

16

SUPPLEMENT TO
THE
SWAZILAND GOVERNMENT
GAZETTE
EXTRAORDINARY

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CONTENTS

No.		Page
PART C — LEGAL NOTICES		
2.	The Date of Commencement (Births, Marriages and Deaths Registration Act) Notice, 1984	S1
3.	The Births, Marriages and Deaths Registration Regulations, 1984	S2

THE BIRTHS MARRIAGES AND DEATHS REGISTRATION ACT, 1983

(Act No. 5 of 1983)

**THE DATE OF COMMENCEMENT (BIRTHS, MARRIAGES AND DEATHS
REGISTRATION ACT) NOTICE, 1984**

(Under section 1)

In exercise of the powers conferred under section 1 of the Births, Marriages and Deaths Registration Act 1983 the Minister for Justice hereby issues the following Notice—

Citation.

1. This Notice may be cited as the Date of Commencement (Births, Marriages and Deaths Registration Act) Notice, 1984.

Date of commencement of Act No. 5 of 1983.

2. The Births, Marriages and Deaths Registration Act, 1983 shall come into operation on the 6th January, 1984.

V.N. DLAMINI
Principal Secretary.

MBABANE.
30th December, 1983.

LEGAL NOTICE NO. 3 OF 1984

THE BIRTHS, MARRIAGES AND DEATHS REGISTRATION ACT, 1983

(Act No. 5 of 1983)

THE BIRTHS, MARRIAGES AND DEATHS REGISTRATION REGULATIONS, 1984

(Under Section 35)

In exercise of the powers conferred under section 35 of the Births, Marriages and Deaths Registration Act, 1983 the Minister for Justice hereby makes the following Regulations—

PART I—PRELIMINARY

Citation.

1. These Regulations may be cited as the Births, Marriages and Deaths Registration Regulations, 1984 and shall come into force on the 6th January, 1984.

Interpretation.

2. In these Regulations unless the context otherwise requires—

“Act” means the Births, Marriages and Deaths Registration Act, 1983;

“Form or form of information” means any form prescribed in the Schedule;

“Informant” means a person upon whom a duty is imposed for giving information under the Act,

and all other expressions shall have the meanings assigned to them under the Act.

PART II

POWERS AND DUTIES OF A REGISTRAR, REGISTRATION OFFICER AND REGISTRATION INFORMATION OFFICER

The Registrar.

3. The Registrar shall—

- (a) take charge of and preserve all books, registers, and records of births, marriages, and deaths which occur in any part of Swaziland;
- (b) examine and where necessary amend in accordance with the Act and these Regulations any form register, return documentary proof or order and call for any documentary proof he may deem necessary;
- (c) receive and deal with application under sections 7, 8, 9, 11, 12, 13 and 26 of the Act;
- (d) receive and deal with applications for searches and for certified copies of birth, marriage and death registers or other documentary proof and obtain and furnish such information concerning births, marriages and deaths as may be required;
- (e) receive original forms for information of births, marriages and deaths and the duplicate copies of certificates issued by district registrars and assistant district registrars and cause indices to be made of all such vital records in alphabetic order by allocating to each a central registration number;

- (f) assess the requirements of various registration forms, registers certificates and such other documents as may be necessary and cause them to be printed and supplied to district registrars and assistant district registrars;
- (g) maintain man-power records of marriage officers and area chiefs by districts and sub-districts and keep them up-dated periodically;
- (h) maintain records of primary registration units and registration information officers appointed by districts and sub-districts;
- (i) have general control of and superintendence upon the registration of births marriages and deaths in the country and of all officers on whom any power or duty is imposed or conferred by these Regulations or any law dealing with the registration of births, marriages and deaths in the country;
- (j) edit the births, marriages and deaths information form and code the information given therein for compilation of vital statistics;
- (k) keep liaison with the central statistical office for production of vital statistics;
- (l) maintain a central registry of vital events in proper order.

The district registrar.

