

**REGISTRATION OF  
BIRTHS AND DEATHS ACT**  
(CHAPTER 267)

**REGISTRATION OF  
BIRTHS AND DEATHS  
RULES**

**R 1**

**2000 Ed.**

**G.N. No.  
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**REGISTRATION OF BIRTHS AND DEATHS ACT  
(CHAPTER 267, SECTION 29)**

**REGISTRATION OF  
BIRTHS AND DEATHS RULES**

**ARRANGEMENT OF RULES**

**Rule**

1. Citation
2. Definition

**BIRTHS**

3. Report of birth
4. Identification
5. Particulars of birth
6. Deputies to forward completed registers to registrar
7. Subsequent registration of name
8. Surname of illegitimate child

**DEATHS**

9. Report of death
10. Sudden or unnatural death
11. Duties of inspecting officer
12. Procedure
13. Death due to dangerous infectious disease
14. Procedure when medical practitioner gives certificate of death
15. When post-mortem examination held
16. Coroner's order for burial
17. Coroner's certificate

**STILL BIRTHS**

18. Report of still birth
19. Documents
20. Particulars to be recorded in register of still births
21. Certificate by medical practitioner or midwife
22. Declaration

GENERAL

Rule

- 23. Form of late registers
- 24. Adopted abandoned child
- 25. Extent of Rules
- 26. Application to search or for extract
- 27. Fees
- 28. Waiver of fees
- The Schedules

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[2nd January 1990]

**Citation**

1. These Rules may be cited as the Registration of Births and Deaths Rules.

**Definition**

2. In these Rules, unless the context otherwise requires, “dangerous infectious disease” has the same meaning as in the Infectious Diseases Act (Cap. 137).

BIRTHS

**Report of birth**

3. Reports of birth shall be made at the office of the supervising deputy registrar, if any, or of any deputy registrar duly appointed for any registration area.

**Identification**

4. For the purpose of registering a birth, the supervising deputy registrar or the deputy registrar may require the parents of the child to produce —

- (a) their identity cards or other identification documents, if any;
- (b) their marriage certificate, if any; and
- (c) such other documents as may be issued by the medical practitioner or midwife who delivered the child.

**Particulars of birth**

5. Particulars of the birth shall be recorded in the register of births in Form A set out in the First Schedule.

**Deputies to forward completed registers to registrar**

6. The deputy registrar of a registration area shall forward the duly completed registers of births through the supervising deputy registrar, if any, for his registration area, to the office of the registrar.

**Subsequent registration of name**

7. When the name of a child is not reported at the time of making such report, and the name is subsequently reported under section 11 of the Act, an application and a certificate in Form B, C or D set out in the First Schedule shall be presented to the registrar.

**Surname of illegitimate child**

8.—(1) An application for the surname of the father of an illegitimate child to be entered in a register of births as having been given to the child under section 10 (3) of the Act, shall be made to the registrar having custody of the register.

(2) Where the application is made —

- (a) by a parent or guardian of the child, it shall be in Form E set out in the First Schedule; or
- (b) by the child who has attained 21 years of age, it shall be in Form F set out in the First Schedule.

## DEATHS

**Report of death**

9. In the case of a death where a medical practitioner has not given a certificate of the cause of death, a report of the death shall be made to any police station or neighbourhood police post.

**Sudden or unnatural death**

10. A police officer shall —

- (a) in all cases of sudden or unnatural death comply with section 273 of the Criminal Procedure Code (Cap. 68); and

- (b) in all other cases immediately report the matter to the inspecting officer authorised by a registrar or a supervising deputy registrar under section 8 (2) of the Act.

**Duties of inspecting officer**

**11.**—(1) Upon being informed of a death, the inspecting officer authorised by the registrar or the supervising deputy registrar under section 8 (2) of the Act shall forthwith proceed to the house or place where the body is, and shall view the body and make such inquiry as he may consider necessary.

