent by Pvt. Hospital)

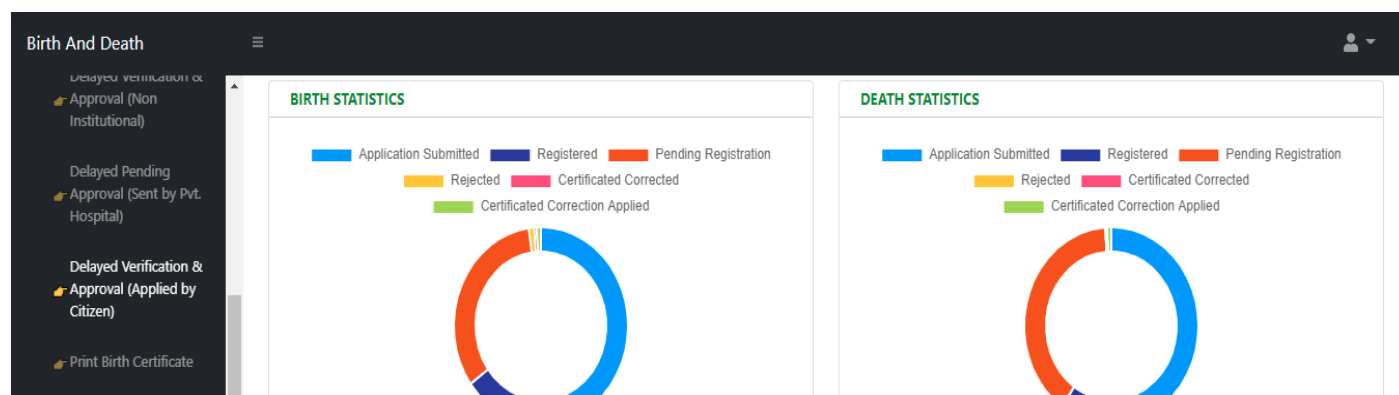
Display 10 Records per page
 Search:

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	
					Name	DOB	Gender	Name	Mobile No.	ID Type	ID No.	Name				
1	12/08/2021	Hospital	Bolpur Nursing Home		Lahari Kundu	08/02/2012	Female	Hirak Jyoti Kundu	9830414755	Aadhaar	125896457896	Lipika Kundu	Normal Birth	ACK/B/2021/000087	Verified by Pvt. Hospital	Action
2	16/08/2021	Hospital	Bolpur Nursing Home	9732240514	Mita Dey	01/07/2021	Female	Milon Dey	9732240514	EPIC	87565434567	Puspita Dey	Normal Birth	ACK/B/2021/000122	Verified by Pvt. Hospital	Action
3	17/08/2021	Hospital	Bolpur Nursing Home	9732240514	Soma Sen	06/04/2021	Male	Arjun sen				Riya sen	Normal Birth	ACK/B/2021/000133	Verified by Pvt. Hospital	Action

Delayed Verification & Approval (Applied by Citizen)



Step 2.6.1: Local Body Registrar will click on “Delayed Verification & Approval (Applied by Citizen)” from Birth Reporting main menu for the all-delayed birth application send by Citizen are verified & approved by Local body Registrar.



Step 2.6.2: Local Body Registrar will be redirected to the “Delayed Verification & Approval (Applied by Citizen)” page.

Delayed 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	
					Name	DOB	Gender	Name	Mobile No.	ID Type	ID No.	Name				
1	16/08/2021	Hospital	Bolpur Nursing Home	7980455384	Subha Adhikari	05/05/2021	Male	Robin Adhikari		Khadya Sathi		Nita Adhikari	Normal Birth	ACK/B/2021/000124	Verified by Pvt. Hospital	Action
2	16/08/2021	Home		7980455384	sudha	07/06/2021	Male					Nita	Normal Birth	ACK/B/2021/000126	Application Submitted	Action
3	17/08/2021	Hospital	Matri Nursing Home	9732240514	Rekha Sen	31/05/2021	Female					Diya sen	Normal Birth	ACK/B/2021/000142	Application Submitted	Action

Step 2.6.3: Local Body Registrar will select any of the birth application and will click on action button.

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	
					Name	DOB	Gender	Name	Mobile No.	ID Type	ID No.	Name				
1	16/08/2021	Hospital	Bolpur Nursing Home	7980455384	Subha Adhikari	05/05/2021	Male	Robin Adhikari		Khadya Sathi		Nita Adhikari	Normal Birth	ACK/B/2021/000124	Verified by Pvt. Hospital	Action
2	16/08/2021	Home		7980455384	sudha	07/06/2021	Male					Nita	Normal Birth	ACK/B/2021/000126	Application Submitted	Action
3	17/08/2021	Hospital	Matri Nursing Home	9732240514	Rekha Sen	31/05/2021	Female					Diya sen	Normal Birth	ACK/B/2021/000142	Application Submitted	Action

Step 2.6.4: A popup will arise where the Delayed Verification & Approval (Applied by Citizen) of filled birth application appeared.

General Birth Report			
Applicant MobileNo: 7980455384		Acknowledgement No: ACK/B/2021/000124	
Reporting Date (dd/mm/yyyy): 16/08/2021			
LEGAL Information			
Information of the Child			
Date Of Birth (dd/mm/yyyy): 05/05/2021	Sex: Male		
First Name: Subha	Middle Name:	Last Name: Adhikari	
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			
First Name: Robin	Middle Name:	Last Name: Adhikari	Email Id:
Mobile Number:	Type of ID Proof: Khadya Sathi	ID Proof Number:	Uploaded ID Proof: View

Step 2.6.5: Local Body Registrar will verify the entire application and provide their status as per their verification. If they think that the application needs some changes, they will select Send back to DEO which will return the application to Local Body Data Entry Operator. 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 2.6.6: Local Body 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 2.6.7: A popup will arise; Registrar will click on the ok button for confirming the submission.

General Birth Report

Are you sure you want to submit?

OK Cancel

Religion: Christian Fathers and Mother's Level Of Education: Secondary/

Step 2.6.8: Verification of the selected application will be successful.

Delayed Birth: Verification & Approval (Applied by Citizen)

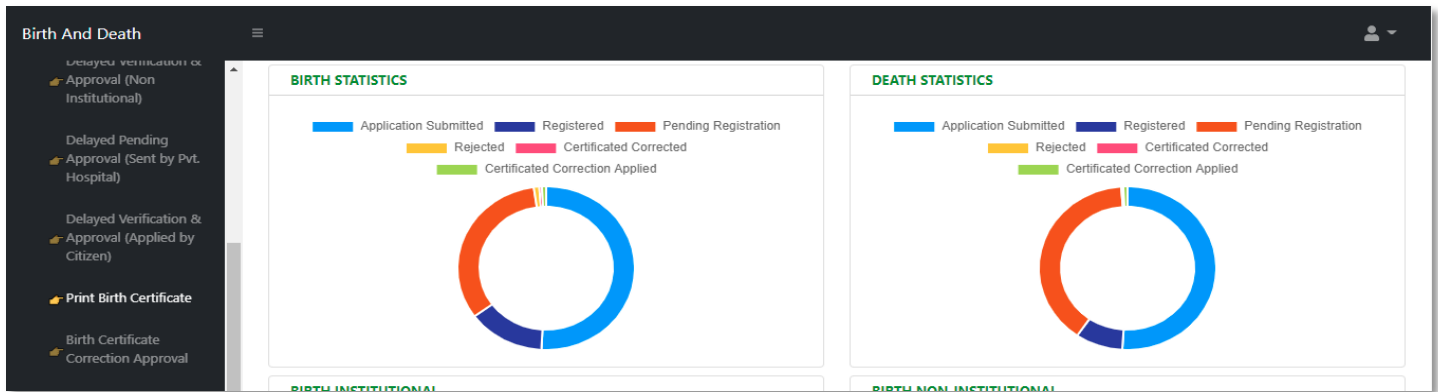
Display 10 Records per page Search:

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.	Name				
1	16/08/2021	Home		7980455384	sudha	07/06/2021	Male					Nita	Normal Birth	ACK/B/2021/000126	Application Submitted	Action
2	17/08/2021	Hospital	Matri Nursing Home	9732240514	Rekha Sen	31/05/2021	Female					Diya sen	Normal Birth	ACK/B/2021/000142	Application Submitted	Action
3	17/08/2021	Others		9732240514	Jit Roy	05/01/2021	Male					Rani Roy	Normal Birth	ACK/B/2021/000143	Application Submitted	Action



[Print Birth Certificate](#)

Step 2.7.1: Local Body Registrar will click on “Print Birth Certificate” from Birth Reporting main menu for the approved birth certificate published with digital signature is stored here, Registrar can print the birth certificate.



Step 2.7.2: Local Body Registrar will be redirected to the “Print Birth Certificate” page.

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 2.7.3: Local Body 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 birth registration application.

Print Birth Certificate

Acknowledgement No. **Search**

Display 10 Records per page Search:

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			
1	12/08/2021	Hospital	NORMAL BIRTH REGISTRATION	Rafikul Hasan	03/08/2021	Female	Milon Hasan	EPIC	BVD4345	ACK/B/2021/000073	Approved	P
2	12/08/2021	Hospital	NORMAL BIRTH REGISTRATION	Sabjan Dutta	05/08/2021	Male	Bindas Dutta	EPIC	BVD4345	ACK/B/2021/000077	Approved	P
3	12/08/2021	Hospital	NORMAL BIRTH REGISTRATION	Abir das	02/08/2021	Male	Robi Das	Khadya Sathi	33	ACK/B/2021/000085	Approved	P
4	12/08/2021	Hospital	NORMAL BIRTH REGISTRATION	Prianka Ghosh	09/07/2013	Female	Suresh Ghosh	Aadhaar	125645289654	ACK/B/2021/000088	Approved	P
5	13/08/2021	Hospital	NORMAL BIRTH REGISTRATION	Tisha De	14/07/2021	Male	T			ACK/B/2021/000103	Approved	P

Step 2.7.4: Local Body Registrar will select an application and will click on print button.

