

**Central Adoption Resource Authority
Ministry of Women & Child Development**

Minutes for the 6th Meeting of the Steering Committee of Central Adoption Resource Authority (CARA) Steering Committee in Conference Hall of MWCD, Room No 602, A Wing, Shastri Bhavan, New Delhi held on 31 Mar 2017 and 13 Apr 2017.

1. At the outset, Smt. Leena Nair, Chairperson of Steering Committee and Secretary, MWCD welcomed all the Members of the Steering Committee of Central Adoption Resource Authority (CARA).
2. 14 Agenda items were circulated for the meeting scheduled on 31 Mar 2017. However the meeting was adjourned after discussion of the ATR of the last meeting and the first four & the last (14th) agenda items, due to other important work scheduled in the Ministry on the last day of the financial year closing.
3. The meeting was concluded on 13 Apr 2017 in which three more agenda items (15th to 17th) were included with permission of the Chairperson of the Steering Committee.

Attendance

4. The following members were present on 31st March 2017:-
 - (a) Ms. Leena Nair, Secretary, Ministry of Women & Child Development, Government of India – Chairperson (Ex-officio).
 - (b) Smt. Rashmi Saxena Sahni, Joint Secretary, Ministry of Women & Child Development, Government of India, Shastri Bhawan, New Delhi – Member (Ex-officio).
 - (c) Ms. Shilpa Dande, Programme Manager, SARA, Representing Asstt. Commissioner, Women and Child Development Government of Maharashtra.
 - (d) Ms. Gitashree Adhikari, Representing Karuna, SAA, West Bengal.
 - (e) Mr. Avinash Kumar, Adoptive Parent, New Delhi.
 - (f) Ms. Samiha Grewal, Adoptee, New Delhi.
 - (g) Smt. Kiran Singh, Advocate, Ghaziabad, Uttar Pradesh.
 - (h) Shri Deepak Kumar, Member Secretary & Chief Executive Officer, CARA (Ex-officio).

5. The following Members were present on 13th April 2017:-

- (a) Ms. Leena Nair, Secretary, Ministry of Women & Child Development, Government of India – Chairperson (Ex-officio).
- (b) Smt. Rashmi Saxena Sahni, Joint Secretary, Ministry of Women & Child Development, Government of India, Shastri Bhawan, New Delhi – Member (Ex-officio).
- (c) Ms. D. Lalitha Kumari, Regional Director, Women and Child Development Government of Telangana, Hyderabad.
- (d) Ms. Gitashree Adhikari, Representing Karuna, SAA, West Bengal.
- (e) Mr. Avinash Kumar, Adoptive Parent, New Delhi.
- (f) Ms. Samiha Grewal, Adoptee, New Delhi.
- (g) Smt. Kiran Singh, Advocate, Ghaziabad, Uttar Pradesh.
- (h) Shri Deepak Kumar, Member Secretary & Chief Executive Officer, CARA (Ex-officio).

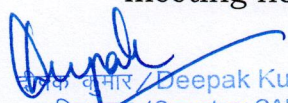
Action Taken Report of the Previous Meeting

6. Action Taken Report of the last meeting placed with the Agenda circulated was briefly explained to the committee by CEO CARA and there were no further discussion on the same. Further CEO CARA intimated that the fresh panel for Chairperson of the NOC Committee has been received from AIIMS.

Programme Matters

Item No. 1: Draft Rules & Regulations of CARA

7. As per decision taken by the earlier Management Committee of CARA dated 5-2-2016, the assets and liabilities and staff of the society shall be carried over to the Authority (Central Adoption Resource Authority), which was deemed to be constituted under the said provisions of Juvenile Justice (Care & Protection of Children) Act, 2015. The existing Rules & Regulations (RRs), Service Bye Laws, General Bye Laws and Financial Bye Laws of the society has been carried over to the Authority, until new Rules/Regulations are adopted by the Steering Committee of the Authority with the approval of the Central Govt vide Agenda Item No 9 in the First Steering Committee meeting held on 04 May 2016.


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8. Chairperson of the Steering Committee has constituted a five member Drafting Committee vide OM No CW- II/26/7/2015-CW-II dtd 17.1.2017 for formulation of Rules & Regulations of CARA. Accordingly, the Committee met on 30.1.2017 and 14.2.2017. The member of IFD was unavailable thereafter due to financial year ending in the month of March for finalising the draft Rules & Regulations. Hence, the initial draft containing the following was placed as **Annexure A** of the agenda for perusal of the Steering Committee:

Section 1 – Definitions & Transaction of Business of Steering Committee.

Section 2 – Powers & Functions of Steering Committee.

Section 3 – Finance & Accounts.

Section 4 – Service Bye Laws.

Section 5 - Schedules related to powers of CEO, Chairman of Steering Committee and Steering Committee.

Decision:

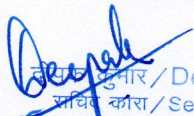
9. Member Secretary & CEO CARA informed that the Committee constituted for formulation of Rules & Regulations of CARA had met twice and initial draft has been prepared. Secretary, Ministry of Women & Child Development & Chairperson (Ex-officio) of CARA asked CEO, CARA to submit the draft to Ministry as prior approval of the Government can be obtained as mandated under Section 69 (3) (c) of the JJ Act, 2015. The Steering Committee would then adopt these Rules and Regulations.

