

**MINISTRY OF HEALTH****RESOLUTION NUMBER 1346 OF 1997****(May 5)**

Adopting the Manual of Principles and Procedures of the Civil Registry and Vital Statistics System and the standard forms for issuing Live Birth and Death Certificates.

**THE MINISTER OF HEALTH,**

in exercise of her legal powers, particularly those conferred by Laws 09 of 1979, 23 of 1981, 10 of 1990, 100 of 1993, and Decree 1171 of 1997, and

**CONSIDERING**

That Law 100 of 1993, in Article 173, paragraph 3, provides that it is the responsibility of the Ministry of Health to issue mandatory administrative regulations for Health Promotion Entities, Health Service Providers of the General Social Security System for Health, and Territorial Health Directorates;

That paragraph 7 of Article 173 *ibidem* orders: "The Ministry of Health shall regulate the collection, transfer, and dissemination of information in the subsystem to which all members of the social security health system must contribute, regardless of their legal nature."

That Law 10 of 1990, which reorganized the National Health System, in its Article 8, established the Ministry of Health as the director of the system, responsible for formulating policies and issuing all scientific and administrative regulations, which are mandatory for the entities that make up the system;

That Law 23 of 1981, in Article 50, defined a medical certificate as a document intended to certify the birth, state of health, prescribed treatment, or death of a person;

That Decree No. 1171 regulated Articles 50 and 51 of Law 23 of 1981 on medical certificates in their various forms;

That the main source of birth and death information is the health sector; therefore, since 1994, the Ministry of Health has been working, together with the National Administrative Department of Statistics (DANE), the National Civil Registry, and the Superintendency of Notaries and Registries, to improve the Civil Registry and Vital Statistics system. Therefore, in document Conpes 2822 of November 1995, the proposals for modifying the instruments for collecting vital statistics were formalized.

**RESOLVES:****ARTICLE 1. LIVE BIRTH AND DEATH CERTIFICATES.**

Live Birth and Death Certificates are documents intended to collect statistical information that must be provided to the competent authorities. These certificates may be completed by duly authorized health personnel.

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Whereby the Manual of Principles and Procedures of the Civil Registry and Vital Statistics System and the standard forms for issuing Live Birth and Death Certificates are adopted.

To that end.

**ARTICLE 2. MANUAL AND FORMS.** The Manual of Principles and Procedures of the Civil Registry and Vital Statistics System and the standard forms for issuing Live Birth and Death certificates are hereby adopted.

**PARAGRAPH.** The standard forms for Live Birth Certificates (form DANE D-620) and Death Certificates (form DANE D-630), adopted in this provision, shall replace the forms of the Health Information Systems (SIS) 188 and 189 of the Ministry of Health's Information Subsystem, as well as the Individual Death and Fetal Death certificates.

**ARTICLE 3. PURPOSES.** The main purpose of completing the forms referred to in the previous articles is to have adequate instruments to:

- a. Expand and improve the coverage, quality, and timeliness of statistical and health information on births and deaths;
- b) Facilitate the data essential for the process of systematization and automation of statistical and health information on birth and mortality, which must be carried out by the Ministry of Health and the National Administrative Department of Statistics -DANE;
- c) Cooperate in the improvement of the Civil Registry and Vital Statistics Systems.

**ARTICLE 4. DISTRIBUTION AND COLLECTION OF UNIFORM FORMS.** For the purposes of controlling the issuance of Live Birth and Death Certificates, the Ministry of Health, in association with the National Administrative Department of Statistics (DANE), shall coordinate the distribution and collection of the Standard Forms.

**PARAGRAPH.** The Territorial Health Directorates shall distribute the forms to the Health Service Providers (IPS) and other user institutions and shall collect the completed Live Birth and Death Certificates for delivery to the regional or zonal offices of the National Administrative Department of Statistics (DANE) in the first instance.

**ARTICLE 5.** This resolution shall take effect on the date of issuance and shall be effective as of its publication.

Issued in Santa Fe de Bogotá, D.C., on May 5, 1997.  
Publish and comply.

The Minister of Health,  
**María Teresa Forero de Saade.**