Print Birth Certificate

Acknowledgement No. **Search**

ay 10 Records per page Search:

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			
1	12/08/2021	Hospital	NORMAL BIRTH REGISTRATION	Rafikul Hasan	03/08/2021	Female	Milon Hasan	EPIC	BVD4345	ACK/B/2021/000073	Approved	Print
2	12/08/2021	Hospital	NORMAL BIRTH REGISTRATION	Sabjan Dutta	05/08/2021	Male	Bindas Dutta	EPIC	BVD4345	ACK/B/2021/000077	Approved	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	Print
4	12/08/2021	Hospital	NORMAL BIRTH REGISTRATION	Prianka Ghosh	09/07/2013	Female	Suresh Ghosh	Aadhaar	125645289654	ACK/B/2021/000088	Approved	Print
5	13/08/2021	Hospital	NORMAL BIRTH REGISTRATION	Tisha De	14/07/2021	Male	T			ACK/B/2021/000103	Approved	Print
6	14/08/2021	Home	NORMAL BIRTH REGISTRATION	Nafisa Das	30/06/2021	Male	MilonDey Dutta	EPIC	87565434563	ACK/B/2021/000104	Approved	Print
7	15/08/2021	Hospital	NORMAL BIRTH REGISTRATION	Robin Das	05/05/2021	Male	Robin Das	EPIC		ACK/B/2021/000105	Approved	Print

Step 2.7.5: Clicking on print button, the certificate will be downloaded. Local body Registrar can print the certificate accordingly.



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

ফর্ম-৫

Form-5



BIRTH CERTIFICATE

(ISSUED UNDER SECTION 12/17 OF THE REGISTRATION OF BIRTHS & DEATHS ACT, 1869 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 BIRTH WHICH IS THE REGISTER FOR GRAMA PANCHAYAT KANKALITALA OF BLOCK/MUNICIPALITY BOLPUR SRENIKETAN OF DISTRICT BIRBHUM OF STATE WEST BENGAL, INDIA.

NAME :	Rafael Hasan		GENDER :	Female
DATE OF BIRTH :	01/06/2021		PLACE OF BIRTH :	Bolpur Nursing Home, BOLPUR SRENIKETAN, Birbhum, KANKALITALA, West Bengal
NAME OF MOTHER :	Fahim Khanam		NAME OF FATHER :	Milon Hasan
MOTHER'S IDENTITY PROOF :	EPIC-DVD 1345876		FATHER'S IDENTITY PROOF :	EPIC-SVD4345
PRESENT ADDRESS OF MOTHER AT THE TIME BIRTH OF THE CHILD :	Gharana House No-440/123 Street Lane, Bolpur Locality - POST/MUNICIPALITY SURE Municipality, Dist - Birbhum, West Bengal		PRESENT ADDRESS OF FATHER :	Gharana House No-440/123 Street Lane, Bolpur Locality - POST/MUNICIPALITY SURE Municipality, Dist - Birbhum, West Bengal



REGISTRATION NO :	R/2021/000195		DATE OF REGISTRATION :	12/06/2021
S-UID :	2707595807422		REMARKS (IF ANY) :	
DATE OF ISSUE :	12/06/2021		ISSUING AUTHORITY :	
UPDATED ON :	2021-06-12 06:13:00			



SUB-REGISTRAR (BIRTH & DEATH)
GRAMA PANCHAYAT KANKALITALA

"THIS IS A COMPUTER GENERATED CERTIFICATE. "

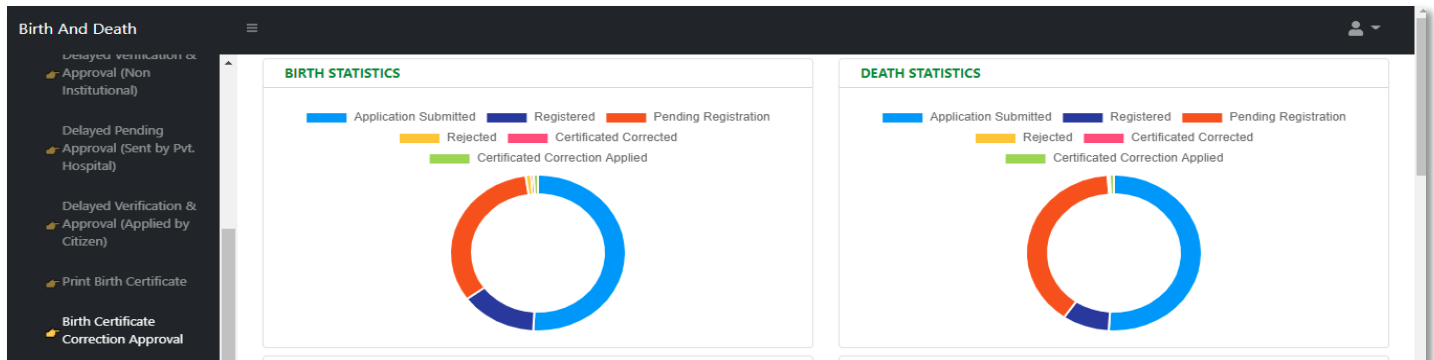
THE GOVT. OF INDIA VIDE CIRCULAR NO. 1/12/2014-V9(CRS) DATED 27-JULY-2015 HAS APPROVED THIS CERTIFICATE AS A VALID LEGAL DOCUMENT FOR ALL OFFICIAL PURPOSES.

"ENSURE REGISTRATION OF EVERY BIRTH AND DEATH"



Birth Certificate
Correction Approval

Step 2.8.1: Local Body Registrar will click on “Birth Certificate Correction Approval” from Birth Reporting main menu for the all-birth application whose child name are modified are verified & approved by Local body Registrar.



Step 2.8.2: Local Body Registrar will be redirected to the “Birth Certificate Correction Approval” page.

Birth Certificate Correction, Approval

Acknowledgement No.

Sl. No.	Birth Type	Place Of Birth	Child Information		Father's Information				Mother's Information	Acknowledgement No.	Status
			DOB	Gender	First Name	Middle Name	Last Name	Mobile No.	Name		

Step 2.8.3: Local Body 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.

Birth Certificate Correction, Approval

Acknowledgement No.

Sl. No.	Birth Type	Place Of Birth	Child Information		Father's Information				Mother's Information	Acknowledgement No.	Status
			DOB	Gender	First Name	Middle Name	Last Name	Mobile No.	Name		

Step 2.8.4: Local Body Registrar will select any of the corrected birth application and will click on action button.

Birth Certificate Correction, Approval

Acknowledgement No.

Display Records per page Search:

Sl. No.	Birth Type	Place Of Birth	Child Information		Father's Information				Mother's Information	Acknowledgement No.	Status	
			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	Action
2	Normal Birth	Hospital	11/08/2021	Male	Mithun		Mal			ACK/B/2021/000130	Applied for Certificate Correction	Action
3	Normal Birth	Hospital	22/08/2021	Male	Kumar		Biswas	8697615902		ACK/B/2021/000186	Applied for Certificate Correction	Action

Step 2.8.5: Local Body Registrar will select any of the birth application and will click on action button.

Birth Certificate Correction, Approval

Acknowledgement No.

Display Records per page Search:

Sl. No.	Birth Type	Place Of Birth	Child Information		Father's Information				Mother's Information	Acknowledgement No.	Status	
			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	Action
2	Normal Birth	Hospital	11/08/2021	Male	Mithun		Mal			ACK/B/2021/000130	Applied for Certificate Correction	Action
3	Normal Birth	Hospital	22/08/2021	Male	Kumar		Biswas	8697615902		ACK/B/2021/000186	Applied for Certificate Correction	Action

Step 2.8.6: A popup will arise where the Birth Certificate Correction Approval of filled birth application appeared.

Birth Certificate Correction - Approval

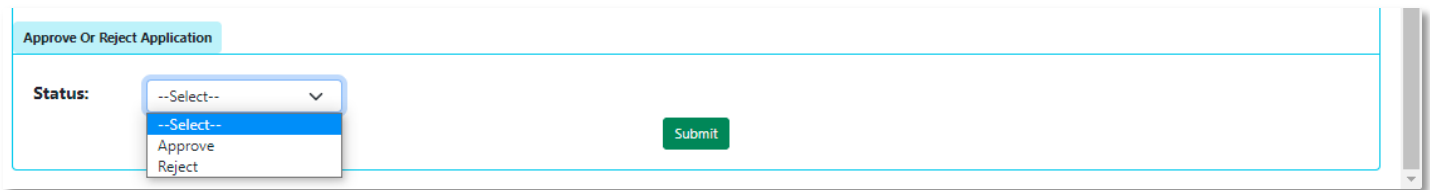
Date Of Birth (dd/mm/yyyy): 22/08/2021 Sex: Male
 First Name: BabyofTanaya Middle Name: Last Name:

Father's Information

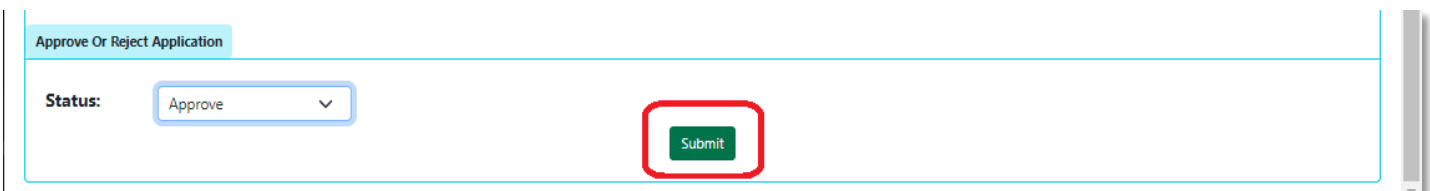
First Name: Kumar Middle Name: Last Name: Biswas Email Id:
 Mobile Number: Type of ID Proof: Aadhaar ID Proof Number: 784845785447 Uploaded ID Proof: [View](#)

Mother's Information

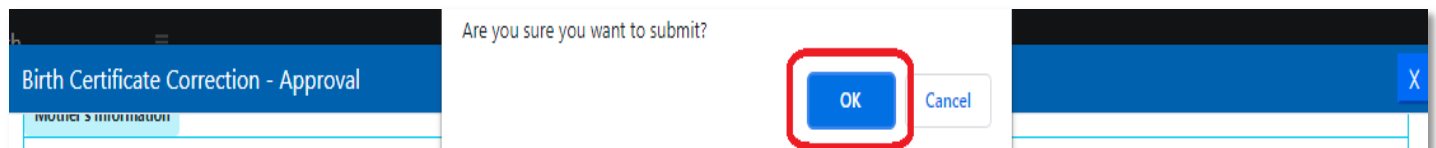
Step 2.8.7: Local Body Registrar will verify the entire application and provide their status as per their verification. If they think application is not up to the mark, they will select reject which will reject the application. Regarding rejection Registrar must write proper reason of rejection.