Item No. 2: Draft SOP for setting up Counseling Centre

10. Counselling in adoption contributes significantly not only in creating a positive bond between adoptive parents and adopted children but also addressing delays at various levels. The prospective adoptive parents (PAPs) as well as older adoptees require counselling by professionals. A Counselling Centre has been functioning at CARA since 01 Jul 2016. SOP for setting of the Counselling Centres as State Level (to be managed by SARA) and at District Level (to be managed by DCPU) apart from the National Level (already set up by CARA) was placed at **Annexure-B** of the agenda for approval of the Steering Committee.

Decision:

11. CEO CARA informed that Counseling Centres need to be opened at District level and State level as per the SOP. However, there would be no provision for additional expenditure for this. Chairperson of Steering Committee asked the members to give their comments on the same, if any, within a week. After which CARA shall put up the Draft SOP incorporating the valid suggestions, if any, on file for approval.


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12. Further, the Steering Committee agreed on the proposal of payment of Honorarium to the Counsellors at CARA as per Para 9 of the Draft SOP placed at Annexure-B wef 01 Apr 2017.

Item No.3: Review of CARA

13. Review meeting in the Ministry chaired by the Steering Committee Chairperson was held on 01-02-2017 which was followed by review in CARA by Ms. Nutan Guha Biswas, Addl. Secretary, WCD on 02-02-2017. Minutes of the meeting and the Action taken report was placed at **Annexure-C** of the agenda for information of the members.

Item No. 4: Activities related to expanding adoption base through SAA-CCI linkage

14. In a meeting chaired by Secretary, WCD on 23rd Feb 2017, various options were discussed for conducting survey of adoptable children in CCIs, keeping Child Line figures and present day situation etc. It was decided that actual status information of such children needs to be captured. Information on restoration status of each child and legal status of all adoptable children as on date has to be ascertained. It was finally decided that during the month of March 2017, CARA shall complete sample survey in the States of Odisha and Bihar while in Puducherry, all CCIs will be covered. Accordingly, CARA has undertaken survey work being completed in the month of March. Preliminary report was placed at **Annexure-D** of the agenda. It could be seen that a number of children have been found institutionalised in CCIs in Odisha without any rehabilitation plan.

Decision:

15. CEO CARA informed about data collected in the State of Bihar, Odisha and Puducherry and he informed that the detailed report would be forwarded to Ministry soon. It was emphasized that the CWCs should be asked to ensure legal status of all children if they are fit for adoption and CWCs should be equipped with counselling skills to determine child care priority in each case.

Item No. 5: Suggestions given by Mr. Avinash Kumar, Member of the Steering Committee

16. Mr. Avinash, Member of the Steering Committee has suggested few issues, i.e. giving profile of only one child in one referral to the PAPs in light of the large numbers of PAPs waiting leading to increasing waiting period; setting up of a sub committee to review changes required in JJ Act, 2015 for enabling more, faster and efficient adoptions; access on CARINGS data/customs report to Steering Committee members; action against errant SAAs/parents or middlemen adopting illegal means; setting up of a subcommittee for events in adoption awareness month in November 2017 and structured reporting to Steering Committee etc. Details of Suggestions

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were placed as **Annexure-E** of the agenda for consideration and decision of the Steering Committee.

Decision:

17. The JJ Act, 2015 having been notified just around an year ago, it was decided that it was too early to set up a sub-committee to review the changes required.

18. Request for access of CARINGS data and custom reports to the members were discussed and it was decided that basic summary of the total adoption figures may only be circulated to the members for information and the detailed data analysis work should be left to CARA.

19. Regarding point given for taking action against errant persons involved in illegal adoptions, it was intimated to the members by CEO CARA that action is being taken/instruction issued to the State Govts. under the various provisions of the JJ Act, 2015 including Sections 80 & 81 of the Act.

20. It was accepted that CARA should be having National Awareness seminar and programmes in November, during the International Adoption month. CEO CARA informed that the same is being budgeted during the current financial year.

21. Chairperson of the Steering Committee did not agree to the proposal of structured reporting to the Steering Committee wherein regular data was proposed to be provisioned to the members. This was due to the sensitivity of the data as it could lead to distorted interpretations.

22. Regarding the suggestion pertaining to giving profile of only one child in a referral, the following were decided in the light of the fact that the number of PAPs registered has become too large vis-à-vis the availability of the children legally free for adoption:-

(a) Profile of only one child instead of upto two/three children would be given to the Inter-country/In-country PAPs respectively in a referral.

(b) In case the PAPs don't reserve the referred child, they would be eligible for the second and the third referrals (only for In-country PAPs), but after an interval of minimum 90 days.

(c) In case the PAPs reserve a child in either of the referrals (first/second/third) and don't accept the child, they would be relegated to the bottom of the seniority list. They would be eligible for next referrals only as per the new seniority subsequently subject to


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their HSR being valid and they continue to meet the eligibility conditions as stipulated in the Adoption Regulations, 2017.

