

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

Minutes for the 24th Meeting of the Steering Committee of Central Adoption Resource Authority (CARA) held on 16th March, 2020 at 2:30 PM in the Conference Room of Ministry of Women & Child Development, Room No. 602, 6th Floor, Shastri Bhawan, A-Wing, New Delhi.

1. The 24th Meeting of the Steering Committee of Central Adoption Resource Authority (CARA), was chaired by Shri Rabindra Panwar, Secretary, MWCD and Chairperson of the Steering Committee of CARA on 16th March, 2020 at 02:30 PM in the Conference Room of Ministry of Women & Child Development, 6th Floor, Shastri Bhawan, A-Wing, New Delhi. List of members of the committee and special invitees who attended the meeting is placed at **Annexure I**

2. At the outset, Chairperson, Steering Committee welcomed all the Members of the Committee and Special Invitees and asked the Member Secretary & CEO, CARA to start the proceedings. Member Secretary & CEO, CARA commenced the proceedings as per agenda.

Confirmation of Minutes of 23rd Meeting

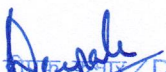
3. CEO CARA informed the Committee that 23rd meeting of the Steering Committee was held on 15th November 2019 and minutes thereof were circulated to all the members. Since no comments on the minutes of the last meeting were received, the Committee approved the minutes.

Action Taken Report (ATR) of 23rd Meeting held on 15 Nov 2019

4. Action Taken Report (ATR) on the decisions taken in the 23rd Meeting of the Steering Committee was intimated/discussed, details of which are tabulated underneath:-

Actionable Points/Paras/Agenda & Decision of Steering Committee	Action Taken Report
Minutes [Para No. 5]: NIC officials along with the CARINGS team demonstrated the	CEO CARA informed that Medical Examination Report

<p>new online MER Module and presented the details of the process of registration of doctors and preparation of the MER along with uploading of the mandatory test reports & clinical assessment of the child. This would finally enable the recommended medical categorisation of the children automatically into the 14 sub categories as was recommended earlier by an expert committee chaired by Dr. Sheffali Gulati from AIIMS Delhi. NIC further informed that the security audit of the MER Module has been done and it is ready for launch. Further, CEO CARA added that once implemented, segregated data could be generated on the type of special needs a child is having which would help early placement of such children. It was also advised that Medical Assessment module may be split to incorporate authentication of vaccination at the level of SAA. JS (ASK) advised CARA to issue a circular with guidelines for SARA for approving the doctors.</p>	<p>(MER) Module prepared by NIC is live now on New CARINGS Portal. Shri Chhoker, Sr. Technical Analyst, NIC informed that its security audit has been done and the module has been placed for user trial.</p>
<p>Minutes [Para No. 6(a)]: The Committee expressed concern over the fact that in a few cases normal children are being classified as having special needs in order for placing them in Inter-country adoption, maybe because placement in Inter-country adoption yielded higher adoption fees to the SAAs. Proper assessment process for the categorisation of the children by Government doctors must be instituted by the States & UTs and CARA may issue instructions to that effect. MoHFW may be approached to engage CGHS doctors wherever possible. In case of non-availability, State Govt. Doctors could be considered.</p>	<p>CEO CARA informed that a letter in this regard has already been written to the Joint Secretary, M/o H&FW and a copy was placed at Annex I of the Agenda circulated. Further, he informed that this point has also been covered in the Advisory issued to the States and UTs copy of which was placed at Annex II of the Agenda circulated.</p> <p>CEO CARA informed that there are mandatory test(s) defined in the Regulations, which each child has to undergo. Further, for</p>



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Central Adoption Resource Authority

महिला एवं बाल विकास मंत्रालय

Ministry of Women & Child Development

भारत सरकार / Government of India

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	<p>preparation of MER, there is a format as per the Regulations, which is filled up by the Doctor digitally. In the new Digital MER module, the doctor's details have to be entered in CARINGS for proper accountability. The doctor shall then be able to access CARINGS for filling the MER by using the OTP which shall be sent on his registered mobile number.</p>
<p>Minutes [Para No. 6(b)]: CEO CARA briefed the Committee about the automatic check which would result from the implementation of the online MER (Medical Examination Report) module on CARINGS. However, its deployment has to be gradual to enable all SAAs being geared up and trained to use it. He suggested that it may be operationalised by 31 Mar 2020, which was agreed in principle. Before deployment, it's simplification with certain details to be prefilled by the SAA was recommended. Also, the module should be made bi-lingual.</p>	<p>CEO CARA informed that Medical Examination Report (MER) Module is live now on New CARINGS Portal.</p> <p>Further, he informed that grievances from in-country PAPs are being received stating that they have been given unhealthy child in referral whereas they have applied for a healthy child. He also informed that now it is mandatory for Doctor of the SAA to upload all the test reports & medical details of the child, based on which the categorisation of the child as normal/special needs will be automatically decided.</p> <p>CEO CARA further informed that this issue was discussed in detail with all the stakeholders during the National Consultative Workshop on 14 Jan 2020 also and thereafter a draft circular, to be issued by M/o</p>

