

National Civil Registration Authority (NCRA)



Strengthening Births & Deaths Registration Services in Sierra Leone



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Out Line of Presentation

1. Roadmap for improved Civil Registration & ID Services
2. NCR Act & NCRA Establishment
3. NCRA Mandate
4. Birth & Death Registration Services – Where we are
5. Birth & Death Registration Services – Where we want to Go
6. Challenges
7. Discussion



Roadmap for Improved CRVS & ID Management

- ✓ Civil Registration Services were fragmented and carried out by different Institutions in Sierra Leone before 2016
- ✓ 2010, UNECA, the African Union and other Development Partners visioned a national CRVS programme across Africa with the establishment of the Africa Programme for Accelerated Improvement of Civil Registration and Vital Statistics (APAI-CRVS)
- ✓ 2014, Cabinet approved the National Policy on Civil Registration Reform in Sierra Leone and to establish an Authority responsible for managing and regulating all forms of Civil Registration, Vital Statistics and Identity Management in Sierra Leone



ABOUT NCRA

NCR Act & Establishment

The National Civil Registration Authority established by an Act of Parliament (*in 2016*) to serve as the hub of Identity and Personal Data on the population of Sierra Leone



NCRA is responsible for the **continuous, permanent, compulsory** and universal recording of the occurrence and characteristics of **vital events** including **Births, Deaths, Marriages, Divorces, Nullities, Adoptions, Legitimation** and **Recognition of citizens** and other residents throughout Sierra Leone for the purpose of establishing and maintaining a Civil Register of events and **Identity Management**.



NCRA For:

Integrated CRVS & ID Management

The National Civil Registration Authority (NCRA) manages Civil Registration (Births, Deaths, Marriages, Divorces, Adoptions etc), Vital Statistics, Identity Management, and Issuance of Foundational Legal Identity Documents and Credentials



In the past, registration of all these events were conducted by different institutions with little or no coordination among them;



This made identity and document verification tedious and difficult to track identity Fraud in the country.



But all these have now been integrated, consolidated, managed and coordinated by the NCRA.



Current Birth and Death Registration Process

Birth & Death Registration Services

There are two main processes to follow depending on whether the registration is On- time /Current, Late and Delayed

On time registration: Registration at the health facility where the event occurred or at the nearest NCRA office within 90 days .

For registration at the health facility, the process is paper based and the information is submitted to NCRA District Offices for transmission and issuance of Securitized & Serialized Certificates



Birth & Death Registration Services

Securitized & Serialized Certificates

- The system ensures that NIN is generated to initiate “On-site registration”
 - An authorized “Signatory” to sign the certificates.
 - The strategy goes a long way in significantly reducing late birth registrations or delayed registrations and the initiative is expected to significantly increase births & deaths registration coverage.
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Birth & Death Registration Services

PHUs and Community Registration

Health Workers conduct Paper- based Registration of Births & Deaths

The registered events are received at the District offices, entered into the B&D Registration System, where registration is quality-checked and authorized.

It is transmitted through the electronics Registration System ” and at this point “event registration” is complete.

The certificate is delivered to the mother during the next “Visit” by the NCRA staff or through the PHU Staff without the respective individuals having to visit the District offices

Birth and Death Records

[Birth Record.docx](#)

[Death Record.docx](#)



REPUBLIC OF SIERRA LEONE

National Civil Registration Authority



Birth Certificate

GB 0000001

CHILD'S INFORMATION

FIRST NAME _____
 MIDDLE NAME _____
 SURNAME _____
 SEX _____ M/F _____
 NATIONALITY _____
 DATE OF BIRTH _____
 PLACE OF BIRTH _____

MOTHER'S INFORMATION

FIRST NAME _____
 MIDDLE NAME _____
 SURNAME _____
 NIN _____ NATIONALITY _____

FATHER'S INFORMATION

FIRST NAME _____
 MIDDLE NAME _____
 SURNAME _____
 NIN _____ NATIONALITY _____

NAME OF REGISTRATION OFFICE

BOOK NO. | PAGE NO.

REGISTRATION NO. | DATE

NAME OF REGISTERING OFFICER

Authorized signature



REPUBLIC OF SIERRA LEONE
National Civil Registration Authority



Birth Certificate

GB 0000001

CHILD'S INFORMATION

Name (Full Name) _____
 FIRST NAME _____ MIDDLE NAME _____ SURNAME _____
 Sex _____ NIN _____ Nationality _____
 Date of Birth _____ DAY MONTH YEAR Time of Birth _____
 Place of Birth _____ DISTRICT _____ LOCALITY _____
 PROVINCE _____ COUNTRY _____

MOTHER'S INFORMATION

Name (Full Name) _____
 FIRST NAME _____ MIDDLE NAME _____ SURNAME _____
 NIN _____ Nationality _____

FATHER'S INFORMATION

Name (Full Name) _____
 FIRST NAME _____ MIDDLE NAME _____ SURNAME _____
 NIN _____ Nationality _____

This event was registered at _____ NAME OF REGISTRATION OFFICE
 in Registry Book Volume No. _____ Page No. _____ Registration No. _____
 on _____ DATE by _____ NAME OF REGISTERING OFFICER

Witnessed under my hand this _____ day of _____, 20____

STAMP/SEAL



Director General

ORIGINAL COPY



REPUBLIC OF
SIERRA LEONE

National Civil Registration Authority



Death Certificate

DC 0000001

Complete Name

Nationality

Mother's Name

Father's Name

Date of Death

Time of Death

Place of Death

Name of Registration Centre

Registry Book Volume No.

