



CARA

केन्द्रीय दत्तक-ग्रहण संसाधन प्राधिकरण
Central Adoption Resource Authority

वार्षिक रिपोर्ट 2017-2018
Annual Report 2017-2018



भारत सरकार
Government of India

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सत्यमेव जयते

ANNUAL REPORT 2017-2018



CARA

Central Adoption Resource Authority

Ministry of Women & Child Development

Government of India

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सत्यमेव जयते



मेनका संजय गांधी
Maneka Sanjay Gandhi

मंत्री
महिला एवं बाल विकास मंत्रालय
भारत सरकार
नई दिल्ली-110001
MINISTER
MINISTRY OF WOMEN & CHILD DEVELOPMENT
GOVERNMENT OF INDIA
NEW DELHI-110001

MESSAGE

It gives me immense pleasure to present the Annual Report for the year 2017-2018 of the Central Adoption Resource Authority, which is the statutory body under my ministry and is mandated to promote and facilitate domestic adoption as well as regulate inter-country adoption. Every child can succeed and must be given the opportunities to do so. With this aim, we all need to work relentlessly for their betterment, especially for the children in need of care and protection.

As a Statutory Body, CARA functions in the best interest of the children in the institutional care by de-institutionalising them through Adoption. CARA has been actively advocating the Adoption Programme and the related issues faced through various media, including Social Media platforms. It has won two awards at Global Skills Summit & Expo 2017 by **The Indus Foundation** for **Best Technology & Social Impact Excellence**. CARA has also been awarded the **Skoch Order of Merit Award** for CARINGS from among the top 80 technology projects in India on 20th December 2017.

As no journey can be without its tears and trials, so we did face several challenges during the year. There is a huge gap between the number of adoptable children coming into the system and the number of parents waiting to adopt. We have many special needs children and older children, who need to be placed with loving and caring families. These issues are being dealt through the Special Needs and Immediate Placement Modules on CARINGS, along with the effort to spread awareness through various promotional campaigns and counselling.

The Government of India is committed to improve the adoption system with an endeavour to increase the pool of adoptable children, simplifying the process and adhering to timelines. Finally, I would like to re-emphasize that the best interest of the children and ethical practices is our priority and I expect all the stakeholders to pledge by it.


(Smt. Maneka Sanjay Gandhi)

New Delhi
December 04, 2018

डॉ. वीरेन्द्र कुमार
Dr. VIRENDRA KUMAR



राज्य मंत्री
महिला एवं बाल विकास और
अल्पसंख्यक कार्य मंत्रालय
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MINISTER OF STATE
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AND MINORITY AFFAIRS
GOVERNMENT OF INDIA
NEW DELHI-110001

Date: 05-12-2018

MESSAGE

At the onset, it is heartening to see the Annual Report for the year 2017-2018 of Central Adoption Resource Authority, highlighting its major activities and initiatives. Central Adoption Resource Authority (CARA), is a Statutory Body of the Ministry of Women & Child Development. It is mandated to promote In-country Adoptions, facilitate Inter-state Adoptions and regulate Inter-country Adoptions as the Central Authority under the Hague Convention for Inter-country Adoption. CARA is also mandated to frame regulations on adoption related matters from time to time under Section 68 of the Juvenile Justice (Care & Protection of Children) Act, 2015.

After framing and implementation of the Adoption Regulations, 2017, CARA has undertaken various initiatives for promoting rehabilitation of children through adoption by training various stakeholders in adoption laws, rules and regulations as well as facilitating the process by coordinating with State Governments, Courts, CWCs etc. Though we still have miles to go, but every step forward marks a milestone in its journey towards ensuring a protective environment of family to every child in institutional care.

It gives me immense happiness to note that CARA has been awarded for **Best Technology & Social Impact Excellence** in Global Skills Summit & Expo 2017 by **The Indus Foundation**. CARA also bagged the **Skoch order of merit award** for CARINGS among the top 80 technology projects in India on 20th December 2017.

I am confident that the CARA will continue its good work of rehabilitating the children through Adoption in the years to come.

(Dr. Virendra Kumar)

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राकेश श्रीवास्तव
सचिव
Rakesh Srivastava
Secretary



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Date : 6.12.2018

MESSAGE

I take immense pleasure in presenting the Annual Report of CARA for the year 2017-2018. CARA has become a statutory body with a mandate to reach all children without parental care in an expeditious manner. As a nodal body on adoption, the role and charter of CARA has increased manifold with time as CARA is directly monitoring and regulating all adoptions (In-country and Inter-country) through the centralised system put in place and is responsible for ensuring that all adoptions are done ethically and legally within the stipulated time frame.

Throughout the year, CARA has worked relentlessly to discharge its statutory mandate and has carried forward the activities of previous years in promoting best interest of all adoptable children. Several inspections and communications with State Governments and other bodies have been undertaken during the year to facilitate and streamline the adoption process. Further, CARA in collaboration with State Governments, SARAs, DCPUs and National & State Judicial Academies has organized trainings for capacity-building of all the stakeholders.

I am confident that CARA will continue to make concerted efforts by going beyond reactive interventions and ensuring the best interests of the children and thereby discharging the Government responsibilities proactively.

(Rakesh Srivastava)



Deepak Kumar
Member Secretary
& Chief Executive Officer



CENTRAL ADOPTION RESOURCE AUTHORITY
MINISTRY OF WOMEN & CHILD DEVELOPMENT
GOVERNMENT OF INDIA

ACKNOWLEDGEMENT

I take this opportunity on behalf of CARA and in my capacity as Member Secretary & CEO to thank all my stakeholders on the occasion of the presentation of the Annual Report of CARA for 2017-18.

CARA is becoming stronger, transparent and promise driven. We are trying to adhere to timelines for ensuring that children spend less time in institutions, and adoptive parents anxiety for obtaining legal documents gets reduced. This has been possible because of the cooperation of SAAs, DCPUs, CWCs, AFAAs, SARAs, Birth Certificate Issuing Agency, RPOs, Courts and parents who are helping us in fulfilling the principle of keeping the best interest of the children at the fore.

After becoming a statutory body, our tasks increased manifold and we grappled with many challenges coupled with acute shortage of manpower. Today, we have more parents registered and waiting to adopt a child vis-a-vis the number of children legally free for adoption. However, we are working hard to address this issue by linking the CCIs with SAAs. Out of a total of 5365 registered Child Care Institutions, 3778 have already linked with us and efforts are being made to get the Child Care Institutions in the folds of CARA. We are also dealing with major issues of pendency at the Court which the Government of India is sanguine to.

CARA is consistently working to meet the challenge of informal adoption through its growing presence in media and trainings. CARA has chalked out its roadmap to ensure 100% hassle-free legal adoption process with the help of online system by proper implementation of the JJ Act and Adoption Regulations. Further, the target is to identify all adoptable (orphan, abandoned and surrendered) children for finding a loving family for each one of them. I would also like to thank all the Officers & Staff of CARA for their efforts which have been rewarded with two awards. We hope to continue working in the same spirit in order to simplify and streamline the adoption process with support from all our Stakeholders.