	H & FW to all the Hospitals/ Nursing Homes and Maternity Clinics, has been submitted to MWCD for forwarding the same to M/o H & FW.
Minutes [Para No. 6(c)]: CEO CARA informed about the requirement of proper post-adoption follow-up module on CARINGS for In-country adoption. The requirement of the same was already discussed with NIC officials and CARINGS team. It was essential for developing and making the module operational at the earliest, as it will enable proper tracking of the disruption/dissolution cases on timely basis, where such children are not stuck up in the system and the PAPs returning are prevented from getting multiple referrals subsequently. NIC confirmed that they have prepared a workflow for the module, which may be approved by CARA and thereafter they would take four weeks for developing the module. The Committee suggested that the module be prepared by end of December, 2019 & put up before the Steering Committee in its next meeting.	CEO CARA informed that Post-adoption Follow-up Module is being upgraded by NIC. Letter requesting early deployment of the same has been sent to the NIC, copy of which was placed as Annex III of the Agenda circulated for information of the members.
Minutes [Para No. 6(d)]: CEO CARA informed that there are 04 tele-counsellors to attend to the queries/grievances of public on the toll free number and about 50 to 60 calls per day are being handled by each of the tele-counsellor. CEO CARA further intimated that Steering Committee had earlier approved outsourcing the toll free services for which CARA had published an EoI. However, the tender for the same hasn't been issued. The Committee advised that the proposal be sent to the Ministry immediately.	CEO CARA informed that the matter is under process, as draft RFP has been prepared and is being vetted. It shall be forwarded to the Ministry.
Minutes [Para No. 6(e)] : As far as training	CEO CARA informed that a

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<p>and development initiatives are concerned, Secretary WCD agreed in principle that while CARA should be engaged in TOT and preparation of training modules, the States may be asked to organise such programmes.</p>	<p>Sub-Committee of Resource Persons for the Training of Legal Professionals on Adoption related issues and one Sub-Committee of Resource Persons for the Training of Mental Health Professionals on Adoption related issues, have already been constituted, and information about the same have already been circulated to the members as Annex IV & Annex V of the Agenda.</p>
<p>Minutes [Para No. 6(f)]: Management of Special Needs children in the agencies was also discussed and it was decided that this may be further discussed with the Department handling disabilities/Ministry of Social Justice & Empowerment.</p>	<p>CEO CARA informed that Director Programme has already had a meeting with the Department of Empowerment of Person with Disabilities on 26th Feb 2020 and further follow up actions would be taken to improve the infrastructure for management of special needs children.</p>
<p>Item No. 1: Approval of RE for FY 2019-2020 and BE for FY 2020-2021.</p> <p>Decision : The Committee approved the proposed RE for FY 2019-2020 and BE for FY 2020-2021 as the amounts were confirmed by Shri Sukh Lal Meena, Dy. Secretary (Finance) as having been incorporated in the Ministry's proposed budget. Further, the Committee advised to strengthen CARA Headquarters first, before planning to establish Regional Offices.</p>	<p>Action completed.</p>
<p>Item No. 2: Draft (English Version) Annual Report of CARA for the year 2018-2019 [excluding Audited Report of DGA</p>	<p>Completed.</p>

<p>(CE)] has been prepared. A copy of the draft was placed at Appendix-C of the Agenda at pages 15-83.</p> <p>Decision : The Committee decided to approve the Annual Report for the year 2018-19 in principle, subject to correction/suggestion by the members, if any, to be forwarded to CARA by 19th Nov 2019. CARA was further advised to send the Annual Report to the Ministry before the end of Nov 2019, so that it may be placed in the ongoing session of the Parliament in the first week of December 2019. CW-II MWCD was advised to put up review note to be sent to Parliament by the Ministry, along with the Annual Report.</p>	
<p>Item No. 3: Approval for extension of CGHS facility to the existing &retired regular CARA officials.</p> <p>Decision : The Committee advised that the proposal for provisioning of CGHS facility for the regular employees of CARA be forwarded to the Ministry.</p>	<p>CEO CARA informed that a proposal on the subject is under consideration of the Ministry (e-Office file with Computer Number 82885).</p>
<p>Item No. 4: Approval of the Training for the lawyers associated with SAAs.</p> <p>Decision: The Committee decided that CARA can prepare training modules and necessary material for such training with the help of a sub-committee and then direct the SARAs of the States & UTs to carry out the training & orientation of legal professionals in a phased manner. In this regard, State Judicial Academies or Institutions as recommended by the respective States/UTs may be involved for conducting the training.</p>	<p>CEO CARA informed that a Sub-Committee has been formed and they would be submitting the report within the period of three months.</p>
<p>Item No. 5: Status of fines levied to the SAAs during the year 2018-2019 by the Authority.</p>	<p>State Governments have been asked to take necessary action as per the Adoption</p>

