

Central Adoption Resource Authority
Ministry of Women & Child Development
Government of India
R.K. Puram, New Delhi

Minutes for the 20th Meeting of the Steering Committee of Central Adoption Resource Authority (CARA) held on 21st February, 2019 at 03:00 PM in the Conference Room (Room No. 602) of MWCD at 6th Floor, A-Wing, Shastri Bhawan, New Delhi.

1. The 20th Meeting of the Steering Committee of Central Adoption Resource Authority (CARA), chaired by Shri Rakesh Srivastava, Secretary, MWCD (Chairperson of the Steering Committee of CARA), was held on 21st February, 2019 at 03:00 PM in the Conference Room (Room No. 602) of MWCD at 6th Floor, A-Wing, Shastri Bhawan, New Delhi.
2. The Chairperson and Members as under were present in the meeting (copy of the Attendance Sheet is placed at **Annexure-I**).

Chairperson

- (a) Shri Rakesh Srivastava, Secretary, Ministry of Women & Child Development, Government of India – Chairperson (Ex-officio).

Members

- (b) Shri Ashish Srivastava, Joint Secretary, Ministry of Women & Child Development, Government of India, Shastri Bhawan, New Delhi – Member (Ex-officio).
- (c) Ms. Pushpa Bisht, Deputy Secretary (Finance), Ministry of Women & Child Development, Government of India, Shastri Bhawan, New Delhi

Financial Advisor, Ministry of Women & Child Development, Government of India, Shastri Bhawan, New Delhi] – Member (Ex-officio).

- (d) Shri Pushpendra Singh, Deputy Director, Saharanpur Division, Saharanpur, UP [*Representing Rajkiya Bal Greh, Rampur, UP – Government run Specialised Adoption Agency (SAA)*] – Member.
- (e) Dr. (Ms.) Meena Radhakrishna, B-2/36 Safdarjung Enclave, New Delhi-110029 [*Adoptive Parent*] – Member.
- (f) Ms. Aparna Bhat, A-11, LGF, Rear Side, Neeti Bagh, New Delhi-110049 (*Advocate*) – Member.
- (g) Shri Deepak Kumar, Member Secretary & Chief Executive Officer, CARA – Member Secretary (Ex-officio).

Special Invitee(s)

- (h) Shri Ajay Tirkey, Additional Secretary, Ministry of Women & Child Development, Government of India, Shastri Bhawan, New Delhi.
- (i) Ms. Kavita Shrivastava, Technical Director, National Informatics Centre (NIC), Ministry of Women & Child Development, Shastri Bhawan, New Delhi.
- (j) Shri Manoj Kumar Singh, Director (CW-II), Ministry of Women & Child Development, Government of India, Shastri Bhawan, New Delhi.

3. At the outset, Chairperson, Steering Committee welcomed all the Members of the Committee & Special Invitees and asked Member Secretary

& CEO, CARA to start the proceedings of the 20th Meeting of the Steering

Committee of CARA.

4. Member Secretary & CEO, CARA welcomed the Chairperson and all the Members for attending the 20th Meeting of Steering Committee of CARA. He informed that the minutes of the 18th meeting of the Steering Committee held on 26th November, 2018 and of the 19th meeting (through circulation) was circulated to all the Members of the Steering Committee, and since no one had any observation on the minutes, the same is taken as approved by all the members of the Steering Committee.

5. At the outset, Action Taken Report (ATR) on the decisions taken while discussing issues, prior to the discussion of the Agenda Items, during the 18th Meeting of the Steering Committee held on 26th November, 2018, is as under :-

Actionable Points/Paras	Action Taken
<p>Minutes (Para No. 6) : As regards Court pendency in the States, CEO CARA informed that there is a long pendency in the States of Bihar (55), Karnataka (51), Madhya Pradesh (40), Maharashtra (153), Odisha (85), Tamil Nadu (46) and Uttar Pradesh (67). He further informed that out of the total 55 pending Court cases in Bihar, 32 cases are more than 6 months old. In one of the cases, the concerned Judge reserved the Judgement but has not issued Order for two months and now one of the Judges of the Bench has been transferred to Chandigarh. Hence, the case will again be taken afresh on constitution of a new Bench.</p>	<p>Letter issued to the Chairperson & Members of Advisory Committee of CARA on 23/10/2018 and letters issued to the Directors of State Govts/UTs on 04/12/2018 and 01/01/2019 regarding Court/CWC Pendency and issues related to problems in Birth Certificates and Passports [Annexure I (page-150 of the Agenda), Annexure II (page 151-152 of the Agenda) & Annexure III (page 153-156 of the Agenda) of the Agenda refers]. The case of child Roshni has been cleared finally by the Family Court of Patna.</p> <p>CEO CARA informed that progress has been sent by some of the State Governments but still Court</p>

Govt. of Chhattisgarh also added that she has been pursuing the Courts for issuance of Adoption Orders, personally also, but the case hasn't been disposed of. She intimated that one can only request judges and cannot intervene in the judicial process. CEO CARA informed that he has requested Shri Manoj Arora, PS to Hon'ble Minister and talked to the lawyer also in this regard. He also informed that it was decided that the Advisory Committee Members may be engaged for clearing these cases. Therefore, a meeting with Advisory Committee Members was held on 30th Oct 2018 and 1st Nov 2018 at CARA & MWCD and Court pendency of all the States were shared with them with the request to intimate the progress by 30th Nov 2018. The Committee enquired if they are visiting the States. It was informed to the Committee that the Members who have been allotted West Bengal, Uttar Pradesh, Odisha, Rajasthan and Maharashtra, are more active than other Members. Further, CEO CARA informed that during the last month, 190 Court Orders were issued by the Courts and on an

pendency over two months in India is approximately 550 cases, which has come down because of regular intervention of the Joint Secretary and the Hon'ble Minister & others. He also assured that we the Authority would continue writing to the JJ Committee and Registrar General of High Courts on regular basis for intervention.

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are issued by the Courts every month.

Minutes (Para No. 7) : *The Committee advised to continue the efforts and keep on writing letters to High Courts informing them about the need of early disposal of the Adoption cases by the Courts in the interest of the children who are waiting for care & protection by the adoptive families. It also advised to request the Advisory Committee Members to interact with the concerned Authorities. They may be requested to approach the RG of High Courts and JJ Committee members of the High Courts to impress upon the need for timely disposal of the Adoption cases as per the provisions of Section 61 of the JJ Act, 2015.*

Minutes (Para No. 9) : The Committee asked about the progress of the SAA-CCI Linkage. CEO CARA informed that as per CARINGS data, out of a total of 5050 CCI registered, 3469 CCIs have been linked to SAAs and 1581 are yet to be linked. He further informed that the States where number of CCIs yet to be linked is large, are Andhra Pradesh

Advisory Committee Members have been provided the details of the cases pending at various stages, however the update on action taken hasn't been received from the members of the Advisory Committee, except from few of them. Fresh assignment of States to the Advisory Committee Members was apprised to the Steering Committee Members [Annexure IV

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Maharashtra (31), Puducherry (38), and Telangana (104). He further informed that as there are very less children in the CARINGS registered by the SAA/CCIs. State Governments and the Advisory Committee Members have been instructed/ requested to get the CCIs linked to SAAs, however very little progress has been observed in this regard.

Minutes (Para No. 10) : Chairperson of the Committee informed that there are about 8422 registered CCIs as per ICPS but as per CARINGS it is 5050 and the children available in the SAA/CCIs are also very less (children below 6 years - 250 and above 6 years - 3086) which is of concern. It was also reiterated that in the previous meeting, NIC was directed to update the data of CCI registration and the children in CCIs on CARINGS. Further it was decided that ICPS grant be given only on the basis of the details of children entered on CARINGS.