4. The district registrar shall—

- (a) control and supervise, subject to instructions of the Registrar, the registration of births, marriages and deaths in the district for which he is appointed and all officers on whom any power or duty is imposed or conferred by these Regulations or any law dealing with the registration of births, deaths in his district;
- (b) maintain a record of primary registration units in chiefs' areas and registration information officers appointed therein, and ensure timely reporting of births and deaths occurring in such areas and their registration by the respective assistant district registrars;
- (c) maintain a record of marriage officers and chiefs of his district and ensure that marriages performed by them are reported to the respective assistant district registrars;
- (d) obtain monthly returns of all births and deaths occurring in any hospital, clinic, maternity home, nursing home, orphanage or similar institution in his district in prescribed form and ensure that such births and deaths have been registered by the respective assistant district registrars;
- (e) sign and issue certificates in the prescribed form of all births, marriages and deaths registered by assistant district registrars;
- (f) verify and witness the form for information when required to do so;
- (g) act as marriage officer and perform marriages when required to do so;
- (h) train and guide all officers on whom any power or duty is imposed or conferred by these Regulations or any law dealing with the registration of births, marriages and deaths in his district;
- (i) assist the Registrar in carrying out his duties in connection with registration of births, marriages and deaths.

The assistant district registrar.

5. The assistant district registrar shall—

- (a) fill in the prescribed forms on behalf of persons who verbally give information concerning births, deaths, and still-births occurring in the sub-district of a district for which he is appointed;

- (b) receive forms of information accompanied by declarations, if required, verifying the information given therein;
- (c) receive from—
 - (i) registration information officers appointed for portions of his sub-district forms for information of births and deaths filled in duplicate;
 - (ii) marriage officers and chiefs, the forms for information of marriages filled in duplicate; and
 - (iii) officers holding inquests or inquiries and from medical officers or registered mid-wives certificates of cause of death or still-birth;
- (d) examine forms for information of births, marriages and deaths received by him and any documents in support thereof and cause any defect or error therein to be corrected;
- (e) register births, marriages and deaths reported to him on forms for information by—
 - (i) inserting in the space provided for indicating the date of receipt of form and date of registration;
 - (ii) inserting in the space provided for the name of official who checked the form, district registration number, volume number and folio number;
 - (iii) signing in the space provided for this purpose and indicating his name and the date;
- (f) transcribe into the birth register, marriage register, or death register, as appropriate, all the particulars given in forms for information in order of date of registration and assign a running serial number to those entries within a calendar year;
- (g) prepare and maintain indices for the birth register, the marriage register, and the death register;
- (h) supply registration information officers, marriage officers and chiefs of his sub-district with all prescribed books, forms, and documents required by them;
- (i) furnish the public upon application and upon payment of the prescribed fee with birth, marriage and death certificates in the prescribed form;
- (j) receive and forward to the registrar applications made under sections 7, 8, 9, 11, 12, 13 and 26 of the Act when such applications are tendered to him;
- (k) motivate and educate the public in his area for registration of live birth, still-births, marriages and deaths and after expiry of time limit prescribed under the Act for giving information in this behalf, to give a notice in writing under his hand to the person whose duty is to notify the occurrence of such vital events as required under section 4 of the Act;
- (l) transmit each week to the Registrar by registered post a package containing all original forms of information of births, still-births, marriages, and deaths, together with duplicate copies of certificates and other documents pertaining thereto and an invoice specifying the contents of such package;
- (m) assist the district registrar in carrying out his duties in connection with births, marriages and deaths registration.

The registration information officer.

6. The registration information officer shall—

- (a) fill the prescribed forms on behalf of persons who give verbal information of live births, still-births and deaths;
- (b) fill in application forms made under sections 7, 8, 9, 11, 12, 13 and 26 of the Act on behalf of the public and forward them to the assistant district registrar;
- (c) assist the chiefs who can not read and write, with understanding in filling the form for information of marriages solemnized according to the Swazi law and custom and forward them to the assistant district registrar;
- (d) transmit each week to the assistant district registrar of his sub-district all forms for information of live births, still-births, marriages and deaths, together with any medical certificates and other documents relating thereto;
- (e) deliver to persons of his area, the birth, marriage, and death certificates which are transmitted to him for distribution by the assistant district registrar;
- (f) motivate and educate the public of his area for registration of live births, still-births, marriages and deaths, and after expiry of the time allowed under the Act for giving information in his behalf, to give a notice in writing under his hand to the person whose duty is to notify the occurrence of such vital events as required under section 4 of the Act.