<p>Decision: Further action may be initiated against the defaulting agencies failing to deposit fines as provided in the JJ Act 2015 and the Adoption Regulations-2017.</p>	Regulations.
<p>Item No. 6: Information of inspection of Specialized Adoption Agencies (SAAs) during the period from September to December, 2019.</p> <p>Decision : This was noted by the Committee.</p>	No action required.
<p>Item No. 7: Report Received from Dr.Meena Radhakrishna, Member of the Steering Committee regarding her observation on disruption matters related to older children.</p> <p>Decision: The Committee decided that this being an important issue, a letter be issued to the States & UTs by the Ministry at the level of JS giving out advisory and instructions related to disruption. The issue may be further monitored by CARA wherein information & data related to disruptions/ dissolutions should be collected from the States within two months. CARA should also issue advisory for the Adoption Committee of the SAAs for proper assessment of the PAPs during matching. The format of the deed signed by the PAPs while taking a child in pre adoption foster care may be amended by incorporating suitable declaration from the PAPs. The In-country post adoption follow-up module should be made operational by CARA as early as possible. For review of the Immediate Placement module from where large number of older children are getting placed with families and also resulting in disruption, data may be analysed with respect to</p>	<p>CEO CARA informed that the issue was discussed in detail in National Consultative Workshop on Child Adoption held on 14th Jan 2020 at Teen Murti Bhawan Auditorium, New Delhi and follow-up action has already been initiated.</p>

<p>placement of children under six years of age and over six years of age.</p>	
<p>Item No. 8: Proposal received from Dr.Meena Radhakrishna, Member of the Steering Committee to conduct ToT for Mental Health Professional/Counsellor.</p> <p>Decision : The Committee advised to make a plan and do it systematically as it has been done in the case of 3 days residential training being conducted for social workers. Further, it was decided to have a sub-committee in collaboration with Govt institution like AIIMS or NIMHANS. It may be started on pilot basis and the ToT may be conducted in six Regions, starting with Region where the requirement is more.</p>	<p>CEO CARA informed that a Sub-Committee of Resource Persons for the Training of Mental Health Professionals on Adoption related issues has already been constituted.</p>
<p>Item No. 9: Information about activities planned by CARA during adoption awareness month (November, 2019).</p> <p>Decision : Any advertisement to be disseminated, & the dissemination plan through BOC with the approval of Ad Approval Cell, should be only with the approval of the Hon'ble Minister.</p>	<p>A number of activities were held during the Adoption Awareness Month of November, 2019 and the details of the same have been shared with the members at Annex VI of the Agenda circulated.</p>
<p>Item No. 10 (Additional Agenda) : Clarification regarding adoption fee in case of Siblings/Twins placed in In-country Adoption by Specialised Adoption Agencies.</p> <p>Decision : As per the existing norms, in cases of Inter-country adoptions, the adoption fees in cases of siblings have been prescribed as US\$ 1000 per additional child in cases of siblings, apart from the US\$ 5000 for single child. Hence, in cases of In-country adoptions also fees per additional child in cases of adoption of siblings may be</p>	<p>CEO CARA informed that a Circular has been issued in this regard which has been attached at Annex VII of the Agenda circulated for information of the members.</p>

prescribed as 20% of the adoption fees of Rs 40,000/-.	
<p>Item No. 11 (Additional Agenda): Decision taken by Tis Hazari Court, Delhi.</p> <p>Decision : It was decided that the present practice is child friendly and it has been decided after holding consultations with all stakeholders and should be continued. The Hon'ble court may be apprised of accordingly.</p>	<p>CEO CARA informed that based on the ATR submitted by CARA that it would place the matter before the Steering Committee for further decision, the Ld. Court has disposed-off the matter.</p>

Agenda Items and Decisions

Programme Matters

Agenda No. 24.01: Action Taken on the Discussion Points of the National Consultative Workshop on Child Adoption held on 14th January, 2020 at Teen Murti Bhawan Auditorium, New Delhi.

6. The record of discussion was placed at **Appendix-A** of the agenda circulated (pages 32-57) for information of the Steering Committee and some of the issues, which the Steering Committee needs to deliberate upon, have been included as Agenda Items enumerated in succeeding paras.

Agenda No. 24.01(a): Position Paper on the Recommendation of the Sub-Committee [Reference Para 6(c), Para 22(c) of Appendix-A and Para 2 of Annexure-IV to Appendix-A]. Relevant details were placed at **F-2 of the Agenda** circulated (pages 58-106).