Minutes (Para No. 11) : The Committee advised CARA to get in touch with the ICPS (CW-II Section) to

(page 157-158) of the Agenda refers].

The Committee observed that no progress is seen in spite of the fact that there are 20 Advisory Committee Members (now 19) who have been engaged to visit the States/UTs to pursue with the Courts & other agencies concerned as well as visit the SAAs/CCIs. The Steering Committee observed that these members are being paid TA/DA for performing their assigned tasks, but their outcome against the designated responsibilities are not upto the mark. Hence, most of them have not been able to help in improving the implementation of the Adoption Programme. This hasn't resulted in decrease in the pendency of cases.

The Committee directed CEO CARA to review the performance of the members and those Advisory Committee Members who have not been assessed to have performed satisfactorily/submitted proper Reports of their visit & action taken on the cases referred, be relieved of their responsibilities as Advisory Committee member.

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reconcile the same. It was also advised to invite Child Welfare Section in the next meeting. As regards the update on the letters sent by CARA to State Governments on the issue as well as regarding linking of MOC-run-CCIs, it was advised to follow up with them.

Ms. Kavita Srivastava, Technical Director, NIC informed that difference is much more as there are about 38,000 under ICPS and on CARINGS it is 8,000. She also informed that process is going on and the number is increasing.

Ms. Aparna Bhat, Steering Committee Member informed that the figure is much less as there are lakhs of children who are orphan/abandoned/surrendered (OAS).

The Committee advised that work on data congruency between ICPS and CARINGS portal should be ensured by NIC with preferably a single database. The Committee advised NIC to complete the task by 31st of March 2019.

Ms. Aparna Bhat enquired whether the children in Open Shelters who are always in transit, is also included. CEO CARA informed that as per Section 66 of the JJ Act 2015, all CCIs should be linked with the nearest SAA and all the children in the CCIs should be declared legally free for adoption.

He also informed that the Open Shelters were not being linked with the SAAs.

CEO CARA informed that an email in this regard requesting CW-II Section & NIC has been forwarded by CARA on 11/02/2019 in this regard. In response, NIC informed that there are about 8422 registered CCIs as per ICPS but as per CARINGS it is 5050 and the children available in the SAA/CCIs are also very less (250 children below 6 years and 3086 children above 6 years), which is a matter of concern. It was also reiterated that in the previous meetings, NIC was directed to update the data of CCI registration and the children in CCIs on CARINGS. Further it was decided that grant under ICPS be given only on the basis of the details of children entered on CARINGS.

Status update given by NIC :-

No. of SAA : 485

No. of CCI (Other than SAA) : 5631

Total No of CCIs (including SAAs) as per CARINGS : 6116.

	<p>Module has been developed for mapping of CCI/SAA details from ICPS portal to CARINGS. UAT and Security Audit of the same is pending. It is also not clear at which level module has to be activated in CARINGS. Once it has done, SAA/CCI registered at ICPS will be activated at CARINGS portal through web service/API.</p>
<p>Minutes (Para No. 12) : Regarding high rate of disruption in adoption, CEO CARA informed that a letter has been issued to the State Governments reiterating them to make the Counselling Centers functional in each District under the direct supervision of the concerned DCPU to assist SAA, CCIs, PAPs, children and other Stakeholders. He also informed that as suggested by AS(AT) during the previous meeting, a Sub Committee has been constituted which consists of Dr. Meena Radhakrishna & Ms. Aparna Bhat, Members of the Steering Committee, and Ms. Vinita Jha, AD, CARA, to study the reasons for the disruption and suggested measures of preventing it. Dr. Meena Radhakrishna informed that she has already started reviewing the</p>	<p>Final Report is yet to be received.</p> <p>Ms. Meena Radhakrishna, Steering Committee Member informed that large number of disruptions are taking place in older children and number of issues have come up on which she has given a report. She informed that the problem is not about inter-country adoption but about in-country adoption. There are various issues like cultural issues, colour issues etc. which can be figured out. Older children are not willing to go for adoption and they run away and go back to the SAA. The child is not accepting home. Sexual abuse is very common Disruptions are happening all over the country, be it urban or rural. She also informed that out of 100 cases of placement of older</p>

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रुचिब, कारा Secretariat A

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cases and observed that the disruption is taking place in the children who are above five years of age and almost two-third of the cases of In-country Adoption of older children result in disruption. The Committee asked the reason for the disruptions. Dr. Radhakrishna informed that older children have older memories and adoptive families are not prepared to handle them in such a situation. She also informed that she has gone through about 45 files and observed that parents are not given sufficient counseling prior to adoption. She suggested that parents have to be prepared and they should be screened. Adoption through Immediate Placement is not in the best interest of the children and the process may be reviewed. Also the policy of giving immediate referrals to PAPs who have lost their only biological child needs a review as they start comparing the adopted child with their deceased child, resulting in disruption after adoption. Further, language is a big issue, mostly in Maharashtra and Kerala. There are a lot of cultural issues. *The Chairperson advised to*

children in India, 60-70% is resulting in disruptions. In rural areas, parents seek a child for their old age support whereas in urban areas, children, who haven't got proper education, have difficulty in adjusting with the family who admit them in age appropriate classes in the schools, which the child is unable to cope up with.

AS (AT) informed that he also visited Matruhaya in Bhopal and found that there were two cases of disruption. There would be many reasons and hence he advised the committee to carefully analyse all the available disruption cases so that corrective measures can be instituted by the Authority.

CEO CARA informed that cases of disruption in cases of older children placed in inter-country adoption were far & few as the families were better prepared for the adoption with counselling facilities to support their endeavour and they had better compassion for the older children adopted by them.

Ms. Meena Radhakrishna emphasised on the need for proper

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please consider it at the time of

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<p>referral. CEO CARA told that once the final report is received from the Sub-Committee in this regard, necessary steps would be taken.</p>	<p>counselling facilities as well as screening of the PAPs during the Home Study process.</p> <p><i>JS (AS) requested to recommend the points of action in the report. The same would then be further refined keeping in line with the legal requirements after which administrative instructions may be issued. Ms. Radhakrishna stated that she would conclude the report after the Social Workshop Training Module, on which she is working, is formulised.</i></p>
<p>Minutes (Para No. 14) : <i>Further, on the pending issues of Appendix B of the Agenda, the Chairperson advised CEO CARA to get in touch with the Ministry and get the cases finalised.</i></p>	<p>CEO CARA intimated that the Authority has been pursuing with the Ministry for early finalisation of the cases.</p>

Action Taken Report (ATR) on the decision on the Agenda Items of the 18th Meeting of Steering Committee held on 26/11/2018 :

6. Action Taken Report (ATR) on the decision of the Steering Committee of CARA on the Agenda Items of the 18th Meeting of Steering Committee held on 26/11/2018 as under were explained to all the Members by the Member Secretary :-

Decision of Steering Committee	Action Taken Report
<p>Item No. 1 : Non-Renewal of</p>	<p>The licence of AFAA has not been</p>