Additional responsibilities.

7. A district registrar, assistant district registrar and registration information officer shall ascertain and thoroughly acquaint himself with the boundaries of the district or sub-district or portion of the district for which he has been appointed, and with the boundaries of all urban areas in such district or sub-district or portion of a district.

8. A district registrar, assistant district registrar, registration information officer and every other person to whom duties are assigned under the Act or these Regulations shall thoroughly acquaint himself with such provisions, and with every particular respecting his duties as therein set forth, and shall further acquaint himself with the forms with which he is supplied and their prescribed uses.

9. A district registrar, assistant district registrar, registration information officer, marriage officer and chief, entrusted with registration work under the Act and these Regulations, shall keep himself supplied with such books, forms, and documents as may be required for carrying out of his powers and duties in connection with such registration work.

10. A district registrar, assistant district registrar, registration information officer, marriage officer or chief who has the use of a safe shall keep all his books and completed documents and forms therein.

11. All books, registers, and other records of births, marriages and deaths in the custody of any district registrar or assistant district registrar, other than those which he may be required to forward to the registrar, shall remain in his custody and be carefully preserved by him.

PART III

PARTICULARS OF BIRTHS, STILL-BIRTHS, DEATHS AND MARRIAGES

Particulars of births, still-births or deaths.

12. (1) All particulars relating to a birth, still-birth (or) death required on relevant forms prescribed in the Schedule shall be furnished by the informant and subject to section 10

of the Act, like particulars shall be given in the case of a child born out of wedlock. In the case of late registration of such vital events, the forms for information shall be accompanied by applications on the prescribed forms.

(2) Where a child is born out of wedlock, the person acknowledging himself as father of the child shall state that "I solemnly declare and acknowledge that I am the father of the child" and this declaration shall appear on the Form BMD—1 at the prescribed place and shall be signed by both father and mother of the said child. Where the mother is not available on account of her death, marriage with another person or absence from the country, her father, mother, brother, sister or any other close relative or other person having knowledge of the child being born of the said mother can sign on the mother's behalf on the birth information form. A putative father shall not be required to give information as a father of the child but can notify the birth in the manner provided under the Act and particulars of putative father shall not be shown on birth information form and the birth of the child shall be reported under the surname of the mother. In late registration cases where the child is born out of wedlock and has acquired a surname other than the surname of the mother, the birth of the child shall be reported under the acquired surname and particulars of the putative father shall not be shown on the birth information form.

(3) Legitimation of birth of the child who has been registered as born out of wedlock shall be effected on production of proof that the parents could have legally married each other at the date of birth of the child and have so married each other. The form for information of birth shall be completed by either parent or any other person having the lawful custody of such child as if the child has been born of married parents and no reference shall be made in it of the child being born out of wedlock. The Registrar shall, if satisfied with the evidence produced, order that the previous birth information form be cancelled and a birth certificate shall be issued by making necessary corrections in the births register.

(4) A certificate of the cause of death of the prescribed form from the medical practitioner who attended the deceased during his last illness before his death shall be submitted by the informant.

(5) A certificate from the medical practitioner or registered mid-wife who was in attendance at the time of birth or examined the body of such child and if no such medical practitioner or mid-wife was present at the birth, a solemn declaration in lieu thereof, stating that the child was still-born shall be furnished by the informant.

(6) In the case of adoption of a child who was not born or registered in Swaziland, all particulars relating to the birth of such child in the Schedule shall be furnished by the adoptive parents along with orders of adoption. Documentary proof of birth showing the date and place of birth of the said child shall be registered as if the child had been born to the adoptive parents. If more than one child is being adopted, separate forms for each child shall be submitted by the adoptive parents.

