

ANNEX A: DIGITAL BIRTH CERTIFICATES TO REPLACE PHYSICAL CERTIFICATES FROM 29 MAY 2022

Current Birth Registration Process

Currently, the LifeSG app allows parents to register their child's birth online, and they would have to collect the physical birth certificate at either the hospitals or the ICA Building. Since 2018, more than 80% of newborn registrations have been done via the LifeSG app. Parents may also do a walk-in registration of their child's birth at the hospital (where the baby was born) or at the ICA's Registry of Births & Deaths (at the ICA Building). All births have to be registered within 42 days. Once registered, a physical birth certificate will be issued to the parents on the same day. An S\$18 fee is payable to ICA. Birth registration centres at hospitals may charge an additional administrative fee.

Greater Convenience for Parents

2. From **29 May 2022**, all parents will be required to use LifeSG to register the birth of their child born in Singapore within 42 days of the child's birth. The issuance of a digital birth certificate will cost S\$18. This fee covers the cost of the birth registration process, including IT system development and maintenance costs associated with it.

3. Upon successful registration, parents will receive a digital notification to download their child's digital birth certificate from an ICA e-Service known as the "electronic Retrieval of Certificates and Instant Verification". Parents will be given up to 90 days to download the digital birth certificate. Once downloaded, the digital certificate can be stored and saved on their personal devices. A sample digital birth certificate is appended at the end of **Annex A**.

4. With the digital certificate and digitalisation of the birth registration process, in-person birth registration services at the hospitals and ICA Building will cease from 29 May 2022.

Need Assistance? Help Is Available

5. Parents who need assistance with using LifeSG to register the birth of their newborn or ICA's e-Service to download the digital birth certificate can call a 24-hour hotline at **6589 8707**, or visit the ICA Building and the network of ServiceSG Centres located across Singapore for assistance. Please refer to **Annex E** for more details.

Registration is Mandatory

6. Under the Registration of Births and Deaths Act, it is mandatory for parents or any legally appointed persons to provide the birth particulars for the child to the Registrar-General within 42 days of the child's birth for the purpose of birth registration. Failure to do so constitutes an offence, and the penalties are a fine not exceeding \$1,500 or imprisonment not exceeding one month or both, and in the case of a continuing offence, a further fine not exceeding \$50 for every day or part thereof.

Birth Registration

CURRENT PROCESS

FROM 29 MAY 2022

NEW



Child born in Singapore



Register child's birth online via LifeSG

OR



Register child's birth in-person at the hospital or ICA building



- Register child's birth online via LifeSG
- Receive instant notification to download digital birth certificate



Obtain physical birth certificate from the hospital or ICA Building



Download digital birth certificate from ICA's e-Service at go.gov.sg/ica-download-ebc

How to DOWNLOAD



Singpass Login



Enter child's date of birth

 DOWNLOAD



Non-Singpass Login





Enter mother's ID number, PIN (provided in digital notification) and child's date of birth



Download and save certificate in your personal device

Sample of Digital Birth Certificate

 REPUBLIC OF SINGAPORE CERTIFICATE OF BIRTH		CERTIFICATE NO.
CHILD'S PARTICULARS	Name Sex Date of Birth Time of Birth Place/Address of Birth	
MOTHER'S PARTICULARS	Name NRIC/Identification Document No. Date of Birth Race Nationality/Citizenship	
FATHER'S PARTICULARS	Name NRIC/Identification Document No. Date of Birth Race Nationality/Citizenship	
For Official Use: Date of Issue:		
Note: This certificate is system-generated. No signature is required.		Access Code:  For verification, scan or visit https://go.gov.sg/ica-verify-ebc