<p>Authorization of Foreign Adoption Agency, World View Adoption Association, Canada.</p> <p>Decision : <i>The Committee agreed to the decision of non-renewal of the AFAA's authorisation and advised that further inquiry into the issuance of Non Involvement Certificates should be done to see as to why such a certificate was issued for facilitating the placement of adults in Inter-country adoptions.</i></p>	<p>renewed. All pending cases have been referred for transfer to the Central Authority of Canada with a timeline based on priority. Letter in this regard is enclosed [Annexure V (page-159) of the Agenda refers].</p> <p>CEO CARA further informed that with the approval of the Hon'ble Minister, the recognition of the AFAA, World View Adoption Association, Canada was withdrawn and now they have filed a Writ Petition in the Delhi High Court. The next date of hearing in the case is 20th March, 2019.</p> <p><i>The Committee advised Under Secretary (CW-II), MWCD to note the same.</i></p>
<p>Item No. 2 : Delegation of Financial Powers to Joint Director, CARA.</p> <p>Decision : <i>The Committee decided that the proposed delegation of financial power by CEO CARA to Director/Joint Director be moved on file to the Ministry.</i></p>	<p>The file is already under submission in the Ministry.</p>
<p>Item No. 3 : Approval of the Steering Committee for draft</p>	<p>The Annual Report of CARA for the year 2017-18 has been printed and</p>

<p>Annual Report of CARA for the year 2017-2018.</p> <p>Decision : <i>Approved. The Committee advised to ensure that the Annual Report of CARA is printed and laid before the Parliament in the coming Winter Session by 31st December, 2018.</i></p>	<p>the same also laid before the Parliament (in Rajya Sabha on 27/12/2018 and Lok Sahba on 28/12/2018), for the first time the Annual Report has been laid in both the Houses of the Parliament on time.</p>
<p>Item No. 4 : Adoption of Recruitment Rules of CARA.</p> <p>Decision : <i>The Committee adopted the Recruitment Rules (RRs) (Appendix H of the Agenda refers) after reconciling it with the approved RR's (Appendix G of the Agenda refers). The typographical errors in Appendix H vis-à-vis the approved RR at Appendix G has been reconciled (Annexure-IV of the Agenda refers). It was further suggested to take immediate action on conducting DPC and publishing advertisement for the regular posts vacant.</i></p>	<p>Advertisement for the vacant posts including newly created posts has been published in the Employments News dated 22-28 January, 2019 and The Hindustan Times & Nav Bharat Times dated 15/12/2018. Two Officer/Staff (Accounts Officer and Assistant) have already promoted as Assistant Director (Administration) with the recommendation of DPC and approved by the chairperson, Steering Committee of CARA, as per the provision of Recruitment Rules, 2018. The file for DPC of other eligible officer/staff would be processed on completion of the required documents.</p> <p>The Chairperson and the Members of the Steering Committee congratulated the newly appointed Assistant Directors (Administration).</p>

	<p>As regards the engagement of IT personnel, 7 persons were to be engaged for CARINGS through NICSI out of which 3 have to be deployed at CARA and 4 have to be deployed with NIC at MWCD. Ms. Kavita informed that 3 persons had joined/joining shortly and selection process for the rest was under process.</p>
<p>Item No. 5 : Any other item with the approval of the Chairperson.</p> <p>Item No. 5(A) : Photograph of older girl children on CARINGS.</p> <p>Mrs. Kavita Srivastava, NIC (MWCD) raised the concern of the photographs of older girl children being available on CARINGS for all registered PAPs to view, as most of them are in Immediate Placement category. This policy may be reviewed. CEO CARA said that this point would be considered while the comprehensive review of CARINGS is undertaken.</p>	<p>The NIC intimated that revamping/upgradation of CARINGS is under process.</p>

Action Taken Report (ATR) on the decisions on the Agenda Items of the 19th Meeting of Steering Committee through circulation basis on

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14/12/2018 :

7. Action Taken Report (ATR) on the decisions on the Agenda Items of the 19th Meeting of Steering Committee through circulation basis on 14/12/2018, were read out to the Members. The details are as under :-

Decision of Steering Committee	Action Taken Report
<p>Agenda Item : Response to the Hon'ble High Court of Madhya Pradesh in the Case: CR 258/2017 & 260/2017 required to be submitted against Memo No. - Q/RJ-I/JJC/342 dated 22 Nov 2018.</p> <p>Decision : Approved</p>	<p>The file has been referred to Ministry. An email has been sent from the Ministry to Sh. J.K. Jain, ASG, requesting to prepare an affidavit on the petition and to communicate the status on the request of the Ministry for seeking additional time from the Hon'ble Court for submitting the reply. Further, Ministry has forwarded the report of the Inquiry Committee, constituted to review the complaints and allegations raised against SAA Kilkari Udaan to the Registrar J-I & Secretary JJC, High Court of Madhya Pradesh.</p> <p><i>The Committee advised that the ministry be requested to file a petition in the High Court of MP for vacation of the stay and then it should be followed up with an appeal in the Hon'ble Supreme Court in case of the stay of the High Court not being vacated. JS (AS) advised to get the response of the Ministry</i></p>

	<i>filed at the earliest.</i>
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Further ATR on the decisions on the pending actionable points of the 17th Steering Committee Meeting held on 15/10/2018 :

8. Further ATR on the decisions on the pending actionable points of the 17th Steering Committee Meeting held on 15/10/2018 is tabulated underneath :-

Decision of Steering Committee Meeting held on 15/10/2018	Action Taken Report	Further Action Taken
<p>Agenda Item No. 1 : Agenda Item proposed by Dr. (Ms.) Meena Radhakrishna, Member, Steering Committee of CARA:-</p> <p>Agenda Item No. 1(A) : Inspection/Visit of SAAs, CCIs, DCPUs, CWCs & SARAs by the Members of Steering Committee of CARA.</p> <p>Decision : The Committee decided that CARA will help in identifying such Districts/States to be visited by Steering</p>	<p>The proposal for the Non-official Members of Advisory Committee, Steering Committee and Consultants has been moved for concurrence of MWCD through e-office</p>	<p>E-office file is already under submission to MWCD for approval of travel of non-official members by non-Air India flights and booking of tickets from any website.</p> <p>The Committee was informed that the matter has been moved on file for the approval of the Ministry.</p>

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Committee Members and CEO CARA can authorize their visits. The Committee advised that the Non-official Members should be paid TA/DA as per the already approved norms i.e. equivalent to Dy. Secretary of Government of India, as per orders of the Ministry of Finance. Approval for the visit of non-official member shall be granted by CEO, CARA; however such files be put up to Chairperson, Steering Committee for perusal.

Further, AS(FA), approved that the non-official members of Steering Committee & Advisory Committee of CARA and Consultants being sent on official visits may travel by non-Air India flights and the tickets for the same can be booked by them from

any website. However

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<p>this decision be also taken up and processed on file.</p>		
<p>Agenda Item No. 1(B) : Organising comprehensive training programme on counselling and preparation of HSR by the Social Worker.</p> <p>Decision : The Committee directed to make a State-wise proposal for empanelment of good quality Social Workers and to have an accreditation program for them in order to improve the quality of HSR, which needs to be descriptive. Help of agencies and Steering Committee Members be taken for the same. A sub-committee on the same with members of the Steering Committee may be appointed by the Chairperson</p>	<p>The Sub-Committee consisting of Ms. Meena Radhakrishna, Chairperson and Ms. Vinita Jha, AD, CARA, Ms. Aparna Sharma, Consultant, CARA as Members, has already started functioning and Ms. Meena Radhakrishna has had seven sittings till date. Formal approval of the Sub-Committee by the Chairperson is solicited please.</p>	<p>The Sub Committee, as per the approval of the 18th SC Meeting held on 26/11/18, was constituted on 11/01/19 vide OM No. CARA/2018-19/Pilot Project-Trg (Annexure VI of the Agenda at page 160-162 refers). Further details are placed in this meeting as Agenda Item No. 3.</p>