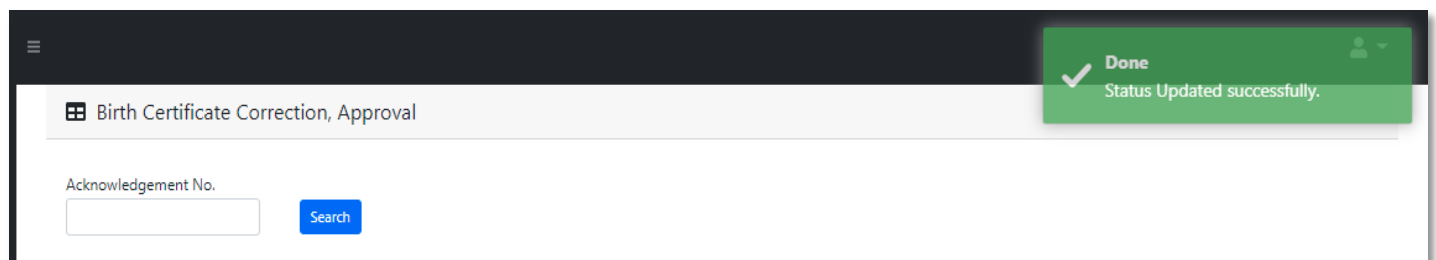
Step 2.8.8: Local Body Registrar will select approve if they think that the application is perfect to proceed, they will select approve and press submit button.



Step 2.8.9: A popup will arise; Registrar will click on the ok button for confirming the submission.



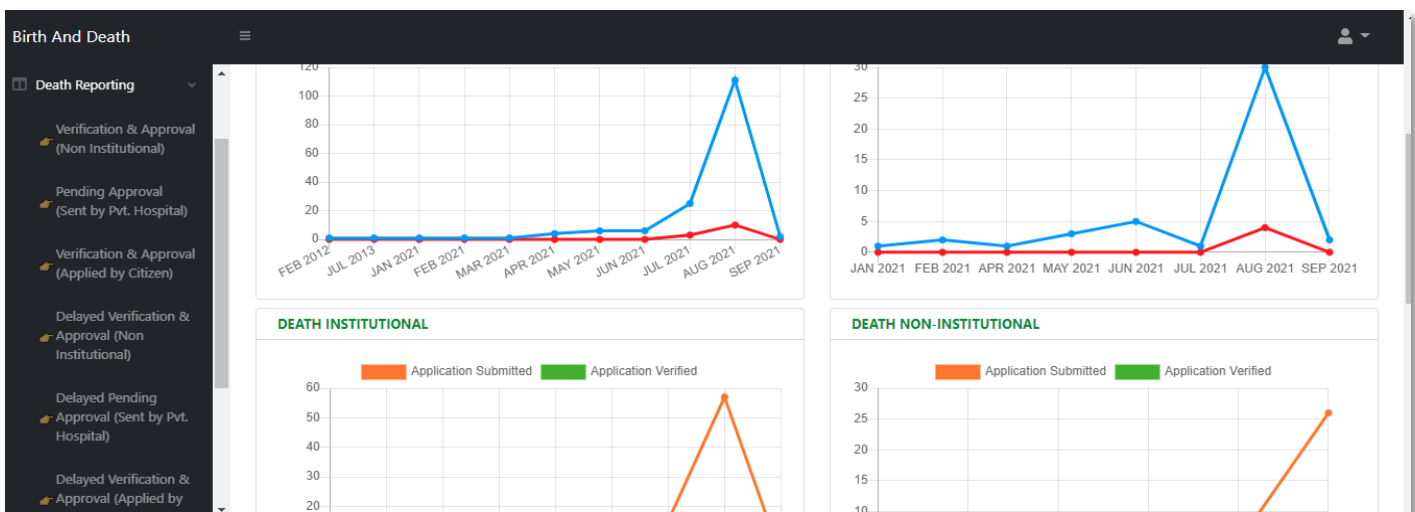
Step 2.8.10: Correction approval of the selected application will be successful.





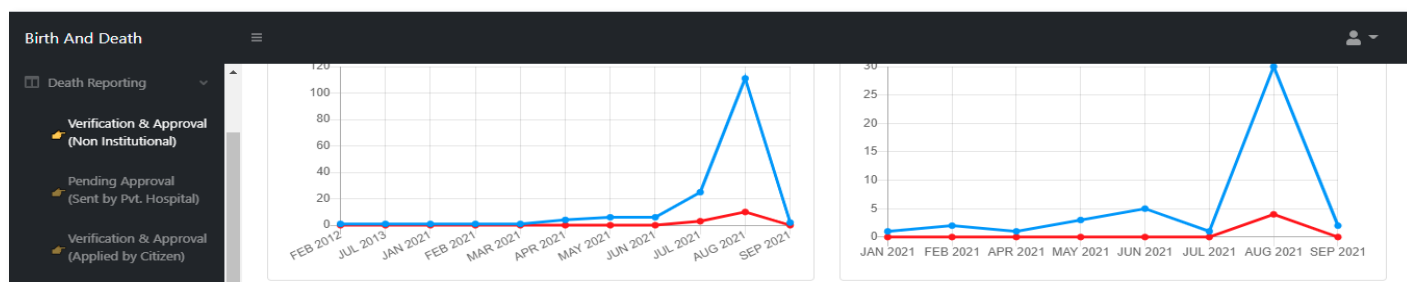
Death Reporting

Step 3.0: Local Body Registrar will click on “Death Reporting” from Entry Screen section. It will open the dropdown menu with the following submenus Verification & Approval (Non Institutional) [All death application who are expired in places other than hospital send by Local Body DEO are verified & approved by Local body Registrar], Pending Approval (Sent by Pvt. Hospital) [All death application send by Pvt. Hospital DEO and are verified by Pvt. hospital Administrator, are finally verified & approved by Local body Registrar], Verification & Approval (Applied by Citizen)[All death application send by Citizen are verified & approved by Local body Registrar], Delayed Verification & Approval (Non Institutional) [All delayed death application send by Local body DEO are verified & approved by Local body Registrar], Delayed Pending Approval (Sent by Pvt. Hospital) [All delayed death application send by private hospital DEO (verified by Pvt. Hospital Administrator) are verified & approved by Local body Registrar], Delayed Verification & Approval (Applied by Citizen) [All delayed death application send by Citizen are verified & approved by Local body 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 birth application whose child name are modified are verified & approved by Local body Registrar] and Upload Digital Signature certificate (DSC) [After digitally signing the certificate, Local Body DEO will upload the certificate].



Verification & Approval (Non-Institutional)

Step 3.1.1: Local Body Registrar will click on “Verification & Approval (Non-Institutional)” from Death Reporting main menu for the all-death application who are expired in places other than hospital send by Local Body DEO are verified & approved by Local body Registrar.



Step 3.1.2: Local Body Registrar will be redirected to the “Verification & Approval (Non-Institutional)” page. Local Body Registrar will select any of the death application and will click on action button.

Death: Verification & Approval (Non Institutional)

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	12/08/2021	Home		Mithun Das	04/08/2021	Male	Ritu Das		Mita Das	ACK/D/2021/000031	Application Submitted	Action
2	15/08/2021	Hospital	Bolpur Nursing Home	Chandan Sarkar	28/07/2021	Male		9732240514	Sonali Khatun	ACK/D/2021/000050	Application Submitted	Action
3	17/08/2021	Home		Sohom Nag	03/08/2021	Male		8282850198	Soumi	ACK/D/2021/000067	Application Submitted	Action
4	17/08/2021	Home		Anita paul	04/08/2021	Female				ACK/D/2021/000068	Application Submitted	Action
5	06/09/2021	Hospital	Bolpur Nursing Home	Deepak Dutta	05/09/2021	Male	Komola Dutta	6930258741	Lila Dutta	ACK/D/2021/000139	Application Submitted	Action

Step 3.1.3: A popup will arise where the filled death application (Non-Institutional) appeared.

Death Registration Approval

Acknowledgement No: ACK/D/2021/000031 Reporting Date (dd/mm/yyyy): 07/09/2021

LEGAL INFORMATION

Information of the deceased

Date Of Death (dd/mm/yyyy): 04/08/2021 Sex: Male Age: Years:- 44
 First Name: Mithun Middle Name: Last Name: Das
 Type of ID Proof: EPIC ID Proof Number: 23876567 Upload ID Proof: [View](#)

Place of Death

Place of death: Home State: West Bengal District: Birbhum
 Urban/Rural: Block Block/Municipality: BOLPUR SRINIKETAN
 Panchayat: KANKALITALA Village/Town: ADITYAPUR Pin: 732303 Hospital Type: Private
 Name & Address of hospital/institute:

Step 3.1.4: Local Body Registrar will verify the entire application and provide their status as per their verification. If they think that the application needs some changes, they will select Send back to DEO which will return the application to Local Body Data Entry Operator. 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--

Submit

Activate Windows
Go to PC settings to activate.

Step 3.1.5: Local Body 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 3.1.6: A popup will arise; Registrar will click on the ok button for confirming the submission.

Death Registration Approval

40.81.75.47:4043 says
Are you sure?

OK Cancel

Immediate Cause/ অসুখের নাম অথবা মৃত্যুর প্রকৃত কারণ

Dying Cause

Step 3.1.7: Verification of the selected application will be successful.

