GOVERNMENT OF GOA

DIRECTORATE OF PLANNING, STATISTICS & EVALUATION

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No. DPSE/RBD/eTeor/2018 |u9u   Dated:12 /03/2019

To,
The State Registrar cum Head of Notary Services,
Department of Registration,
Shram Shakti Bhavan,
Patto, Panaji – Goa.

> Sub:- Revisit to Master Circular No. DPSE/RBD Records/2018/313 dated 13-02-2019
> containing guidelines / instruction….

Sir,

    With reference to the above Master Circular, wherein the same is revisited due to problems faced and requests made by the general public, the below mentioned guidelines are issued herewith once again in addition to the said Master Circular.

    1. When Birth Teor (soft and hard copy), of the Registo De Nascimento and Extracto De Nascimento is not available with both the Registrar and the applicant but Birth Certificate is available with only the applicant then the requisite procedure of reconstruction should be followed and TEOR DESTROYED LETTER along with Birth Certificate of the applicant has to be uploaded and viewed on the same window as per instructions contained at point no. 4 of the Master Circular.

    2. When Birth Teor (soft and hard copy), of the Registo De Nascimento is not available with both the Registrar and applicant but Extracto de Nascimento is available and is uploaded by the concerned Registrar, then grandparents names can be inserted on Birth Certificate of the applicant after producing requisite documents in support and an endorsement also be carried out in the left margin on the Extracto de Nascimento regarding insertion of grandparent's names as per instructions contained at page no. 6 of the Master Circular.

    You are therefore requested to bring the same to the notice of the Registration Functionaries in the taluka level offices of the Civil Registration cum Sub Registrar under your jurisdiction for compliance and smooth implementation of eTeor Project.

Yours faithfully,

(Dr. Y Durga Prasad)