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<p>Agenda Item No. 1(C) : Clarification of adoption rules for PAPs in a live-in-relationship within India, in the light of reports in the press.</p> <p>Decision : It was decided that Act, Regulations and circulars w.r.t. to adoption by couples and single parents was already clear and no further clarification is required to be given.</p> <p>It was decided that material for counselling and training be provisioned as CARA has adequate budget for the same. However, the cost of dissemination is high and it can be done in phased manner as per the budgetary constraint.</p>	<p>Material for training and counselling is being prepared by the Consultants of CARA in which one of the Advisory Committee Members is also giving the support.</p>	<p>The proposal received from the Advisory Committee Member Mr Babugouda Patil for creating informative videos on various topics concerning Adoptions which may be disseminated by uploading the same on You Tube and CARA's website.</p> <p>The proposal received had financial implications beyond approved norms and hence haven't been accepted. However, Dr. Meena Radhakrishna would be creating the training materials as she is coordinating the training being discussed as Agenda Item No. 3 in this meeting.</p>
<p>Agenda Item No. 3 : Approval for having extra sittings of the</p>	<p>Letter requesting for additional work hours for the panel of doctors</p>	<p>The additional panel of doctors have been approved and the</p>

<p>Medical Expert from AIIMS for giving a decision on categorisation of the child in case of an appeal of the PAPs.</p>	<p>has already been forwarded to the AIIMS with a request to give nomination by 30 November, 2018.</p>	<p>names have been received from AIIMS. They have also been included in the proposal at Agenda Item No. I.</p>
<p>Decision : Approved.</p>		

Agenda Items and Decisions

Programme Matters :

Item No. 1 : Approval of panel for NOC Committee Members for a period of two years and approval of continuation of existing members w.e.f. 26th January, 2019 upto the current approval.

9. CEO CARA informed that this refers to the proposal of constitution of NOC Expert Committee of CARA as a sub-committee of CARA. The NOC Expert Committee had been constituted on the direction of Hon'ble Supreme Court in SLP (Civil) No. 25713/2009 dated 08th September 2009 wherein it was directed for such a Committee through AIIMS. The NOC Committee has been constituted to issue NOC in cases of Inter-country Adoptions. In this regard, the 5th Steering Committee of CARA in its meeting dated 27th December 2016 has decided the fresh empanelment of AIIMS Members as per the Terms of Reference (Appendix-C of the Agenda refers).

10. The NOC Committee as per the composition given underneath is required to be empanelled:-

(i)	<p>One (01) representative nominated by AIIMS (from Psychiatry/ Pediatrics/ Psychology/ Medical</p>	<p>Chairperson</p>
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	Discipline)	
(ii)	One (01) Experts in panel from Social Work/Child Development Discipline.	Member
(iii)	One (01) Experts in Panel from Legal Discipline.	Member
(iv)	CARA Representative [Joint Director, CARA and in his absence, Deputy Director (Inter-country Adoption), CARA]	Member

11. CEO CARA informed that the committee is being represented by AIIMS Medical Professionals (Chairperson of the Committee) on rotation basis, as per the nominations received from AIIMS. AIIMS has presently nominated 4 Medical representatives (Doctors) (Chairperson of the Committee) vide letter no. 20-1/2017-Estt.I(A) dated 20.03.2017 and 28.09.2017 to represent the Committee on rotation.

12. He further informed that the tenure of NOC committee Members of Social work/child Development discipline and Legal discipline as appointed vide Steering Committee Meeting dated 26.12.2016, is to be renewed through fresh empanelment. Minutes of 5th Steering Committee dated 27.12.16, as approved by the Chairperson of Steering Committee on 27.01.2017 was placed as Appendix-D of the Agenda for reference.

13. The existing members of the NOC Committee are as under :-

(a) Chairperson from AIIMS (on rotation) :-

(i) Dr. Mamta Sood, Professor, Department of Psychiatry, AIIMS, New Delhi.

(ii) Dr. Gouri Shakar Kaloiya, Associate Professor of Classified Psychologist, AIIMS, New Delhi.

- (iii) Dr. Sheffali Gulati, Professor, Department of Paediatrics, AIIMS, New Delhi.
- (iv) Dr. Arvind Kumar, Assistant professor of Medicine, AIIMS, New Delhi.
- (b) Member from Social Work/Child Development Discipline (on rotation) :-
- (i) Mrs. Pamela Singla, Associate Professor, Dept. of Social Work, Delhi University.
- (ii) Dr. Ashok Kumar, Former Additional Director, NIPCCD.
- (c) Member from Legal Discipline (on rotation) :-
- (i) Mrs. Kiran Singh, Advocate, Supreme Court, High Court of Delhi and Trial Courts in Delhi.
- (ii) Mr Aagney Sail, Advocate, High Court of Delhi.
- (d) Member Representing CARA :-
Joint Director of CARA and in his absence, Deputy Director (Inter-Country Division).

14. Since the tenure of the non-official members of the Committee had expired on 26th January, 2019, the following were recommended by CEO CARA :

- (a) The existing nominations by AIIMS for Chairperson of Committee on rotation be continued with. Two additional members, Dr. Rajni Sharma, Assistant Professor, Department of Pediatrics and Dr. Narendra Bagri, Assistant Professor, Department of Pediatrics who have been nominated by AIIMS vide their letter dated 14.01.2019 (from Sh. B.K Singh Administrative Officer (AIIMS)) may be empanelled as additional two Medical Experts on the panel of CARA for review of the

cases related to the MERs of the children which is required to be reviewed.

- (b) For Members Social Work/ Child Development Discipline and Legal Discipline (fresh empanelment), empanelment may be considered from the list of recommended names received earlier from the O/o Hon'ble Sh. Madan B. Lokur (Retired Judge Supreme Court of India) vide letter dated 13.06.2018 placed at Appendix-E of the Agenda for reference.
- (c) Joint Director (CARA) and in his absence, Deputy Director (Inter-Country) may be continued as Official Member of CARA.
- (d) The non-official members on the panel of the respective discipline will be called on rotation, based on their availability.
- (e) The panel for the Committee would be valid for a period of 2 years from the date of their appointment.
- (f) CEO, CARA may extend the tenure of the non-official members temporarily pending the approval of Steering Committee.
- (g) Ex-post facto approval of the tenure of current NOC Committee may be granted till the appointment of the new NOC Committee.

15. It was therefore recommended to approve the undermentioned proposed Panel for NOC Committee for **two years** from the date of appointment :-

AIIMS Representatives as Chairperson to continue on Rotation :

- (i) Dr. Mamta Sood, Professor, Department of Psychiatry, AIIMS, New Delhi. (Empanelled)
- (ii) Dr. Gouri Shankar Kaloiya, Associate Professor of CI. Psychology, AIIMS, New Delhi. (Empanelled)

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- (iii) Dr. Sheffali Gulati, Professor, Department of Paediatrics, AIIMS, New Delhi. (Empanelled)
- (iv) Dr. Arvind Kumar, Assistant professor of Medicine, AIIMS, New Delhi. (Empanelled)

Two additional representatives to be empanelled as per letter dated 14.01.2019 from Sh. B.K Singh Administrative Office (AIIMS) for review of MERs (Copy of communication as received from AIIMS is enclosed [Appendix-F at page-40 of the Agenda refers].

- (v) Dr. Rajni Sharma, Assistant Professor, Department of Paediatrics.
- (vi) Dr. Narendra Bagri, Assistant Professor, Department of Paediatrics.