Member Secretary & Chief Executive Officer, CARA

ACRONYMS

AR	:	Adoption Regulations
AFAA	:	Authorised Foreign Adoption Agency
CA	:	Central Authority (The Government Department designated as such under Hague Convention on Protection of Children & Cooperation in respect of Inter-Country Adoption, 1993)
CARA	:	Central Adoption Resource Authority
CARINGS	:	Child Adoption Resource Information and Guidance System
CC	:	Conformity Certificate
CCI	:	Child Care Institution
CWC	:	Child Welfare Committee
DCPU	:	District Child Protection Unit
DCPO	:	District Child Protection Officer
HSR	:	Home Study Report
ICPS	:	Integrated Child Protection Scheme
ICT	:	Information & Communication Technology
IDM	:	Indian Diplomatic Mission
IEC	:	Information Education & Communication
JJ ACT	:	Juvenile Justice (Care and Protection of Children) Act, 2015
JJ MODEL RULES	:	Juvenile Justice (Care and Protection of Children) Model Rules, 2016
MIS	:	Management Information System
NOC	:	No Objection Certificate
NRI	:	Non Resident Indian
OAS	:	Orphaned, Abandoned & Surrendered
OCI	:	Overseas Citizen of India
PAP	:	Prospective Adoptive Parent
SAA	:	Specialized Adoption Agency
SARA	:	State Adoption Resource Agency
SNC	:	Special Needs Children

INTRODUCTION



Smt. Maneka Sanjay Gandhi, Hon'ble Union Minister, MWCD and Senior Officials of MWCD during the Review Meeting on Implementation of Adoption Programme by States & UTs at India Habitat Centre, New Delhi on 24th October, 2017.

I.1 Central Adoption Resource Authority (CARA)

1.1.1 Central Adoption Resource Agency (CARA) was set up in June 1990 by the Ministry of Welfare, Government of India to regulate, monitor and promote adoption of orphaned, abandoned or surrendered children, with the principal mandate of finding loving families for children in need of Care and Protection. Pursuant to a decision of the Union Cabinet dated 2nd July 1998, the Ministry of Social Justice & Empowerment conferred autonomous status to CARA on 18th March 1999 by registering it as a Society under the Societies Registration Act, 1860. Adoptions under the JJ Act 2000 enabled placement of children in adoption with involvement of recognised agencies and authorities for

ensuring safeguards in adoption placement of institutionalised children.

1.1.2 Through Section 68 of the JJ Act 2015 notified by the Government of India on January 15, 2016, CARA attained the status of a Statutory Body with the mandate to regulate Inter Country Adoptions and the nodal body to implement the adoption programme in the country. CARA regulates and monitor all In-country and Inter-country adoptions through Child Adoption Resource Information & Guidance System (CARINGS). CARA aspires to place maximum children in institutional care with adoptive families. It was designated as Central Authority under the Hague Convention on Protection of Children and Co-operation in respect of Inter-Country Adoption (1993) in 2003.

Central Adoption Resource Authority is headed by Member Secretary & CEO and has a sanctioned strength of 27 officers and staff.

1.1.3 CARA has been mandated to perform the following functions:-

- (a) To promote in-country adoptions and to facilitate inter-state adoptions in co-ordination with state agencies;
- (b) To regulate inter-country adoptions;
- (c) To frame regulations on adoption and related matters from time to time as necessary;
- (d) 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;
- (e) Other functions as provided under Regulation 37 of the Adoption Regulations, 2017.

1.1.4 **Objective of CARA** - to ensure best interest of children; citizen-centric approach enabling prospective adoptive parents (PAPs) to take informed decision; online registration, referral (based on seniority), reservation & matching system and eliminating offline matching for transparency. The new Child Adoption Resource Information & Guidance System (CARINGS) has leveraged technology for bringing greater transparency in the adoption process and also minimize delays in the adoption process through e-governance.

1.1.5 **Vision of CARA** is to find a loving and caring family for children without parental care, also those who are orphaned, abandoned and surrendered. Its mission is to expand adoption services to every corner of the country, make efforts for expeditious rehabilitation of the children through adoption, ensure standardization in the

functioning of adoption agencies, promote ethical practices in adoption and facilitate parents desiring to adopt.

1.2 Steering Committee of CARA

1.2.1 The Steering Committee of CARA has been constituted under the Section 69 of the Juvenile Justice (Care & Protection of Children) Act, 2015 by the Ministry of Women & Child Development vide its O.M. No. - CW-II/26/7/2015-CW.II dated 22/03/2016 with the tenure of two years w.e.f. 15/01/2016. The composition of Steering Committee of CARA is given below:-

- (a) Secretary, Ministry of Women and Child Development, Government of India, Chairperson - ex officio;
- (b) Joint Secretary, Ministry of Women and Child Development, Government of India, dealing with Authority - ex officio;
- (c) Joint Secretary, Ministry of Women and Child Development, Government of India, dealing with Finance - ex officio;
- (d) One member from a State Adoption Resource Agency;
- (e) Two members from Specialised Adoption Agencies;
- (f) One adoptive parent;
- (g) One adoptee;
- (h) One advocate or a professor having at least ten years of experience in family law;
- (i) Member Secretary, who shall also be Chief Executive Officer of the Organization.

I.2.2 The names & tenure of the Chairperson & Members are as under :-

S. No.	Name & Contact Details	Position
(a)	<p>Ms. Leena Nair Secretary, Ministry of Women & Child Development, Government of India, Room No. - 601, 6th Floor, Shastri Bhawan, New Delhi – 110001. <i>(Period from 01/06/2016 to 11/05/2017)</i></p> <p>Sh. Rakesh Srivastava Secretary, Ministry of Women & Child Development, Government of India, Room No. - 601, 6th Floor, Shastri Bhawan, New Delhi - 110001. <i>(Period from 11/05/2017 to till date)</i></p>	Chairperson (Ex-officio)
(b)	<p>Ms. Rashmi Saxena Sahni Joint Secretary, Ministry of Women & Child Development, Government of India, 3rd Floor, Shastri Bhawan, New Delhi - 110001. <i>(Period from 27/04/2015 to 08/05/2017)</i></p> <p>Ms. Aastha Saxena Khatwani Joint Secretary, Ministry of Women & Child Development, Government of India, 3rd Floor, Shastri Bhawan, New Delhi - 110001. <i>(Since 19/05/2017)</i></p>	Member (Ex-officio)
(c)	<p>Ms. Sarita Mittal Joint Secretary & Finance Advisor, Ministry of Women & Child Development, Government of India, 3rd Floor, Shastri Bhawan, New Delhi - 110001. <i>(Period from 01/02/2012 to 05/05/2017)</i></p> <p>Ms. Meera Ranjan Tshering Joint Secretary & Finance Advisor, Ministry of Women & Child Development, Government of India, 3rd Floor, Shastri Bhawan, New Delhi - 110001. <i>(Since 17/05/2017)</i></p>	Member (Ex-officio)
(d)	<p>Sh. Lahuraj Mali Commissioner, Women & Child Development, Government of Maharashtra, Maharashtra State Child Protection Society, 2nd Floor, 28, Prince Garden, Koregaon Park Road, Nr. Old Circuit House, Pune, Maharashtra - 411001. <i>[Representing State Adoption Resource Agency (SARA), Maharashtra]</i></p>	Member
(e)	<p>Smt. Viziendira Boyi Director, Women Development & Child Welfare, Government of Telangana, D.No. 8-3-222, Vengal Rao Nagar, Ameerpet, State Home Campus, Yousufguda Road, Hyderabad, Telangana - 599938. <i>[Representing Sishu Griha, a Specialised Adoption Agency (SAA) run by WCD Deptt., Government of Telangana]</i></p>	Member