(2) In a case where the death appears to be due to an unnatural cause or a dangerous infectious disease, the inspecting officer referred to in sub-paragraph (1) may there and then, if satisfied as to the cause of death, issue his certificate of the cause of death in Form G set out in the First Schedule.

**Procedure**

**12.** The person desiring to bury or cremate the body shall take the certificate of the cause of death together with the identity card or other identification documents, if any, of the deceased to the office of the supervising deputy registrar, if any, or of the deputy registrar duly appointed for a registration area who shall record the particulars of the death in the register of deaths in Form H set out in the First Schedule.

**Death due to dangerous infectious disease**

**13.** Where the death appears to be due to a dangerous infectious disease, the inspecting officer authorised under section 8 (2) of the Act shall comply with section 6 of the Infectious Diseases Act (Cap. 137) and shall require the body to be sent to a hospital mortuary for post-mortem examination.

**Procedure when medical practitioner gives certificate of death**

**14.** In every case where a medical practitioner has given a certificate of the cause of death, the person desiring to bury or cremate the body shall take the certificate (which shall be in Form G set out in the First Schedule) together with the identity card or other

identification documents, if any, of the deceased to the office of the supervising deputy registrar, if any, or of the deputy registrar duly appointed for a registration area and subject to section 19 (3) of the Act, the supervising deputy registrar or the deputy registrar shall register the death in Form H set out in the First Schedule.

**When post-mortem examination held**

**15.** In any case where a medical practitioner makes a post-mortem examination of a body, the certificate required by section 20 of the Act shall be in Form G set out in the First Schedule.

**Coroner's order for burial**

**16.** A coroner's order for burial under section 274 of the Criminal Procedure Code (Cap. 68) shall be taken to a supervising deputy registrar or a deputy registrar who shall record the particulars of the death in the register of death in Form H set out in the First Schedule.

**Coroner's certificate**

**17.** The supervising deputy registrar or a deputy registrar who receives a Coroner's certificate under section 21 (1) of the Act shall record the particulars of the death in the register of death in Form H set out in the First Schedule with such modification as he may think necessary.

**STILL BIRTHS****Report of still birth**

**18.** Reports of still births shall be made at the office of the supervising deputy registrar, if any, or of any deputy registrar duly appointed for any registration area.

**Documents**

**19.** The identity cards or other identification documents, if any, of the parents together with the written certificate issued by the medical practitioner or midwife under section 14 (a) of the Act or a declaration made by a person under section 14 (b) of the Act have to be produced before registration is effected.

**Particulars to be recorded in register of still births**

**20.** Particulars of a still birth shall be recorded in the register of still births in Form I set out in the First Schedule.

**Certificate by medical practitioner or midwife**

**21.** The certificate by a medical practitioner or a midwife issued under section 14 (a) of the Act, shall be in Form J set out in the First Schedule.

**Declaration**

**22.** The declaration required under section 14 (b) of the Act shall be in Form K set out in the First Schedule.

**GENERAL****Form of late registers**

**23.** The late registers provided in section 23 of the Act shall be in forms similar to those of the appropriate register endorsed with the words “Late Registration”.

**Adopted abandoned child**

**24.—(1)** Where an adoption order has been made by a court for the adoption of an abandoned child by any person, the registrar may, at the request of such person and before the issue of the certificate of registration of birth or certified extract from the register of births in respect of that child —

- (a) insert a time representing the hour of birth of the child, wherever such time is not entered therein; and
- (b) amend the place or address of birth of the child, wherever the entry appearing in the original register of births is likely to be embarrassing to the child in the future.

(2) The registrar may insert the correct particulars of the birth of such child in the certificate or certified extract if any new evidence relating thereto subsequently comes to light.

**Extent of Rules**

**25.** These Rules shall apply to the registration of births, still births and deaths occurring within the territorial waters of Singapore.