(d) In case the PAPs don't reserve any of the two/three children referred to the Inter-country/In-country PAPs respectively, then again they would get relegated to the bottom of the seniority list and the subsequent referrals would be on the basis as explained at sub-para (c) above.

23. Ms. Gitashree Adhikari, Representing Karuna, a SAA of West Bengal raised some issues about problems being faced related to CARINGS and it was decided that CARA should organize a meeting of social workers & data entry operator of local agencies along with NIC officials to identify and resolve all issue pertaining to CARINGS.

24. Further, it was emphasised to see how different modes of advocacy and awareness efforts, like installing hoardings in prominent places, can be undertaken to create more awareness about the adoptions process which has been streamlined and the pitfalls of falling into the trap of illegal adoptions.

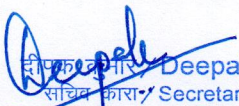
Item No 6: Unauthorised intrusion in CARA website

25. On 24 Mar 2017 around 1:45 pm, we have faced "unauthorised intrusion" wherein the Home page of our website www.cara.nic.in was defaced and a message was posted by the Hacker. Although there wasn't any disruption in the services being provided, the website was immediately blocked by the National Informatics Centre after an attempted hack was noticed. The application providing the adoption services i.e. Child Adoption Resource Information and Guidance System (CARINGS) is secure and functional. Hence, no sensitive data has been compromised and the services have been restored by placing the link directly for access by all our stake holders.

26. The logs of the server firewall were being checked by the National Informatics Centre and the complete page on the website would be hosted back after checking the vulnerabilities through a security audit.

Decision:

27. CEO CARA apprised the members about the incident of unauthorized intrusion of CARA Website on 24 Mar 2017. He informed about action taken by CARA on the investigation being carried out by NIC. He further added that the website was being revamped as agreed to the Steering Committee in the earlier meeting. JS (RSS) suggested that all issues of CARA Website should be resolved and design of the revamped website should be in line with the guidelines of the government on the subject.



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Secretary CARA

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Item No 7: Details of Regional/State level orientation programme conducted by CARA – for information.

28. Based on the decision taken by the MWCD, CARA organized Multi Stakeholders orientation programme for Adoption Regulations, 2017 at Regional level initially and now the State level orientation programmes are being conducted. The Regional Orientation programmes were conducted for participants comprising of representatives from Specialized Adoption Agencies (SAAs), District Child Protection Units (DCPUs), Child Welfare Committees (CWCs), State Adoption Resource Agency (SARA), State Government Department dealing with Adoption matter, Regional Passport Office, Birth Certificate Issuing Office, faculty of NIPCCD and adoptive parents. The Programme focused on the following aspects:-

- (a) To acquaint the stakeholders about the major changes incorporated in JJ Act, 2015 and Central Model JJ Rules, 2016.
- (b) To acquaint the participants about the upcoming Adoption Regulations, 2017 and the changes vis-à-vis Adoption Guidelines, 2015.
- (c) To have deliberation over issues encountered by stakeholders with regards to delay at the level of CWC, PAPs registration, Counselling of PAPs, preparation of older children for adoption, matching process, delay in adoption cases in court, birth certificate & passport related issues, etc.
- (d) To increase the pool of children legally free for adoptions, establish linkages between CCIs & SAAs and curb illegal child adoption.
- (e) To acquaint the participants about the newly added features in CARINGS and its operation by different stake holders.
- (f) Sharing of experiences by Adoptive Parents over the online adoption registration & referral process and interaction with other stake holders so that feedback for improvements can be obtained.
- (g) Preparedness for implementation of new Adoption Regulations, 2017.

29. Details of all such programmes conducted from December 2016 to March 2017 are tabulated underneath and the summary of the Regional orientation programme reports were placed at **Annexure-F** of the agenda for information of the members:-

Ser No	Regional/State level	Venue/City	Date
(a)	Western Region Orientation Programme	Pune, Maharashtra	07.12.2016
(b)	Northern Region Orientation Programme	New Delhi	12.12.2016


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(c)	Central Region Orientation Programme	Indore, Madhya Pradesh	17.12.2016
(d)	Southern Region Orientation Programme	Bangalore, Karnataka	29.12.2016 & 30.12.2016
(e)	North Eastern Region Orientation Programme	Guwahati, Assam	11.01.2017
(f)	Eastern Region Orientation Programme	Lucknow, Uttar Pradesh	16.01.2017 & 17.01.2017
(g)	Two day workshop on Adoption for Distt & family Court Judges	Maharashtra Judicial Academy, Mumbai	23.01.2017 & 24.01.2017
(h)	One day State level Orientation Programme on Adoption	Kolkata, West Bengal	07.02.2017
(i)	One day State level Orientation Programme on Adoption	Jaipur, Rajasthan	16.02.2017
(j)	One day State level Orientation Programme on Adoption	Gandhinagar, Gujrat	04.03.2017
(k)	One day State level Orientation Programme on Adoption	Cuttack, Odhisa	10.03.2017
(l)	One day State level Orientation Programme on Adoption	Ganjam, Odhisa	17.03.2017
(m)	One day State level Orientation Programme on Adoption	Sambalpur, Odhisa	24.03.2017
(n)	One day State level Orientation Programme on Adoption	Chennai, Tamil Nadu	20.03.2017
(o)	Two day State level Orientation Programme on Adoption	Raipur, Chattishgarh	24.03.2017 & 25.03.2017

Item No 8: Online system for children to be eligible for foster care and for foster parents' registration.