Particulars of marriages required.

13. (1) All particulars relating to a marriage whether contracted under civil rites or in accordance with Swazi law and custom or any other law or custom which are required the forms prescribed in the Schedule, shall be furnished by the bride and bridegroom on their parents or any other close relatives to the marriage officer or the chief or his induna or his umgijimi or the person solemnizing the marriage. Both the bride and bridegroom shall sign the marriage information form on the day the marriage was solemnized and before they leave the premises.

(2) If the marriage is being contracted by obtaining a special marriage licence, the bride and bridegroom shall hand over the original copy of the said licence to the marriage officer before solemnization of the marriage.

(3) In case of marriages which were not reported, the particulars of such marriages shall be furnished on the forms prescribed in the Schedule by brides and bridegrooms concerned to a marriage officer, chief or his induna or his umgijimi or the person authorised to solemnize marriages of their areas who shall report such marriages as if these marriages have been solemnized by them at the time of their contracting for registration and issuance of relevant certificates.

PART IV

INFORMATION TO BE GIVEN RESPECTING BIRTHS, MARRIAGES AND DEATHS DUTIES OF OFFICERS AND OF THE PUBLIC IN RESPECT THEREOF

Information to be supplied regarding births, still-births and deaths.

14. (1) Information concerning any birth, still-birth, or death shall be given by the informant within sixty days of its occurrence to the district registrar or assistant district registrar, or to duly appointed registration information officer if such birth, still-birth, or death occurred within an urban area, and to the chief of the area or his induna or to duly appointed registration information officer in chief's area if such birth, still-birth or death occurred in a rural area who shall complete the relevant forms according to the prescribed instructions and transmit them to the respective district registrar and assistant district registrar for registration and issuance of relevant certificate.

(2) Such information shall be given by verbal communication or by transmitting the relevant forms of information duly completed according to prescribed instructions in duplicate by hand, or prepaid post.

(3) If such information is given by transmitting the relevant form as aforesaid, such form shall be signed by the informant in the presence of the district registrar or assistant district registrar or duly appointed registration information officer, who shall also sign the form in the allotted space.

Information to be supplied regarding marriages.

15. (1) Information concerning a marriage contracted in accordance with civil rites shall be given by the bride and the bridegroom or their parents or any other close relatives to the marriage officer appointed under section 16 of the Marriage Act, 1964 before solemnization of the marriage. The marriage officer shall transmit two copies of the marriage information form completed according to the prescribed instructions to the respective district registrar or assistant district registrar within seven days after solemnizing the marriage for registration and issuance of a marriage certificate.

(2) The information concerning a marriage contracted in accordance with Swazi law and custom shall be given by the bride and the bridegroom or their parents or any other close relatives to the chief or his induna or his umgijimi present on his behalf at the marriage ceremony or to a duly appointed registration information officer and in case of a marriage contracted under any other law and custom to the marriage officer or the persons solemnizing the marriage. The chief or his umgijimi or duly appointed registration information officer, or the marriage officer or the person solemnizing the marriage shall transmit two copies of the marriage information form completed according to the prescribed instructions to the respective district registrar or assistant district registrar within fifteen days after solemnizing the marriage for registration and issuance of a marriage certificate.

If more than one child delivered at one birth.

16. If a woman has delivered of more than one child at one birth, the information concerning the birth of each child shall appear on a separate form for information of birth.

Separate register to be kept for still-births.

17. (1) Still-births shall be entered in a register in the form prescribed in the Schedule which shall be kept by the district registrar or the assistant district registrar and in which particulars relating to such still-births shall be entered.

(2) Certificates of still-births if required shall only be issued by the registrar on a letter-headed paper.

(3) If the child was born alive, even though not viable, but died immediately after its birth, both a birth information form and a death information form shall be made out and both events shall be registered in the prescribed manner.

Form and particulars in case of inquest or other inquiry.