Page No.

Registration No.

Date

Name of Registrar

Signature



REPUBLIC OF SIERRA LEONE
National Civil Registration Authority



Death Certificate

DC 0000001

This is to certify that _____ a _____

FULL NAME (MALE) NAME (FEMALE)

AGE (YEARS)

with _____ a son/daughter of _____

BY

FULL NAME OF DECEASED

and of _____ died on _____

FULL NAME OF NEXT OF KIN

DATE OF DEATH

at _____ (a.m./p.m.) at _____

PLACE OF DEATH

FULL ADDRESS (SEE IN REG. OF DEATH)

This event was registered at _____

NAME OF REGISTERING OFFICE

in Registry Book Volume No. _____ Page No. _____ Registration No. _____

on _____ by _____

DATE

NAME OF REGISTRAR

Witnessed under my hand this _____ day of _____, 20_____



STAMP/SEAL



Director General

ORIGINAL COPY

Birth & Death Registration Services

Late or Delayed Registrations

The Registrants present an affidavit and Photo ID to confirm details including date of occurrence of the event.

The information is verified from the IDMS (NCRA Data Base)

The Registrants details are registered and approved; at this point the registration process is completed and a certificate can be issued.

The Registration protocols and procedures are duly followed

These extra steps are designed to prevent ghost registrations & ID Fraud.



Birth & Death Registration Services

Processes for Replacement of B&D Certificates

Applicant present at any of NR offices with an Affidavit including a Photo ID.

The Applicant will then pay a replacement fee after which a supervisor authorizes a certificate to be issued.

In cases where there are changes as a result of a change in the surname or where the High Court has authorized material changes in either birth or death registrations, authorization procedures will be followed and an extract or a Certified True Copy Certificate issued accordingly.



Registration Cycle

- Verify details of Registrants
 - Paper based Registration
 - eData Entry
 - Approval & Signing of Certificate
 - Writing of Certificate
 - Issuance of Certificate
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SUMMARY MORTALITY STATISTICS 2021

- 19,739 deaths reported in 2021 compared to 20,499 in 2020.
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- About 48% of the reported deaths occurred in health facilities compared to 52% occurring at home.
 - Death registration in 2021 amounted to 19,114 (97% of reported) as compared to 19,277 in 2020
 - About 99 percent of the registered deaths in 2021 were registered on time, that is, within 90 days as stipulated by law.
 - Higher proportions of deaths in 2021 were in January and July for the general population but under-five deaths which account for about 26% of total deaths, were concentrated in August (the peak of the rainy season).
 - Additionally, the data suggest that infant deaths account for more than half (58%) of under-five deaths. The table below displays the sex-wise distribution of deaths among infants, including neonates.
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SUMMARY MORTALITY STATISTICS 2021

		AGE OF INFANT			
Sex	Total infant deaths	0 day	1-6 days	7-27 days	28-365 days
Male	1552	0	590	144	818
Female	1429	0	543	122	764
Both sexes	2981	0	1133	266	1582

WHERE DO WE WANT TO GO?

“Move information, Not People”



Electronic On-site Birth & Death Registration at Facility Level

Realizing that health institutions are a natural partner in civil registration, and in order to utilize their key position, NCRA has initiated an Electronic On-site Registration of Births and Deaths in hospitals across the country.

To date, NCRA has opened up onsite registration facilities in 10 hospitals in the Western Area.

Registration Officers are placed in these health facilities to register births and deaths as they occur.

This strategy will go a long way in significantly reducing late registrations or delayed registrations and the initiative is expected to significantly bring the country up to the level of universal registration.



Electronic On-site Birth & Death Registration at Community Level

NCRA staff will conduct “Mobile Registration Services to communities with poor registration converge but high estimated births and deaths cases

NCRA staff are trained and assigned to health Facilities & communities within a “Catchment Area”

Assigned NCRA staff visit their catchment areas and conduct registration in Health Facilities and communities.

Maintain a functional and Integrated CRVS and ID Systems

Digital & Securitized



EVERY EVENT IS REGISTERED AND ISSUED A CERTIFICATE WITH A UNIQUE NIN

Challenges

- ❖ Connectivity issues for Nation-wide Registration coverage
 - ❖ Inadequate funding
 - ❖ Inadequate well resourced personnel to support the process
 - ❖ Lack of fully functional ICT Infrastructure
 - ❖ Inadequate countrywide knowledge on the benefits of Death Registration
 - ❖ Limited certified medical practitioners to ascertain Medical Cause of Death
 - ❖ Logistics for Supportive Monitoring /Supervision & Field Mentorship
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Challenges

- ❖ Training opportunity for health staff on the International Classification of Disease (ICD) and to identify cause-of-death according to WHO standards.
 - ❖ The majority of deaths occur outside of health facilities. However, the use of Verbal Autopsy for uncertified death reporting supported by a standard Tools.
 - ❖ Death registration is not a priority for most funding opportunities. It is however a critical component of a functional national CRVS system and population register.
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Questions
Clarification/s