Death: Verification & Approval (Non Institutional)

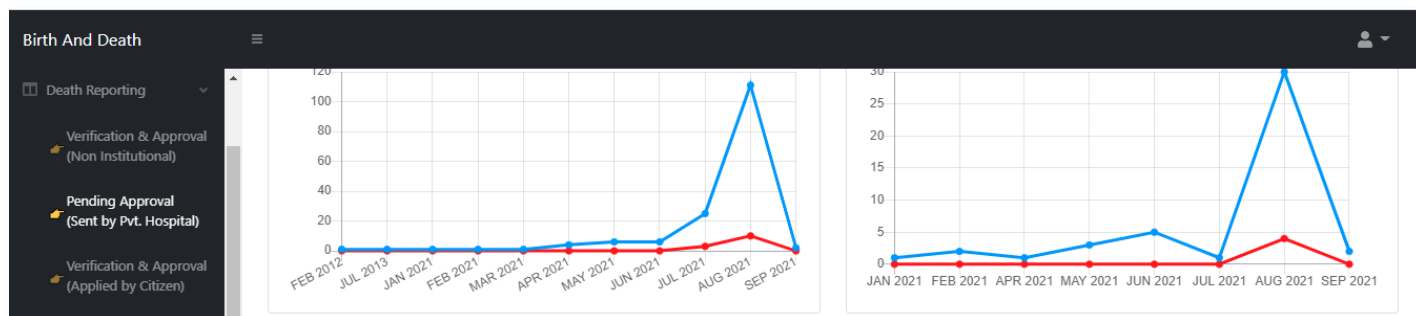
Display 10 Records per page Search:

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	15/08/2021	Hospital	Bolpur Nursing Home	Chandan Sarkar	28/07/2021	Male		9732240514	Sonali Khatun	ACK/D/2021/000050	Application Submitted	Action
2	17/08/2021	Home		Sohom Nag	03/08/2021	Male		8282850198	Soumi	ACK/D/2021/000067	Application Submitted	Action
3	17/08/2021	Home		Anita paul	04/08/2021	Female				ACK/D/2021/000068	Application Submitted	Action
4	06/09/2021	Hospital	Bolpur Nursing Home	Deepak Dutta	05/09/2021	Male	Komola Dutta	6930258741	Lila Dutta	ACK/D/2021/000139	Application Submitted	Action

Pending Approval (Sent by Pvt. Hospital)



Step 3.2.1: Local Body Registrar will click on “Pending Approval (Sent by Pvt. Hospital)” from Death Reporting main menu for the all-death application send by Pvt. Hospital DEO and are verified by Pvt. hospital Administrator, are finally verified & approved by Local body Registrar.



Step 3.2.2: Local Body Registrar will be redirected to the “Pending Approval (Sent by Pvt. Hospital)” page. Local Body Registrar will select any of the death application and will click on action button.

Death: Approval (Sent by Pvt. 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	12/08/2021	Hospital	Bolpur Nursing Home	Mandira Paul	04/08/2021	Female				ACK/D/2021/000036	Verified by Pvt. Hospital	Action
2	17/08/2021	Hospital	Bolpur Nursing Home	Adhir paul	02/08/2021	Male		8282850196		ACK/D/2021/000061	Verified by Pvt. Hospital	Action
3	17/08/2021	Hospital	Bolpur Nursing Home	Mou nag	05/08/2021	Female			Rani Nag	ACK/D/2021/000062	Verified by Pvt. Hospital	Action
4	23/08/2021	Hospital	Bolpur Nursing Home	Mithun Bose	18/08/2021	Male	Binita Bose	7980455384		ACK/D/2021/000111	Verified by Pvt. Hospital	Action

Step 3.2.3: A popup will arise where the filled Pending Approval (Sent by Pvt. Hospital) appeared

Death Registration Approval

Acknowledgement No: ACK/D/2021/000061 Reporting Date (dd/mm/yyyy): 07/09/2021

LEGAL INFORMATION

Information of the deceased

Date Of Death (dd/mm/yyyy): 02/08/2021 Sex: Male Age: Years:- 67
 First Name: Adhir Middle Name: Last Name: paul
 Type of ID Proof: EPIC ID Proof Number: 33 Upload ID Proof: [View](#)

Place of Death

Place of death: Hospital State: West Bengal District: Birbhum

Step 3.2.4: Local Body Registrar will verify the entire application and provide their status as per their verification. If they think that the application needs some changes, they will select Send back to DEO which will return the application to Local Body Data Entry Operator. 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

Step 3.2.5: Local Body Registrar will select approve if they think that the application is perfect to proceed, they will select approve and press submit button.

Step 3.2.6: A popup will arise; Registrar will click on the ok button for confirming the submission.

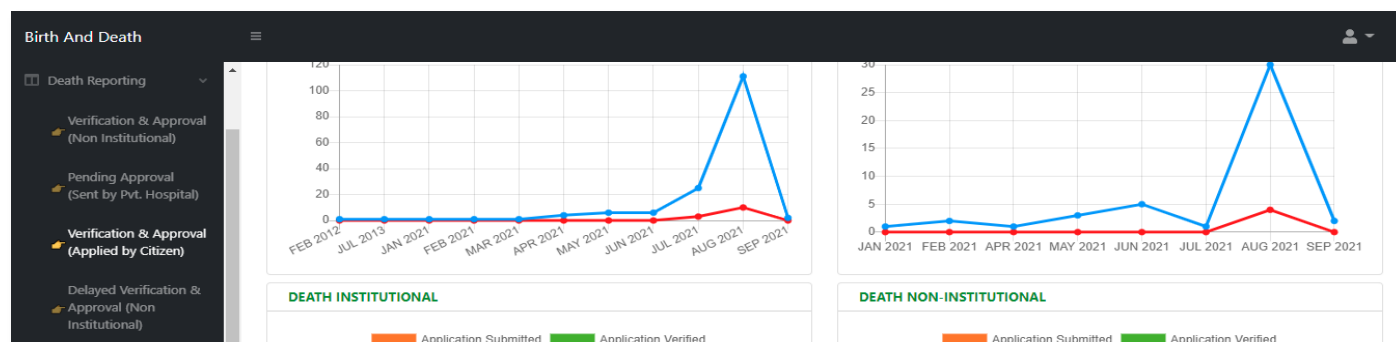
Step 3.2.7: Verification of the selected application will be successful.

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	12/08/2021	Hospital	Bolpur Nursing Home	Mandira Paul	04/08/2021	Female				ACK/D/2021/000036	Verified by Pvt. Hospital	Action
2	17/08/2021	Hospital	Bolpur Nursing Home	Mou nag	05/08/2021	Female			Rani Nag	ACK/D/2021/000062	Verified by Pvt. Hospital	Action
3	23/08/2021	Hospital	Bolpur Nursing Home	Mithun Bose	18/08/2021	Male	Binita Bose	7980455364		ACK/D/2021/000111	Verified by Pvt. Hospital	Action

Verification & Approval (Applied by Citizen)



Step 3.3.1 : Local Body Registrar will click on “Verification & Approval (Applied by Citizen)” from Death Reporting main menu for the all-death application send by Citizen are verified & approved by Local body Registrar.



Step 3.3.2 : Local Body Registrar will be redirected to the “Verification & Approval (Applied by Citizen)” page. Local Body Registrar will select any of the death application and will click on action button.

Delayed 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	
				Name	DOB	Gender	Name	Mobile No.	Name			
1	16/08/2021	Home		RAM	05/05/2021	Male	Mili Das	2345567834		ACK/D/2021/000057	Application Submitted	Action
2	17/08/2021	Home		Arunima diyan	26/02/2021	Female			T H	ACK/D/2021/000074	Application Submitted	Action
3	17/08/2021	Home		Bisnu Mai	29/06/2021	Male	Ritu Mai	9732240514	Sonali Mai	ACK/D/2021/000085	Application Submitted	Action
4	17/08/2021	Hospital	Bolpur Nursing Home	Mohima Das	30/06/2021	Female	Mithun Das	9732240514		ACK/D/2021/000086	Application Submitted	Action
5	18/08/2021	Home		Ajay Dhara	11/05/2021	Male			Snigdha Dhara	ACK/D/2021/000091	Application Submitted	Action
6	18/08/2021	Home		Pravash Desai	04/05/2021	Male	Moumita Desai	9732230514		ACK/D/2021/000092	Application Submitted	Action
7	18/08/2021	Hospital	Bolpur Nursing Home	Mala roy	13/05/2021	Female	Avi roy	9732240514		ACK/D/2021/000098	Application Submitted	Action
8	18/08/2021	Hospital	Bolpur Nursing Home	Mala roy	13/05/2021	Female	Avi roy	9732240514		ACK/D/2021/000099	Application Submitted	Action
9	18/08/2021	Hospital	Bolpur Nursing Home	Ajay Dhara	06/04/2021	Male			Nita Dhara	ACK/D/2021/000101	Verified by Pvt. Hospital	Action

Step 3.3.3 : A popup will arise where the filled Verification & Approval (Applied by Citizen) appeared.

Death Registration Approval

Acknowledgement No: ACK/D/2021/000092

Reporting Date (dd/mm/yyyy): 07/09/2021

Applicant's Relationship with Deceased: Spouse

Name of Applicant:

Type of ID Proof:

ID Number Of Applicant:

ID Proof:

LEGAL INFORMATION

Information of the deceased

Date Of Death (dd/mm/yyyy): 04/05/2021

Sex: Male

Age: Years:- 42

First Name: Pravash

Middle Name:

Last Name: Desai

Type of ID Proof: EPIC

ID Proof Number: 33

Upload ID Proof: [View](#)

Step 3.3.4: Local Body Registrar will verify the entire application and provide their status as per their verification. If they think that the application needs some changes, they will select Send back to DEO which will return the application to Local Body Data Entry Operator. 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.

Step 3.3.5: Local Body Registrar will select approve if they think that the application is perfect to proceed, they will select approve and press submit button

Step 3.3.6: A popup will arise; Registrar will click on the ok button for confirming the submission

Step 3.3.7: Verification of the selected application will be successful.