18. If an inquest or other inquiry into the cause of the death of any person is held, the person holding such inquest or inquiry shall in terms of section 14 of the Act transmit to the respective district registrar or assistant district registrar, the form prescribed in the Schedule in which the following particulars in regard to the cause of death shall be given—

- (a) disease, the nature of the disease so far as ascertainable, and, if a medical practitioner is a witness, in the words of such medical practitioner;
- (b) whether—
 - (i) the injury causing death was homicidal, suicidal, or accidental;
 - (ii) the nature of the injuries;
 - (iii) the means whereby or instrument with which the injury was inflicted and the special circumstances, if any, under which it was sustained (e.g. if a death is caused by machinery, the kind of machine shall be stated, if by burns or scalds, the circumstances and manner in which they were sustained; if by poison, the name of the poison; and
 - (iv) what time elapsed between the injury and death.

Particulars of abandoned children.

19. In the case of an abandoned living newly born baby, the date on which such a child was found, the place where such a child was found and the names and surname given to him by persons legally in custody or adoptive parents shall be indicated in the birth information form and against the particulars of parents.

PART V**SUBMISSION OF MONTHLY RETURNS REGARDING LIVE-BIRTHS, STILL-BIRTHS AND DEATHS BY HOSPITALS AND CLINICS etc. AND DUTIES OF DISTRICT REGISTRAR AND ASSISTANT DISTRICT REGISTRAR IN RESPECT THEREOF**

20. (1) A district registrar or assistant district registrar shall procure from the person in charge of a hospital, clinic, maternity home, nursing home, orphanage or similar institution a monthly return of all live births, still-births and deaths for ensuring complete coverage of such events within the area for which he is appointed.

(2) Such return shall in the case of a birth, show the date thereof and the name and address of the mother, and in the case of a death, the date thereof and the name and address of the deceased and cause of death.

(3) On receipt of such monthly return the district registrar or assistant district registrar shall ascertain whether or not all live births, still-births and deaths indicated therein

are registered, if not he shall issue a notice in writing under his hand in terms of section 4 of the Act to the person whose duty it is to notify such vital events.

Place of registration of every birth, still-birth, marriage and death.

21. (1) Every birth, still-birth, marriage and death shall be registered in the district in which it occurred.

(2) Any person whose duty it is to give information concerning a birth, still-birth, or death who before such birth, still-birth, or death is registered, moves out of the district shall within the prescribed time give information of such birth, still-birth, or death to the district registrar or assistant district registrar or registration information officer into whose area of jurisdiction he has move, and such district registrar or assistant district registrar or registration information officer shall sign and date the form for information and transmit it to the district registrar or assistant district registrar in whose district or sub-district in which such birth, still-birth, or death occurred.

Entries and signature on forms.

22. (1) Forms for information shall be completed in triplicate legibly without using abbreviations with blue or black ball point pens and by using carbon papers.

(2) The signature or thumb impression of an informant shall be given by the informant only on all the three copies without using carbon paper, and nobody shall sign a form in the double capacity of informant and district registrar or assistant district registrar or registration information officer etc.

(3) The signature of the informant giving verbal information at the office of the district registrar or assistant district registrar or registration information officer shall be witnessed by the district registrar, assistant district registrar, or registration information officer, or by the person acting as clerk to the district registrar, or assistant district registrar.

(4) Every district registrar, assistant district registrar, registration information officer to whom a form for information is submitted or by whom or in whose presence a form for information is completed or signed, shall in every case endeavour to obtain the usual signature of the informant.

(5) If the signature is in foreign script or is so indifferently written that it cannot be read with certainty, the name represented by such signature shall be written underneath or above such signature by the officer who fills in the form.

PART VI

ADDITIONS AND ALTERATIONS IN FORMS AND REGISTERS

Applications for additions and alterations.

23. (1) Applications for alterations and additions in terms of sections 7, 8, 9, 11, 13 and 26 of the Act shall be made on the prescribed forms to be completed in duplicate by the district registrar or assistant district registrar or registration information officer or the applicant himself and forwarded to the registrar for his orders after verifying the particulars furnished by the applicant.