(f)	Ms. Gitashree Adhikari Karuna WB Women and Children Welfare Society, 234, Sri Ram Dhang Road, Saikia, Howrah, West Bengal - 711106. <i>[Representing Specialised Adoption Agency (SAA) recognized by Government of West Bengal]</i>	Member
(g)	Sh. Avinash Kumar O-51, Nivedita Kunj, Sector-10, R.K. Puram, New Delhi - 110066. <i>[Adoptive Parent]</i>	Member
(h)	Ms. Samiha Grewal J-231, 1st Floor, Saket, New Delhi - 110017. <i>[Adoptee]</i>	Member
(i)	Smt. Kiran Singh 201-A, Dell Block, 1/2 Vaibhav Khand, Indira Puram, Ghaziabad, Uttar Pradesh <i>[Advocate]</i>	Member
(j)	Sh. Deepak Kumar Member Secretary & Chief Executive Officer, Central Adoption Resource Authority, Ministry of Women & Child Development, Government of India, West Block-8, Wing-2, R.K. Puram, New Delhi - 110066. <i>(Since 11/07/2016 to till date)</i>	Member Secretary (Ex-officio)

1.3 Advisory Committee for CARA

1.3.1 The Ministry of Women & Child Development vide its O.M. dated 23/02/2017 has constituted the Advisory Committee for Central Adoption Resource Authority to promote the cause of adoption for a period of two years from the date of constitution

of the Committee. The Advisory Committee of CARA is presently having a total strength of 16 members including Chairperson and a Member Secretary.

1.3.2 The names & tenure of the Chairman & Members are as under :-

S.No.	Name	Position	Tenure
(a)	Sh. M. Ramchandra Reddy Hyderabad, Telangana	Chairperson	from 12/04/2016 to 11/04/2018
(b)	Sh. Durgesh Keswani Bhopal, Madhya Pradesh	Member	from 12/04/2016 to 11/04/2018
(c)	Smt. Sumbla Naqvi Lucknow, Uttar Pradesh	Member	from 12/04/2016 to 11/04/2018
(d)	Smt. Padma Srinivas Bengaluru, Karnataka	Member	from 12/04/2016 to 11/04/2018
(e)	Dr. Nilima Mehta Mumbai, Maharashtra	Member	from 12/04/2016 to 11/04/2018
(f)	Prof. Jaydev Mazumdar Kolkata, West Bengal	Member	from 12/04/2016 to 11/04/2018

(g)	Ms. Annie Mangsatbam Imphal, Manipur	Member	from 12/04/2016 to 11/04/2018
(h)	Sh. Shivanad M. Dambal Bengaluru, Karnataka	Member	from 12/04/2016 to 11/04/2018
(i)	Smt. R.K. Pramodhini Devi Imphal (West), Manipur	Member	from 12/04/2016 to 11/04/2018
(j)	Sh. Manoj Singhal Chitranjan Park, New Delhi	Member	from 12/04/2016 to 11/04/2018
(k)	Smt. Sushma Kharkwal Lucknow, Uttar Pradesh	Member	from 12/04/2016 to 11/04/2018
(l)	Ms. Deepa Vijay Bhandhari Belgaun, Karnataka	Member	from 12/04/2016 to 11/04/2018
(m)	Sh. K.Vasa Babu Godavari (E), Andhra Pradesh	Member	from 12/04/2016 to 11/04/2018
(n)	Sh. Nitin Bhargava Lucknow, Uttar Pradesh	Member	from 12/04/2016 to 11/04/2018
(o)	Smt. Satya Sharma New Usmanpur, Delhi	Member	from 12/04/2016 to 11/04/2018
(p)	Administrative Officer, CARA	Member Secretary	from 12/04/2016 to 11/04/2018

1.4 State Adoption Resource Agencies (SARAs)

1.4.1 State Adoption Resource Agencies (SARAs), setup under Integrated Child Protection Scheme are mandated to promote adoption of children in the State. It is also expected to function as the State level Resource Centre to coordinate, monitor and develop the adoption program, facilitate the setting up of Specialized Adoption Agencies (SAAs), maintain a comprehensive list of all such agencies, ensure that all adoptions/permanent placements of children are done in accordance with the Laws & Regulations, maintain a centralized web-based database of adoptable children with the help of District Child Protection Unit, promote linkage with Child Care Institution (CCIs) and supervise the work of SAA. It also ensures coordination amongst the agencies and CCI, makes efforts to address delays in the adoption process both during pre-adoption

and adoption stages. A list of SARAs is placed at **Appendix-A**. The SARAs are required to furnish the name, address and contact details of the SAA, along with copies of certificate or letter of recognition or renewal to Central Adoption Resource Authority, as soon as the recognition or renewal is granted to such agencies.

1.5 District Child Protection Units (DCPUs)

1.5.1 The DCPUs are District level child protection agencies set up under Integrated Child Protection Scheme (ICPS). They are responsible for identifying orphaned, abandoned and surrendered children in the district and get them declared legally free for adoption by Child Welfare Committee (CWC). They need to do this with the help of Specialised Adoption Agency (SAA) or Child Care Institution (CCI). They also need to ensure that the Child Study Report and

Medical Examination Report are uploaded on the Child Adoption Resource Information and Guidance System (CARINGS) by the SAA within ten days from the date a child is declared legally free for adoption; facilitate the linkage of CCI with SAA in the same or other districts to facilitate adoption and track the progress of adoption of each child.

1.5.2 In addition, it is required to assist the CWC in the restoration effort and in completing the process for declaring the abandoned children legally free for adoption, including publishing information of the child in newspapers, obtaining the social investigation report from the probation officer and non-traceable report from police with the help of SAA, wherever required. State-wise figures of DCPUs linked with CARA through respective SARAs is at **Appendix-B**.

1.6 Specialised Adoption Agencies (SAAs)

1.6.1 The State Government shall recognise one or more institutions or organisations in each district as a SAA, in such a manner as may be provided in the Adoption Regulations framed by the Authority, for the rehabilitation of orphaned, abandoned or surrendered children, through adoption and non-institutional care, as per Section 65(1) of the Juvenile Justice (Care and Protection of Children) Act 2015.