30. There is a need to introduce online system in view of Rule 44 of the Model JJ Rules, 2016. Rule 44 of the Rules provisions for placing the children in foster care with registered foster parents for those children who are not being adopted after being declared legally free for adoption. As per Rule 44(1), the following categories of children may be considered for Foster Care:-

(a) Children in the age group of 0 to 6 years who are being considered by the Committee as legally free for adoption and those who have been declared legally free for adoption shall not as far as possible be considered for placement in foster care. Such children shall be provided a permanent family through adoption as per Adoption Regulations.

(b) If adoptable children between the age of 6 to 8 years do not get a family either in in-country adoption or in inter-country adoption within a period of two years after they are declared legally free for adoption by Child Welfare Committee, such children to be eligible to be placed in family foster care or group foster care, as the case may be, by the Committee on the recommendation of Specialised adoption agency or specialised adoption agency.

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(c) Children in the age group of 8 to 18 years, who are legally free for adoption but have not been selected by any Prospective Adoptive Parent (PAP) for one year to be eligible to be placed in family foster care or group foster care, as the case may be, by the Committee on the recommendation of Specialised adoption agency or Specialised Adoption Agency.

(d) Children with special needs, irrespective of the age, who do not get a family either in in-country adoption or in inter-country adoption within a period of one year after they are declared legally free for adoption by Child Welfare Committee, such children to be eligible to be placed in family foster care or group foster care, as the case may be, by the Committee on the recommendation of Specialised adoption agency or specialised adoption agency, provided the Home Study Report of the foster family supports their fitness and group setting has facilities for care of such children.

(e) Where the child has remained with a foster family for a minimum of five years other than in pre adoption foster care, the foster family may apply for adoption and shall be given preference to adopt the child after the child has been declared legally free for adoption and after registering in Child Adoption Resource Information and Guidance System and according to procedures laid down in Adoption Regulations.

Decision:

31. Though monitoring Foster Care was not a mandate of CARA, CEO CARA emphasized on the provisions of the Model JJ Rules, 2016 wherein CARA may have to register the Foster Parents seeking to adopt the child they are fostering subject to meeting the conditions as defined in the Act, Rules & Regulations. For that CARINGS module will have to be provisioned. It was decided that CARA may have a module for its internal processing of such cases, as and when received, but shouldn't be put on the public website as people may start misusing it to regularize illegal adoptions.

Item No 9: Review of adoption system and role of CARA.

32. After bringing in the Adoption Guidelines, 2015 where the entire registration & referral process was made centralised, the number of adoptions of orphan, abandoned and surrendered children, declared legally free for adoption, haven't picked up as there are fewer admissions of such children in the adoption agencies. The reported adoptions in any way are decreasing, while the number of registered prospective adoptive parents is growing. The number of registration of PAPs have been approximately 10,000 in last one year which is a positive trend however we have been able to place just around 3400 children in adoptions. This has led to a situation of gradually increasing waiting period for the PAPs and thus increasing


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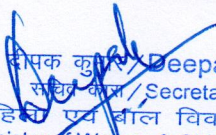
frustration in parents who have to wait for over one year just to get a referral.

33. While there are about 14,000 registered parents, the number of legally free children remains at around 1800 out of which more than half of them are special needs children. Out of the balance, two third are older or hard to place children. Hence the pool of normal younger children, legally free for adoption remains at just few hundreds against the thousands of parents in waiting. This may be one of the reasons why prospective adoptive parents may be getting tempted to go for shortcuts and adopt through informal channel which never gets recorded and is detrimental to the interests of the children.

34. CARA is now expected to play a key role in facilitating everything beginning from their registration, home study, referral, matching, court order, birth certificate etc. In cases of inter-country adoptions, CARA is now required to follow-up & monitor at each stage. However, it is humanely impossible to monitor & ensure implementation in the absence of almost negligible support from the State & District level agencies. The SARAs, DCPUs & CWCs are not performing their stipulated tasks and it is incumbent and expected that CARA should have ensured the same. This workload beyond the capacity has resulted in increase in the stress level of the staff in CARA. In light of adoption agencies not taking ownership as before, the Authority has become more of a service provider without the requisite cooperation from other stakeholders instead of discharging its prime functions of promoting and regulating both domestic and inter country adoptions.

35. While Government have come out with the law, rules and regulations to curb the illegal adoptions and implement strict adoption placement protocol in the best interests of the children, there is hardly any impact seen on the expansion of adoption programme. Putting the application process online was supposed to make facilitate and streamline the adoption procedure, but procedural delays continue to mar the adoption programme. In comparison to large number of children without parental care and huge number of informal adoptions happening in the country, the regulated/reported adoptions are miniscule. When CARA is able to enforcing legal and ethical standards for only a fraction of children, ensuring best interests of a large number of children remains un-addressed. Being a socio-emotional issue, there is public sympathy for any adoptive parent adopting through a parallel system of informal adoptions. Seldom it gets reported and the adoptive parents never get punished.