(2) No alterations and additions in terms of sections 7, 8, 9, 11, 12, 13 and 26 of the Act shall be affected by the district registrar or assistant district registrar in births, marriages or deaths registers and duplicate copies of forms for information unless such alterations and additions have been approved by the Registrar. The original application form shall be returned to the Registrar (BMD Registration Section) for his record after making necessary additions and alterations.

(3) The application forms for any addition and alteration shall be completed without using abbreviations in legible hand writing with blue or black ball-point pen.

PART VII

MAINTENANCE OF REGISTERS, TRANSCRIBING FORMS INTO REGISTERS, CORRECTIONS OF ENTRIES MADE THEREIN AND ISSUANCE OF CERTIFICATES

Maintenance of registers.

24. (1) The district registrar or assistant district registrar shall keep births, marriages and deaths registers for registration of births, marriages and deaths occurring within the country and for registration of such events occurring outside Swaziland, the Registrar shall maintain such registers.

(2) The district registrar or assistant district registrar shall keep an index register for births, marriages and deaths, in the prescribed form, maintain the records of forms in proper order to search for a particular event when required to do so. In these registers entries shall be made in the following order—

- (a) surname of the child in birth index register and in case of still born child in order of surname of mother;
- (b) surname of deceased in death index register;
- (c) surname of bride-groom in marriage index register; and

in case of late registration of such vital events, the entries in these index registers shall be made in red ink. The forms for information of each month shall be filed in appropriate number of volumes in order of district registration number and date, and each form shall be allocated a page number. The folio number and volume number shall be mentioned against each entry made in index registers.

(3) The Registrar shall also keep an index register for births, marriages and deaths in the prescribed form, for allocation of central registration number and date, and maintenance or a record of vital events in alphabetic order on a national basis. Late registration cases shall be entered in red ink in such index registers. The forms for information and duplicate copies of certificates of each month shall be filed in appropriate number of volumes and each form and certificate shall be allocated a page number. The folio number and volume number shall be mentioned against each entry made in index registers.

Transcribing of forms in births, marriages and deaths registers and correction of entries made therein.

25. (1) Forms for information shall be transcribed into the births, marriages and deaths registers in every detail, and entries shall be made in the order of the dates of registration by allocating a running serial number consecutively within each calendar year. The transcription of entries shall be made in full without using abbreviations in legible hand writing with black ink.

(2) Where the same live birth or still-birth or marriage or death has been registered twice, the district registrar or assistant district registrar shall after comparing the two entries forthwith cancel the second entry, or if the first entry is found to be incorrect, cancel the first entry of such vital event and make a note referring the one entry to the other, under the remarks column. Such duplications when found shall be indicated to the Registrar including the entry which has been cancelled by the district registrar or assistant district registrar.

(3) Errors and omissions, except those referred to in paragraph (2) occasioned by a want of due care and discovered before the forms have been forwarded to the Registrar, shall be amended or completed by the district registrar or assistant district registrar who shall initial and date such amendments or additions on the form and in the register.

(4) Any such errors if discovered by the Registrar after the forms have been received by him shall be corrected by the district registrar or assistant district registrar in like manner when instructed by the Registrar.

(5) If an error or omission has been made in any form or register in the case of —

- (a) a birth as regards the names of the child or of the parents, the sex of the child, or the date of birth, or
- (b) a death as regards the names of the deceased, the sex of the deceased, the age of the deceased, the status of the deceased, or the date of death;
- (c) a marriage as regard the particulars of bride and bridegroom consequences of marriage and status of bride etc;

such form or register shall be amended or completed in the following manner—

- (i) if the form is still in the custody of the district registrar, the amendment or addition shall be initialed and dated by the informant or by both bride and bridegroom and the district registrar or assistant district registrar, and if the informant or both bride and bridegroom cannot appear in person consent in writing shall be given by either through the registration information officer, marriage officer or chief of the area, in which case the district registrar shall initial the amendment or addition and attach the written consent to the original form;
- (ii) if such error or omission is discovered after the form has left the custody of the district registrar or assistant district registrar, he shall report the error or omission to the Registrar who shall make or order such amendment or addition to be made as he may deem necessary and the manner in which it is to be made.

