

**केंद्रीय दत्तक-ग्रहण संसाधन प्राधिकरण**  
**Central Adoption Resource Authority**  
**(महिला एवं बाल विकास मंत्रालय, भारत सरकार)**  
**(Ministry of Women & Child Development, Government of India)**

**Minutes of the 38th Meeting of the Steering Committee of Central Adoption Resource Authority (CARA).**

The 38<sup>th</sup> Meeting of the Steering Committee of Central Adoption Resource Authority (CARA) chaired by Shri Anil Malik, Secretary, MWCD and Chairperson of the Steering Committee was held on 31st July, 2024 (Wednesday) at 04:00 pm in the Conference Hall of MWCD, Room No. - 602, 6<sup>th</sup> Floor, A-Wing, Shastri Bhawan, New Delhi.

2. The Chairperson, Member Secretary and other Committee Members were physically present except 02 Members who joined the meeting virtually through Video Conferencing. The list of participants is attached.
3. At the outset, Member Secretary & CEO, CARA welcomed Chairperson of the Steering Committee and all the other Members of the Committee. Chairperson requested Member Secretary & CEO, CARA to initiate the proceedings of the 38th Meeting of the Committee.
4. Being the 1st meeting of the New Steering Committee, Chairperson greeted all newly appointed members. The newly joined Ex-officio Members introduced themselves. The Action Taken Report on the Decisions on the Agenda items of the last meeting was approved (**Appendix-A**).

**AGENDA ITEMS AND DECISIONS**

**PROGRAMME & POLICY MATTERS :**

**Agenda No. 38.01 : Annual Plan for Training & Awareness Activities, Outreach Activities and Media Activities for the year 2024-25.**

5. The Adoption Regulations 2022, through Regulations 41(5) and 41(11) binds CARA to conduct training & capacity building programmes with all its stakeholders and carry out advocacy & awareness activities for promoting legal adoption in the country. In pursuance of the same, the Annual Plan of CARA for the FY 2024-2025 comprising of Annual Training Calendar, Outreach Activities and Media Activities were prepared.

6. It was noted that CARA has already started conducting first quarter virtual refresher training for its stakeholders. The detailed plan is placed at **Appendix-B**.

**Decision :**

7. Approved. It was decided that training and capacity building activities should be carried out extensively for all stakeholders and standardised IEC materials on different aspects of adoption/ foster care should be circulated to all concerned to enable them to deal with such issues professionally as well as in time bound manner.

8. Literature on preparation of older children and Prospective Parents to adopt/ foster a child should be developed with the help of persons having expertise on the subject. The literature may be prepared and circulated in all Indian languages.

9. Advertisements on Adoption and Foster Care may be published by CARA in all Indian languages for wider dissemination at grass root level

**Agenda No. 38.02 : Refund of Adoption Fee to PAPs and Adoptive Parents.**

**Decision :**

10. The matter needs more in-depth study. It was further decided that continuous efforts may be undertaken with the States/UTs to determine legal status of all children who can be placed in non-institutional care like adoption and foster care.

11. To address the issue of Legally Free for Adoption (LFA) pendency, it was decided that a letter from Secretary, MWCD, GoI may be issued to District Magistrates.

12. Secretary, MWCD has also given the direction that personal responsibility may be fixed for those officials found defaulting the timelines stipulated in Adoption Regulations without justifiable reasons.


**Agenda No. 38.03 : Updates on Model Foster Care Guidelines, 2024.**

**Decision :**

13. The model guidelines were noted.

**Agenda No. 38.04 : Safeguarding child's rights after Dissolution.**

**Decision :**

  
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West Block-8, Wing-2, 2nd Floor, R.K. Puram  
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14. The committee suggested to take opinion from the legal member on the issue so that the matter may be re-examined accordingly. Thereafter CARA shall move the file to the Law Ministry through Administrative Ministry.

**Agenda No. 38.05 : Establishing Timelines in In-country and Inter-Country Relative/ Step Parent Adoption (Appendix-C).**

**Decision :**

15. Proposal was approved.

**ADMINISTRATIVE & FINANCE MATTERS :**

**Agenda 38.06 : Extension of existing medical facilities to the retired officials of CARA and their dependents.**

**Decision :**

16. It was decided that CARA will submit information from five/six Central Statutory/ Autonomous Bodies regarding available medical facilities extended to their serving as well as retired employees. The case will be re-examined accordingly and resubmitted before the committee.