1.6.2 SAA is responsible for the care, protection and well-being of every child in its charge. SAA plays an important role in rehabilitation of a child through adoption and in facilitating the Prospective Adoptive Parents. It maintains online database of each child to be adopted and prepares all documents related to children. It also prepares home study of the aspiring parent's functions in a manner as stipulated under Adoption Regulations, 2017. At present, there are both government run and non-government run agencies recognised by their respective States to place children in adoption (both In-country and Inter-

country) adoption. State-wise figures of SAAs is placed at **Appendix-C**.

1.7 Authorized Foreign Adoption Agencies (AFAAs)

1.7.1 CARA authorizes Foreign Adoption Agencies for sponsoring applications of Prospective Adoptive Parents (PAPs) living in a foreign country which include Non Resident Indians, Overseas Citizens of India and foreigners. These are also accredited agencies in the receiving countries (as defined in the Hague Convention) to process cases of Inter-Country Adoptions. The AFFAs are required to register the PAPs interested to adopt children from India and to complete their Home Study Report expeditiously; follow-up with SAA for ensuring early adoption after receipt of No Objection Certificate for adoption from the Central Authority and take up such other activities as mandated for them in the "Adoption Regulations, 2017". Country-wise figures of AFFAs recognized by CARA is at **Appendix-D**.

1.8 Central Authorities (CAs) and Indian Diplomatic Missions (IDMs) Abroad

1.8.1 In some of the Hague ratified countries, Central Authorities (counterpart of CARA) sponsor and register the cases of PAPs desiring to adopt a child from India. In some of the Non-Hague countries, Indian Diplomatic Missions are engaged in sponsoring the cases of Non-Resident Indians and Overseas citizens of India to adopt from India.

ACTIVITIES

2.1 Child Adoption Resource Information & Guidance System (CARINGS)

2.1.1 Central Adoption Resource Authority (CARA), a statutory body of Ministry of Women and Child Development, Government of India in technical collaboration with National Informatics Centre (NIC) has developed Child Adoption Resource Information & Guidance System (CARINGS), an e-governance initiative, for providing an online centralised resource for adoption of children under the JJ Act.

2.1.2 This web based monitoring system provides a transparent and fully automated system for entering the details of the children by SAAs/CCIs as well as registration for adoption by PAPs. It facilitates expeditious and smooth adoption, thereby ensuring accountability of implementing agencies. It also creates a network of stakeholders and maintains a national database to enable effective policy making and research. CARINGS provides online monitoring of the adoption and post-adoption process by CARA at National level and SARA at the State level and DCPU at the District level.

2.1.3 Salient features of CARINGS have been enumerated as under:-

- (a) Bringing transparency in the adoption process.
- (b) Minimizing delays in the adoption process.
- (c) Enabling prospective adoptive parents (PAPs) to take informed decisions.
- (d) Obtaining intelligent analysis from the database for helping in taking policy decisions.
- (e) Bringing improvements in the adoption system by providing online monitoring of

the adoption and post-adoption process by CARA at central level and SARA/ State Government at the state level.

- (f) Creating a database for diligent policy planning.
- (g) Create linkages between adoption agencies and child care institutions to have the complete database of all children without parental care, so that they can be placed in a family at the earliest.
- (h) Enabling profiling of the child & the parents for better matching and facilitating parents desiring to adopt, by providing them relevant information and status track.

2.1.4 Benefits of CARINGS:-

- (a) CARINGS provides platform to around 449 specialised adoption agencies, 571 District Child Protection Units and 32 State Adoption Resource Agencies within the country and also for international bodies like Central Authorities of other contracting countries, 255 AFAA/Central Authorities and Indian Diplomatic Missions Abroad to connect with CARA.
- (b) Child Adoption Resource Information & Guidance System (CARINGS) has become the heart of the adoption process and has excelled as an e-governance tool, it has been designated as the only system or platform through which legal adoptions shall be processed.
- (c) CARINGS has been instrumental to implement, supervise, monitor and evaluate the child adoption programme for In Country & Inter Country in accordance with provisions under the Juvenile Justice Act 2015, Juvenile Justice Model Rules 2016 and Adoption

Regulation 2017 notified by the Government of India.

- (d) CARINGS also confirms to the international protocol as envisaged in the Hague Convention on Protection of Children and Cooperation in Respect of Inter-country Adoption, 1993 to which India is a contracting State and also confirms to the National Laws.
- (e) The impact of CARINGS has been widely acknowledged at all levels and is being appreciated nationally & internationally as an instrument of innovation in adoption programme.
- (f) Online Grievance Redressal Module: In 2017, CARA launched the Online Query/Grievance module in the CARINGS, it can be accessed through CARA's web-site www.cara.nic.in. The Online Grievance Redressal System is a complaint registration and tracking system that uses the internet, phone and e-mail to register complaints.
- (g) Thus CARINGS has helped the organization in the following ways :-
 - (i) Monitoring adoption process online is helpful to understand delays at various levels and plug gaps in the system.
 - (ii) Data analysis is possible for taking important decisions in a timely manner.
 - (iii) Registration of adoption agencies on CARINGS.

- (iv) Online registration of PAPs.
- (v) Early placement of special needs children.
- (vi) Post-adoption follow-up online.
- (vii) Adoption of children placed in other CCIs through linkage with SAA.
- (viii) Ensuring priority to domestic adoption.

2.1.5 Various operational modules :-

- (a) Module for In-country OAS children adoption for PAPs, SARA, DCPU, and CARA.
- (b) Module for Inter-country OAS children adoption for PAPs, SARA, DCPU, and CARA.
- (c) Module for In-Country Relative Adoption for PAPs, SARA, DCPU, and CARA
- (d) Module for Inter-Country Relative Adoption for SARA, DCPU, AFAA and CARA
- (e) Module for Step Parent Adoption for PAPs, SARA, DCPU, and CARA
- (f) Grievance Portal
- (g) Module for tracking the status by the Inter-Country PAPs

2.1.6 CARINGS has been upgraded from time-to-time based on the needs and requirement of the hour.



2.2 Training And Development

2.2.1 During the year 2017-2018, CARA conducted Trainings, Sensitization Programmes and other events to increase awareness and outreach with respect to solving Issues/concerns that arose amid the implementation of the Adoption Programme

by States & UTs under the umbrella of the provisions of the J.J. Act, 2015, the J.J. Model Rules, 2016 & the Adoption Regulations, 2017. The details of the afore-mentioned interactions are listed as under :-

S. No.	Details of the Programme	No. of interactions during the year 2017-2018
(a)	State Orientation Programmes for Multi – Stakeholders on Adoption conducted by CARA in collaboration with the Sate/ UT Governments.	27
(b)	Orientation-cum-Sensitization Programmes on Adoption for Judicial Officers/ Judges/ Faculty at State Judicial Academies as well as National Judicial Academy, Bhopal.	14
(c)	Review Meeting Implementation of the Adoption Programme by States and UT Administrations, Challenges and Way Forward held on 24 th October 2017 at India Habitat Centre, New Delhi.	01
(d)	National Seminar on Adoption held on 15 th November 2017 at Pravasi Bhartiya Kendra, New Delhi.	01

