

## **MANUAL - 5**

### **RULES, REGULATIONS, INSTRUCTIONS, MANUALS AND RECORDS FOR DISCHARGING FUNCTIONS**

Administration and Account Sections of the Directorate are functioning as per the prescribed rules & procedure of Govt. The Registration of Births & Deaths is done by the local bodies DMC, NDMC and Delhi Cantonment Board as per the provisions of Registration of Births and Deaths Act, 1969 and Delhi Registration of Birth & Death Rules, 1999 as amended from time to time.

Surveys like Socio-Economic survey, Economic Census are conducted as per the guidelines issued by N.S.O. and National Sample Survey Office of the Ministry of Statistics & Programme Implementation, Govt. of India.

#### **List of regulations, instructions, manuals and records for discharging functions**

<b>S.No.</b>	<b>Name of the Act, Rules, regulations etc.</b>	<b>Brief Gist of the Contents</b>	<b>Reference No.</b>	<b>Price in case of priced publication</b>
1.	Registration of Births & Deaths Act, 1969	It is an Act passed by Parliament making it obligatory on the part of the citizens of India to register birth & death taking place in their families.		It is a publication of the RGI
2.	Delhi Registration of Births and Deaths Rules, 1999	It is the rule formulated on the basis of the provisions of registration of births and deaths act 1969 wherein it is made obligatory for the people of Delhi to register their birth & death taking place in their families.	5/VS/DPES/99/1 1771-978, 31.12.99	Not a priced publication
3.	Citizen Charter	Procedure for Registration of Births and Deaths in Delhi		Free publication
4.	Collection of Statistics Act 2008	Various surveys are notified under this act		Free Publication