**Application to search or for extract**

**26.** An application for a search or a certified extract from the register of births or the register of deaths shall be made in such manner and form as the Registrar-General may require.

**Fees**

**27.** The fees payable under the Act are set out in the Second Schedule.

**Waiver of fees**

**28.** The Registrar-General of Births and Deaths may, in his discretion, waive wholly or in part the fees payable under these Rules.

FIRST SCHEDULE

FORM A

Rule 5



REPUBLIC OF SINGAPORE  
REGISTRATION OF BIRTHS AND DEATHS ACT  
(CHAPTER 267)  
CERTIFICATE OF REGISTRATION OF BIRTH

BIRTH REGISTRATION NO.

CHILD'S PARTICULARS	Birth Registered at		
	Full Name		
	Sex	Date of Birth	Time of Birth Hours
	Place or Address of Birth		
MOTHER'S PARTICULARS	Name		Date of Birth
	NRIC/Identification Document No.	Race	Dialect Group
	Nationality	Country of Birth	
	Address		
FATHER'S PARTICULARS	Name		
	NRIC/Identification Document No.	Race	Dialect Group
	Nationality	Country of Birth	
INFORMANT'S PARTICULARS	Name		
	NRIC/Identification Document No.	Relationship	
	Address		
FOR OFFICIAL USE			

I certify that the above information given by me is correct.

Informant's Signature or Thumb Impression

Date

for Registrar of Births and Deaths

Date

FIRST SCHEDULE — continued

FORM B

Rule 7

REGISTRATION OF BIRTHS AND DEATHS ACT  
(CHAPTER 267)

CERTIFICATE OF NAME GIVEN IN BAPTISM  
WITHIN 12 MONTHS AFTER DATE OF BIRTH

I, \_\_\_\_\_  
of \_\_\_\_\_  
do hereby certify that (according to the Register of Baptism for \_\_\_\_\_  
\_\_\_\_\_ now in my custody)\* the male/female† child  
stated to have been born on the \_\_\_\_\_ day of \_\_\_\_\_ 20\_\_\_\_,  
to \_\_\_\_\_ and \_\_\_\_\_ was on  
the \_\_\_\_\_ day of \_\_\_\_\_ 20\_\_\_\_ baptised by \_\_\_\_\_  
\_\_\_\_\_ in the name \_\_\_\_\_

Witnessed by my hand this \_\_\_\_\_ day of \_\_\_\_\_ 20\_\_\_\_

Signature \_\_\_\_\_

Description \_\_\_\_\_

\*To be deleted where the certificate is given by the person who baptised the child.  
†Strike out whichever does not apply.

(FOR REGISTRAR'S USE ONLY)		
Information submitted within 12 months of birth.	Registrar-General.	Registrar,
	Information submitted after 12 months and within 7 years of birth.	Approved for registration
	Referred.	
	_____	_____
	Registrar	Registrar-General
		_____
		Registrar

FIRST SCHEDULE — *continued*

FORM C

Rule 7

REGISTRATION OF BIRTHS AND DEATHS ACT  
(CHAPTER 267)

CERTIFICATE OF NAME GIVEN NOT IN BAPTISM WITHIN 12 MONTHS AFTER DATE OF BIRTH

I, \_\_\_\_\_ of \_\_\_\_\_  
being the \_\_\_\_\_ of the <sup>male</sup> \* child born to \_\_\_\_\_  
and \_\_\_\_\_ <sub>female</sub> on the \_\_\_\_\_ day of \_\_\_\_\_ 20\_\_\_\_,  
whose birth was registered on the \_\_\_\_\_ day of \_\_\_\_\_ 20\_\_\_\_, *vide* Register No. \_\_\_\_\_ do hereby  
certify that the name of the said child is \_\_\_\_\_

Witness my hand this \_\_\_\_\_ day of \_\_\_\_\_ 20\_\_\_\_

*Signature* \_\_\_\_\_

\*Strike out whichever does not apply.