2.2.2 **State Orientation Programmes** - The State Level Orientation programmes are being conducted for Multi Stakeholders 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. Following orientation programmes have been conducted during the last one year :-

S. No.	Date of Programme	State	City	No. of Participants
(a)	12 th April, 2017	Assam	Guwahati	187
(b)	21 st April, 2017	Nagaland	Kohima	135
(c)	28 th April, 2017	Mizoram Aizawl	Aizawl	129
(d)	11 th May, 2017	Kerala	Thiruvananthapuram	120
(e)	15 th May, 2017	Jharkhand	Ranchi	111
(f)	23 rd June, 2017	Pondicherry	Pondicherry	100
(g)	20 th July, 2017	Dadra Nagar Haveli	Silvassa	100

Central Adoption Resource Authority

(h)	21 st July, 2017	Daman & Diu	Nani Daman	110
(i)	1 st August, 2017	Haryana	Panchkula	160
(j)	11 th August, 2017	West Bengal	Kolkata	120
(k)	1 st September, 2017	Odisha	Bhubneshwar	100
(l)	16 th September, 2017	Manipur	Imphal	150
(m)	16 th , 23 rd September, 2017 and 7 th & 14 th October, 2017	04 for District level training programmes by Jamia Millia Islamia, New Delhi	New Delhi	200
(n)	23 rd January, 2018	Maharashtra	Pune (for Mumbai, Nashik & Pune Divisions)	95
(o)	23 rd January, 2018	Himachal Pradesh	Dharamshala	51
(p)	24 th January, 2018	Maharashtra	Pune (for Amravati, Aurangabad & Nagpur Divisions)	70
(q)	23 rd February 2018	Review Meeting of CARA Advisory Committee with Stakeholders of State of Maharashtra	Pune	122
(r)	17 th March, 2018	Uttar Pradesh	Lucknow (for districts of Awadh and Bundelkhand Divisions)	40
(s)	19 th March, 2018	Uttar Pradesh	Lucknow (for districts of Purvanchal Divisions)	90
(t)	21 st March, 2018	Karnataka	Bangalore (for Bangalore & Kalburgi Divisions)	250
(u)	22 nd March, 2018	Karnataka	Bangalore (for Mysore and belgavi Divisions)	250
(v)	22 nd March, 2018	Sikkim	Gangtok	131
(w)	23 rd March, 2018	Kerala	Ernakulam	110
(x)	28 th March, 2018	Bihar	Muzaffarpur	35



Smt. Maneka Sanjay Gandhi, Hon'ble Union Minister, Ministry of Women & Child Development had visited Matri Mandir, Guwahati, Assam on 12th April, 2017.



Guwahati, Assam on 12th April, 2017



Kohima, Nagaland on 21st April, 2017



Aizawl, Mizoram on 28th April, 2017



Thiruvananthapuram, Kerala on 11th May, 2017



Ranchi, Jharkhand on 15th May, 2017



Puducherry on 23rd June, 2017



Sivassa, Dadar and Nagar Haveli on 20th July, 2017



Danam & Diu on 21st July, 2017



Kolkata, West Bengal on 11th August, 2017



Imphal, Manipur on 16th September, 2017



Dharamshala, Himachal Pradesh on 23rd January, 2018



Pune, Maharashtra on 23rd & 24th January, 2018



Lucknow, Uttar Pradesh on 17th and 19th March, 2018



Kerala on 23rd March, 2018

2.2.3 **Judicial Training Programmes** - The Orientation Programmes were conducted for the Faculty of the Judicial Academies and Senior Judicial Officers (Ld. DJs & ADJs

of District Court and Principal Judges of Family Courts) at National & State Judicial Academies. Following training programmes for the Judiciary have been conducted :-

S. No.	Date of Programme	Programme Details	No. of Participants
(a)	1 st & 2 nd April, 2017	Annual National Seminar on Working of the Justice Boards in India at National Judicial Academy, Bhopal.	47
(b)	8 th & 9 th April, 2017	Judicial Training Programme on Child Adoption under Juvenile Justice Act, 2015 and Adoption Regulations 2017 for Judges and other Judicial Officers at National Judicial Academy , Bhopal	73
(c)	15 th April, 2017	Orientation and Training Programme for Judicial Officers at Delhi Judicial Academy, New Delhi	22
(d)	16 th April, 2017	Judicial Training Programme on Child Adoption under Juvenile Justice Act, 2015 and Adoption Regulations 2017 for Judges and other Judicial Officers at Bihar Judicial Academy, Patna, Bihar	125
(e)	29 th & 30 th April, 2017	Judicial Training Programme on Child Adoption under Juvenile Justice Act, 2015 and Adoption Regulations 2017 for Judges and other Judicial Officers at Odisha Judicial Academy, Cuttack	219
(f)	19 th & 20 th May, 2017	“Conference on Capacity Building for Other Stakeholders” at Delhi Judicial Academy	55
(g)	15 th July, 2017	Judicial Training Programme on Child Adoption under Juvenile Justice Act, 2015 and Adoption Regulations 2017 for Judges and other Judicial Officers at Madhya Pradesh Judicial Academy, Jabalpur	50
(h)	28 th July, 2017	‘Conference on Integration of Knowledge, Skill and Attitude in Adjudication’ at Delhi Judicial Academy, New Delhi	13
(i)	29 th & 30 th July, 2017	Judicial Training Programme on Child Adoption under Juvenile Justice Act, 2015 and Adoption Regulations 2017 for Judges and other Judicial Officers at Maharashtra Judicial Academy, Mumbai	33
(i)	31 st July, 2017	‘Orientation and Training Programme for Judicial Officers of Karkardooma Courts, New Delhi on Juvenile System’ at Karkardooma Court	58
(k)	12 th August, 2017	‘Workshop for Additional District Judges on Adoption, At National Judicial Academy, Bhopal	35
(l)	6 th September, 2017	Training Programme for Judicial Officers at Dwarka District Court, New Delhi on Juvenile System	20
(m)	13 th September, 2017	Training Programme for Judicial Officers at Patiala House Court, New Delhi on Juvenile System	20
(n)	5 th November, 2017	Judicial Training Programme on Child Adoption under Juvenile Justice Act, 2015 and Adoption Regulations 2017 for Judges and other Judicial Officers at Tamil Nadu State Judicial Academy, Chennai	110



National Judicial Academy, Bhopal on 8th & 9th April, 2017



Bihar Judicial Academy, Patna on 16th April, 2017



Madhya Pradesh Judicial Academy, Jabalpur on 15th July, 2017



Maharashtra Judicial Academy, Mumbai on 29th & 30th July, 2017



Regional Consultation at Cuttack on 24th March, 2018



Tamil Nadu State Judicial Academy, Chennai on 5th November, 2017

2.2.4 Review Meeting on Implementation of the Adoption Programme by the States and Union Territories - Challenges and Way Forward - CARA organized a Review Meeting on Implementation of the Adoption Programme by States & UTs on 24th October 2017 at Indian Habitat Centre New Delhi. The Principal Secretary of the Department concerned of all State/Union Territories who are the Chairperson of the State Adoption Resource Agency (SARA) or the Director of the Department concerned who is the Member Secretary of SARA was

invited attended the meeting. The objectives of the meeting were :-

- (a) Review/Progress of the Adoption Programme in the States. To discuss the issues and concerns pertaining to Adoption Programme being implemented by the State Government and specially the role of SARAs, DCPUs & CWCs.
- (b) Sharing of Good Practices and way ahead to further streamline, regulate and expedite the adoption process.



