



# Central Adoption Resource Authority केन्द्रीय दत्तक-ग्रहण संसाधन प्राधिकरण

(A Statutory Body of Ministry of Women & Child Development, Government of India)  
(भारत सरकार के महिला एवं बाल विकास मंत्रालय की सांविधिक निकाय)



No.....CARA/2019-20/Mental Health Professional- Trg.

Date....20/02/2020...

## OFFICE MEMORANDUM

### **Subject: Constitution of Sub- Committee Resource Person for the trainings of Mental Health Professionals on Adoption Related Issues**


The Competent Authority of CARA is pleased to constitute a Sub Committee of Mental Health Professionals from a pool of experts for preparing a comprehensive training module and necessary material for training of Professionals as per decision of 23<sup>rd</sup> meeting of the Steering Committee of Central Adoption Resource Authority (CARA) held on 15<sup>th</sup> November, 2019. The Sub- Committee will also help in coordinating/ facilitating the training and orientation of the Professionals in a phased manner. The composition of the Sub Committee will be as follows:

| Name of Resource Persons |  |                  |
|--------------------------|--|------------------|
| (a)                      | Dr. Rajesh Sagar<br>(Professor, Dept. of Psychiatry AIIMS, New Delhi)                                    | Chairperson      |
| (b)                      | Dr. Shobha Srinath<br>(Retired. Professor, Dept. Child and Adolescent Psychiatry,<br>NIMHANS, Bangalore) | Member           |
| (c)                      | Dr Meena Radhakrishna<br>(Member Steering Committee, CARA)   | Member           |
| (d)                      | Ms Nina Nayak<br>(Ex-Member, NCPCR, New Delhi)   | Member           |
| (e)                      | Dr Neelima Mehta<br>(Guest faculty TISS, Mumbai)   | Member           |
| (f)                      | Ms Sindhu Naik<br>(Member, Karnataka State Council of Child Welfare, Bangalore)                          | Member           |
| (g)                      | Dr. Veena A. Satyanarayana, PhD<br>(Associate Professor, NIMHANS)  | Member           |
| (h)                      | Shri Sanjay Barshilia<br>(Director- Programme, CARA)   | Member Secretary |

2. In addition to above, CARA or its nominated member will participate as and when required.
3. The ToR of the Committee is be annexed in **Annexure -I**.

Copy to:

- (i) Concerned Members
- (ii) PS to CEO, CARA
- (iii) PA to Director, CARA
- (iv) PA to JD, CARA
- (v) CWII Section, MWCD, New Delhi- For information

  
दीपक कुमार (Deepak Kumar)  
Member Secretary & CEO  
केन्द्रीय-दत्तक ग्रहण संसाधन प्राधिकरण  
Central Adoption Resource Authority  
महिला एवं बाल विकास मंत्रालय  
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**Central Adoption Resource Authority**  
Ministry of Women and Child Development,  
Government of India

It has been decided to constitute a Sub Committee of Mental Health Professionals from a pool of experts for preparing a comprehensive training module and necessary material for training of the Professional Social Workers and Professional Councillors of Specialised Adoption Agencies as per the decision of 23<sup>rd</sup> meeting of the Steering Committee of Central Adoption Resource Authority (CARA) held on 15<sup>th</sup> November, 2019. The Sub- Committee will also help in coordinating/ facilitating the training and orientation of the Professionals as recommended by the States & UTs in a phased manner. The committee shall have a Chairperson, one Co-Chairperson and Members.

**1. Term of Reference:** The sub-committee will be responsible for the following:

- (a) Creating a comprehensive training module for Training programmes within six weeks from the date of notification.
- (b) Creating IEC material for all the sessions.
- (c) Conducting six ToTs (Training of Trainers) at regional level as per the direction of 23<sup>rd</sup> meeting of the Steering Committee of Central Adoption Resource Authority (CARA) held on 15<sup>th</sup> November, 2019
- (d) Compiling a report and feedback on the training programmes.

**2. The tenure of the committee:**

- (a) The tenure of the panel of resource persons including the Chairperson would be for a period of 01 year from the date of notification.
- (b) Any member, who wishes to discontinue as a member of the Committee, may do so in writing to Chairperson of the Steering Committee. If Central adoption Resource Authority (CARA) wants to replace any member from the committee, the same may be done with the approval of the Member Secretary & CEO-CARA.

**3. Payments and Allowance:**

- (a) There would be no remunerations paid to the members. They would work on honorary basis.
- (b) The Non Official members of the panel will be paid as TA/DA as admissible to the officer in pay level 11 as per 07 CPC (pre revised Grade Pay Rs. 6600/-) in the Pay Matrix. (MoF Department of Expenditure OM no. 19047/1/2016-E-IV dated 14/09/2017 may please be referred).

**4. Confidentiality :**

The members of the Sub Committee shall maintain confidentiality of all matters arising within the Committee and no information/data which are in their knowledge as members of the Committee shall be used /published by them. The training material / IEC material prepared by the subcommittee will be the copy right of the Central Adoption Resource Authority.