Information submitted within 12 months of birth.	(FOR REGISTRAR'S USE ONLY)		
	Registrar-General. Information submitted after 12 months and within 7 years of birth. Referred.	Registrar, Approved for registration	No. _____ Fee paid \$ _____ Vide receipt No. _____ Entry made
	_____ <i>Registrar</i>	_____ <i>Registrar-General</i>	_____ <i>Registrar</i>

FIRST SCHEDULE — continued

FORM D

Rule 7

REGISTRATION OF BIRTHS AND DEATHS ACT  
(CHAPTER 267)

CERTIFICATE OF ALTERATION OF NAME OF CHILD  
WITHIN 12 MONTHS AFTER DATE OF BIRTH

I, \_\_\_\_\_,  
of \_\_\_\_\_  
being the \_\_\_\_\_ of the male\* child  
female  
born to \_\_\_\_\_  
and \_\_\_\_\_ on the \_\_\_\_\_ day of \_\_\_\_\_ 20\_\_\_\_,  
whose birth was registered on the \_\_\_\_\_ day of \_\_\_\_\_ 20\_\_\_\_,  
vide Register No. \_\_\_\_\_ under the name of \_\_\_\_\_  
do hereby certify that the name of the said child has been altered to \_\_\_\_\_  
\_\_\_\_\_

Dated this \_\_\_\_\_ day of \_\_\_\_\_ 20\_\_\_\_

Signature \_\_\_\_\_

\*Delete where inapplicable.

(FOR REGISTRAR'S USE ONLY)

Fee Paid \$ \_\_\_\_\_ No. \_\_\_\_\_  
Alteration made.

vide Receipt No. \_\_\_\_\_

\_\_\_\_\_  
Registrar

*Registrar*

FIRST SCHEDULE — continued

FORM F

Rule 8 (2) (b)

REGISTRATION OF BIRTHS AND DEATHS ACT  
(CHAPTER 267)

APPLICATION BY AN ILLEGITIMATE CHILD  
WHO HAS ATTAINED 21 YEARS OF AGE FOR HIS SURNAME  
TO BE CHANGED TO THAT OF HIS FATHER  
UNDER SECTION 10 (3) AND (4)

I, \_\_\_\_\_ (NRIC No. \_\_\_\_\_)  
of \_\_\_\_\_,  
being born to \_\_\_\_\_  
and \_\_\_\_\_ on the \_\_\_\_\_ day  
of \_\_\_\_\_ 20\_\_\_\_, do hereby apply for my surname in the  
register of births to be changed to \_\_\_\_\_

Date of registration of birth \_\_\_\_\_

Registered surname \_\_\_\_\_

Birth Certificate Registration No. \_\_\_\_\_

Date: \_\_\_\_\_  
\_\_\_\_\_  
*Signature*

(FOR REGISTRAR'S USE ONLY)

Fee Paid \$ \_\_\_\_\_ Application No. \_\_\_\_\_  
Entry made

vide Receipt No. \_\_\_\_\_

\_\_\_\_\_  
*Registrar*



FIRST SCHEDULE — continued

FORM G — continued

PERINATAL DEATH

To be completed additionally by the Certifying Officer for live-born infant dying within 168 hours (1 week) from birth.			
MOTHER		CHILD	
Date of Birth <input type="text"/>	Ante-natal care ** (2 or more visits) <input type="checkbox"/> Yes <input type="checkbox"/> No	Type of birth * <input type="checkbox"/> Single <input type="checkbox"/> Plural	Birth weight <input type="text"/> gms
Period of gestation <input type="text"/> weeks	Delivery Normal Spontaneous vertex <input type="checkbox"/> Others (specify) _____	Child delivered by * Government Medical Officer/Midwife/Private Medical Practitioner/Private Midwife/ Others (to specify) _____	Main maternal disease or condition affecting infant.
Number of previous pregnancies Live-births <input type="text"/> Still-births <input type="text"/> Abortions <input type="text"/>			

\*\* Tick ( ) in the appropriate box.

