

# HARYANA GOVERNMENT ADMINISTRATIVE REFORMS DEPARTMENT

## NOTIFICATION

NO. 7/31/2014-3AR. –in exercise of the powers conferred by sub-section (1) and (2) of section 3 of the Haryana Right to Service Act. 2014 (4) of 2014) and in supersession of Haryana Government, Administrative Reforms Department, notification of No. 7/31/2014-3AR dated the 7<sup>th</sup> May 2015, the Governor of Haryana, on the recommendation of the Commission hereby notifies the following Services, the time limit within which these are to be provided to citizens, and the Designated Officer, First Grievances Redressal Authority under the act as per the schedule given below:-

## Schedule

Sr. No.	Name of the Department	Name of service	Given Time Limit	Designated officer	First Grievances Redressal Authority	Second Grievances Redressal Authority
1.	Health	Certified Copies of Birth/Death Certificate – Rural Areas (Already registered)  For current year For previous year	14 Days 30 Days	Registrar (Birth & Death) of Concerned SHKM, Govt. Medical College, Nalhar.	District Registrar Births & deaths-cum Civil Surgeon of the concerned Council and Secretary in case of Municipal Committee	Deputy Commissioner of the Concerned District Town
2.	Health/Urban Local Bodies	Registration of Death & Birth certificate (After one year of event) after submission of complete Application.	60 Days (20 Days each for Registrar, District Registrar , and Sub-Division Magistrate (SDM).	Concerned Registrar/District Registrar.	Sub-Divisional Magistrate/Additional Deputy Commissioner (General)	Deputy Commissioner of the Concerned District
3.	Health/Urban Local Bodies	Birth and Death Certificate (Name Entry & certified	30 Days	Concerned Local/Addl. District	District Registrar(Birth & Deaths)-cum-Civil	Deputy Commissioner of the Concerned District

# HARYANA GOVERNMENT ADMINISTRATIVE REFORMS DEPARTMENT

		copies of New Birth Certificate)		Registrar cum Deputy Civil Surgeon as applicable	Surgeon of the concerned District.	
4.	Health	Correction of entry in Birth and Death Certificate after submission of complete Application.	30 Days.	Concerned Local/District Registrar as applicable	District Registrar(Birth & Deaths of the concerned District.	Deputy Commissioner of the Concerned District

**D. S. Dhesi,**  
**Chief Secretary to Government, Haryana**