36. Even if there are more efforts by CARA with helpline facilities and coordinating staff, the grievances of the stakeholders are growing by the day. It is just impossible to satisfy each prospective adoptive parent with the adverse scenario, less number of admissions of children and more numbers of registrations of PAPs. Staff at CARA is struggling with unending


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grievances and the direct mails of the PAPs to the Hon'ble Minister is further shifting the focus from child centric to parent centric.

37. While CARA is mandated to promote in in-country adoptions and to facilitate inter-State adoptions in coordination with State Agency; to regulate in inter-country adoptions; to frame regulations on adoption and related matters from time to time as may be necessary; to carry out the functions of the Central Authority under the Hague Convention on Protection of Children and Cooperation in respect of inter-country adoption and any other function as may be prescribed as stipulated under Section 68 of the Act, the statutory body is solely engaged with day to day firefighting, instead of discharging its primary responsibilities.

38. In view of the above facts and circumstances, the work of CARA needs to be streamlined. We may also incorporate a module of recording adoptions under HAMA as well as per fundamental principles defined in regulation 3 (c) of the Adoption Regulations, 2017. This shall ensure monitoring and safeguards for all adoptees. Further, we may instruct the adoption agencies to facilitate the adoption process of children having special needs & hard to place children (under immediate placement) by getting the desirable PAPs registered and helping them in reservation process of these children.

Decision:

39. The issue was discussed briefly and it was decided that CARA shall move these on file to Ministry along with the proposal for review of the manpower.

Item No 10: Review of Manpower & extension of short-term requirement approved earlier.

40. Due to increased workload and inescapable requirement, 03 Media Consultants were approved upto 31 Mar 2017 and 06 Program Support Staff (PSS) for six months. During the review of CARA in the Ministry, it was recommended that the services of the 06 PSS be continued till the Restructuring proposal of CARA gets approved by the Govt. Further the details of the contractual manpower existing vis-à-vis required, due to implementation of Adoption Regulations, 2017 wherein Relative Adoptions shall also be processed through CARINGS, was placed at **Annexure-G** of the agenda for consideration and approval of the Steering Committee.

Decision:

41. CEO CARA informed about the availability of manpower at CARA and requested for extension of approved contractual/outsourced staff as the six State Coordinators were earlier approved by the Steering Committee for a period of six months only. He also requested for considering the additional requirement of Consultants based on the additional workload and the Restructuring Proposal still under process with the Govt.

42. Extension of the requirement of six State Coordinators was approved for a period of one year i.e. upto 31 Mar 2018 and requirement of further extension may be reviewed thereafter. However the proposal of additional Consultants would be considered by the Ministry for which the Chairperson of Steering Committee asked CARA to move the proposal on file to the Ministry.

43. Chairperson inquired about the staff CARA had sent on deputation to other organisations. She enquired whether or not all those who have completed their period of engagement, as approved by CARA, rejoined. Due to acute shortage of staff and increased work load it isn't in the organizational interest that the staff of CARA be permitted continue on deputation any further. On being apprised that Ms Richa Ojha has not rejoined after expiry of the approved deputation period despite several reminders, the Steering Committee decided that she be given a final notice to join back in CARA by 30 Apr 2017 failing which it shall be taken as the officer isn't interested in continuing with the organization and disciplinary action, which may include termination of service, be initiated as per Govt. rules against the officer.

Item No 11: Information reg. details of Child Line survey.

44. The Mapping exercise of Homes/CCIs by Child line have been completed, whereby all districts have been covered across 33 States & UTs, as reported in the update of 6th March, 2017. Data has been compiled for 9589 Homes. The details are as under:-

- (a) Total No of Homes for which MIS compiled: 9589.
- (b) Home/CCIs where orphaned/abandoned/surrendered (OAS) children are housed who have not been linked to any non-institutional services namely adoption, foster care and sponsorship: 53,333 in 4711 CCIs.
- (c) Unregistered Homes/CCIs: 5764 including the following:-
 - (i) Pending applications for registration under JJ Act: 1182.
 - (ii) Not registered under any Act or Scheme including JJ Act: 2730.
 - (iii) Not registered under JJ Act but registered under some other Act/Scheme such as OCI/WCL/Cottage: 1852.

Decision:

45. The matter was discussed and it was decided that the report of on ground reconciliation undertaken by CARA in the three states shall be submitted to the Ministry.

Item No 12: Advisory committee meeting:

46. The third meeting of Advisory Committee chaired by Hon'ble Minister was held on 23 Mar 2017. The new notification as approved by the Govt. has 16 Members in the Advisory Committee including the Chairperson and the Member Secretary (Admin Officer of CARA). Details of the meeting along with the draft OM giving details of nomination and role of Advisory Committee were placed at **Annexure-H** of the agenda for perusal and approval of the Steering Committee as per para 2 (c) of the ToR.

Decision:

47. OM was already vetted on file by the Ministry and the Chairperson suggested that it may be approved by the Steering Committee to which the members agreed to.

Item No 13: Restarting Quarterly issue of CARA Newsletter.