7. **Decision:** One of the key recommendations was to discuss on lack of checks and balances in HAMA's which are available under the JJ Act 2015 . Secretary WCD advised that the efficacy of adoptions under HAMA can only be analysed if there is an analysis of the cases of placement of children under HAMA, for which a database is required. Since HAMA is not being administered by MWCD, the issue may be discussed with Ministry administering HAMA. He advised that concerned Division in the Ministry may put up a detailed note on the subject, and if need be, the same may be forwarded to the Ministry of Law & Justice. The recommendations of the Sub-Committee on this issue may be moved on file.

Agenda No. 24.01(b): Review of extending relaxation to the PAPs who have lost their children by giving them referrals on priority on compassionate grounds [Reference Para 6(e) & Para 11(a) of Appendix-A]. Relevant details were placed at **F-3 of the Agenda** circulated (pages 107-111).

8. **Decision:** The Committee decided to take expert opinion and review the same in the next Steering Committee meeting.

Agenda No. 24.01(c): Review of the provision of six months ante date seniority being given to single female prospective adoptive parent above 40 years of age [Reference Para 6(f) of Appendix-A]. Relevant details were placed at **F-4 of the Agenda** circulated (pages 112-117).

9. **Decision:** The Committee decided to take expert opinion and review the same in the next Steering Committee meeting.

Agenda No. 24.01(d): Provisioning of State specific list of PAPs from the North Eastern region in order to place the children within the region to ensure their adoption in similar socio-cultural environment [Reference Para 7(a), Para 7(b), Para 19(b), Para 22(g) of Appendix-A and Para 1 of Annexure-VI to Appendix-A]. Relevant details were placed at **F-5 of the Agenda** circulated (pages 118-139).

10. **Discussion:** CEO CARA informed that the North Eastern Region has continuously represented against the children of the region being placed in adoption with the PAPs from other regions and that the PAPs from their region should be given priority in adopting the children from their region because of similar socio-cultural environment and the issue was also raised in the National Consultative Workshop held on 14 Jan 2020. On the directions of the Hon'ble Minister, a separate meeting with the representatives of the North Eastern States was held on the same day i.e. 14th Jan 2020. The representatives of the NE Region stated that the child from their States should be first tried to be placed with PAPs from their States and only if it can't be placed with PAPs from NE States, the children may be given to PAPs of other States. Director CARA said that if every region starts giving similar representation, then the centralised referral system on CARINGS can't be implemented. As per earlier decision of the Steering Committee, the North Eastern States are not included in the 'Anywhere in India' choice given by the PAPs.

Decision: The Committee decided to have a separate meeting for taking

views of other States & Stakeholders on this issue.

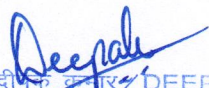
Agenda No. 24.01(e): Review of Medical Examination for Prospective Adoptive Parents (PAPs) [Reference Para 7(b), Para 6(a), Para 6(b) of Appendix-A and Para 6(c) of Annexure-II to Appendix-A]. Relevant details were placed at **F-6 of the Agenda** circulated (pages 140-149).

12. **Discussion:** CEO CARA informed that in the National Consultative Meeting held on 14 Jan 2020, the issue about prescribing a medical format for the PAPs was discussed. The Act and the Regulations provide that the PAPs should not have any critical illness but there is no format for medical test of the PAPs. He stated that a psychological evaluation of PAPs was also recommended, but necessary infrastructure for the same needs to be made available. Further, CEO informed that a draft format for Medical Examination of PAPs has been prepared, and if agreed in principle, the same could be vetted by the medical experts from AIIMS who are in NOC Committee of CARA.

13. **Decision:** The Committee decided that the format should be simple with the essential tests required to be conducted. Only those parameters or health conditions, including psychological health should be evaluated and recorded, which will have a bearing on the suitability of the PAPs for undertaking adoption. The recommended formats vetted by medical experts may be placed in the next Steering Committee meeting.

Agenda No. 24.01(f): Regarding stipulation of financial criteria for eligibility of Prospective Adoptive Parents (PAPs) [Reference Para 7(b), Para 13(a), Para 5 of Appendix-A and Para 5(e) of Annexure-II to Appendix-A]. Relevant details were placed at **F-7 of the Agenda** circulated (pages 150-151).

14. **Discussion:** CEO CARA informed that the issue regarding stipulation of minimum financial criteria for eligibility of PAPs was discussed during the National Consultative Workshop on 14th Jan 2020. He informed that the stakeholders during the consultative workshop had recommended prescription of minimum financial criteria based on the habitual place of residence of the PAPs. The cities may be classified as 'X', 'Y' & 'Z' and rural areas as 'A' & 'B' with some minimum stipulation of income for PAPs based on their habitual place of residence. Director CARA suggested that minimum educational qualification may also be considered for the PAPs, which will be in the interests of the children, as educated parents can take care of the child well.



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15. **Decision:** The Committee decided to form a Sub Committee consisting of the Steering Committee Members, for looking into this issue and giving recommendation. JS (ASK), Ms Aparna Bhat, & Dr. Meena Radhakrishna (if she is available) shall be part of the Sub Committee.