Issuance of certificates.

26. (1) The births, marriages and deaths certificates on the prescribed form shall be issued by the district registrar or assistant district registrar except in case of births and deaths occurring outside the country and still-births. These certificates shall be prepared in duplicate using type writers. The duplicate copy of the certificate with the form for information shall be sent to the Registrar. Only one copy of such birth, marriage or death certificate shall be issued by the district or sub-district office. If more than one copy of any certificate is required by any person he shall apply on form BMD-27 through the registration office to the Registrar for the required number of additional certified copies of entries in births, marriages and deaths registers.

(2) In case of births and deaths occurring outside Swaziland, certificates in the prescribed form shall be issued by the Registrar. Certificates for still-births if required shall also be issued only by the Registrar.

(3) Certified copies of entries made in the registers when required by any person after issuance of certificates by the district registrar or assistant district registrar shall be issued on application by the Registrar only. Entries in such certified copies shall be in the form of entry as finally amended, unless a literal transcription of the entry is specially required by the applicant or the certificate is required for judicial purposes.

Additional duties of district registrars and assistant district registrars.

27. (1) All forms which cannot be transcribed forthwith in terms of regulation 25 may be held back for a maximum period of one month.

(2) If after the expiry of such period it is still impossible to obtain the additional particulars required to complete the form, the district registrar or assistant district registrar shall transcribe the form in his register in the manner prescribed in regulation 24 and forwarded to the Registrar and shall enter the further particulars when obtained into his register and transmit such additional particulars to the Registrar for the completion of the original copy of the form.

(3) An error shall not be corrected by an erasure or by over-writing and no mark or accidental blot shall be removed from a form or register by erasure or by any other means.

(4) All errors shall be amended by drawing a line in ink through any erroneous words, letters, or figures and by inserting above them the correct words, letters, or figures.

(5) The district registrar or assistant district registrar shall furnish each month to the Registrar a monthly return regarding registration of births, marriages and deaths in his district or sub-district in the prescribed form. The monthly return shall include the number of forms received, number of forms registered, number of certificates issued and number of forms held back etc, and submit it to the registrar by the tenth day of the following month.

PART VIII

FEES

Fees and charges.

28. (1) The fees and charges to be paid in connection with registration of vital events and issuance of certificates and searches etc, shall be as follows—

	E	c
(1) for a special marriage licence	15	00
(2) for the registration of a marriage form		50
(3) for a certificate of birth		25
(4) for a certificate of marriage.		25
(5) for a certificate of death		25
(6) for a copy of any documentary proof attached with forms for information		50

Provided that no such copy shall be issued unless the copy of entries made in registers for registration of vital events is issued at the same time

(7) for each search made for a vital event, per calendar year or part thereof in connection with issuance of certified copy of entries made in registers		50
(8) for a late registration in terms of section 7 of the Act for each event	2	00
(9) for the alteration of names, surname and other particulars of the child in terms of section 8(1), 8(2) and 8(3) of the Act.		
(a) if application is made within twelve months after birth		50
(b) if after that period	2	00
(10) for inserting a name in terms of section 9 of the Act.		
(a) if application is made within twelve months after birth		50
(b) if after that period	2	00
(11) for legitimation of the birth of a child registered as born out of wedlock on subsequent marriage of parents in terms of section 11(1) of the Act.		