48. The News Letter of CARA which was discontinued shall be started from this Financial Year. It shall be a quarterly issue having a four to six pages and would be covering the main events, clarifications, messages and adoption related news & materials. A sample News Letter which will primarily be circulated online with some printed copies was placed at **Annexure-I** of the agenda.

Decision:

49. The same was approved by the Steering Committee.

Administrative & Financial Matters

Item No 14: Ex-post facto Approval for expenditure of Rs.2,44,810/- towards procurement of Modular furniture for CARA through Limited Tender process.

50. Limited Tender was invited from 36 Firms/Agencies for supply of Modular Furniture for CARA office and also uploaded on website of CARA, out of which 08 Firms responded. M/s. Empier Safe Co., New Delhi, being lowest bidder, was contracted for supply of the Modular Furniture for newly renovated office space at 1st floor of CARA. The total value of supply order was Rs. 2,44,810/- inclusive all taxes. As per Schedule-I (Ser No. 27) of the Financial Power in the Services Bye-Laws of CARA, Secretary (CARA) can sanction upto Rs. 1.00 lac in each case and Steering Committee (erstwhile

दीपक कुमार / Deepak Kumar
सचिव कारा / Secretary CARA

महिला एवं बाल विकास मंत्रालय
Ministry of Women & Child Development
भारत सरकार / Government of India

पश्चिमी खण्ड-8, विंग-4, प्रथम तल, आर. के. पुरम

Management Committee) of CARA has full powers to sanction Purchase of Furniture and Furnishings.

51. Steering Committee's ex-post facto approval for the aforesaid expenditure for procurement of Modular Furniture for CARA office was sought.

Decision:

52. The same was approved by the Steering Committee.

Supplementary Items

Item No. 15: Approval of Budget 2017-18.

53. CARA has been allotted budget of Rs. 10.5 Crore for the year 2017-18. In this regard tentative budget for the financial year 2017-18 has been prepared in different Heads i.e Salary, Non Salary and Plan activities. A copy of the same was placed at **Annexure-J** of the supplementary agenda.

Decision:

54. It was decided that the Budget Proposal of the allocated fund of CARA would be reviewed subsequently as the same was not circulated to the members earlier.

Item No. 16: Proposal of setting up Regional Office.

55. Central Adoption Resource Authority (CARA), earlier functioning an autonomous body, has now become a Statutory Body as per the provisions under Section 68 of the Juvenile Justice (Care & Protection of Children) Act, 2015 (Act No. 2 of 2016), which was notified on 31 December 2015 and has come into force w.e.f. 15th January, 2016. It functions as a nodal body at the National level for promoting and regulating adoption of Indian children. As per the JJ Act, 2015, CARA has been mandated to undertake the following:-

- (a) Promote in-country adoptions and to facilitate inter-State adoptions in coordination with State Agencies.
- (b) Regulate inter-country adoptions.
- (c) Frame regulations on adoption and related matters from time to time, as may be necessary.
- (d) Carry out the functions of the Central Authority under the Hague Convention on Protection of Children & Cooperation in respect of inter-country adoption.

(e) Any other function as may be prescribed.

56. CARA is headed by a Steering Committee chaired by Secretary, WCD and CEO CARA functions here as the head of the department. It has a sanctioned strength of 27 officers and staff altogether. CARA has been unable to discharge its mandate due to its limited manpower resources. To set up an effective adoption regime where every adoptable child in the country can be reached for his/her early rehabilitation in a family environment, it is essential for the nodal body to be strengthened and have regional presence.

57. While the strengthening of CARA Headquarters is under consideration by the Ministry, the proposal of regional offices may be considered which was moved earlier in the year 2011-12.

58. Rationale:

(a) CARA on the basis of sample survey in the State of Bihar, Orissa and Puducherry has come out with findings that there are large number of older children available for adoption and other possible non-institutional care such as sponsorship and foster care. As per Rule 44 of JJ Rules of the JJ Rules, 2016, children in foster family staying for a minimum of 5 years, such children can be adopted by foster parents after registering in CARINGS. This is a massive work and all children without parental care may not be fit into immediate adoption and older children placed in foster care can be adopted later. Thus CARA requires capacity building work of all stakeholders dealing with the subject at local level

(b) Further there is increasing need of capacity building of CCIs and other stakeholders due to large number of children being linked to SAAs. The number is growing and Regional Office can look into capacity building of various stakeholders including CCIs.

(c) Delays at various levels in the adoption process can be addressed at local level which is difficult to carry out from the headquarters.

(d) It has been observed that CWCs who plays the gatekeeping role for such children hardly take up counselling with biological parents/guardians surrendering the child. There is need of capacity building of the CWCs and other stakeholders for greater awareness on the subject.

(e) The service providers need to be accredited as mandated under Hague Convention ratified by the Govt. of India and this can be possible through the regional office and the State Govt.

(f) Now CARA has been mandated to directly see the grievances of PAPs as the nodal body is very much involved in adoption from the beginning itself as the entire adoption system has become online w.e.f. August, 2015.

