

Central Adoption Resource Authority

Ministry of Women & Child Development

Government of India

R.K. Puram, New Delhi

Minutes of the 22nd Meeting of the Steering Committee of Central Adoption Resource Authority (CARA) held on 26th June, 2019 at 5:30 PMin the Conference Room (Room No.602) of MWCD at 6th Floor, A-Wing, Shastri Bhawan, New Delhi.

1. The 22nd Meeting of the Steering Committee of Central Adoption Resource Authority (CARA), chaired by Shri Rabindra Panwar, Secretary, MWCD (Chairperson of the Steering Committee of CARA), was held on 26th Jun, 2019 at 5:30 PMin 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

Shri Rabindra Panwar, Secretary, Ministry of Women & Child Development, Government of India – Chairperson (Ex-officio).

Members

Shri Abhijit Roy, Controller of Accounts, Ministry of Women & Child Development [*Representing Shri Ali Raza Rizvi, Additional Secretary & Financial Advisor, Ministry of Women & Child Development, Government of India, Shastri Bhawan, New Delhi– Member (Ex-officio)*].

Shri Ashish Srivastava, Joint Secretary, Ministry of Women & Child Development, Government of India, Shastri Bhawan, New Delhi– Member (Ex-officio).

Shri Rakesh Kumar, Rampur, UP[*Representing RajkiyaBalGreh, Rampur, UP – Government-run Specialised Adoption Agency (SAA)*] – Member.

Ms. Priya Srinivasan, 7039, B-10, Vasant Kunj, New Delhi-110070 [*Adoptee*].

Ms. Aparna Bhat, A-11, LGF, Rear Side, Neeti Bagh, New Delhi-110049 [*Advocate*].

Shri Deepak Kumar, Chief Executive Officer/Secretary, CARA– Member Secretary (Ex-officio).

Special Invitee(s)

Shri H.S.Baweja, Sr. Technical Director, National Informatics Centre (NIC), Ministry of Women & Child Development, ShastriBhawan, New Delhi.

ShriManoj Kumar Singh, Director, Ministry of Women & Child Development, Government of India, ShastriBhawan, New Delhi.

Shri Sukh Lal Meena, Deputy Secretary (Finance), 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 22ndMeeting of the Steering Committee of CARA.

4. Member Secretary & CEO, CARA welcomedShriRabindraPanwar,

दीपक कुमार / DEEPAK KUMAR
सचिव, कारा / Secretary, CARA
केन्द्रीय अल्पक वयस संसाधन प्राधिकरण
Special Adoption Resource Authority
महिला एवं बाल विकास मंत्रालय
Ministry of Women & Child Development
भारत सरकार / Government of India
पश्चिमी खण्ड-8, विंग-2, द्वितीय तल, आर.के. पुरम
West Block-8, Wing-2, 2nd Floor, R.K. Puram
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Secretary WCD&Chairperson, CARA and all the Members&Special Invitees for attending the 22nd Meeting of Steering Committee of CARA. He informed that this meeting has been called at a short notice due to urgent requirement of getting the Statement of Accounts for the financial year 2018-19 of CARA approved from the Steering Committee of CARA, as per provision of Section 69(3)(b) of the Juvenile Justice (Care and Protection of Children) Act, 2015. After approval of the Steering Committee, the Statement of Accounts will be submitted to Comptroller & Auditor General of India (C&AG) for audit. He also informed that the CARINGS Module of the Medical Examination Report (MER) has been prepared and is presently under UAT. It may be deployed after UAT followed by Security Audit. He also informed that System Requirement for digitizing of the Child Study Report (CSR) for CARINGS has also been prepared and would be handed over to NIC for development. The file for the approval of the updated Schedules of the Adoption Regulations has been moved, as per the directions of the Steering Committee for approval. While updating the MER & CSR formats, Model formats recommended by the Hague Convention have also been referred. He further informed that the details shall be brought before the Steering Committee in the next meeting.

5. At the outset, Action Taken Report (ATR) on the decisions taken in the 21st Meeting of the Steering Committee held on 22nd May 2019, circulated as Appendix A of the Agenda, was read out and confirmed by Committee Members.

Agenda Items and Decisions

Programme Matters:

Item No. 1: Review the performance of the Members of Advisory Committee of CARA.

6. CEO CARA informed that in the 20th Steering Committee Meeting dated 21st February, 2019, CEOCARA was directed to review the performance of the members and those Advisory Committee Members who are assessed to have not

performed satisfactorily/submitted proper Reports of their visits & action taken on the cases referred, be relieved of their responsibilities as Advisory Committee members.

7. CEO CARA informed that the Advisory Committee Members were asked via e-mail dated 27thFebruary, 2019 and 21st May, 2019 (**Appendix-B of Agenda** circulated refers) and also reminded on telephone to send their tour details along with the reports. The details of the tours undertaken by the Advisory Committee Members from May, 2018 to April, 2019 (Date of re-constitution of Advisory Committee) had been is placed at **Appendix-C of Agenda** circulated.

8. Further it was informed by CEO CARA that Sh. J.C. Mohanty had resigned from the Advisory Committee for contesting in the election of Legislative Assembly of Odisha. The Steering Committee in its 21st Steering Committee dated 22/05/2019 accepted his resignation. Now, he had given a request for withdrawing his resignation and continue as an Advisory Committee Member vide his letter dated 31/05/2019 (**request attached as Appendix-D of Agenda** circulated). It was also clarified to the Committee that there was no provision of reinstatement after the acceptance of the resignation by the Steering Committee.