Social Work/ Child Development Discipline (Fresh empanelment)

- (vii) Dr. Vinita Bhargava, Associate Professor, Dept. of Human Development & Childhood Studies, Lady Irwin College, Delhi University. (Consent regarding acceptance of offer alongwith her CV is enclosed [Appendix-G at page41-59 of the Agenda refers].
- (viii) Mrs. Charu Gaur, Member Child Welfare Committee-CWC-II Lajpat Nagar, Delhi. (Consent regarding acceptance of offer alongwith her CV is enclosed [Appendix-H at page 60-62 of the Agenda refers]
- (ix) Dr. Neelam Sukhramani, Professor, Dept. of Social Work, Jamia Millia Islamia. (Consent regarding acceptance of offer alongwith her CV is enclosed [Appendix-I at page 63-76 of the Agenda refers].
- (x) Dr. Zubair Meenai, Professor, Dept. of Social Work, Jamia Millia Islamia. [Consent regarding acceptance of offer alongwith his CV is enclosed (Appendix-J at page 77-79 of the Agenda refers)].

CEO CARA informed that Dr. Neelam Sukhramani has informed that she will not be able to come on a regular basis. Ms. Aparna Bhat informed that Mrs. Charu Gaur is currently working as CWC Member therefore she may not be empanelled as member of the NOC Committee of CARA. Other two

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were agreeable.

Legal Discipline (fresh empanelment)

(xi) Mrs. Madhulika Mohta, Advocate, Supreme Court of India and Delhi High Court [Consent regarding acceptance of offer is enclosed (Appendix-K at page 80-83 of the Agenda refers)].

(xii) Ms. Kiran Singh, Advocate, Delhi High Court (already in existing panel).

Decision :

16. *The Committee approved to continue with the existing four AIIMS representatives (on rotation) as Chairperson of the NOC Committee alongwith two additional representatives, Dr. Rajni Sharma & Dr. Narendra Bagri, for review the MERs. Dr. Vinita Bhargava and Dr. Zubair Meenai, to be approved as a Members from Social Work/ Child Development Discipline and Mrs.Madhulika Mohta and Mrs. Kiran Singh from Legal Discipline for NOC Committee of CARA. Further, the existing NOC Committee shall continue till the appointment of the new NOC Committee.*

Item No. 2 : Processing of Pipeline cases where categorization of the health condition of the child was wrong in the MER prepared and discovered at the time of the NOC by the NOC Committee.

17. CEO CARA informed that in a few Inter Country adoption cases, it has been observed that the children reserved from Special Needs Category and accepted by PAPs, turned Normal on examination by the NOC Committee. In light of Regulation 6 (15) of Adoption Regulations, 2017, where it is mentioned that, "*the Child Welfare Committee and Medical Examination Report of an orphan or abandoned child shall be prepared in the format at Schedule II and III respectively and posted in the Child Adoption Resource*

Information and Guidance System by the Specialised Adoption Agency maximum within ten days from the date the child is declared legally free for adoption and the details shall be updated on Child Adoption Resource Information and Guidance System every six months or whenever appreciable physical changes are observed in the child”, it is the duty of Specialised Adoption Agency to update MER of child on CARINGS. Further in light of Regulation 34 (8) of the Adoption Regulations, 2017, it is the responsibility of the District Child Protection Unit to “ensure that data is being updated by Specialised Adoption Agency in the Child Adoption Resource Information and Guidance System on time and in correct manner”. Special Needs Children being placed in Inter-country adoption are reviewed by the NOC Committee after the PAPs have reserved and accepted the child, by signing the MER and CSR. These cases are not recommended by the NOC Committee, if the children are found to be having Normal health condition and hence results in grievance from PAPs and AFAAs. A few of these cases were cleared by NOC appellate, based on the directions of the Hon’ble Minister, keeping in mind the interest of children. A list of such cases was placed for information of the Members of the Steering Committee as Appendix-L of the Agenda. In some of the cases, PAPs with three or more biological children had reserved a Special Needs child as per Regulation 5(8) of Adoption Regulations, 2017, where it is mentioned “Couples with three or more children shall not be considered for adoption except in case of special need children as defined in sub-regulation (21) of regulation 2, hard to place children as mentioned in regulation 50 and in case of relative adoption and adoption by step-parent”, however after acceptance, the NOC Committee observed that the children were having Normal medical condition and these were also cleared by the appellate based on the directions of the Hon’ble Minister and in the interest of the children.

18. CEO CARA further informed that to avoid any such discrepancy in future, CARA has already started re-examining MERs of all the children in the age group of 0-6 years. Further, NIC has been asked to develop a new Module for MER on CARINGS keeping the recommendations of the

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Committee chaired by Dr. Shefali Gulati from AIIMS. However, the pipeline cases, already in process, have been allowed to proceed in the best interests of the children as per the directions of the Hon'ble Minister.

19. Joint Secretary (AS) informed that 70-80% of the MERs have some problem wherein correct categorization of the children cannot be ascertained or have been wrongly ascertained/recorded. Out of these 30-40% of MERs have wrong health categorisation of the children, which results in numerous grievances from PAPs. He advised that proper digital Module for MERs be designed in CARINGS. Proper schedule of child care plan also needs to be developed for implementation by the SAAs. CEO CARA informed that the digital Module of MER should be having provision of registration of doctors on CARINGS who would be filling up the MERs as in some cases it was found that Homeopathic doctors were being employed by the SAAs for preparation of MERs. The Chairperson appreciated the fact that if MER is digitalized with e-signature of the doctor, there would be fewer problems in the assessment of the categorization of the child's health.

20. CEO CARA further informed that the medical condition of the children change over a period of nine months. Some conditions have time limit and some are temporary conditions. JS (AS) informed that at certain age, further tests required to decide on exact medical condition of the child cannot be done. He emphasized on the necessity of preparing a schedule of care for such children. Ms. Aparna Bhat suggested to take action against those SAAs who do wrong categorization of children.

Decision :

21. *The Committee advised NIC to digitalize the MERs of the children with e-signature of the doctor who has created categorization of the child, by 31st March, 2019.*

were found negligent in their functioning.

Item No. 3 : Proposal of the Training for the Social Workers by the Sub Committee chaired by Dr. Meena Radhakrishna, constituted for the purpose.

23. CEO CARA informed that a Sub Committee for trainings was formed on 11/01/19 Vide OM no. CARA/2018-19/Pilot Project- Trg. The Concept Note, training schedule, list of trainings programmes proposed, IEC material along with budget requirements had been enclosed at Appendix-M of the Agenda circulated. The first meeting of the Sub-committee was convened on 15th January, 2019.

24. Dr. Meena Radhakrishna informed that she has seen disruption cases and there are lot of anguish in the PAPs. When the PAPs go for adoption, they are not at all adequately prepared. They are not confident of handling the adoption successfully. She therefore suggested that, counselling of the PAPs throughout the adoption process is an essential requirement. They need to be made aware about the child's expected behaviour and its milestones, etc. and also that adoption is big responsibility that they would be undertaking. Provisioning of resource materials is a must and these should be readily available.

25. Joint Secretary (AS) advised to prepare training content & modules on every aspect. The delivery of the training should be planned in a cascading manner through customised training methodology. While conducting training of Social Workers, they should be trained for proper analysis of the suitability of the PAPs.

26. Dr. Radhakrishna briefed the members on the 3 days' workshop planned for the Social Workers and also updated them regarding the resource persons involved. CEO CARA appreciated the efforts put in by the Sub-committee which was instrumental in designing the training module

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and informed that Training would be conducted in all the States as per the proposed norms. Expenditure would be met from the allocated budget.

