

SYAMA PRASAD MOOKERJEE PORT, KOLKATA  
CENTENARY HOSPITAL  
MEDICAL DEPARTMENT

OFFICE ORDER NO. 40

Dated : 03.08.2022

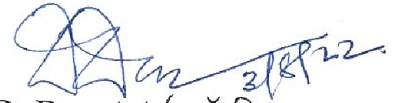
कार्यालय आदेश संख्या:-

दिनांक: 03.08.2022

Henceforth, KMC's death certificates will not be issued by the cremation /burial ground of KMC for dead bodies cremated/buried at non-KMC crematorium/burial grounds. Relatives of the deceased who are cremating /burying the bodies at the areas outside KMC jurisdiction will have to submit certain documents at the hospital office within 2 weeks ( 14 days) of cremation / burial. After successful uploading of all documents to the portal, KMC will send a link to the designated relatives of deceased to download the death certificate.

For this a SOP has been drawn up, which is as follows:-

1. A written declaration by the next of kin of the deceased who is receiving the body will be obtained by the casualty medical officer in the hospital BHT stating whether the body is going to be disposed at KMC or non-KMC crematorium /burial ground.
2. If the next of kin declares at that point of time that the body is going to be disposed at non-KMC areas then a notice will be handed over by front desk to the next of kin, notifying the documents to be submitted at the hospital office within 14 days positively. [Hospital office : Monday to Friday (10 AM to 3 PM)].
3. A designated list of KMC crematorial / burial ground will be available at the front desk for ready reference of the relatives of the deceased.
4. This will come into effect immediately on and from 02.08.2022.



(Dr. D. Dutta) / ( डॉ. डि. दत्त)

Chief Medical Officer/ मुख्य चिकित्सा अधिकारी