Delayed Death: Verification & Approval (Applied by Citizen)

Display 10 Records per page

Search:

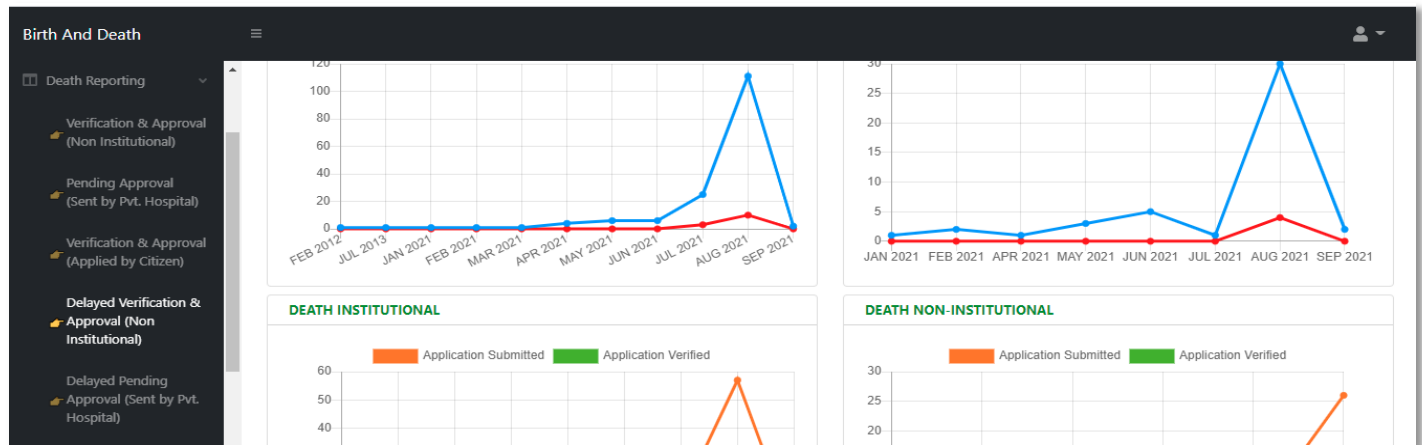
Sl. No.	Entry Date	Place Of Death	Hospital Name	Deceased Information			Spouse Information		Mother's Information	Acknowledgement No.	Status	Action
				Name	DOB	Gender	Name	Mobile No.	Name			
1	16/08/2021	Home		RAM	05/05/2021	Male	Mili Das	2345567834		ACK/D/2021/000057	Application Submitted	Action
2	17/08/2021	Home		Arunima diyan	26/02/2021	Female			T H	ACK/D/2021/000074	Application Submitted	Action
3	17/08/2021	Home		Bisnu Mal	29/06/2021	Male	Ritu Mal	9732240514	Sonali Mal	ACK/D/2021/000085	Application Submitted	Action
4	17/08/2021	Hospital	Bolpur Nursing Home	Mohima Das	30/06/2021	Female	Mithun Das	9732240514		ACK/D/2021/000086	Application Submitted	Action
5	18/08/2021	Home		Ajay Dhara	11/05/2021	Male			Snigdha Dhara	ACK/D/2021/000091	Application Submitted	Action
6	18/08/2021	Hospital	Bolpur Nursing Home	Mala roy	13/05/2021	Female	Avi roy	9732240514		ACK/D/2021/000098	Application Submitted	Action
7	18/08/2021	Hospital	Bolpur Nursing Home	Mala roy	13/05/2021	Female	Avi roy	9732240514		ACK/D/2021/000099	Application Submitted	Action
8	18/08/2021	Hospital	Bolpur Nursing Home	Ajay Dhara	06/04/2021	Male			Nita Dhara	ACK/D/2021/000101	Verified by Pvt. Hospital	Action

Done
Status Updated successfully.



Delayed Verification
& Approval (Non-Institutional)

Step 3.4.1: Local Body Registrar will click on “Delayed Verification & Approval (Non-Institutional)” from Death Reporting main menu for the all-delayed death application send by Local body DEO are verified & approved by Local body Registrar.



Step 3.4.2: Local Body Registrar will be redirected to the “Delayed Verification & Approval (Non-Institutional)” page. Local Body Registrar will select any of the death application and will click on action button

Delayed Death: Verification & Approval (Non Institutional)												
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	12/08/2021	Hospital	Bolpur Nursing Home	Ramesh Halder	09/06/2021	Male				ACK/D/2021/000043	Application Submitted	Action
2	16/08/2021	Hospital	Bolpur Nursing Home	Alo	07/04/2021	Male		2345567834		ACK/D/2021/000055	Application Submitted	Action
3	17/08/2021	Hospital	Glocal Hospital	Rima desai	27/03/2021	Female				ACK/D/2021/000070	Application Submitted	Action

Step 3.4.3: A popup will arise where the filled Delayed Verification & Approval (Non-Institutional) appeared.

Death Registration Approval

Acknowledgement No: ACK/D/2021/000070

Reporting Date (dd/mm/yyyy): 07/09/2021

LEGAL INFORMATION

Information of the deceased

Date Of Death (dd/mm/yyyy): 27/03/2021

Sex: Female

Age: Months:- 7

First Name: Rima

Middle Name:

Last Name: desai

Type of ID Proof:

ID Proof Number:

Upload ID Proof:

Step 3.4.4: Local Body Registrar will verify the entire application and provide their status as per their verification. If they think that the application needs some changes, they will select Send back to DEO which will return the application to Local Body Data Entry Operator. If they think application is not up to the mark they will select reject which will reject the application. Regarding rejection Registrar has to write proper reason of rejection.

Approve Or Reject Application

Status: *

--Select--

--Select--

Approve

Send Back To DEO

Reject

Submit

Step 3.4.5: Local Body 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 3.4.6: : A popup will arise; Registrar will click on the ok button for confirming the submission

Death Registration Approval

40.81.75.47:4043 says

Are you sure?

OK Cancel

Immediate Cause/ অসুখের নাম অথবা মৃত্যুর প্রকৃত কারণ

Underlying Cause

Step 3.4.7: : Verification of the selected application will be successful.

Delayed Death: Verification & Approval (Non Institutional)

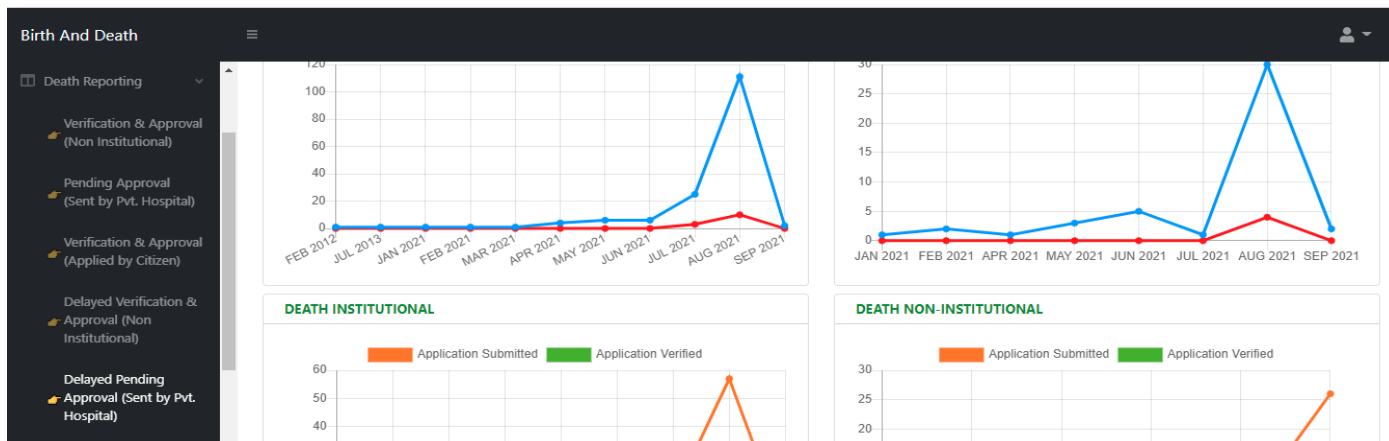
Display 10 Records per page Search:

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	12/08/2021	Hospital	Bolpur Nursing Home	Ramesh Halder	09/06/2021	Male				ACK/D/2021/000043	Application Submitted	Action
2	16/08/2021	Hospital	Bolpur Nursing Home	Alo	07/04/2021	Male		2345567834		ACK/D/2021/000055	Application Submitted	Action



Delayed Pending Approval
(Sent by Pvt. Hospital)

Step 3.5.1: Local Body Registrar will click on “Delayed Pending Approval (Sent by Pvt. Hospital)” from Death Reporting main menu for the a ll delayed death application send by private hospital DEO (verified by Pvt. Hospital Administrator) are verified & approved by Local body Registrar.



Step 3.5.2: Local Body Registrar will be redirected to the “Delayed Pending Approval (Sent by Pvt. Hospital)” page.

Delayed Death: Approval (Sent by Pvt. 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	
				Name	DOB	Gender	Name	Mobile No.	Name			
1	12/08/2021	Hospital	Bolpur Nursing Home	Asit Biswas	09/06/2021	Male	Ruma Biswas		Monimala Biswas	ACK/D/2021/000035	Verified by Pvt. Hospital	Action
2	16/08/2021	Hospital	Bolpur Nursing Home	Gourab Das	01/07/2021	Male			Mita Das	ACK/D/2021/000056	Verified by Pvt. Hospital	Action
3	17/08/2021	Hospital	Bolpur Nursing Home	Sita Saha	06/04/2021	Female			Priya Saha	ACK/D/2021/000063	Verified by Pvt. Hospital	Action
4	17/08/2021	Hospital	Bolpur Nursing Home	Subha mal	14/05/2021	Male	Milli Mal	8282850198		ACK/D/2021/000064	Verified by Pvt. Hospital	Action

Step 3.5.3: Local Body Registrar will select any of the death application and will click on action button.

Delayed Death: Approval (Sent by Pvt. 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	
				Name	DOB	Gender	Name	Mobile No.	Name			
1	12/08/2021	Hospital	Bolpur Nursing Home	Asit Biswas	09/06/2021	Male	Ruma Biswas		Monimala Biswas	ACK/D/2021/000035	Verified by Pvt. Hospital	Action
2	16/08/2021	Hospital	Bolpur Nursing Home	Gourab Das	01/07/2021	Male			Mita Das	ACK/D/2021/000056	Verified by Pvt. Hospital	Action
3	17/08/2021	Hospital	Bolpur Nursing Home	Sita Saha	06/04/2021	Female			Priya Saha	ACK/D/2021/000063	Verified by Pvt. Hospital	Action
4	17/08/2021	Hospital	Bolpur Nursing Home	Subha mal	14/05/2021	Male	Milli Mal	8282850198		ACK/D/2021/000064	Verified by Pvt. Hospital	Action

Step 3.5.4: A popup will arise where the filled Delayed Pending Approval (Sent by Pvt. Hospital) appeared. .

Step 3.5.5: Local Body Registrar will verify the entire application and provide their status as per their verification. If they think that the application needs some changes, they will select Send back to DEO which will return the application to Local Body Data Entry Operator. If they think application is not up to the mark they will select reject which will reject the application. Regarding rejection Registrar has to write proper reason of rejection

Step 3.5.6: Local Body Registrar will select approve if they think that the application is perfect to proceed, they will select approve and press submit button

Step 3.5.7: A popup will arise; Registrar will click on the ok button for confirming the submission.

Step 3.5.8: Verification of the selected application will be successful.

☰

✓ Done
Status Updated successfully.