27. CEO CARA further informed that this training aims to provide Social Workers in Specialized Adoption Agencies (SAAs) with the necessary competencies to carry out effectively the entire range of activities and tasks in placing an Indian child in adoption within the country and in inter-country adoption, as per the provisions of the Juvenile Justice (C&PC) Act 2015 and Adoption Regulations 2017.

28. The focus of the training workshop was to ensure that all participants were made aware of the following :

- (a) An understanding of the child protection system and the rights of children to family based care
- (b) The differences between adoption, foster care & kinship care (using sponsorship) and the purpose of each type of care in the system
- (c) The importance of permanency in adoption
- (d) Adoption related provisions of the JJ Act 2015, JJ Rules 2016 and Adoption Regulations 2017
- (e) Requirements of CARINGS
- (f) Procedures to be followed for declaring abandoned, surrendered and orphan children legally free for adoption
- (g) How to write a quality Child Study Report and Individual Care Plan
- (h) Creating a Life book for each child
- (i) Maintaining the case file of the child
- (j) Awareness and importance of handling trauma related issues of children awaiting adoption placement
- (k) Preparing older children for adoption placements
- (l) Providing information to parents on adoption process and legal provisions for adoption

- (m) Understanding motivations for adoption
- (n) Demonstrating sensitivity to grief and loss of prospective adoptive parents for whom adoption has not been a first choice
- (o) Basic counselling skills
- (p) An understanding of the importance of pre-adoption counselling in successful outcomes of adoption placements
- (q) Skills in gathering required family information during the home study process
- (r) Preparing a Home Study Report and a recommendation
- (s) Preparing parents for adoption of infants, children with special needs or older children as needed
- (t) Ensuring confidentiality and privacy requirements of the child and the adoptive family
- (u) Usage of child-friendly and positive adoption language
- (v) Assisting the adoption committee in the process of matching a child with prospective adoptive parents
- (w) Placing a child in pre-adoptive foster care
- (x) Filing a Petition in Court through Lawyers
- (y) Post-adoption follow up
- (z) Other record keeping and documentation requirements.
- (aa) Assisting an adoptee in root search.

29. Further, the intensive training programme was proposed to be a **“Residential training programme”** for **3 days** so that the participants undivided attention gets ensured and post training session activities be planned in the evening. Each training Programme would require **6 Resource persons** and would be for approximately **60 participants**. The last session of the training would be a hands-on training on CARINGS, which would require at least 20 computers on shared basis of 3:1. These may require modification in some of the sub-heads of the existing training norms.

30. CEO CARA informed that a total of 26 trainings are proposed during the next financial year and the first training may be conducted during the

current financial year at Delhi. Further, he informed that since the training programme is a comprehensive program to meet the purpose of overall trainings of Social Workers engaged with the process of Adoption over a period of three days, the proposed budget norms per training for approximately 60 participants, 10 organisers and 06 Resource persons are as under :-

S. No.	Item Proposed	Existing Norms for 01 day Trg. Prog.	Proposed expenditure for 03 days Trg. Prog.
i.	Venue (15,000/- x 3 days + 20,000/- for computer for session on CARINGS)	For National and Regional Prog. Rs.30,000/- For State Prog. Rs.15,000/- (as per actuals in case of Govt. venue)	Rs.45,000/- (as per actuals in case of Govt. venue)
ii.	Computer for 01 day	--	Rs.20,000/-
iii.	Conference Lunch with two times Tea & Biscuits @ Rs.750/- per day per person	(Tea & Snacks Rs.200/- High Tea Rs.500/- Lunch/Dinner Rs.750/-) per person	As per existing norms.
iv.	TA to outstation participants As per actuals but not exceeding II Tier AC train Fare (Rs.1000/-	As per actual but not exceeding- II Tier AC train Fare. TA/DA as per extant GOI Rules equivalent to Govt. Officers in the Grade	As per existing norms.

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		Pay (GP) of Rs.4200/- (Level 6 of 7 th CPC).	
v.	TA/DA to participants [(750/- + 800/- per person on production of actual bills)x 60]x3	Lodging and boarding of Outstation participants 750/- + 800/- per day on production of bill & subject to actual expenses 9300x3	As per existing norms.
vi.	TA/DA to resource person= [2250/- + 900/- per person on production of actual bills x 6] x 3	Lodging and boarding for resource person in the Level 10 of 7 th CPC, Rs.2250/- + Rs.900/- per day (maximum for 2 days) on production & bill subject to actual expenses.	As per existing norms but for 3 days instead of maximum two days.
vii.	Travel for resource person (6 x 20,000) Air Fare with Govt Airlines with Economy Class, subject to actuals.	Air fare in the economy class (maximum 2 outstation participants) Rs.20,000/- per person subject to actual airfare.	Since it is three days program with 06 resource persons, Air fare for upto 06 outstation resource persons be permitted.
viii.	Honorarium for resource persons	The honorarium to resource persons for	Honorarium as per existing norms for 06

	(Rs.3000 per day per person x6)x 3 days= Rs.18,000/- x 3	training programmes of CARA, to Rs.3,000/- for a session with maximum for two sessions during any training programme.	resource persons as per existing norms instead of two resource persons.
ix.	Kit material @ 450/- per person x 70 (60 participants and 10 staff + resource person)	State level - Rs.250/- Regional level- Rs.450/- National level - Rs.700/-	As per existing norms.
x.	Administrative and miscellaneous	State level- Rs.40,000/- National/Regional level - Rs.70,000/-	Rs.60,000/-
---	Total Budget proposed	---	Rs.9.00 lakhs (approximately)

31. CEO CARA informed that approximate expenditure for the three days training programme would be Rs.9 lakhs per training and hence the overall budget proposed for the 26 training programmes across the country is Rs.9 lakhs x 26 = Rs.2.34 crores (Two Crores Thirty Four Lakhs only), out of which approx. Rs.27 lakhs would be expended (for three trainings) during the current financial year from the existing budget and the balance Rs.2.07 crores would be required in the next financial year.

32. The budget proposed for training by the Accounts Department in the BE for the year 2019-20 is Rs.1.50 crores and balance requirement will be

demanded during the RE stage.

Decision :

33. *The Committee observed that the proposed training norms for the three days workshop be submitted on file to the Ministry for IFD concurrence before approval.*

34. *The Committee advised to conduct State-wise Workshops and training material prepared should be comprehensive. It may also be for the Incharge/ Manager of the SAA. Further, there should be follow up trainings & refresher courses planned as well. After observing the success of the programme, accreditation programme for the Social Workers may be evolved. Tie up with academic institutions may be done for developing and implementing the accreditation programme.*

Item No. 4 : Issue of Show Cause Notices to the SAAs for default and taking action as per Section 65(4) of the JJ Act, 2015.

35. CEO CARA informed that a number of SAAs have been found to be erring in discharging their functions and responsibilities as defined in the Act and the Regulations. It was informed that lot of agencies which were not conforming to Regulations have been issued Show Cause Notices on certain reasons of non-adherence to timeline/ timely updation on CARINGS/ unauthenticated Adoption committee minutes etc.