Agenda No. 24.01(g): Mandatory Counselling of Prospective Adoptive Parents (PAPs) during preparation of Home Study Report (HSR) [Reference Para 9, Para 18(a), Para 18(b) of Appendix-A & Para 2 of Annexure-III to Appendix-A]. Relevant details were placed at **F-8 of the Agenda** circulated (page 152).

16. **Discussion:** CEO CARA informed that this issue was discussed during the National Consultative Workshop held on 14 Jan 2020. A representative from a SAA in Kolkata had informed that it is not practical to conduct the Home Study within a period of one month, as PAPs have to be counselled & prepared prior to their assessment. It was proposed that there should be some more flexibility in the time given for completing the Home Study Report. This was placed before the Steering Committee with the recommendation that suitable amendment in Regulation 9(12) of the Adoption Regulations 2017 may be considered, to allow completion of HSR within 03 months of registration with mandatory two sessions of counselling during this period. Ms Aparna Bhat suggested that there should be online e-assessment which the PAPs should be subjected to check their suitability assessment.

17. **Decision:** The Committee in principle agreed with the proposal of counselling of PAPs and advised to get a module developed for tests of PAPs, by the Sub -Committee already constituted for training of the Social Workers.

Agenda No. 24.01(h): Request for provision on CARINGS for the PAPs, who did not receive any referral for three years, to consider their original preference category, even if their eligibility regarding age has changed at the time of revalidation of HSR [Reference Para 17(b) of Appendix-A]. Relevant details were placed at **F-9 of the Agenda** circulated (pages 153).

18. **Discussion:** CEO CARA informed that there are cases of Inter country PAPs who were registered in the year 2016 but did not receive any referral during the three years' period until their HSR expired. They have requested that their original preference of child's age be considered under the provisions of Regulation 5(4) of the Adoption Regulations, 2017. Regulation 5(4) provides that the age of the PAPs as on date of registration shall be

counted for deciding the eligibility of the PAPs to apply for children of different age group. He also informed that a circular has been issued stating that at the time of revalidation of HSR, the PAPs current age eligibility shall be considered, which was fair in case the PAPs had refused earlier referrals. Hence, this case is placed before the Steering Committee for taking a decision on this class of cases where PAPs age eligibility remains as on the date of initial registration, in cases where the HSR of the PAPs expired without being given any referral.

19. **Decision:** The Committee advised to follow the Regulations and the circular may be reconciled as per the Regulations.

Agenda No. 24.01(i): Need for revamping of CARINGS with easier navigation and access to the customised information from the database. Further, the system needs to be intelligent with periodic critical alerts to the stakeholders [Reference Para 17(e) & Para 22(h) of Appendix-A]. Relevant details were placed at **F-10 of the Agenda** circulated (pages 154-155).

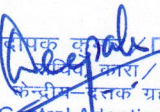
20. **Decision:** The Committee decided to discuss this as last agenda item with the NIC representatives.

Agenda No. 24.01(j): Provision of Root Search [Reference Para 18(d) of Appendix-A and Para 4(g) of Annexure-III to Appendix-A]. Relevant details were placed at **F-11 of the Agenda** circulated (pages 156-160).

21. **Discussion:** CEO CARA informed that we have been receiving requests for root search from children who had been adopted by families in foreign countries. There have been activists like Mr Arun Dhole & Mr Anand Kaper, who are trying to facilitate root search, being themselves adoptees, originally from India. However, Regulation 44 of the Adoption Regulations, 2017 doesn't permit third party root search, but the agencies concerned are required to facilitate the same when approached by older adoptees. Hence, safe keeping of the adoption records with confidentiality was required and it was not advisable to put the Social Investigation Report/Surrender Deed on CARINGS. These documents must be properly archived by the SARAs. He suggested that we may have a module on CARINGS for receiving the requests which may be automatically forwarded to the SARA concerned.

22. **Decision:** The Committee decided to follow the provisions of Regulation 44 of the Adoption Regulations, 2017.

Agenda No. 24.02: Information regarding Adoption Fee & its Utilization


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23. **Discussion:** CEO CARA informed that CARA has issued Office Memorandum regarding Adoption fee with its utilisation as prescribed in the Adoption Guidelines, 2015. The details of Adoption Fees & its Utilisation weren't enumerated in the Adoption Regulations, 2017 to enable flexibility and the Regulations provisioned for the Authority to issue notification prescribing the same. It has been felt necessary to notify consolidated guidelines on Adoption Fee and its utilisation for the all stakeholders. The proposal has already been sent to the Ministry on 07 Feb 2020 through File No. 57-29/2017-CARA. Details of the same had been placed at **F-12 of the Agenda** circulated (pages 161-165). This is for information of the Steering Committee. CEO CARA further informed that notification of the guidelines on utilisation of the Adoption Fees was urgently required as CARA has observed during the inspections, that the agencies were mis-utilising the Adoption Fees. Director (MKS) informed that this was being reviewed by the Ministry and would be finalised soon.