Delayed Death: Approval (Sent by Pvt. Hospital)

Display 10 Records per page

Search:

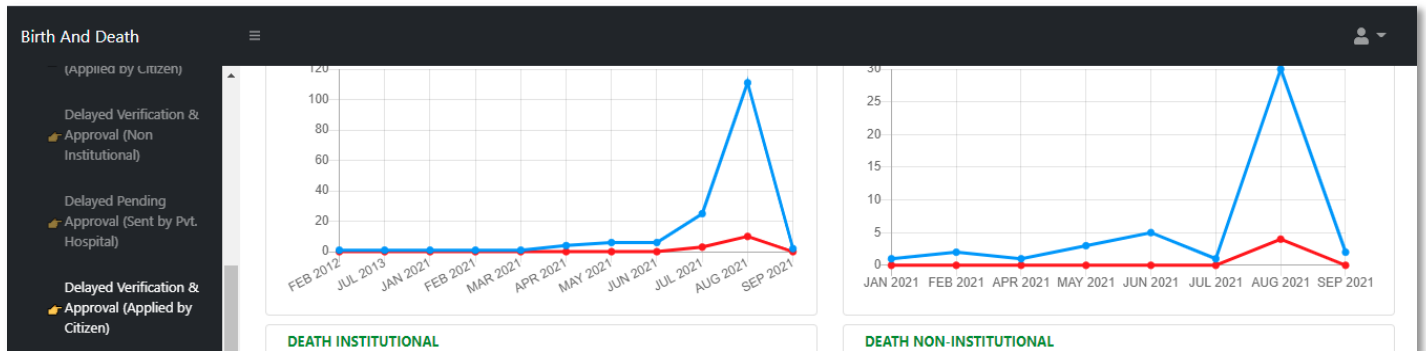
Sl. No.	Entry Date	Place Of Death	Hospital Name	Deceased Information			Spouse Information		Mother's Information	Acknowledgement No.	Status	
				Name	DOB	Gender	Name	Mobile No.				
1	16/08/2021	Hospital	Bolpur Nursing Home	Gourab Das	01/07/2021	Male			Mita Das	ACK/D/2021/000056	Verified by Pvt. Hospital	Action
2	17/08/2021	Hospital	Bolpur Nursing Home	Sita Saha	06/04/2021	Female			Priya Saha	ACK/D/2021/000063	Verified by Pvt. Hospital	Action



Delayed Verification & Approval (Applied by Citizen)



Step 3.6.1: Local Body Registrar will click on “Delayed Verification & Approval (Applied by Citizen)” from Death Reporting main menu for the all-delayed death application send by Citizen are verified & approved by Local body Registrar.



Step 3.6.2: Local Body Registrar will be redirected to the “Delayed Verification & Approval (Applied by Citizen)” page.

Delayed 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	16/08/2021	Home		RAM	05/05/2021	Male	Mili Das	2345567834		ACK/D/2021/000057	Application Submitted	Action
2	17/08/2021	Home		Arunima diyan	26/02/2021	Female			T H	ACK/D/2021/000074	Application Submitted	Action
3	17/08/2021	Home		Bisnu Mai	29/06/2021	Male	Ritu Mai	9732240514	Sonali Mai	ACK/D/2021/000085	Application Submitted	Action
4	17/08/2021	Hospital	Bolpur Nursing Home	Mohima Das	30/06/2021	Female	Mithun Das	9732240514		ACK/D/2021/000086	Application Submitted	Action
5	18/08/2021	Home		Ajay Dhara	11/05/2021	Male			Snigdha Dhara	ACK/D/2021/000091	Application Submitted	Action

Step 3.6.3: Local Body Registrar will select any of the death application and will click on action button.

Delayed 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	16/08/2021	Home		RAM	05/05/2021	Male	Mili Das	2345567834		ACK/D/2021/000057	Application Submitted	Action
2	17/08/2021	Home		Arunima diyan	26/02/2021	Female			T H	ACK/D/2021/000074	Application Submitted	Action
3	17/08/2021	Home		Bisnu Mai	29/06/2021	Male	Ritu Mai	9732240514	Sonali Mai	ACK/D/2021/000085	Application Submitted	Action
4	17/08/2021	Hospital	Bolpur Nursing Home	Mohima Das	30/06/2021	Female	Mithun Das	9732240514		ACK/D/2021/000086	Application Submitted	Action
5	18/08/2021	Home		Ajay Dhara	11/05/2021	Male			Snigdha Dhara	ACK/D/2021/000091	Application Submitted	Action

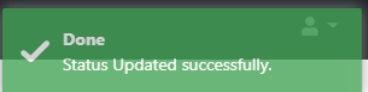
Step 3.6.4: A popup will arise where the filled Delayed Verification & Approval (Applied by Citizen) appeared.

Step 3.6.5: Local Body Registrar will verify the entire application and provide their status as per their verification. If they think that the application needs some changes, they will select Send back to DEO which will return the application to Local Body Data Entry Operator. If they think application is not up to the mark, they will select reject which will reject the application. Regarding rejection Registrar has to write proper reason of rejection.

Step 3.6.6: Local Body Registrar will select approve if they think that the application is perfect to proceed, they will select approve and press submit button.

Step 3.6.7: A popup will arise; Registrar will click on the ok button for confirming the submission.

Step 3.6.8: Verification of the selected application will be successful.

Delayed Death: Verification & Approval (Applied by Citizen)

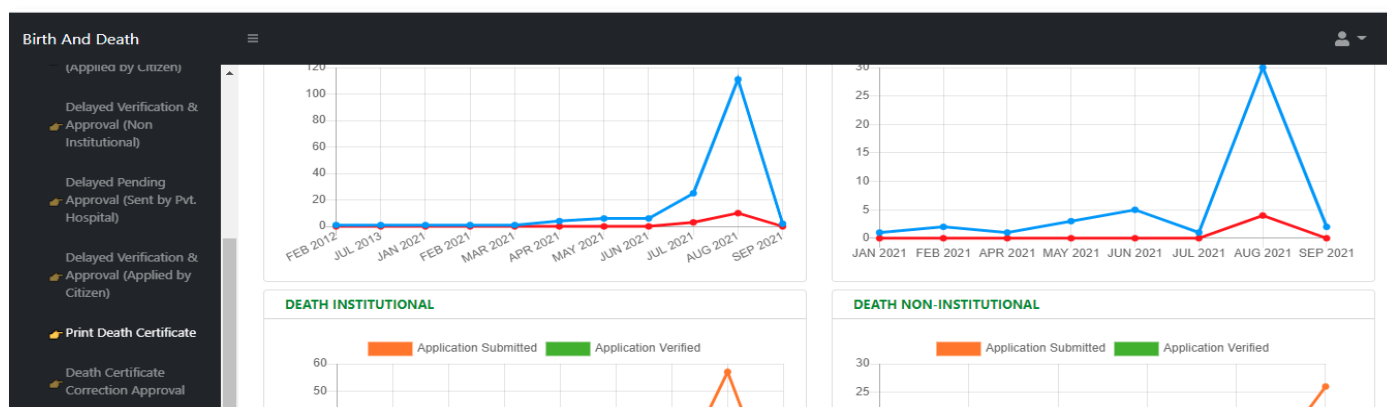
Display 10 Records per page Search:

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	16/08/2021	Home		RAM	05/05/2021	Male	Mill Das	2345567834		ACK/D/2021/000057	Application Submitted	Action
2	17/08/2021	Home		Arunima diyan	26/02/2021	Female			T H	ACK/D/2021/000074	Application Submitted	Action
3	17/08/2021	Hospital	Bolpur Nursing Home	Mohima Das	30/06/2021	Female	Mithun Das	9732240514		ACK/D/2021/000086	Application Submitted	Action
4	18/08/2021	Home		Ajay Dhara	11/05/2021	Male			Snigdha Dhara	ACK/D/2021/000091	Application Submitted	Action

Print Death Certificate



Step 3.7.1: Local Body 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 3.7.2: Local Body 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 3.7.3: Local Body 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	
			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 3.7.4: Local Body 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	
			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 3.7.5: Clicking on print button, the certificate will be downloaded. Local body Registrar can print the certificate accordingly.



GOVERNMENT OF WEST BENGAL
DEPARTMENT OF HEALTH AND FAMILY WELFARE

D:2021/000009

ফর্ম-৬
Form-6



DEATH 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 DEATH WHICH IS THE REGISTER FOR GRAMA PANCHAYAT KANKALITALA OF BLOCK/MUNICIPALITY BOLPUR SRINIKETAN OF DISTRICT BIRBHUM OF STATE WEST BENGAL, INDIA.

NAME OF DECEASED :	Bipasha Mondal	SEX :	Female
DATE OF DEATH :	04/06/2021	PLACE OF DEATH :	BOLPUR SRINIKETAN, Birbhum, KANKALITALA, West Bengal
AGE OF DECEASED :	32 YEARS	NAME OF SPOUSE :	
SPOUSE IDENTITY PROOF :	-		
NAME OF MOTHER :	Mina Dey	NAME OF FATHER :	Mithun Mondal
MOTHER'S IDENTITY PROOF :	EPIC-DVD 2345	FATHER'S IDENTITY PROOF :	-
ADDRESS OF THE DECEASED AT THE TIME OF DEATH :	Permanent Address of Deceased : Ghatore, House No-100/123 Street/Lane- Ghatore, Locality- POST/MUNICIPALITY SURI Block/paddy Dist- Birbhum, West Bengal-731305		
REGISTRATION NO :	D/2021/000009	DATE OF REGISTRATION :	12/06/2021
REMARKS (IF ANY) :			
DATE OF ISSUE :	12/06/2021	ISSUING AUTHORITY :	
UPDATED ON :	2021-06-12 09:16:09		