DEATH REGISTRATION PROCEDURES

The Law requires all deaths occurring in Singapore to be registered within 24 hours from its occurrence.

Deaths can be registered at the following places:

- a Government and Government restructured hospitals if the deceased had died in that hospital;
- b Police Divisional Headquarters or Neighbourhood Police Post or Registry of Births and Deaths if the deceased had died in private hospitals, clinics and homes with doctors in attendance

Documents to be produced for death registration:

- a Singapore NRIC of deceased if he/she is a Singaporean
- b Singapore birth certificate (original as well as a photostated copy) of deceased if he/she is below 15 years old
- c Foreign IC/Passport (original as well as a photostated copy) of deceased if he/she is foreigner
- d Informant's document of identify
- e Certificate of Cause of Death (BD 8 i.e. this form)

The place of burial/cremation of the deceased has to be furnished at the time of death registration. Kindly therefore get this information ready before you proceed to the Death Registration Centre.

The Death Registration Centres at the Police Divisional HQS & NPPS are open 24 hours while those at hospitals and the Registry of Births and Deaths operate during normal office hours.



FIRST SCHEDULE — *continued*

## FORM I

Rule 20

REPUBLIC OF SINGAPORE  
REGISTRATION OF BIRTHS AND DEATHS ACT  
(CHAPTER 267)

## CERTIFICATE OF REGISTRATION OF STILL-BIRTH

STILL-BIRTH REGISTRATION NO.

No.

CHILD'S PARTICULARS	Still-birth registered at				
	Sex	Date of birth		Hour of birth	
	Place or address of birth		Cause of death		
	Maiden name				
MOTHER'S PARTICULARS	NRIC/identification Document No.		Race/Dialect Group	Nationality	Country of birth
	Date of birth		Address		
	Name				
FATHER'S PARTICULARS	NRIC/identification Document No.		Race/Dialect Group	Nationality	Country of birth
	Name and Address				
INFORMANT'S PARTICULARS	State relationship (e.g. Father, Mother, etc.)		Name and Address		
	NRIC/identification Document No.				
I certify that the information given by me is correct.					
..... Informant's signature or Thumb Impression			..... Date		
			..... Registrar of Births and Deaths		
			..... Date		

Cap. 267, R 1]

Registration of  
Births and Deaths Rules

[2000 Ed. P. 17

FIRST SCHEDULE — continued

FORM J

Rule 21

REGISTRATION OF BIRTHS AND DEATHS ACT (CHAPTER 267)

Nº

NOTIFICATION OF A STILL-BIRTH

Original	To be sent to the Registrar of Births and Deaths within 24 hours of birth.		
Duplicate	To be sent to the Director, Maternal and Child Health Services within 24 hours of birth.		
Triplicate	To be given to the child's father or relative and his attention is drawn to the notes below.		
I hereby give notice of a still-born *male/female child at			
Place or Address of birth			
Child delivered by * Government medical officer/midwife/private medical practitioner/private midwife/other (specify)			
Date of birth	<input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>	Hour called	<input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> hours
		Hour of birth	<input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> hours
MOTHER		CHILD	
Period of gestation	<input type="text"/> <input type="text"/> Weeks	Birth order of child	<input type="text"/> <input type="text"/>
		Birth weight	<input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> gms.
† Ante-natal care (2 or more visits)	<input type="checkbox"/> Yes <input type="checkbox"/> No	† Type of birth	<input type="checkbox"/> Single <input type="checkbox"/> Plural
		† Died:	<input type="checkbox"/> Before labour <input type="checkbox"/> During labour
Delivery: Normal Spontaneous Vertex	<input type="checkbox"/>	CAUSE OF DEATH	
Other (specify) .....			
No. of previous pregnancies		(a) main disease or condition in foetus .....	
Live-births	<input type="text"/> <input type="text"/>	(b) other diseases or conditions in foetus .....	
Still-births	<input type="text"/> <input type="text"/>	(c) main maternal disease or condition affecting foetus .....	
Abortions	<input type="text"/> <input type="text"/>		
MOTHER	Name		Date of birth
	NRIC No.	Nationality	Occupation
	Address		
FATHER	Name		Date of birth
	NRIC No.	Nationality	Occupation
I certify that I *was at the birth of/examined the body of, the still-born child and the above particulars given by me are correct.			
Date		Signature	