9. CEO CARA further informed that with the approval of the then Hon'ble Minister, the Advisory Committee of CARA was constituted in the year 2016 for a period of two years with one Chairperson, eight Members and Administrative Officer of CARA as Member Secretary, to provide suggestions for adoption within the frame work of the norms and principles as laid down in Adoption Guidelines/Regulations, identify current and emerging issues related to rehabilitation of children without parental care and provide the Steering Committee of CARA with expert advice on the subject, assist CARA in advocacy and awareness activity for promotion of adoption and carry out activities that may be assigned by the Steering Committee of CARA. The constitution of this Committee has not been provisioned in the JJ Act, 2015

or Adoption Regulations, 2017. The Advisory Committee was reconstituted vide OM No.CW-II-26/9/2016-CW-II dated 28.05.2018 with a Chairperson and 22 other non-official Members besides the Administrative Officer of CARA as ex-officio Member Secretary. Out of these 22 non-official Members, 3 Members have resigned and presently there are 19 Members. Regarding the role of the Committee, CEO CARA informed that the same has been enumerated in MWCD OM No.CW-II-26/9/2016-CW-II dated 23.02.2017. As per the OM, Advisory Committee shall (a) provide suggestion for adoption within the frame work of the norms and principles as laid down in Adoption Guidelines/Regulations notified by Govt. of India from time to time; (b) identify current and emerging issues related to rehabilitation of children without parental care and provide the Steering Committee of CARA with expert advice on the subject and carry out such activities that may be assigned by the Steering Committee of CARA as constituted under Section 68 of the JJ Act 2015. The tenure of the Committee and Members including Chairperson would be for a period of two years from the date of initial constitution of the Committee. The Advisory Committee is mandated to meet twice in a year. The present Committee has been constituted on 28.05.2018.

Decision:

10. *It was decided that all those members whose performance has been found negligible during the last one year, as brought out in **Appendix 'C' of the Agenda**, may be relieved of their responsibilities. Further, the continuance of other members will be decided based on the assessment of their performance to be submitted by CARA.*

Item No. 2: Approval of Accounts for the financial year 2018-19.

11. CEO CARA informed that Section 69(3)(b) of the Juvenile Justice (Care and Protection of Children) Act, 2015 mandates the Steering Committee of CARA to approve the Annual Accounts which shall be produced before the C&AG for audit, which is subsequently laid in the Parliament as part of the Annual

Report. The Financial Statement for the Financial Year 2018-2019 has been prepared and internal audit done by a C&AG empanelled auditor. The Statement of Accounts of CARA for the FY 2018-19 was placed at **Appendix-E of the Agenda**, for approval of Steering Committee. On approval, the Statement of Accounts shall be placed before the C&AG for Audit, which has to be done before 30th June, 2019.

Decision:

12. *The Committee advised to get the Statement of Accounts for the financial year 2018-19 signed by the Chartered Accountant, from whom the same has been audited internally by CARA, and the signed Statement of Account be circulated to all the Members of the Steering Committee. The approval of the members through circulation (via email) be obtained and attached with the minutes for approval of the Chairperson.*

Item No. 3: Any other item with the approval of Chairperson.

13. There was no other item discussed and the Meeting ended with a vote of thanks to the Chair.

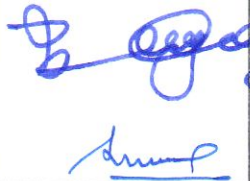



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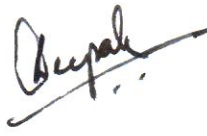

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Central Adoption Resource Authority
 Ministry of Women & Child Development,
 Government of India,
 West Block – 8, Wing – 2, 2nd Floor,
 R.K. Puram, New Delhi – 110066


Twenty-Second (22nd) Meeting of the Steering Committee of Central Adoption Resource Authority (CARA) held on 26th June, 2019 (Wednesday) at 05:30 p.m. in the Conference Hall (Room No. - 602) of MWCD at 6th Floor, A-Wing, Shastri Bhawan, New Delhi.

ATTENDANCE SHEET

S.No.	Name & Designation	Position	Signature
1.	Sh. Rabindra Panwar Secretary, Ministry of Women & Child Development, Government of India, Shastri Bhawan, New Delhi.	Chairperson (Ex-officio)	
2.	Sh. Ali Raza Rizvi Additional Secretary & Financial Advisor, Ministry of Women & Child Development, Government of India, Shastri Bhawan, New Delhi. <i>Controller of Accounts. Abhijit Roy SUKH LAL MEENA DSC (Fin), WCD</i>	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.	Ms. Shakuntala Gautam Director, Department of Women Welfare, Government of Uttar Pradesh, Jawahar Bhawan, 8th Floor, Ashok Marg, Lucknow, Uttar Pradesh - 226001. [Representing Rajkiya Bal Greh, Rampur, UP - Government run Specialised Adoption Agency (SAA)] <i>Raksh Kumar Son Rampur</i>	Member	

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 Flat No. - 535, ANTARA, Purukul Road, Guniyal Gaon, P.O. - Sinola, Dehradun, Uttarakhand - 248003. <i>[Adoptive Parent]</i>	Member	
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	
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)	

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	---	
2.	Shri Harvinder Singh Baweja National Informatics Centre (NIC), Ministry of Women & Child Development, Shastri Bhawan, New Delhi	---	

3. Shri. Manoj Kumar Singh.
Director,
Ministry of Women & Child Development
Shastri Bhawan, New Delhi

Director