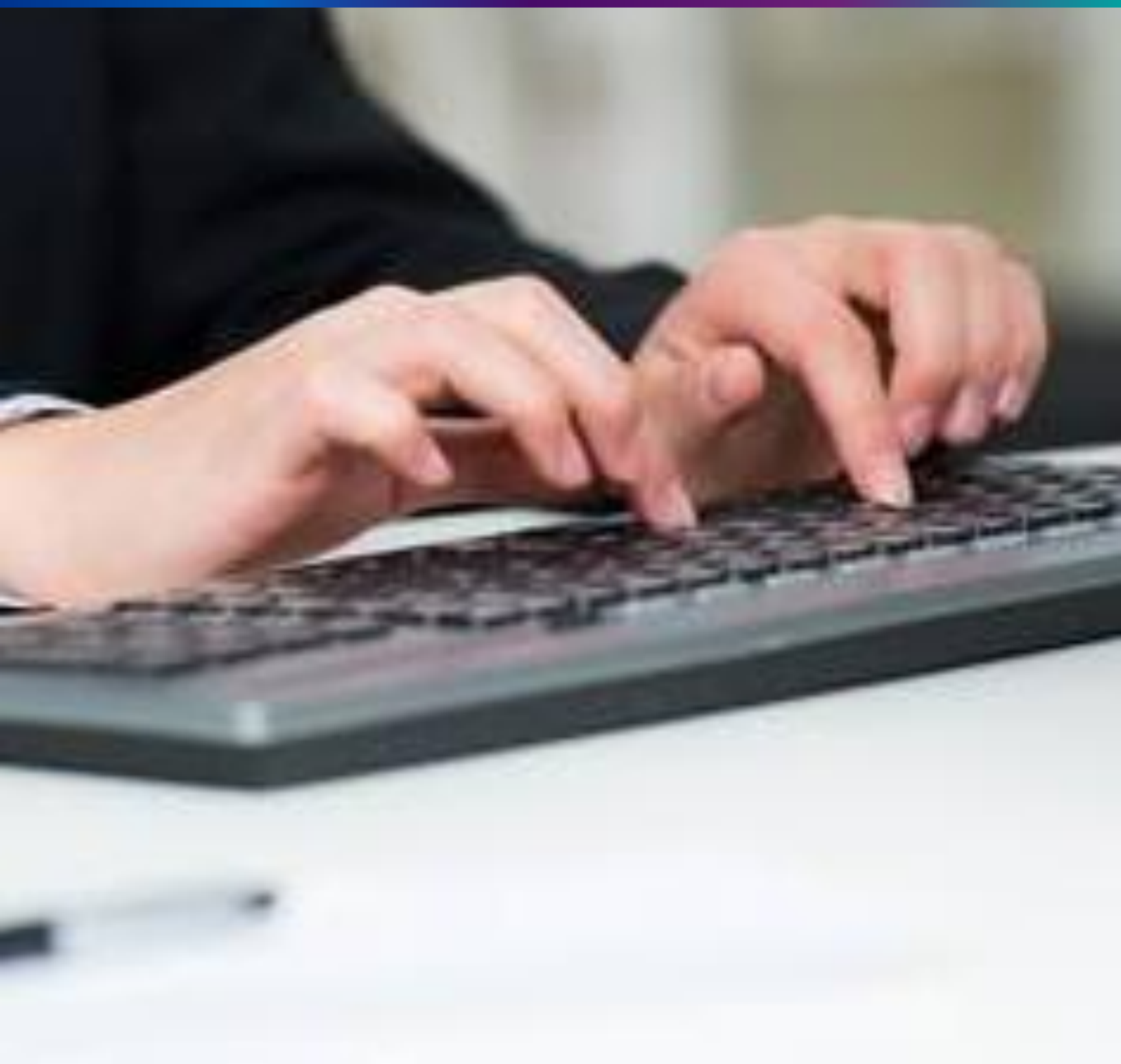
SUB-REGISTRAR (BIRTH & DEATH),
GRAMA PANCHAYAT KANKALITALA

"THIS IS A COMPUTER GENERATED CERTIFICATE."

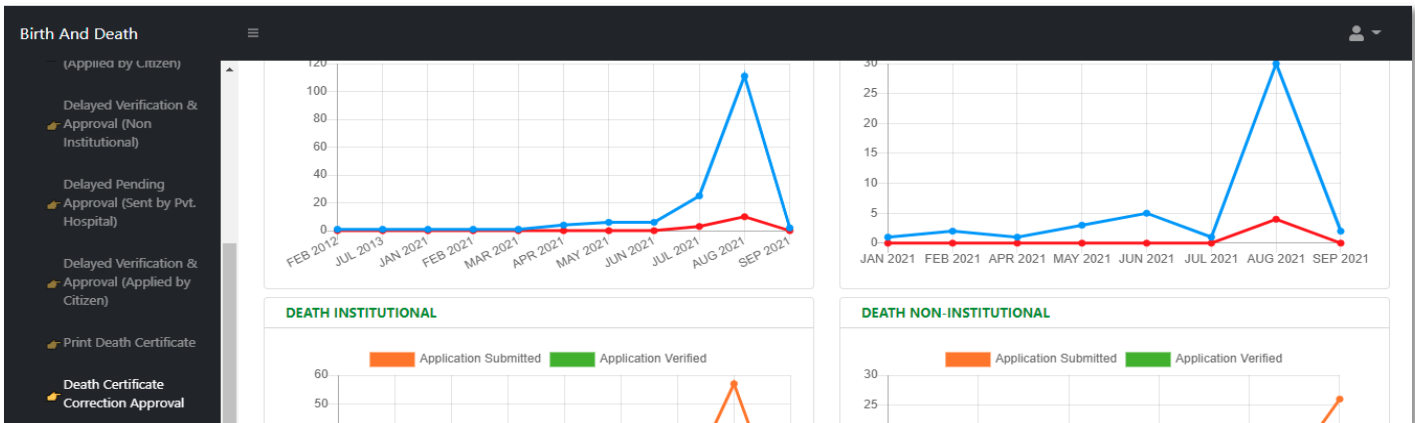
THE GOVT. OF INDIA VIDE CIRCULAR NO. 1/12/2014-VS(CRS) DATED 17-JULY-2015
HAS APPROVED THIS CERTIFICATE AS A VALID LEGAL DOCUMENT FOR ALL OFFICIAL PURPOSES.

"ENSURE REGISTRATION OF EVERY BIRTH AND DEATH"

Death Certificate Correction Approval



Step 3.8.1: Local Body 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 Local body Registrar.



Step 3.8.2: Local Body Registrar will be redirected to the “Death Certificate Correction Approval” page.

Death Certificate Correction, Approval

Acknowledgement No.

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

Step 3.8.3: Local Body 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.

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 3.8.4: Local Body 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	
			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 3.8.5: 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 3.8.6: Local Body 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: *

Step 3.8.7. : Local Body 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

Permanent Address: Outside India
 Street/Lane: 12, Test Road
 Pin: 731211
 Urban/Rural: Block

Bldg.No & Name: 12 Number
 Locality/PostOffice: PO
 State: West Bengal
 Block/Municipality: BOLPUR SRINIKETAN

House Number: 2
 Village/Town:
 District: Birbhum

Status: * Approve Submit

Step 3.8.8: A popup will arise; Registrar will click on the ok button for confirming the submission.

Death Certificate Correction - Approval

Are you sure you want to submit?

OK Cancel

Step 3.8.9: Correction approval of the selected application will be successful.

Death Certificate Correction, Approval

Acknowledgement No. Search

Display 10 Records per page

Search:

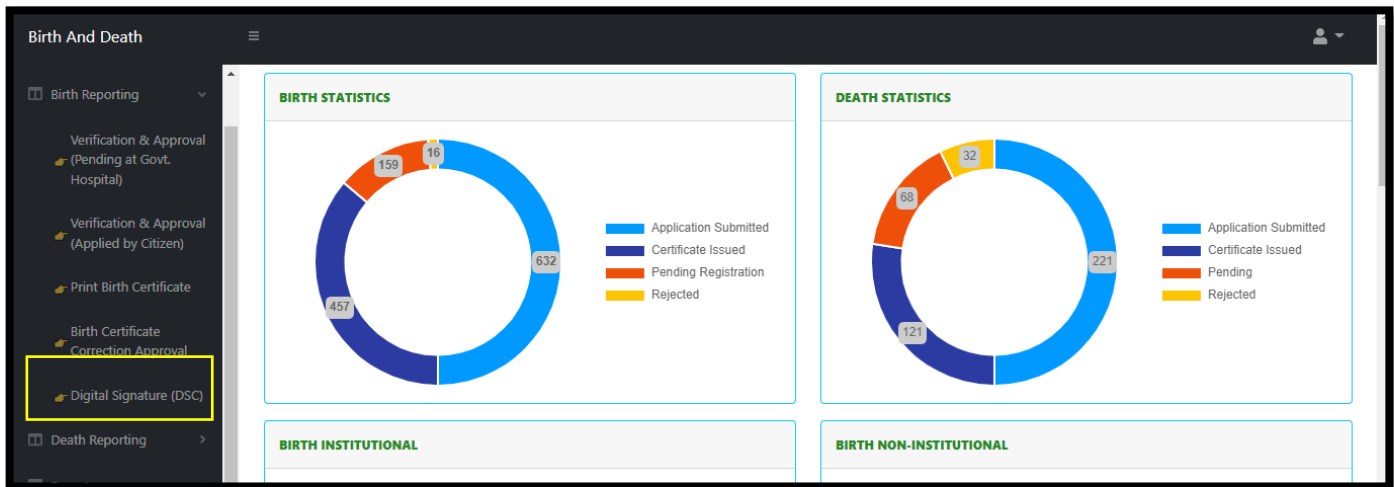
Sl. No.	Entry Date	Place Of Death	Deceased Information			Husband / Wife Information		Mother's Information	Status	Action
			Name	DOB	Gender	Name	Mobile No.	Name		
1	24/08/2021	Hospital	Komola Khatun	23/08/2021	Female	Ramesh Khatun	9874561230		Applied for Certificate Correction	Action

Done
Status Updated successfully.



Digital Signature(DSC)
for Birth & Death

Step 2.5.1: Local Body 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: Local Body Registrar will be redirected to the “Digital Signature DSC)” page. Govt. Hospital Registrar will select an application and click on ‘Add DSC’ button.

Birth And Death

ENTRY SCREEN

Birth Reporting

Death Reporting

Reports

Immunization Status

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					
1	05/02/2022	Hospital	Ram sen	03/02/2022	Male					Kalpna	ACK/B/2022/004293		Approved	Add DSC	
2	05/02/2022	Hospital	Soumi Das	02/02/2022	Female	shyamal Das				Monalisa	ACK/B/2022/004294		Approved	Add DSC	
3	05/02/2022	Hospital	Manisha Dhara	01/02/2022	Female					Anita	ACK/B/2022/004295		Approved	Add DSC	
4	05/02/2022	Hospital	Aviraj Gupta	06/01/2022	Male	Rajbir Gupta				Sivangi	ACK/B/2022/004296		Approved	Add DSC	
5	05/02/2022	Hospital	Rashika Hasan	02/02/2022	Female	Shoaib Hasan				Sivangi	ACK/B/2022/004303		Approved	Add DSC	
6	14/02/2022	Hospital	Sudip Das	02/06/2021	Male					Monika	ACK/B/2022/004322		Approved	Add DSC	

Showing 1 - 6 of total 6 application

Previous1Next

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

Birth And Death

ENTRY SCREEN

Certificate

ABHIRUP BOSE

Password

Password

Sign

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
5	05/02/2022	Hospital	Rashika Hasan	02/02/2022	Female	Shoaib Hasan				Sivangi	ACK/B/2022/004303		Approved	Add DSC
6	14/02/2022	Hospital	Sudip Das	02/06/2021	Male					Monika	ACK/B/2022/004322		Approved	Add DSC

Showing 1 - 6 of total 6 application

Previous 1 Next

Step 2.5.4: Local Body Registrar will click on sign in button after entering the password.