24. **Decision:** The Chairperson directed that it be finalised immediately and placed in the next Steering Committee meeting.

Agenda No. 24.03: Information of constitution of Sub-Committee of Resource Persons for the Training of Legal Professionals on Adoption related issues.

25. **Information:** CEO CARA informed that the Steering Committee in its 23rd meeting held on 15 Nov 2019 (Agenda Item No. 4) had decided to constitute of Sub-Committee of Resource Persons for the Training of Legal Professionals on Adoption related issues. Accordingly, CARA has constituted a Sub-Committee of Resource Persons for the Training of Legal Professionals on Adoption related issues vide Office Memorandum dated 07 Feb 2020. Copy of Office Memorandum had been circulated to the members at F-13 of the agenda (pages 166-168). This is for information of the Steering Committee.

Agenda No. 24.04: Information of constitution of Sub-Committee of Resource Persons for the Training of Mental Health Professionals on Adoption related issues.

26. **Information:** CEO CARA informed that the Steering Committee in its 23rd meeting held on 15 Nov 2019 (Agenda Item No. 8) had decided to constitute of Sub-Committee of Resource Persons for the Training of Mental Health Professionals on Adoption related issues. Accordingly, CARA has constituted a Sub-Committee of Resource Persons for the Training of Mental Health Professionals on Adoption related issues vide Office Memorandum


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dated 20 Feb 2020. Copy of Office Memorandum had been circulated to the members at F-14 of the agenda (pages 169-170). This is for information of the Steering Committee.

Agenda No. 24.05: Approval of revised RE for 2019-2020 & BE for 2020-2021.

27. CEO CARA informed that in the 23rd Steering Committee dated 15 Nov 2019 (Agenda Item No. 1), the following budget proposal was approved and thereafter the proposal has been approved by the Ministry:-

(Rs. in Crores)

BE/ RE 2019-20 and BE. 2020-21	BE 2019-20	RE 2019-20	Proposed BE 2020-21
Total	9.00	11.00	17.00

28. The Steering Committee was informed that CARA had moved a proposal to the Ministry for shifting its Office to a leased accommodation, due to paucity of space in the existing premises, consequent to the increase in strength of the Officers and Staff which was approved by Government of India. Additional budget was provisioned in the RE. for 2019-20 for catering to this requirement. Since the proposal of leased accommodation has not yet been approved by the Ministry, it is proposed to keep the RE as Rs. 9.00 crores instead of Rs. 11.00 crores. The Committee was informed that the Ministry has already been communicated about this by the Authority vide Letter No. CARA-PAO024/1/2016-Accounts dated 16/01/2020, copy of which has been attached at F-15 of the agenda circulated (pages 171-172).

29. The expenditure details for the current financial year and its proposed allocation Sub-Head wise along with proposed BE for the financial year 2020-21 placed at F-16 of the agenda (pages 173-175) was circulated for approval. Further, the Sub-Head wise allocation of funds approved by the Steering Committee earlier was at Column No. 3 of F-17 of the agenda and it was proposed to be re-allocated to that as given at Column No. 5 of F-17 of the agenda. Approval of the Steering Committee was solicited under the provisions of Section 69(3)(b) of the JJ Act, 2015 and Para 17 of Section III of the Rules & Regulations of CARA, 2018.

30. CEO CARA informed that the additional requirement of Rs. 76.00 lakhs under Salary Head shall be met through re-appropriation from the savings in General Head. This has been proposed by the Authority vide Letter No. CARA-PAO024/1/2016-Accounts dated 16/01/2020 to the Ministry (F-16 of the agenda circulated refers).

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31. CEO CARA further informed that the earlier proposal for shifting of the office to a rented building was pended as it was being proposed to purchase the office space in the upcoming project of Ministry of Urban Development, 'World Trade Centre' at Naroji Nagar, New Delhi being constructed by NBCC. With the stay on the project having been lifted, it is open for booking. As per the details on the project's website, the last date for applying is 17th April 2020. CARA may buy approximately 13000 square feet of space and the total expenditure may be around 50 to 60 Crores. This would solve the problem of space and CARA would have an office befitting its role as Central Authority of India, where foreign nationals regularly visit for official purposes.

32. **Decision:** The Committee approved the proposed sub head wise utilisation of funds and advised to surrender the additional amount taken in the RE for hiring of the office space. As regards purchase of office space for CARA at 'World Trade Centre', Nauroji Nagar, New Delhi, the Committee advised to move the proposal on file for obtaining approval .

Agenda No. 24.06: Presentation on CARINGS by NIC.