36. Responses from some of them are not satisfactory and warning has been issued to them. The major points observed were as under:-

- (a) Non updation of the details on CARINGS,
- (b) Not entering the details of all children on CARINGS,
- (c) Delay in filing of the Adoption Applications in the Court
- (d) Delay in obtaining of the Court Order due to inaction/

- inefficiency of the SAAs and their lawyers,
- (e) Delay in obtaining the Birth Certificates and the Passports,

37. CEO CARA further informed that based on the directions of the Hon'ble Minister on 11 Feb 2019, a meeting chaired by AS(AT) was held at his office on 12 Feb 2019. The following have been decided:-

- (a) It has been observed that in many cases, the delay is attributable to the SAA who is mandated to process the adoption cases as per the timelines given in Schedule XIV of the Adoption Regulations 2017.
- (b) Based on the violations observed, show cause notices are issued to the SAAs by CARA as it is a mandatory requirement prior to taking any action by the State Government, as per Regulation 25(3) of the Adoption Regulations, 2017. However, it has been observed that in many cases, the responses are not received on time or are not proper, which entails that penal action against the SAA under the provisions of Regulation 25 of the Adoption Regulations, 2017 must be taken by the State Government concerned.
- (c) It was decided that this process of adjudication of matter needs to be streamlined and completed within a time period of three months. On issuance of the show cause notice, three weeks period should be given for seeking response. In case the response is not received on time, a reminder should be given with an extension of time by another two weeks. In all cases where the response is not satisfactory and also the response has not been received despite reminders, penal provisions have to be invoked and directions to this effect shall be passed to the State Government concerned with the approval of the Steering Committee of CARA.

38. CEO, CARA requested that directions to the State Governments/ UTs as per para 37(c) above be issued by the Ministry as well.

39. CEO, CARA recommended invoking penal action against the undermentioned SAA for the reason enumerated :-

Name of SAA	Reason
Bhai Ghanayya Ji Charitable Trust, Jalandhar, Punjab	The SAA has delayed the adoption process by more than two years wherein they filed the application in the Court after one year of issuing of NOC and further, did not follow up for issuance of the Court Order by over six months. Thereafter, the SAA again did not apply for the Birth Certificate and Passport on time, resulting in further delays of over three months. Show cause notice was issued to the SAA on 1 st February, 2019 [Appendix-N of the Agenda refers] (page 132-133) and response of which has been received from the SAA on 14 th February, 2019 (Appendix-O of the Agenda refers) (page 134-136). The response being unsatisfactory, penal action under the provisions of Section 65(4) of the JJ Act, 2015 is proposed.

40. AS(AT) suggested to issue a letter to the State Government recommending disciplinary action to be taken by the State/ UT concerned.

CARA needs to follow-up and as per directions of the Hon'ble Minister, its ATR be followed up and consolidated report be prepared.

41. Ms. Aparna Bhat informed that there are many complaints against the SAA at Nalgonda, Telangana. CEO CARA informed that a letter to the State Government has been sent to take action against the said Govt Run SAA.

42. AS(AT) enquired from the Assistant Director(VJ) as to how many show-cause notices have been issued to the SAAs and the action taken. AD(VJ) informed that 69 show-cause notices have been issued, but didn't have the follow up details. She was advised to monitor these regularly and prepare a monthly update on the ATRs.

43. JS(AS) informed that the Hon'ble Minister is getting 15 emails every day, which include 3-4 complaints, and is avoidable if timely monitoring and response is ensured. CEO CARA informed that major reasons for the complaints were wrong categorisation of the health condition of the children in the MERs (approximately 400 cases) and the delay in processing of the cases, especially in courts. Birth Certificates & Passport issuance was also an area of concern in several cases.

44. CEO CARA also expressed his concern on unreported adoptions under HAMA which were continuing through the SAAs & CCIs as well. Reportedly, Belgaun District had hundreds of cases of adoption under HAMA.

Decision :

45. *CEO, CARA should analyse all Show Cause Notice cases and initiate disciplinary or appropriate action as deemed fit. This power under Sl. No.7 of the Schedule of the Rules & Regulations of CARA-2018 has been delegated to CEO CARA by the Steering Committee as per the provisions of Rule 8.1 of the Rules & Regulations of CARA, 2018. Report should be submitted in the next*

Steering Committee as to what action has been taken.

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46. The Committee authorized CEO, CARA to take action and impose a fine of Rs.50,000/- (Rs. Fifty thousand only) against the SAA, Bhai Ghanayya Ji Charitable Trust, Jalandhar, Punjab.

Item No. 5 : Revision of TA/DA to Retired Government Officials of Advisory Committee Member.

47. CEO CARA informed that Advisory Committee for Central adoption Resource Authority was constituted vide Office Memorandum No. CW-II-26/9/2016-CW-II dated 15.02.2018. The re-constituted Advisory Committee include Retired Government Officials. The Advisory Committee members have also given responsibilities outside their state of residence by the Ministry of Women and Child Development.

48. Further, as per the CARA internal OM No. CARA-MP019/3/2016-MP dated 19.12.2017 issued on the basis of Ministry of Finance OM No.19030/1/2017-E.IV dated 13.07.2017 (Appendix-P of the Agenda at page 137-142 refers), the TA/DA entitlement of Chairperson & Members of Advisory Committee, CARA is as under (Entitlement to Level-11 of 7th CPC matrix) :-

- (a) Travel entitlement within the country by Economy class by air or AC-II by train.
- (b) Reimbursement of Hotel accommodation/Guest house up to Rs.2,250/- per day.
- (c) Reimbursement of food bills not exceeding Rs.900/- per day.
- (d) Reimbursement of non-Ac taxi charges of up to Rs.338/- per day for travel within the city.

49. Now Retired Government official of Advisory Committee, CARA raised that their TA/DA may be reimbursed as per their entitlement at the time of

Entitlement as mentioned in Ministry of Finance, OM No. 19030/1/2017-E.IV

dated 13/07/2017. For Advisory Committee Members retired from Level 14 & above from Government, the difference in the TA/DA entitlement is as under :-

Present TA/DA entitlement For Members as per CARA OM dated 19.12.2017	TA/DA entitlement for Retired Govt. officials appointed as members who retired at Level 14 & above.
Travel entitlement within the country by Economy class by air or AC-II by train.	Travel entitlement within the country by Business/ Club class by air or AC-I by train.
Reimbursement of Hotel accommodation/ Guest house up to Rs.2,250/- per day.	Reimbursement of Hotel accommodation/ Guest house up to Rs.7500/- per day.
Reimbursement of food bills not exceeding Rs.900/- per day.	Reimbursement of food bills not exceeding Rs.1200/- per day.
Reimbursement of non-Ac taxi charges of up to Rs.338/- per day for travel within the city.	As per actual for travel within the city.

50. CEO CARA informed that CARA have limited budget for Advisory Committee (Rs.17 Lakhs in Financial year 2018-19) so it can be decided by the Steering Committee if the enhanced benefit of TA/DA may be extended to the Retired Government Officials or not.

Decision :

51. *The Committee advised that this issue should be examined by the IFD of the Ministry before approval of the Steering Committee. The issue with*

regard to enhancement of budget for extending enhanced benefit of TA/DA to Advisory Committee Members should also be put up to the Ministry for approval of IFD.

Item No. 6 : Information to Steering Committee regarding participation at Rajasthan Sarajan 2019 - National Expo & Seminar on 25-27 January, 2019 at Jhunjhunu, Rajasthan

52. CEO, CARA informed that CARA successfully participated at the Rajasthan Sarajan 2019 - National Expo & Seminar from 25th to 27th January, 2019 at Jhunjunu, where it had placed a stall for 03 days of 15 sq. mtrs. to carry out advocacy of adoption program.

53. Though the event was organized by a private body, other government organizations also participated in the same and therefore after taking approval from the MWCD for participation in the event, a budget of Rs.3,41,600/- (Three lakh forty-one thousand and six hundred only) was approved for the expenditure on file by the Ministry.

54. For the information to the Steering Committee.

Decision :

55. *Informed.*

Financial Matters :

Item No. 7 : Approval of revised RE for 2018-2019.