Glimpses of the Review Meeting on Implementation of Adoption Programme by States & UTs at India Habitat Centre, New Delhi on 24th October, 2017

2.2.5 National Seminar on Adoption

(a) Ministry of Women and Child Development, Government of India organized HAUSLA 2017 (celebrating the Children’s Week from 14th November to 20th November 2017) which included various activities for children on issues relating to survival, development, protection and participation of children. In continuation of this, CARA organised ‘National Seminar on Adoption’, on 15th November, 2017 at “Pravasi Bhartiya Kendra”, Chanakyapuri, New Delhi. The seminar focused on :-

(i) Developing Mechanisms and Strategies so that SARAs and other State Functionaries are

strengthened to address grievances at various levels and to provide assistance and support to all concerned at all levels;

(ii) Importance of Counselling in the Adoption Programme and preparation of Older Children for Adoption and

(iii) Concentrate on rehabilitation & social re-integration of children in need of care and protection.

(b) The Seminar was attended by 300 participants, consisting of representatives of AFAAs, SAAs, DCPUs & SARAs. Grown up Adoptees, Prospective Adoptive Parents and students from Dept. of Social Work, Delhi University, Jamia Millia Islamia, Amity University & NIPCCD.



*National Seminar on Adoption
at Pravasi Bhartiya Kendra, Chanakyapuri, New Delhi on 15th November, 2017*

2.2.6 3rd Annual Day of CARA

(a) CARA organized a brief celebration to mark the 3rd Annual Day of CARA on 15th January, 2018 as CARA became a statutory body of Ministry of Women and Child Development, Government of India on 15th January, 2016. The major activities undertaken during the programme were:-

- (i) Facilitation of the ex-officio members of the Steering Committee of CARA;
- (ii) Launch of Calender 2018 of CARA; and
- (iii) Launch of Video Spots of CARA with Ms. Sakshi Tanwar as Brand Ambassador of CARA.

(b) The Annual Day was attended by 100 participants, which included Directors of the Department concerned of all States & UTs who are the Member Secretary of State Adoption Resource Agency, representatives of SAAs, DCPUs & CWCs from Delhi, members of the Advisory Committee of CARA, members of the Steering Committee of CARA, Chairpersons of all Statutory/autonomous Bodies (NCPCR, NIPCCD, NCW, CSWB, RMK) of Ministry of Women & Child Development, Government of India, Officials from MWCD and Officials & Consultants from CARA.



3rd Annual Day of CARA
at NCU Auditorium, August Kranti Marg, New Delhi on 15th January 2018

2.3 Media & Publicity

2.3.1 Central Adoption Resource Authority carries out advocacy, awareness and information, education and communication activities for promoting adoption and other non-institutional child care services either by itself or through its associated bodies as specified in Sec 68 of the JJ Act 2015. Highlights of Media advertising and publicity activities during 2017-18 are as under :-



(b) **CEO's Facebook Live Q&A Sessions:** A direct grievance online redressal mechanism was created through our program on facebook called

Live Q & A by CEO CARA, Shri Deepak Kumar. All queries/ questions, were answered at. [#AskCARA](https://www.facebook.com/AskCARA) about child adoptions on :-



- (c) **Online Query & Grievance Module:** A query & grievance module was made operational, which could be accessed through CARA's web-site. It is ensured that all grievances or queries are responded within three working days and their status can be checked or supplementary details/queries may be added subsequently by using the Reference Number and mobile/e-mail provided.
- (d) **Print Advertisements:** CARA realizes the importance of Print advertisements and its outreach for advocacy of its programme. For this, following print advertisements relating to reporting of children and provisioning of counseling facilities for the PAPs were released twice during the year:-



- (e) **Advocacy through Hoardings:** Counseling Campaign was also launched through hoardings across Delhi NCR region.



- (f) **Advocacy Campaign through SMS:** SMS campaign covering 22 States was undertaken to create awareness about legal adoption. Following SMSs were circulated:

- (i) Lawaris bacha jo pao, police k pass jao ya childline No. 1098 milao!

CARA- Central Adoption Resource Authority Dwara Jan hit mei Jari

- (ii) Chothi umarki ho galti to zara bhi na ghabrana palna ko chunkar, bache ka jeevan bachana

CARA- Central Adoption Resource Authority Dwara Jan hit mei Jari

- (iii) Special need or older children Hard to place but not hard to love! CARA- Adopt legally, for information, visit www.cara.nic.in or call on toll-free 1800 111 311

- (iv) Bacha Chaho jo tum lena, CARA ko tum jano, panjikanan karwana apna, sahi vidhi ko mano!

Website www.cara.nic.in or call on toll-free 1800 111 311

Kanuni tareeke se bacha apnaye! Jankari k liye Website www.cara.nic.in or call on toll-free 1800 111 311 par sampark kare

- (g) **Newsletter:** Newsletter Kilkariyan was published on official website of CARA outlining the brief of the policies on adoption and activities undertaken by CARA.



(h) **Video Spots and using Brand Ambassador for Advocacy:** CARA in its endeavor to ensure the social cause of rehabilitating the children without families engaged the popular Movie and television personality Ms Sakshi Tanwar, as the Brand Ambassador of CARA, thus reaching out to general public. Three video spots on reporting of children, adoption of special

needs children & legal adoption process were made and widely advertised on Movie screens and television channels across the country. These video spots were released on the Annual day of CARA held on 15th January, 2018 in the presence of CARA's Brand Ambassador, esteemed guests from the MWCD and other stakeholders.



- (i) **Release of Table & Wall Calendars:** Calendar of the year 2018 was designed in house with pictures and quotes on

adoption for sensitising the public. These were released on the annual day of CARA.



Unveiling of the Annual Calendar 2018 by the Senior Officials of MWCD along with Ms Sakshi Tanwar, Brand Ambassador, CARA during the 3rd Annual Day celebration on 15th January 2018 at New Delhi

- (j) **Radio Jingles:** Radio being a powerful means of communication, jingles on adoption was disseminated through FM radio channels in 11 languages across the country.

- (k) **Revamping of CARA Website:** CARA is also in process of developing its new website which will have better interface with public and shall be easy to navigate as well as more informative.