Notes to Parents: You are required to register the still-birth at the Registry of Births and Deaths or at a designated police station immediately. Please produce this notification as well as the Identity Cards or Passports of both parents at the time of registration. You are also reminded that under the law, a permit is required to bury or cremate the body.

FIRST SCHEDULE — *continued*

FORM K

Rule 22

REGISTRATION OF BIRTHS AND DEATHS ACT  
(CHAPTER 267)

CERTIFICATE OF STILL BIRTH BY A PERSON OTHER THAN  
A MEDICAL PRACTITIONER OR A MIDWIFE

Report of a still-birth to \_\_\_\_\_  
of \_\_\_\_\_  
(Address)

I hereby certify that the child as described above was not born alive and  
that —

- \*1. No medical practitioner or registered midwife was present at the birth.
- \*2. No medical practitioner has examined the body.
- \*3. A certificate by a medical practitioner or registered midwife to the  
above effect cannot be obtained.

Full name of Informant \_\_\_\_\_

NRIC/Identification Document No. of Informant \_\_\_\_\_

Address of Informant \_\_\_\_\_  
\_\_\_\_\_

Date \_\_\_\_\_

\*Delete where inapplicable.

FIRST SCHEDULE — *continued*

FORM L

Second Schedule



REPUBLIC OF SINGAPORE  
REGISTRATION OF BIRTHS AND DEATHS ACT  
(CHAPTER 267)  
**CERTIFICATE OF EXTRACT FROM REGISTER OF BIRTHS**

BIRTH REGISTRATION NO.

CHILD'S PARTICULARS	Birth Registered at			
	Full Name			
	Sex	Date of Birth	Time of Birth Hours	
	Place or Address of Birth			
MOTHER'S PARTICULARS	Name			NRIC/Identification Document No.
	Race	Dialect Group	Nationality	Country of Birth
	Date of Birth	Address		
FATHER'S PARTICULARS	Name			NRIC/Identification Document No.
	Race	Dialect Group	Nationality	Country of Birth
INFORMANT'S PARTICULARS	Name			NRIC/Identification Document No.
	Relationship	Address		
FOR OFFICIAL USE				

Certified to be a true extract from the Register of Births

.....  
Date

Registrar of Births and Deaths

p. 20 2000 Ed.]


*Registration of  
Births and Deaths Rules*

[Cap. 267, R 1

FIRST SCHEDULE — continued

FORM M

Second Schedule

		REPUBLIC OF SINGAPORE REGISTRATION OF BIRTHS AND DEATHS ACT (CHAPTER 267) CERTIFICATE OF EXTRACT FROM REGISTER OF DEATHS		DEATH REGISTRATION NO.			
Death Registered at							
Full Name of Deceased							
NRIC/Identification Document No.		Sex		Date and Time of Death			
Date of Birth		Country of birth		Place of Birth			
Home Address							
Place or Address where death occurred							
CAUSE OF DEATH  (a) (b) (c)				Approximate interval between onset and death			
				Years	Months	Days	Hours
Name of person certifying cause of death				Official Status			
NRIC/Identification Document No. of Informant		Name of Informant					
Address of Informant				Date of Death Registration			
Certified to be a true extract from the Register of Deaths							
Date Registrar of Births and Deaths.							