(g) It is proposed to have around 13 staff at Regional level and detailed proposal will be submitted in the next Steering Committee meeting if proposal is approved in principle. Additional expenditure on setting up of Regional Office and providing infrastructure shall be offset from the fund generated from service charges proposed to be levied by CARA as part of the Adoption Fees.

Decision:

59. It was decided not to undertake setting up of the Regional Offices at this juncture.

Item No. 17: Ex-post facto approval for the payment of honorarium to the Resource Persons for CARA's Programme on Adoption for Judicial Officers at National Judicial Academy (NJA), Bhopal on 08th & 09th April 2017 as per the prescribed rates of NJA.

60. In the wake of long pendency of Adoption Cases before various Courts in the country and typical Orders issued therefrom, Hon'ble Union Minister (WCD) had requested the Hon'ble Chief Justice of India for sensitization of the Judicial Officers dealing with Adoption Cases. Thereafter, Secretary (WCD) had met the Hon'ble CJI and other Senior Judge concerned of the Hon'ble Apex Court in February 2017 and had sent a Note to the Hon'ble CJI in the matter. In pursuance of the said interactions/meetings of the Ministry with the Hon'ble Apex Court, it was agreed to organize a series of Programmes on Adoption for Judicial Officers through National Judicial Academy (NJA) and State Judicial Academies, for their orientation/sensitization on the issue.

61. Therefore, on the request of CARA and with the in-principle approval of the Hon'ble CJI and the Chairperson of NJA, a Two Days Orientation-cum-Sensitization Programme on Adoption under the Juvenile Justice Act was organized by CARA for the Director/Faculty Member of State Judicial Academies and Judges dealing with Adoption Cases, in collaboration with National Judicial Academy (NJA), Bhopal on 08 & 09 Apr 2017.

62. The above mentioned Programme was attended by about 62 Senior District Judge rank Judicial Officers from the States of *Andhra Pradesh, Assam, Bihar, Chhattisgarh, Delhi, Gujarat, Himachal Pradesh, Jharkhand, Karnataka, Kerala, Manipur, Madhya Pradesh, Maharashtra, Meghalaya, Odisha, Punjab & Haryana, Rajasthan, Sikkim, Tamil Nadu, Tripura, Uttarakhand, Uttar Pradesh, West Bengal* (through nomination from the High Courts of: A.P., Guwahati, Patna, Chhattisgarh, Delhi, Gujarat, H.P., Jharkhand, Karnataka, Kerala, Manipur, M.P., Maharashtra, Meghalaya,

Orissa, Punjab & Haryana, Rajasthan, Sikkim, Madras, Tripura, Uttarakhand, Allahabad, Calcutta).

63. The **Resource Persons** for the above mentioned Programme included: Hon'ble Justice Dr. (Mrs.) Shalini Phansalakar-Joshi, Sitting Judge of Bombay High Court; Hon'ble (Ms.) Justice (Retd.) K. Hema from Kerala High Court; Hon'ble (Mr.) Justice (Retd.) K. Raghuram, Director (NJA); Prof. S.P. Srivastava, Professor of NJA; Ms. Leena Nair, Secretary (WCD); Shri Deepak Kumar, Member Secretary-cum-CEO (CARA); Adv. Anil Malhotra from Chandigarh; Adv. Ram Kumar Mishra from Bhagalpur (attached as **Appx-A** to the supplementary agenda).

64. Since NJA had agreed to organize the above Programme only as a Sponsored Programme from CARA, CARA had to agree to provide necessary funds as per the Budget proposed by them (attached as **Appx-B** to the supplementary agenda). The expenditure on most of the items as was proposed by the NJA in the said Budget, was within the head-wise norm/ceiling of CARA which was approved by its Steering Committee (attached as **Appx-C** to the supplementary agenda), except on '**honorarium**'.

65. As per the norms approved by the Steering Committee of CARA (**Appx-B**), the honorarium which could be paid to a Resource Person in the Programme of CARA, is Rs.1,000/- per Session (upto 4 Sessions). Whereas, the NJA had proposed for payment of Rs.80,000/- to the Resource Persons as per their norms [Rs.4,000 per session for Sitting/Retired Justice of High Court and Rs.3,000 per Session for Sitting/Retired District Judge/Retired AS/JS to GOI/Sitting/Retired full time Professor/Expert/Persons with experience less than 20 years] as approved by their Governing Council headed by Hon'ble Chief Justice of India (attached as **Appx-D** to the supplementary agenda).

66. Considering the fact that the above mentioned Programme had necessarily to be organized at NJA (which is the premier Institute in the country under the direct administrative control of Hon'ble Supreme Court of India for the legal education of Judicial Officers/Judges) for maximum impact, the payment of honorarium to Resource Persons, as proposed by NJA as per their norms (mentioned in para 6 above) had to be agreed to, in consultation with Secretary (WCD) and Chairperson of the Steering Committee of CARA, by the CEO (CARA) at the venue of the Programme on 08th April, 2017.

67. Therefore, *ex-post facto* approval of the Steering Committee of CARA was solicited for payment of honorarium to Resource Persons, as proposed by NJA as per their norms (mentioned in para 63 above).