2.4 Inspections & Monitoring

2.4.1 CARA & MWCD have conducted inspections of adoption agencies to oversee that all associated agencies are discharging their role and performing their functions as stipulated under the JJ Act, 2015 and the Adoption Regulations,

2017 during the year 2017-2018. During the year 2017-2018, 24 inspections were conducted by CARA & MWCD officials across the country for monitoring their functioning apart from the regular inspection at the State level mandated under the Act, Rules & Regulations. Summary of the same are tabulated underneath:

S. No.	State/UT	Numbers of Adoption Agencies Inspected/Visited by CARA	Numbers of Adoption Agencies Inspected/Visited by MWCD
(a)	Bihar	---	02
(b)	Delhi	04	---
(c)	Jharkhand	---	02
(d)	Madhya Pradesh	---	03
(e)	Maharashtra	03	01
(f)	Punjab	01	02
(g)	Rajasthan	---	01
(h)	Telangana	02	---
(i)	Uttar Pradesh	01	02
	Total	11	13

2.5 Important Circulars And Advisories

2.5.1 A number of Circulars and Advisories were issued by CARA/MWCD to various Stakeholders which include State Governments, Child Welfare Committees, DCPUs, Courts, etc., on streamlining of adoption process. These are posted on CARAs website and some of the Important Circulars and Advisories are placed at **Appendix-E**.

2.6 Other Initiatives, Achievements & Appreciations

2.6.1 **Important Policy/Programme Activities Initiated** :Some of the important policy/programme activities initiated are enumerated underneath :-

(a) **SAA-CCI Linkage** - Linkage between Specialised Adoption Agencies (SAAs) and Child Care Institutions (CCIs) are being established with a view to reach every child without parental care. The registration of

all CCIs and its linkage with a SAA, as per Section 66 of the JJ Act, 2015 and as per the order passed by Hon'ble Justice Lokur, Supreme Court of India, were required to be completed by end of the year 2017. As on 23rd March 2018, 2148 children from 336 CCIs have been linked for their rehabilitation through adoption.

(b) **Special Needs Children** -There was a need for a paradigm shift in the mind-set of people regarding "Special Needs Children". CARA introduced a Special Needs Children module on CARINGS, which is visible to all Registered PAPs, to promote adoption of special needs children. During the year 2017-2018, 42 & 349 children having special needs have been placed in adoption within the country & abroad respectively with the help of this module on CARINGS. Their adoption has been facilitated due to the following measures taken :-

- (i) List of Legally Free Special Need children is directly accessible.
 - (ii) There is no queue for reserving a Special Needs child.
 - (iii) Specialised Adoption Agencies (SAAs) promote and facilitate such Adoptions.
- (c) **Immediate Placement Module for Hard to Place Children** -CARINGS has facilitated adoption of hard to place children through its Immediate Placement Module, which is visible to all Registered PAPs. The children placed in this module despite being legally free for adoption, were not reserved by parents even after numerous referrals. These were generally older children or children with minor correctable medical needs. The module for immediate placement children was launched on 26 September, 2016.
- (d) **Counseling Centre at CARA** – The Counseling Centre which was inaugurated by Ms. Leena Nair, Ex. Secretary, MWCD & Chairperson, Steering Committee of CARA in 2016 has been functioning till date. Counsellors have been empaneled for this purpose. The request and appointment for counseling is fixed online through CARINGS for both in-person & tele-counselling. Several PAPs have been counselled through this facility. Extension of counselling facilities at the State & District levels through the respective State Governments has been communicated to SARAs.
- (e) **Helpline 1800-11-1311 at CARA** - The Toll free Helpline number was introduced with three Tele Counsellors answering the queries of PAPs. On an average tele counsellors handle 100 calls per day.
- (f) **Online Grievance Redressal Module** - In 2017, CARA launched the Online Query & Grievance module in the CARINGS, which can be accessed through CARA's web-site www.cara.nic.in. Through this system, Prospective Adoptive Parents can register their grievances online and as well as track the progress of redressal (over the net or through a phone call) through a “complaint tracking number” generated by the system. The aim of this system is to strengthen and build accountability for effective service delivery and governance. There is a provision to raise the level to the Appellate if the grievance/ query has not been responded to in three working days.
- (g) **Preference to Single Female PAP over 40 years of age** -With growing awareness and changing social mores, the trend of single women coming forward to adopt children is growing in India. Preference is now being given to single female PAP over 40 years of age, who are financially capable by giving them six months ante date seniority in waiting list after registration. During the year 2017-2018, 43 single Prospective Adoptive Mothers have benefitted and have been able to adopt children in an early time frame after implementation of this Policy.
- (h) **Module for Inter-Country Prospective Adoptive Parents (PAPs)**-A new module for Inter-Country Prospective Adoptive Parents has been implemented in CARINGS, to enable the registered Inter-Country PAPs to track their status at various stages in their adoption process.
- 2.6.2 **Achievements** -While achievements cannot be quantified, some of the major accomplishments during the year 2017-2018 can be classified as under :-
- (a) Full implementation of the online adoption process through CARINGS with all the stake holders including more than 830 adoption agencies registered.
 - (b) Sensitising the PAPs about the legal adoption

and the online process which has resulted in a large pool of suitable PAPs registered on CARINGS for adopting a child.

- (c) Increased sensitisation and awareness through active media campaigns through creation and dissemination programs.

2.6.3 **Appreciations**

- (a) **Indus Awards** - CARA has received two awards i.e. one for Social Impact Excellence and other is for “Best Technology” during Indo-Global skills summit and Expo-2017 on 28th July, 2017 at Hotel Lalit, Connaught Place, New Delhi organised by the Indus Foundation. The Indus

Foundation is a registered non-profit trust (No. 236/10) under the Indian Trusts Act, 1882. The Foundation is dedicated to the promotion of education, skills, start-ups, and entrepreneurship in India. The Foundation is well established in India and internationally for over 20 years.

- (b) **SKOCH Order-of-Merit Award, 2017** - CARA bagged ‘SKOCH Order-of-Merit Award’, 2017 during 50th Skoch Summit on 20th - 21st December, 2017 at Constitution Club of India, New Delhi. It is awarded in recognition of the Top 80 Technology Projects in India.



STATUTORY COMPLIANCES

3.1 Information on the Right to Information (RTI) Act, 2005 :

3.1.1 CARA has a Central Public Information Officer (CPIO) and a First Appellate Authority (FAA) under the Right to Information (RTI) Act, 2005.

3.1.2. During the year 2017-2018, CARA has received a total number of 90 RTI applications [direct (online/offline) cases plus transfer (online/offline) cases]. Out of 90 RTI applications, CPIO(CARA) has responded and given reply of 63 RTI applications and 11 RTI applications transferred to Other Public Authorities/ Offices during the year 2017-2018 and responses (reply/ transfer) of rest 16 RTI applications have also been issued during the year 2018-2019.

3.1.3 Moreover, CARA has received a total number of 15 Appeal Applications [14 First Appeal Applications (online/offline) and 01 Second Appeal Application filed in CIC] under the RTI Act, 2005. Out of 15 appeal applications, FAA(CARA) has responded and given reply to the appellants of 14 appeal applications during the year 2017-2018 and response of rest 01 appeal application has also been issued during the year 2018-2019.