The screenshot shows the 'Birth And Death' application list interface. A modal window is open for login, with the following fields:

- Certificate: ABHIRUP BOSE
- Password: [masked]
- Sign button

The background table shows the following data:

Sl No	Date	Place	Name	Gender	Age	Address	Mobile No	Signature	Signature Date	Signature Time	Signature Status	Action
4	05/02/2022	Hospital	Aviraj Gupta	Male	06/01/2022	Shoalb Hasan					Approved	Add DSC
5	05/02/2022	Hospital	Rashika Hasan	Female	02/02/2022	Shoalb Hasan					Approved	Add DSC
6	14/02/2022	Hospital	Sudip Das	Male	02/06/2021	Monika					Approved	Add DSC

Showing 1 - 6 of total 6 application

Step 2.5.5: Local Body Registrar will confirm the addition.

The screenshot shows the 'Birth And Death' application list interface. A confirmation dialog is open, asking 'Are you confirm ?' with 'OK' and 'Cancel' buttons. The background table is the same as in Step 2.5.4.

Step 2.5.6: The page will be reloaded.

The screenshot shows the 'Birth And Death' application list interface. A circular arrow icon is overlaid on the 'Sign' button, indicating a reload or refresh action. The background table is the same as in Step 2.5.4.

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	Shoaib 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: ABHIRUP BOSE
Date: 22-Feb-2022 12:28:39

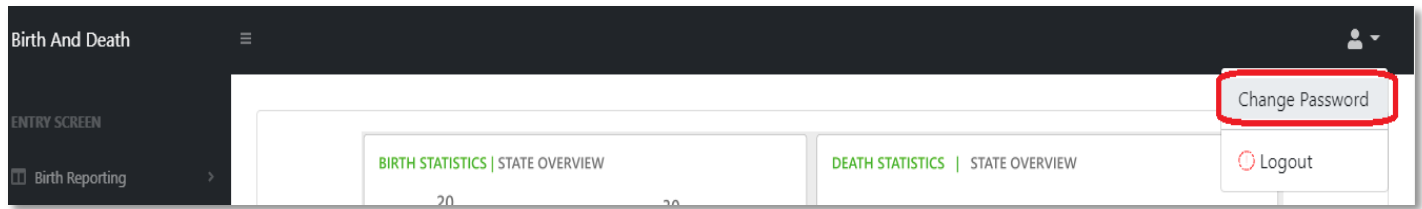
SUB-REGISTRAR (BIRTH & DEATH)
DISTRICT HOSPITAL HOWRAH

"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 DOUCMENT FOR ALL OFFICIAL PURPOSES
"ENSURE REGISTRATION OF EVERY BIRTH AND DEATH"

Change Password



Step 4.1.2: For changing the existing password Registrar 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 three input fields: 'Current Password', 'New Password', and 'Confirm New Password'. Each field has a password icon (an eye with a slash) to toggle visibility. To the right of the fields is a green 'Save' button. Below the input fields, there's a section titled 'Password should match these conventions' with a list of requirements: 'Must be 8-15 characters long', 'At least 1 number, 1 lowercase, 1 uppercase letter', and 'At least 1 special character'.

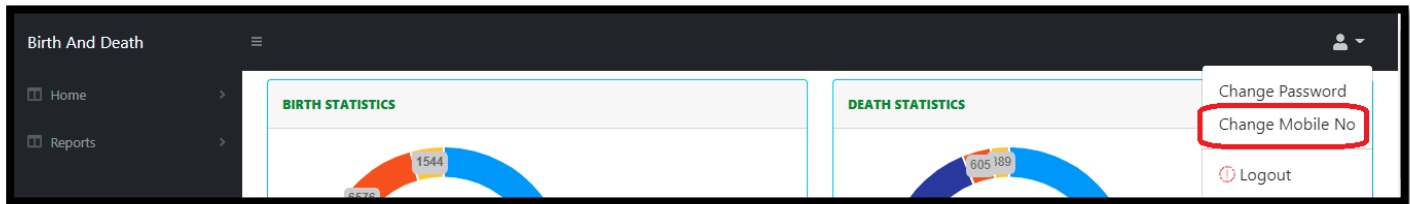
Step 4.1.3: DEO will enter the existing password, new password, confirm the new password and press save button which change the password accordingly.

A screenshot of the 'Change Password' form, similar to the previous one, but with the 'Save' button highlighted by a red rectangle. The input fields now show green checkmarks, indicating that the passwords are valid. The 'New Password' field has a 'Strong' label below it. The 'Confirm New Password' field also has a green checkmark.



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 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 same 'Mobile No ADD/EDIT' form. The 'Mobile No' input field now contains the number '9874561230'. The blue 'GET OTP' button remains visible to the right.

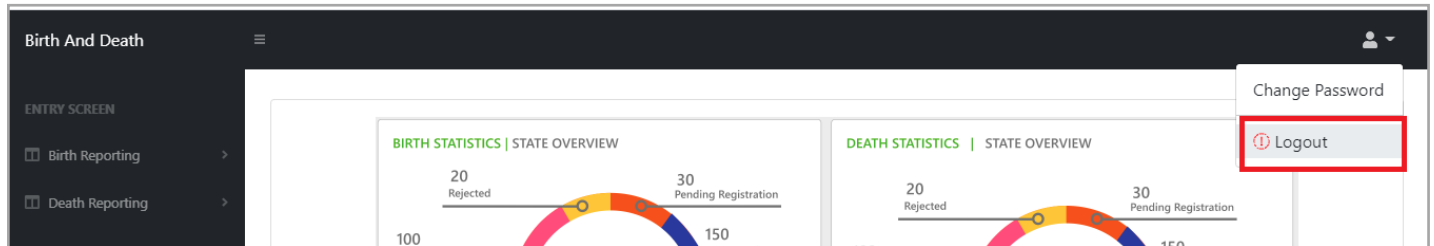
Step 4.2.4: DEO will enter the OTP send in their registered mobile number and press 'Submit' Button

 A screenshot of the 'Mobile No ADD/EDIT' form during the OTP verification step. The 'Mobile No' field is now disabled and contains 'XXXXXXXXXX'. A new 'Enter OTP' field is present, containing the number '634174'. To the right of the OTP field is a green 'Submit' button, which is highlighted with a red rectangle. The 'GET OTP' button is still visible.

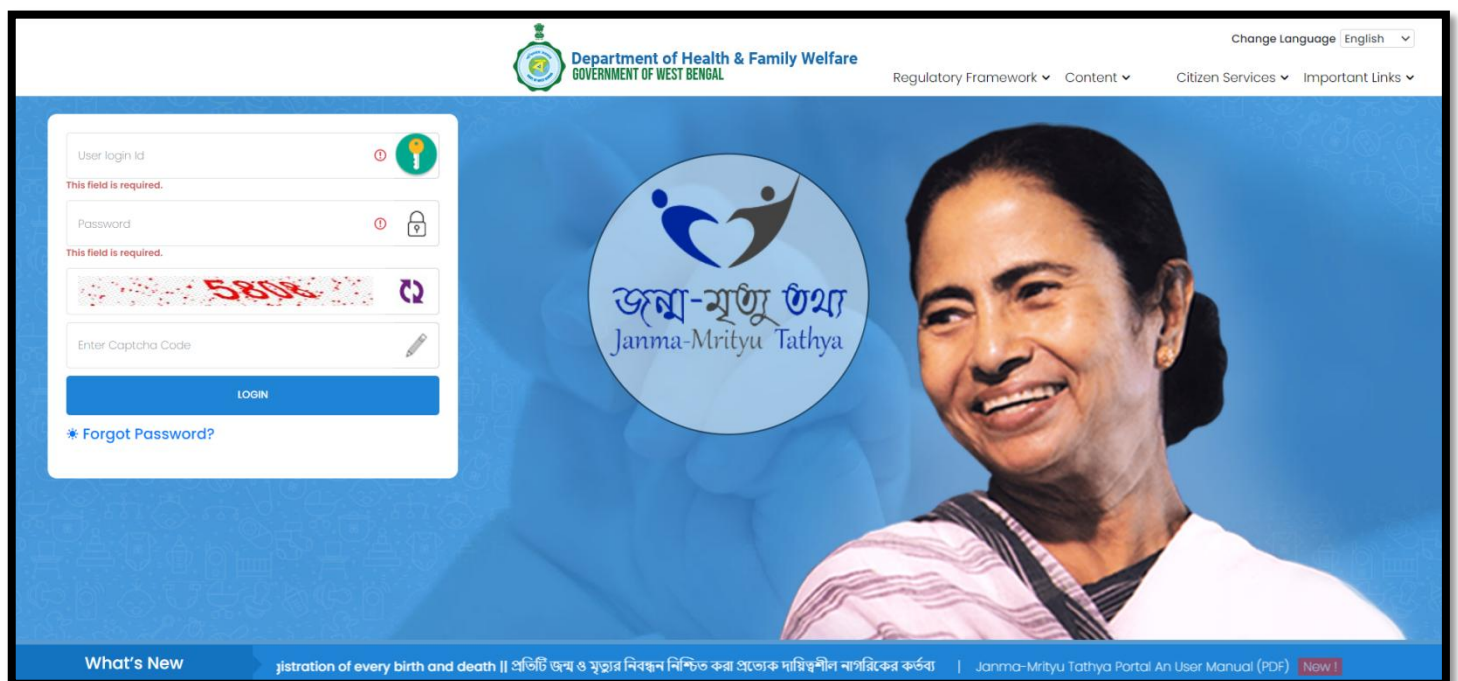
LOGOUT



Step 4.2.1: Local Body 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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