56. CEO CARA informed that the under-mentioned proposal for RE 2018-19 and BE for 2019-20 was already approved by the Steering Committee in its meeting dated 15/10/2018 and sent to the Ministry of WCD for approval.

(Rs. in Crore)

	BE 2018-19	Proposed RE 2018-19	Proposed BE 2019-20
GIA General (including NER)	6.45	7.15	15.80
GIA for Creation of Capital Assets	0.10	3.10	5.10
GIA Salary	2.45	4.00	5.10
Total	9.00	14.25	26.00

57. However, against CARA proposal of RE of Rs.14.25 crore for FY 2018-19, MWCD has given final approval for Rs.9.00 crore only (Appendix-Q of the Agenda at page 143-146 refers).

58. Accordingly, the head wise expenditure as on 06/02/2019, expected expenditure for the remaining period, head wise savings/additional requirements and head wise final requirements of funds as per approved RE 2018-19 were enclosed at Appendix-R (page 147-149) of the Agenda, for approval of Steering Committee. The salient aspects of the RE for financial year 2018-19 are as under :-

Highlights :-

- (a) There is an additional requirement of Rs.**75.00 lakhs** under Salary Head for releasing 7th CPC arrears, releasing retirement benefits etc. The same is met from re-appropriation of Rs.60.00 lakhs from savings available in General Grant Head under First batch of Supplementary Demand for Grants approved by Ministry of Finance for CARA. (MWCD has already concurred their approval for the same vide their Re-appropriation Order No. 13-2018019 dated 31st January, 2019, copy at Appendix-R of the Agenda refers) and Rs.15.00 lakhs by redeeming matured FDR made for the payment of retirement benefits.

(b) Fund allocation under Media, Advertisement & publicity head is increased by Rs.25.00 lakhs from 1.75 crore to 2.00 crore, Under MIS (ICT) & IT application including CARINGS increased by Rs.5.00 lakhs from 75.00 lakhs to 80.00 lakhs, Under Stationary Head increased by Rs.3.00 lakhs from 6.00 lakhs to Rs.9.00 lakhs. These are all met from internal adjustment from General Grant heads as mentioned in Appendix-R of the Agenda refers.

59. CEO, CARA therefore recommended that Steering Committee may please approve sub-head wise allocation of Revised Budget for 2018-19 as per Appendix-R of the Agenda.

60. Further, CARA has proposed to shift the office in Jeevan Tara building on rental basis if approved by the Ministry, the proposed budget available in Advertisement & Publicity head will be utilized for payment of Rent/ Renovation work of the building, in case approved and required during the current financial year. For this, we will create a Rent Sub-Head.

61. CEO, CARA further informed that for shifting CARA office to Jeevan Bharti Building, the Authority is required to take an approval from the Ministry, as per the Service Bye Laws, for which the file is under process in the Ministry.

Decision :

62. *The Committee advised not to book the fund under publicity head and directed to open a new sub-head 'Rent & Allied Charges'.*

Item No. 8 : Any other item with the approval of Chairperson.

A) Issues related to Adoption figure for the year 2018-19.

दीपक कुमार / DEEPAK KUMAR

सचिव, कारा / Secretary CARA

केन्द्रीय-दाक संसाधन प्राधिकरण

Central Adoption Resource Authority

महिला एवं बाल विकास मंत्रालय

Ministry of Women & Child Development

भारत सरकार / Government of India

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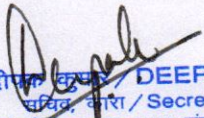
63 CEO, CARA informed that there are certain cases of NOC in which

Article 5 and Article 17 are pending from Central Authorities. All Pipeline cases for NOC are being followed up for early processing. In order to increase the adoption figure, he suggested that we may write to all the State Governments to provide the figures of adoption done through HAMA.

64. JS(AS) advised that adoption figures should not be lower than last year's figures. There should be increase in adoptable pool of children and the process should be streamlined for faster processing of the cases.

65. The Meeting ended with a vote of thanks to the Chair.

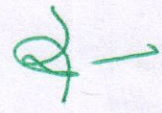
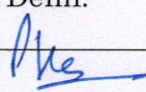
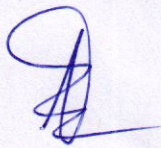


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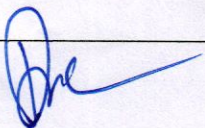
Twentieth (20th) Meeting of the Steering Committee of Central Adoption Resource Authority (CARA) held on 21st February, 2019 (Thursday) at 03:00 p.m. in the Conference Room (Room No. - 602) of MWCD at 6th Floor, A-Wing, Shastri Bhawan, New Delhi.

ATTENDANCE SHEET

S.No.	Name & Designation	Position	Signature
1.	Sh. Rakesh Srivastava Secretary, Ministry of Women & Child Development, Government of India, Shastri Bhawan, New Delhi.	Chairperson (Ex-officio)	
2.	Ms. Pushpa Bisht Sh. Ali Raza Rizvi Additional Secretary & Financial Advisor, DS Ministry of Women & Child Development, Government of India, Shastri Bhawan, New Delhi.	Member (Ex-officio)	
3.	Sh. Ashish Srivastava Joint Secretary, Ministry of Women & Child Development, Government of India, Shastri Bhawan, New Delhi.	Member (Ex-officio)	
4.	Dr. (Ms.) M. Geeta Secretary (Chairperson, SARA), Department of Women & Child Development, Government of Chhattisgarh, Naya Raipur, Chhattisgarh. [Representing State Adoption Resource Agency (SARA), Chhattisgarh]	Member	
5. A	Ms. C. Indumati Pushpendra Singh Director, Deputy Dir., Saharanpur Division, Dept. of Women Welfare & Child Development, Government of Uttar Pradesh, Lucknow, Uttar Pradesh. [Representing Rajkiya Bal Greh, Rampur, UP - Government run Specialised Adoption Agency (SAA)]	Member	

5. A Rakesh Kumar Sam C Subhl
Rampur

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6.	Dr. (Ms.) Prajakta Kulkarni Founder / Director, Snehankur Adoption Centre, Ahmednagar, Maharashtra. <i>[Representing NGO run Specialised Adoption Agency (SAA)]</i>	Member	—
7.	Dr. (Ms.) Meena Radhakrishna B-2/36, Safdarjung Enclave, New Delhi - 110029 <i>[Adoptive Parent]</i>	Member	Meena Radhakrishna
8.	Ms. Priya Srinivasan 7039, B-10, Vasant Kunj, New Delhi - 110070 <i>[Adoptee]</i>	Member	
9.	Ms. Aparna Bhat A-11, LGF, Rear Side, Neeti Bagh, New Delhi - 110049 <i>[Advocate]</i>	Member	Aparna Bhat
10.	Sh. Deepak Kumar Member Secretary & CEO, Central Adoption Resource Authority West Block - 8, 1st & 2nd Floor, R.K. Puram, New Delhi	Member Secretary (Ex-officio)	Deepak 21/2/2019

SPECIAL INVITEE(S) :

S.No.	Name & Designation	Position	Signature
1.	Sh. Ajay Tirkey Additional Secretary, Ministry of Women & Child Development, Government of India, Shastri Bhawan, New Delhi	---	Ajay Tirkey
2.	KAVITA SHRIVASTAVA National Informatics Centre (NIC), Ministry of Women & Child Development, Shastri Bhawan, New Delhi	---	KShrivastava

3. Manoj Kumar Singh
Director

4. Paras Sonwani, Under Secretary

Manoj
Paras Sonwani