

REGISTRATION OF BIRTHS AND DEATHS BILL, 2020

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Registration of Births and Deaths Bill, 2020

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REGISTRATION OF BIRTHS AND DEATHS ACT, 2020

AN ACT to provide for the registration of births and deaths in the country; the decentralisation of the Births and Deaths Registry to improve the collation of statistics for national development and for related matters.

PASSED by Parliament and assented to by the President:

Births and Deaths Registry

Establishment of Births and Deaths Registry

1. (1) There is established by this Act a Births and Deaths Registry referred to in this Act as the “Registry”.
- (2) The Registry comprises
 - (a) the National Office located in the national capital, Accra;
 - (b) regional offices located in all the regional capitals; and
 - (c) district offices in all the district capitals.
- (3) The National Office of the Registry is responsible for the collation and registration of each birth and death in the country.

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(4) An office of the Registry is responsible for the performance of the functions assigned to an office of the Registry under this Act.

Appointment of Registrar of Births and Deaths

2. (1) The President shall, in accordance with article 195 of the Constitution, appoint a Registrar of Births and Deaths.

(2) The Registrar is responsible for the day to day administration of the affairs of the Registry.

(3) The Registrar shall keep and maintain the national register of births, foetal deaths and deaths.

(4) The Registrar shall prescribe the qualification, expertise and professional competence of the District Registrars.

Appointment of other staff

3. (1) The President shall, in accordance with article 195 of the Constitution, appoint other public officers that are necessary for the effective performance of the functions of the Registry.

(2) Other public officers may be transferred or seconded to the Registry.

Regional Registrar

4. (1) Each regional office of the Registry shall have a Regional Registrar of Births and Deaths.

(2) A Regional Registrar shall

(a) be responsible for collating registers from the district offices;

(b) transmit the collated registers to the National Registry and maintain copies of each transmitted record; and

(c) perform any other function assigned by the Registrar under this Act.

District Registrar

5. (1) Each district office of the Registry shall have a District Registrar of Births and Deaths.

(2) A District Registrar shall keep and maintain the register of births, the register of foetal deaths and the register of deaths of that District.

(3) A District Registrar shall submit the collated register of births, foetal deaths and deaths to the District Assembly and the Regional Registrar for onward submission to the Registrar.

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Registration Officer

6. (1) A District Assembly shall, in consultation with the Registrar, appoint for the district office of the Registry, a Registration Officer.

(2) A Registration Officer shall register births, foetal deaths and deaths in the areas constituting the Urban, Zonal, Town and Area Councils.

Registration Assistant

7. (1) A District Assembly shall, in consultation with the Registrar, appoint for the district office of the Registry, a Registration Assistant.

(2) A Registration Assistant shall

(a) inspect registration records in every household within the electoral area of each district; and

(b) assist in the completion of forms on notification of births and notification of deaths.

Register of births and deaths

8. (1) There is established by this Act, three national registers one each for births, foetal deaths and deaths which shall be kept at the National Office of the Registry and in which shall be recorded each birth, foetal death and death in this country.

(2) There is established by this Act a district register of births, foetal deaths, and deaths for each district in which shall be recorded each birth, foetal death and death in the district.

Community population register

9. (1) A community registration officer may assist in the registration of births and deaths for the purposes of generating a community population register.

(2) A District Assembly shall retain a community population register and the community population register shall be used as demographic data for the purposes of the development planning of that district.

Power to accept affidavit or statutory declaration

10. (1) For the purposes of the registration of a birth, foetal death or death, the Registrar or the District Registrar may accept the affidavit or the statutory declaration of a person on payment of the specified fee determined in accordance with the Fees and Charges (Miscellaneous Provisions) Act, 2018 (Act 983).

(2) The specified fee determined in accordance with the Fees and Charges (Miscellaneous Provisions) Act, 2018 (Act 983) shall be paid into the bank account of the District Assembly.