



United States  
**Office of  
Personnel Management**

Federal Investigative Services Division  
Federal Investigations Processing Center  
Boyers, Pennsylvania 16018-0618

**Federal Investigations Notice**

In Reply Refer To:

Your Reference:

**Notice No. 06-02**

**Date: March 16, 2006**

**SUBJECT: Delayed Birth Certificates**

The purpose of this Notice is to provide your office with instructional information concerning the procedures for issuing delayed birth certificates and the potential for fraud in this process that may be detected when verifying citizenship. Typically, the medical facility or attending medical practitioner provides information to the Bureau of Vital Statistics in the state where the birth occurred. This is usually done soon after the birth, but most states will issue a regular birth certificate if the information is submitted within the first year after the birth. If there is no record of the birth on file after one year, the person may apply for a delayed birth certificate.

OPM recently completed researching this procedure and found that all states and most U.S. territories have a process in place for issuing delayed birth certificates. Unfortunately, there are no consistent standards. Delayed birth certificates may either be marked "DELAYED," printed on a specific delayed birth certificate form, and/or show a late filing date. In addition, the evidentiary requirements differ by state, but usually involve statements from the mother or other persons present at the birth, and corroborating documentation. The type of evidence submitted to support the birth claim may be listed on the delayed birth certificate. When fraud has occurred, it has been during the evidentiary process when false statements were used to establish the facts of birth. **Please note that when a delayed birth certificate is found during the course of an OPM investigation, it will be noted in the report of investigation.**

If you are responsible for verifying citizenship, you should be aware of the delayed birth certificate process and that it is a legitimate method of obtaining a birth certificate when one was not created at the time of birth. However, if your agency questions the validity of a delayed birth certificate presented by the subject, you may request independent birth verification either as part of a standard background investigation or as a Reimbursable Suitability/Security Investigation (RSI) conducted by OPM.

To assist you, OPM is adding each state's and U.S. territory's regulations on delayed birth certificates to the Public Library on the OPM Portal. If you have questions concerning delayed birth certificates or access to the OPM Portal, please contact your OPM Investigations Program Specialist.

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Code: 732, 736  
Distribution: SOIs/SONs  
Letter Expires: Until Superseded