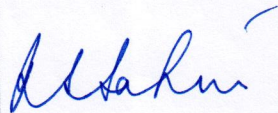
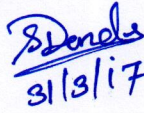
Decision:

68. The same was approved by the Steering Committee.

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

Sixth (6th) Meeting of the Steering Committee of Central Adoption Resource Authority (CARA) held on 31st March, 2017 at 12:30 p.m. in the Conference Room of MWCD, Room No. 602, 6th Floor, A-Wing, Shastri Bhawan, New Delhi.

ATTENDANCE SHEET

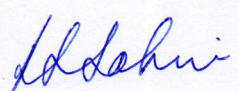
S.No.	Name & Designation	Position	Signature
1.	Ms. Leena Nair Secretary, Ministry of Women & Child Development, Government of India, Shastri Bhawan, New Delhi	Chairperson (Ex-officio)	
2.	Smt. Rashmi Saxena Sahni Joint Secretary, Ministry of Women & Child Development, Government of India, Shastri Bhawan, New Delhi	Member (Ex-officio)	
3.	Smt. Sarita Mittal Joint Secretary & Finance Advisor, Ministry of Women & Child Development, Government of India, Shastri Bhawan, New Delhi	Member (Ex-officio)	
4.	Shri Lahuraj Mali Shilpa Dande Commissioner, Women and Child Development, Government of Maharashtra, Pune, Maharashtra (Representing SARA, Maharashtra)	Member	 31/3/17

5.	Smt. Viziendra Boyi Director, Women Development & Child Welfare, Government of Telangana, Hyderabad, Telangana (Representing Sishu Griha, a SAA run by WCD Deptt., Government of Telangana)	Member	
6.	Ms. Gitashree Adhikari Karuna W.B. Women and Children Welfare Society, Howrah, West Bengal (Representing SAA recognized by Government of West Bengal)	Member	<i>Gitashree Adhikari</i> 31/03/17
7.	Shri Avinash Kumar O-51, Nivedita Kunj, Sector - 10, R.K. Puram, New Delhi (Adoptive Parent)	Member	<i>Shri Avinash Kumar</i> 31/3/17
8.	Ms. Samiha Grewal J-231, 1st Floor, Saket, New Delhi (Adoptee)	Member	<i>Samiha Grewal</i> 31/03/2017
9.	Smt. Kiran Singh 201-A, Dell Block, 1/2, Vaibhav Khand, Indira Puram, Ghaziabad, Uttar Pradesh (Advocate)	Member	<i>Kiran Singh</i> 31/3/2017
10.	Shri Deepak Kumar Chief Executive Officer / Secretary, Central Adoption Resource Authority West Block – 8, R.K. Puram, New Delhi	Member Secretary	<i>Deepak Kumar</i> 31 Mar 2017

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

Sixth (6th) Meeting (Adjourned) of the Steering Committee of Central Adoption Resource Authority (CARA) held on 13th April, 2017 at 02:30 p.m. in the Conference Room of MWCD, Room No. 602, 6th Floor, A-Wing, Shastri Bhawan, New Delhi.

ATTENDANCE SHEET

S.No.	Name & Designation	Position	Signature
1.	Ms. Leena Nair Secretary, Ministry of Women & Child Development, Government of India, Shastri Bhawan, New Delhi	Chairperson (Ex-officio)	
2.	Smt. Rashmi Saxena Sahni Joint Secretary, Ministry of Women & Child Development, Government of India, Shastri Bhawan, New Delhi	Member (Ex-officio)	
3.	Smt. Sarita Mittal Joint Secretary & Finance Advisor, Ministry of Women & Child Development, Government of India, Shastri Bhawan, New Delhi	Member (Ex-officio)	
4.	Shri Lahuraj Mali Commissioner, Women and Child Development, Government of Maharashtra, Pune, Maharashtra (Representing SARA, Maharashtra)	Member	

5.	Smt. Viziendira Boyi <i>J. Lalitha Kumari</i> Director, Women Development & Child Welfare, Government of Telangana, Hyderabad, Telangana (Representing Sishu Griha, a SAA run by WCD Deptt., Government of Telangana)	Member	<i>J. Lalitha Kumari</i> 13/04/17
6.	Ms. Gitashree Adhikari Karuna W.B. Women and Children Welfare Society, Howrah, West Bengal (Representing SAA recognized by Government of West Bengal)	Member	<i>Gitashree Adhikari</i> 13/04/17
7.	Shri Avinash Kumar O-51, Nivedita Kunj, Sector - 10, R.K. Puram, New Delhi (Adoptive Parent)	Member	<i>Shri Avinash Kumar</i> 13/4/17
8.	Ms. Samiha Grewal J-231, 1st Floor, Saket, New Delhi (Adoptee)	Member	<i>Samiha Grewal</i> 13/4/2017
9.	Smt. Kiran Singh 201-A, Dell Block, 1/2, Vaibhav Khand, Indira Puram, Ghaziabad, Uttar Pradesh (Advocate)	Member	<i>Kiran Singh</i> 13/4/2017
10.	Shri Deepak Kumar Chief Executive Officer / Secretary, Central Adoption Resource Authority West Block - 8, R.K. Puram, New Delhi	Member Secretary	<i>Deepak Kumar</i> 13 Apr 2017