33. Secretary, MWCD & Chairperson of the Steering Committee of CARA had directed the NIC officials managing the CARINGS to give a presentation covering the following aspects/issues:-

- (a) The status of the current CARINGS Application and the documentation of the programming logic along with record of its approval by the user.
- (b) Action taken on the upgradation/revamping of the CARINGS Application, for removal of the bugs/unexplained functioning of the Application reported.
- (c) Progress on the requirement of following Modules given by the Authority:-
 - (i) Digital MER Module.
 - (ii) Digital CSR Module.
 - (iii) In-country Post Adoption follow-up Module with proper reporting, monitoring and alert mechanisms for all the stakeholders.
 - (iv) Corrections in the NOC Module.
 - (v) Upgradation of Inter-Country Module as most of the AFAAs have reported problems in its functioning.
 - (vi) Relative Adoption Module is still not functioning properly,

forcing many cases to be processed off line.

(vii) Amendment in the program to prevent the counting of period when the child is blocked for some reason, like for medical review, before it is considered for Inter-country adoptions.

(viii) Incorporating the Alerts system in the CARINGS at various levels, request for which was given over a year ago.

(ix) Customized report generation with features of sorting and searching for better analysis.

(x) Mobile Apps for the stakeholders.

(d) Employment and deployment of manpower hired for CARINGS and their Utilization.

(e) Action on periodic (weekly) Review Meeting of the CARINGS Team at CARA as decided earlier by the Steering Committee.

(f) Basis for release of monthly payments to the hired manpower. This must be based on user assessment.

34. **Discussion:** CEO CARA informed that they have engaged 7 persons for CARINGS as per the recommendations of NIC. However, only 02 persons have been deployed at CARA for resolving the CARINGS issues and provisioning of customised data for analysis as well as answering Parliament/RTI questions, as against 03 persons decided earlier. It is imperative that the final responsibility of the CARINGS is with the Authority and NIC is just a facilitator in its development. Presently, CARA isn't aware of the programming logic of the existing CARINGS modules and frequent unexplained errors in its functioning have been reported to NIC. The upgradation and development work of CARINGS modules can't be monitored by CARA as the CARINGS development team are not working in-situ. The weekly review meetings aren't happening either. Secretary WCD observed that NIC's task is to develop the software and the day to day maintenance should be managed in-situ by CARA. CEO CARA informed that CARA has CARINGS Department with three regular officers approved by the Government of India and one officer has already been appointed on deputation. Ms. Indu Vermani, Data Analyst, CARA further suggested that NIC should give dedicated timings to CARA and should immediately deploy 03 of the manpower hired for CARINGS. CEO CARA suggested that weekly review meetings with NIC should be ensured and informed that the monthly performance review for release of remuneration of the 07 CARINGS staff hired shall be by the Data Analyst, CARA. Dir CARA informed that CARA has been receiving grievances related to CARINGS very frequently, many of which

 DEEPAK KUMAR

सचिव, कारा / Secretary, CARA

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Central Adoption Resource Authority

महिला एवं बाल विकास मंत्रालय

Ministry of Women & Child Development

भारत सरकार / Government of India

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remain unexplained. There are PAPs who haven't received any referral even after three years of registration, however there is an instance where the PAPs have received referral within one month of registration.

35. **Decision:** It was decided that NIC should present the details sought at para 33 above to the JS in-charge CARA. NIC was informed that they should function as facilitator and service provider in the development of CARINGS. CARA has the responsibility as implementer.

**Agenda No. 24.07 (Additional Agenda Item)
Regarding Bombay High Court matter in the Foreign Adoption Petition
No 41 of 2019, directing CARA to further improve the procedure related
to issue of NOC in cases of Inter-country adoption.**

36. CEO CARA informed that they are in receipt of Bombay High Court Order in an Inter-country Adoption Case where the suitability of the foreign PAPs having medical issues having been cleared by the NOC Committee has been questioned by the Hon'ble Court, with a direction to review the protocol being followed by the Authority (NOC Committee). The Hon'ble Court has asked Director and JD CARA to appear in the Court on 26 Mar 2020 with the affidavit on the action taken. CARA has informed about the same to the Ministry through e-office along with revised protocol for the NOC Committee stipulating the specific role for each member of the NOC Committee and recording of the observations on file. CEO CARA further briefed about steps as under, taken by CARA as a follow-up action of the order of the Bombay High Court:-

- (a) NOC for the child Raavi earlier proposed for inter-country adoption with a family from Belgium has been revoked in the best interest of the child and she has been released for referral in order to expedite her placement with another family.
- (b) The roles & responsibilities of each member of NOC Committee have been discussed in a meeting with all the NOC Committee members. Based on the discussion, the existing ToR of the NOC Committee has been revised to specifically enumerate the responsibilities of the NOC Committee Members while deciding approval of NOC for Inter-country adoption cases. This will ensure comprehensive mechanism for approval of NOC cases in Inter-country adoption.
- (c) Affidavit stating the details of the actions taken in light of the Court's directions have been prepared for submission to the Court.