(a) if application is made within twelve months after birth	50
(b) if after that period	2 00
(12) for recording an adoption in terms of section 12 of the Act	2 00
(13) for an alteration in birth information form and register particulars or parents in terms of section 13 of the Act.	
(a) if application is made within twelve months after birth	50
(b) if after that period	2 00
(14) for an alteration in marriage information form and register, particulars of bride or bridegroom or any other particular in terms of section 26 of the Act	2 00
(15) for an alteration in a form or register not otherwise provided for	2 00
(2) Search fees shall not be charged when a certified copy of entries in any register is required in the case of—	
(a) a marriage if the exact date of the marriage is quoted;	
(b) a birth or death if—	
(i) application is made at time of reporting birth or death;	
(ii) the birth or death has been reported within the prescribed period and correct date of event is quoted;	
(iii) though the event was reported after the prescribed period, the exact date of report is reported.	

Certificates to Departments of the Commonwealth and Consuls of Foreign States.

29. Certificates shall be issued to government departments of the Commonwealth and duly accredited consuls of foreign states, if required for official purpose, free of charge, and no fees shall be charged for searches made in connection with certificates so issued
Provided such certificates shall only be issued by the registrar.

PART IX

CERTIFICATES, NOTICES, REGISTERS AND OTHER FORMS TO BE USED IN CONNECTION WITH THE REGISTRATION OF BIRTHS, MARRIAGES AND DEATHS

Certificates, notices, registers, and other forms.

30. The certificates, notices, registers and other forms referred to in the Schedule shall be in a form approved by the Registrar used in connection with the registration of births, marriages and deaths, and completed in accordance with the requirements thereof and the instructions contained therein.

SCHEDULE

(regulation 30)

<i>Form</i>	<i>Heading</i>
BMD—1	Form for information of a birth.
BMD—1A	Register of births.
BMD—1B	Register of external births.
BMD—1C	Register of still-births.
BMD—1D	Index register of births.
BMD—2	Form of information of a death.
BMD—2A	Register of deaths.
BMD—2B	Register of external deaths.
BMD—2C	Index register of deaths.
BMD—3	Form for information of a marriage solemnized according to civil rites under the marriage Act.
BMD—3A	Register of marriages (civil rites).
BMD—3B	Index register of marriages (civil rites).
BMD—4	Form for information of a marriage solemnized according to Swazi law and custom or any other law and custom.
BMD—4A	Register of marriages (Swazi law and custom or any other law and custom).
BMD—4B	Index register of marriages (Swazi law and custom or any other law and custom).
BMD—5	Special marriage licence.
BMD—6	Birth certificate.
BMD—7	Death certificate.
BMD—8	Marriage certificate (civil rites).
BMD—9	Marriage certificate (Swazi law and custom or any other law and custom).
BMD—10	Medical certificate of cause of death.
BMD—11	Medical certificate of still-birth.
BMD—12	Form for reporting cause of death of a person in case of an inquest or inquiry.
BMD—16	Application for late registration of a birth.
BMD—17	Application for late registration of a death.
BMD—18	Application for alteration of names of the child in births register and form.
BMD—19	Application for alteration of surname of the child in births register and form.
BMD—20	Application for alteration of particulars of the child other than name and surname in births register and form.
BMD—21	Application for insertion of names of the child in births register and form.
BMD—22	Application for legitimation of the birth of a child registered as born out of wedlock.

- BMD—23 Application for insertion of names of adoptive parents on adoption of a child in births register and form.
- BMD—24 Application for alteration of particulars of parents in births register and form.
- BMD—25 Applications for alteration of particulars of bride and bridegroom in marriages register and form.
- BMD—26 Notice requiring a qualified informant to register a birth or death.
- BMD—27 Application for certified copy of entries in births/marriages/deaths registers.
- BMD—28 Certified copy of entries in register of births.
- BMD—29 Certified copy of entries in register of deaths.
- BMD—30 Certified copy of entries in register of marriages (civil rites).
- BMD—31 Certified copy of entries in register of marriages (Swazi law and custom or any other law).
- BMD—32A Monthly return of births from hospitals/clinics/maternity homes/etc.
- BMD—32B Monthly return of deaths from hospitals/clinics/maternity homes/etc.
- BMD—33 Monthly progress reporting form regarding registration of vital events.

V.N. DLAMINI
Principal Secretary.

MBABANE.
30th December, 1983.