

	<b>CARD OF PUBLIC SERVICE</b>	<b>Working Hours</b> 8:30-12:30, 13:30-17:30
	<i>Demarcation of death</i>	Address : Street Aljournhouriya Kairouan 3100
Organisational unit	<i>Registry office</i>	
<b>Tel./Fax:</b>	77230044	
<b>I. PROCEDURE</b>		
<p>A request from whom it may concern shall be deposited to registry office to the civil status agent. Valid and complete information about the dead person shall be given.</p> <p>The civil status agent shall state in the demarcation of death the day, the hour, the place where the death takes place, the dead's first and last name, his place of birth, his address, his nationality, his parent's first and last names, their address, their nationality, the spouse's name if the dead is married, widow or divorced and the name of the person who notifies of the death as well as his profession, address and his relation to the dead person.</p> <p>The civil status agent shall state the death in the margin where the person's birth was stated.</p>		
<b>II. PLACE TO SUBMIT DOCUMENTS</b>		
<ul style="list-style-type: none"> <li>• The department of « civil status » in any municipality.</li> <li>• The Commission of Islamic Graves.</li> </ul>		
<b>III. FEES</b>		
<p>Burial shall not be accomplished without a death demarcation as well as without the receipt of the fees paid to the civil status agent.</p>		
<b>IV. DEADLINE AND PROCEDURE</b>		
<p>The deadline for death demarcation is 3 days. If a notification of death goes beyond 3 days then the civil status agent shall not proceed in the death demarcation only with a resolution issued from the court of the region where the death takes place.</p>		
<b>V. APPEAL PROCEDURE</b>		
<p><b>In the case of death in prison, the guards call the civil officer who notifies the death.</b></p> <p><b>If there are signs of a death resulting from violence, in case of doubt about the</b></p>		

cause of death, the police officer with the help of a doctor provides a report with examination of body and description of the possible circumstances of death.

#### **VI. LEGAL BASE**

- **Articles 44,45, and 48 of the” Civil Status law” number 3 of the year 1957 and the texts amending and complementing it.**
- **Article 76 of the basic law of municipalities number 33 dated of May 14, 1975.**
- **The law number 12 of the year 1997 about graves and places of burial.**
- **A decree number 1326 of the year 1997 about the preparation of graves, and burial procedures.**
- **A circular number 86 of the year 1997 issued by the ministry of interior.**

#### **VII. REQUESTED DOCUMENTS**

- **Medical certificate certifying that the death occurs in natural conditions.**
- **Permission from the public prosecutor if the person dies of unnatural and enigmatic causes**
- **Report from Security departments in case of unnatural death.**
- **The charges paid to obtain this document.**