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37. **Decision:** The Committee advised to show the draft affidavit to the Legal member of the Steering Committee & NOC Committee and take action on the direction of the Court as advised by the Legal member of the Steering Committee and as approved by the JS in charge CARA.

38. The meeting ended with a vote of thanks to the chair.

Annexure-1

List of Members of the Steering Committee and Special Invitees Who Attended the Meeting

Members

- a. Dr. Sajjan Singh Yadav, Joint Secretary, Ministry of Women & Child Development, Government of India, Shastri Bhawan, New Delhi- [Representing Ms. Aastha Saxena Khatwani, Joint Secretary, Ministry of Women & Child Development, Government of India, Shastri Bhawan, New Delhi – Member (Ex-officio)].
- b. Shri Sukh Lal Meena, Dy. Secretary (Finance), Ministry of Women & Child Development, Government of India, Shastri Bhawan, New Delhi [Representing Shri Ali Raza Rizvi, Additional Secretary & Financial Advisor, Ministry of Women & Child Development, Government of India, Shastri Bhawan, New Delhi- Member (Ex-officio)].
- c. Shri Rakesh Kumar Saxena, Supdt., Rampur, UP [Representing Rajkiya Bal Greh, Rampur, UP – Government-run Specialised Adoption Agency (SAA) – Member].
- d. Ms. Aparna Bhat, Advocate Supreme Court of India [Legal Member].
- e. Shri Deepak Kumar, Chief Executive Officer [Member Secretary (Ex-officio)].

Special Invitees

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- a. Shri Manoj Kumar Singh, Director, Ministry of Women & Child Development, Government of India, Shastri Bhawan, New Delhi.
- b. Shri Sanjay Barshilia, Director (Programme), Central Adoption Resource Authority, R.K. Puram, New Delhi.
- c. Shri Ranjeet Kumar, Sr. Technical Director, National Informatics Centre (NIC), Ministry of Women & Child Development, Shastri Bhawan, New Delhi.
- d. Shri Chandkiran Chhoker, Sr. System Analyst, National Informatics Centre (NIC), Ministry of Women & Child Development, Shastri Bhawan, New Delhi.

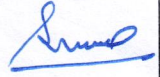
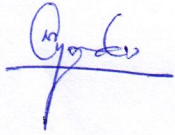
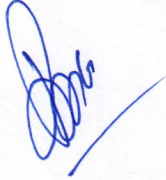



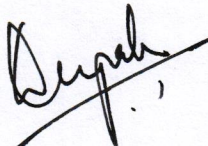
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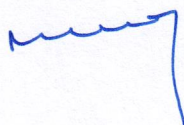

Twenty-Fourth (24th) Meeting of the Steering Committee of Central Adoption Resource Authority (CARA) held on 16th March, 2020 (Monday) at 02:30 p.m. in the Conference Hall of MWCD, Room No. - 602, 6th Floor, A-Wing, Shastri Bhawan, New Delhi.

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>SUKH LAL Meena, DSC(Fin)</i>	Member (Ex-officio)	
3.	Ms. Aastha Saxena Khatwani <i>Dr Sajjan Yadav</i> Joint Secretary, Ministry of Women & Child Development, Government of India, Shastri Bhawan, New Delhi	Member (Ex-officio)	
4.	Sh. Siddhartha Komal Singh Pardeshi Secretary (Chairperson, SARA), Department of Women & Child Development, Government of Chhattisgarh, Naya Raipur, Chhattisgarh. <i>[Representing State Adoption Resource Agency (SARA), Chhattisgarh]</i>	Member	
5.	Sh. Manoj Kumar Roy <i>Dr. Kish Kew. Son</i> Director, Department of Women Welfare, Government of Uttar Pradesh, Lucknow, Uttar Pradesh. <i>Sept 1</i> <i>[Representing Rajkiya Bal Greh, Rampur, UP - Government run Specialised Adoption Agency (SAA)]</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. [Adoptive Parent]	Member	
8.	Ms. Priya Srinivasan 7039, B-10, Vasant Kunj, New Delhi - 110070 [Adoptee]	Member	
9.	Ms. Aparna Bhat A-11, LGF, Rear Side, Neeti Bagh, New Delhi - 110049 [Advocate]	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 Special Secretary, Ministry of Women & Child Development, Government of India, Shastri Bhawan, New Delhi	---	
2.	Sh. Harvinder Singh Baweja <i>Ranjeet Kumar</i> Sr. Technical Director <i>Sr. Technical Director</i> National Informatics Centre (NIC), Ministry of Women & Child Development, Shastri Bhawan, New Delhi	---	
3.	Sh. Manoj Kumar Singh Director, Ministry of Women & Child Development, Government of India, Shastri Bhawan, New Delhi	---	
4.	Sh. Paras Sarwaiya Under Secretary, Ministry of Women & Child Development, Government of India, Shastri Bhawan, New Delhi	---	

5. Chandhuan Chhotar
Sr. System Analyst
NIC


16/03/2020