**Business Process to register births at home; a case of Ethiopia**

**KEBELE LEVEL**

* **Inform kebele officer of civil status**
* **Inform parents to go to kebele/ civil stats officer**

**Registration and issuance of Birth Certificate by civil status office**

**Compiling & sending records to civil registration office. Record keeping**

**WEREDA LEVEL**

* **Compiling of data**
* **Capacity building**
* **M&E**
* Coordination

**REGIONAL LEVEL**

* **Coordination**
* **Capacity building**
* **M&E**
* **Compiling & store data**
* **Send data to FVERA**

**ZONE LEVEL**

* **Compiling of data**
* **Capacity building**
* **Monitoring & Supervision**
* **Coordination**

**Federal VERA**

* **Policy formulation, resource mobilization & Developing manuals, guidelines, formats, registers etc.**
* **Capacity building**
* **System developed**
* **Data entry + Registration + Storage**
* **Compiling & Sending records to CSA**

**CSA**

* **Editing**
* **Coding**
* **Verification**
* **Data entry**
* **Data analysis**
* **Produce report**
* **Dissemination**

**STRATEGY**

* **Coordination and collaboration**
* **At federal level- Board Mgt, Council of Vital Events and other Regions**
* **Regional level Board of Management, Council of Vital Events**
* **Developing communication strategy to conduct awareness creation**
  + **Develop social mobilisation strategy**
  + **Develop IEC materials in local language**
* **Amendment of law on;**
* **Confidentiality and duplication of efforts**
* **Capacity building**
* **Human resource training**
* **Supplies and equipment and**
* **IT**
* **Developing standard guide lines, manuals, formats, registers,**