

SCHEDULE XXVI
[See regulation 23(1)]

**APPLICATION FROM A CHILD CARE INSTITUTION
FOR RECOGNITION AS A SPECIALIZED ADOPTION AGENCY**

1.	About the Institution:	
1.1	Name of the Institution / Organization	
1.2	Registration number and date of Registration of the Institution/ Organization under the relevant Act (Relevant documents of registration and bye-laws, memorandum of association to be annexed)	
1.3	Registration number and date of Registration of the Institution/ Organization as a Child Care Institution (Annex copy of the Registration Certificate)	
1.4	Period of validity to run the Child Care Institution	
1.5	Complete address of the Applicant/ Institution/organization	
1.6	STD code/ Telephone No.	
1.7	STD code Fax No.	
1.8	E-mail address	
1.9	If the organization is of all India character, give address of its branches, in other states.	

1.10	<p>If the Child Care Institution had been denied recognition/registration as a Specialised Adoption Agency earlier? Yes/No</p> <p>If Yes</p> <p>(a) Ref. No. of application which resulted in denial of recognition as Child Care Institution:</p> <p>(b) Date of denial:</p> <p>(c) Which department has denied the recognition:</p> <p>(d) Reason for denial of recognition as Specialised Adoption Agency:</p>	
2.	Infrastructure:	
2.1	No. of Rooms (mention with measurement)	
2.2	No. of toilets (mention with measurement)	
2.3	No. of Kitchen (mention with measurement)	
2.4	No. of sick room	
2.5	Copy of blue print of the building (authentic sketch plan of building) to be attached	
2.6	<p>Arrangement to deal with unforeseen disaster; also mention the kind of arrangement made:</p> <p>(a) Fire</p> <p>(b) Earth quake</p> <p>(c) Any other arrangement</p>	
2.7	Arrangement of drinking water (certified from Public Health Engineering department to be annexed).	
2.8	<p>Arrangement to maintain sanitation and hygiene:</p> <p>(a) Pest Control</p> <p>(b) Waste disposal</p> <p>(c) Storage area</p> <p>(d) Any other arrangement</p>	
2.9	Rent agreement/building maintenance estimate (whichever is applicable) (Annex: copy of Rent agreement)	

3.	Capacity of the Institution/Organization	
	No. of children (0-5, 5-11 and 11-18 years) present in the home	
4.	Facilities Available for children	
4.1	Educational facility	
4.2	Health Check-up arrangement, frequency of check-up, type of check-ups proposed to be done	
4.3	Any other facility having impact on the overall development of the child	
5.	Staffing	
5.1	Detailed staff list(to be annexed)	
5.2	Name of partner organizations	
6.	Background information about the Child Care Institution	
6.1	Major activities of the organization in last two years (Annex copy of Annual Report for last two years)	
6.2	An updated list of members of the management committee/governing body (Please annex resolution of the executive body of the institution supporting decision to run an adoption agency)	
6.3	List of assets/infrastructure of the organization (to be Annexed)	
6.4	If the organization registered under the Foreign Contribution (Regulation) Act, 1976 (49 of 1976) (Certificate to be annexed)	
6.5	Details of foreign contribution received last two years (Annex: relevant documents)	

6.6	List of other sources of grant-in-aid funding (if any) with the name of the scheme/project, purpose amount, etc.	
6.7	Details of existing bank account of the agency indicating branch code account number.	
6.8	Whether the institution agrees to open a separate bank account for the grant proposed	

I have read and understood The Juvenile Justice (Care and Protection of Children) Act, 2015(2 of 2016) and the Juvenile Justice (Care and Protection of Children) Model Rules, 2016.

I declare that no person associated with the organization has been previously convicted or has been involved in any immoral act or in any act of child abuse or employment of child labour and that the organization has not been blacklisted by the Central or the State Government at any point of time.

_____ (Name of the Organization/Institution) has complied with all the requirements to be registered as a Specialized Adoption Agency under the Juvenile Justice (Care and Protection of Children) Act, 2015 (2 of 2016) and The Juvenile Justice (Care and Protection of Children) Rules, 2016.

I undertake to regularly update data on Child Adoption Resource Information and Guidance System (CARINGS) and to have facilities for the same.

I undertake to abide by all the conditions laid down by the Central/State Act, Rules, Adoption Regulations and notifications in this regard.

Signature of the authorized signatory: _____

Name:

Designation:

Address:

District:

Date:

Office stamp:

Signature of:

Witness no.1: _____

Witness no.2: _____