17. A direction was also given to JS and concerned section that all administrative and financial issues pertaining to CARA & NIPCCD, which are pending at Ministry level, should be examined and resolved within 2-3 weeks.

18. Secretary, MWCD expressed that he will take a review meeting on all pending cases related to CARA and NIPCCD in 4th week of August.

**Agenda No. 38.07 : Procurement of 20 Computers & Peripherals which cost approx. Rs.20 lakhs.**

**Decision :**

19. The proposal was approved.

**Agenda No. 38.08 : Updates on renovation of CSWB building allotted to CARA.**

**Decision :**

20. The Steering Committee noted the details in the agenda notes.


  
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नई दिल्ली, New Delhi

**Agenda No. 38.09 : Approval of Annual Accounts for the financial year 2023-24 (Appendix-D).**

**Decision :**

21. The proposal was approved.

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## Annexure

**List of Participants in the Thirty-Eighth (38th) Meeting of the Steering Committee of Central Adoption Resource Authority (CARA) was held on 31st July, 2024 (Wednesday) at 04:00 p.m. in the Conference Hall of MWCD, Room No. 602, 6<sup>th</sup> Floor, A-Wing, Shastri Bhawan, New Delhi.**

1. Sh. Anil Malik, Secretary, Ministry of Women & Child Development, Government of India, Shastri Bhawan, New Delhi – Chairperson (Ex-officio).
2. Sh. Nitishwar Kumar, Additional Secretary & Financial Adviser, Ministry of Women & Child Development, Government of India, Shastri Bhawan, New Delhi – Member (Ex-officio).
3. Ms. Preeti Pant, Joint Secretary, Ministry of Women & Child Development, Government of India, Shastri Bhawan, New Delhi – Member (Ex-officio).
- 4(i) Sh. Chandresh Kumar Yadav, Secretary, Women Empowerment & Child Development, Government of Uttarakhand, Uttarakhand Secretariat, 4, Subash Road, Dehradun, Uttarakhand - 248001 [*Representing State Adoption Resource Agency (SARA), Uttarakhand*] – Member (**through VC mode**).
- 4(ii) Sh. Mohit Chaudhary, Chief Probation Officer, Women Welfare Department, Government of Uttarakhand, Uttarakhand [*Representing State Adoption Resource Agency (SARA), Uttarakhand*] – Member.
5. Sh. Dinesh Mishra, Superintendent, Rajkiya Bal Sanrakshan Aashram, 10/3, Murai Mollaha, Chhavani, Indore, Madhya Pradesh - 452001 [*Representing Government run Specialised Adoption Agency (SAA)*] – Member (**through VC mode**).
6. Sh. Rakesh Kathuria, Joint Secretary, Sewa Bharti (Unit-II), B-2/2, Mianwali Nagar, Rohtak Road, New Delhi - 110087 [*Representing NGO run Specialised Adoption Agency (SAA)*] – Member.
7. Ms. Madhurika Jain, 6B/6, Sirifort Institutional Area, August Kranti Marg, New Delhi - 110049 [*Representing Adoptive Parent*] – Member.
8. Dr.(Ms.) Jyoti Dogra Sood, Professor, The Indian Law Institute, Bhagwan Das Road, New Delhi - 110001 [*Representing Advocate/Professor*] – Member.
9. Ms. Tripti Gurha, Additional Secretary, Ministry of Women & Child Development, Government of India, Shastri Bhawan, New Delhi and Member Secretary & CEO, CARA – Member Secretary (Ex-officio).

### Special Invitee(s) :

1. Ms. Padmja Vashistha, Director, Ministry of Women & Child Development, Shastri Bhawan, New Delhi.

2. Sh. Chandkiran Chhoker, Joint Director, National Informatics Centre (NIC), Ministry of Women & Child Development, Shastri Bhawan, New Delhi.
3. Sh. Ashok Kumar Verma, Under Secretary, Ministry of Women & Child Development, Shastri Bhawan, New Delhi.

**Officer(s) of CARA :**

1. Dr. Jagannath Pati, Director (Programme), CARA, New Delhi.
2. Ms. Richa Ojha, Deputy Director, CARA, New Delhi.
3. Sh. Ram Saran, IFO, CARA, New Delhi.
4. Sh. Nandresh Nigam, Advisor (Identification Cell), CARA, New Delhi.