3.1.4 Quarter-wise Details of RTI Applications and RTI Appeal Applications are as under:-

(a) RTI Applications :

(as on 31/03/2018)

Quarter of 2017-18	No. of RTI Applications received in CARA directly (online/ offline)	No. of RTI Applications transferred to CARA by Other Public Authorities (online/ of- fline)	No. of RTI Applica- tions re- sponded/ reply given to the Ap- plicants by CARA (online/ offline)	No. of RTI Applica- tions transferred by CARA to Other Public Au- thorities (online/ offline)
1st	04	03	01	02
2nd	09	01	07	01
3rd	29	18	20	03
4th	22	04	35	05
Sub Total	64	26	63	11
Grand Total	90		74*	

* Responses (reply/transfer) of rest 16 RTI applications have been given by CPIO(CARA) during the year 2018-2019.

(b) RTI Appeals :

(as on 31/03/2018)

Quarter of 2017-18	No. of RTI Appeal Applications received in CARA directly (online/ offline)	No. of RTI Appeal Ap- plications transferred to CARA by Other Public Au- thorities (online/ offline)	No. of RTI Appeal Ap- plications responded/ reply given to the Ap- pellant by CARA (online/ offline)	No. of RTI Appeal Ap- plications transferred by CARA to Other Public Au- thorities (online/ offline)
1st	01	---	01	---
2nd	02	---	---	---
3rd	09	---	10	---
4th	03	---	03	---
Sub Total	15	---	14	---
Grand Total		15		14*

* Response of 01 appeal application has been given by FAA(CARA) during the year 2018-2019.

3.2 Information on the Sexual Harassment of Women :

3.2.1 CARA has an Internal Complaint Committee on Sexual Harassment of Women at workplace – (i) Smt. Vinita Jha, Assistant Director, CARA as Chairperson, (ii) Smt. Richa Ojha, Admn. Officer, CARA and (iii) Sh. S.K. Gupta, Accounts Officer, CARA as Members. The tenure of this Committee is for a period of three years w.e.f. 12/04/2018.

3.2.2. During the year 2017-2018, the Committee has not received any complaint from any CARA official/staff against any CARA official/staff.

DATABASE

4.1 Adoption Data (Consolidated) during last three years :-

Adoptions	2015-2016	2016-2017	2017-2018
In-country	3011	3210	3276
Inter-country	666	578	651

4.2 Details of State-wise Adoption Data (In-country & Inter-country) for the year 2017-2018 are as under :-

S. No.	State	Incountry	Intercountry
(a)	Andhra Pradesh	102	20
(b)	Assam	77	15
(c)	Bihar	132	35
(d)	Chandigarh	6	1
(e)	Chhattisgarh	91	17
(f)	Delhi	88	33
(g)	Goa	13	1
(h)	Gujarat	95	22
(i)	Haryana	45	8
(j)	Himachal Pradesh	7	0
(k)	Jharkhand	111	12
(l)	Karnataka	294	26
(m)	Kerala	136	15
(n)	Madhya Pradesh	177	31
(o)	Maharashtra	667	147
(p)	Manipur	4	5
(q)	Meghalaya	9	2
(r)	Mizoram	49	9
(s)	Nagaland	9	57
(t)	Orissa	207	2
(u)	Pondicherry	23	27
(v)	Punjab	62	12
(w)	Rajasthan	126	0
(x)	Sikkim	17	0
(y)	Tamil Nadu	203	30

(z)	Telangana	141	45
(aa)	Tripura	27	4
(bb)	Uttar Pradesh	180	40
(cc)	Uttaranchal	10	3
(dd)	West Bengal	168	31
(ee)	Jammu & Kashmir	0	1
	Total	3276	651

4.3 Details of Country-wise Adoption Data (Inter-country Adoption of Indian Children) for the year 2017-2018 are as under :-

S. No.	Country	Adoption
(a)	AUSTRIA	1
(b)	BELGIUM	6
(c)	CANADA	21
(d)	DENMARK	7
(e)	FINLAND	3
(f)	FRANCE	21
(g)	GERMANY	1
(h)	HONG KONG	2
(i)	ITALY	135
(j)	LUXEMBOURG	1
(k)	MALAYSIA	1
(l)	Malta	49
(m)	MAURITIUS	4
(n)	NEW ZELAND	12
(o)	SPAIN	79
(p)	SWEDEN	19
(q)	U.K.	11
(r)	UAE	2
(s)	USA	276
	Grand Total	651

ANNEXURES

5.1 Appendix-A : State-wise State Adoption Resource Agencies (SARAs) are as under :

S. No.	State / UT	Concerned SARA	Contact Details
(a)	Andhra Pradesh	State Adoption Resource Agency O/o. Department of Women Development & Child Welfare, 2 nd floor, Jampani Towers, Near Lodge Centre, Amravathi Road, Guntur, Andhra Pradesh-522006	Joint Director Mobile : 0944081125, 9440814425 Tel.: 0863-2332587 Programme Officer Mobile : 08121034803, 9963332293 Email : adoptionandhra@gmail.com apwdcw@gmail.com
(b)	Assam	State Adoption Resource Agency O/o. State Child Protection Society, Government of Assam, 1 st Floor, House No. 46, Survey Bus Stop, Beltola, Guwahati-28, Assam	Programme Manager Mobile : 09864483226 Programme Officer Mobile : 09085962276 Tel. : 0361- 2229275, 2265389 Telefax : 0361-2229275 Email : scpsassam@gmail.com, sarascps10@gmail.com, saraassam8@gmail.com
(c)	Bihar	State Adoption Resource Agency 2 nd Floor, ApanaGhar, Behind LalitBhawan Punaichak, Bailey Road, Patna-800023, Bihar	Programme Manager Mobile : 09955404688 Programme Officer Mobile : 09122881310, 08210830040 Programme Assistant Mobile : 09308784953 Tel. : 0612-2545033 Email: biharsara@gmail.com, brajesh1098@gmail.com, sara-bih@gov.in
(d)	Chandigarh	State Adoption Resource Agency Union Territory Child Protection Society, Near Vatika School, Sector-19B, Chandigarh	Programme Manager Mobile : 08146844121 Tel : 0172-2548000 Email : utcpschandigarh@gmail.com

(e)	Chhattisgarh	State Adoption Resource Agency (SARA), Directorate of Women and Child Development, 3 rd Floor, Block A, IndrawatiBhawan, Naya Raipur, Raipur – 492001, Chhattisgarh	Sh. Dildar Singh Maravi, Joint Director, (Mob: 8719825077) Sh. Ramesh Sahu, Assistant Director, (Mob: 9165358907) Dr. Ramsharan Choukshey Programme Manager (Mob: 9827977752) Mr. Ashok Sinha Programme Officer (Mob: 9827484691) Telefax: 0771-2220006 Email: cgsara2015@gmail.com ramsharan chouksey@gmail.com
(f)	Dadra & Nagar Haveli	State Adoption Resource Agency Integrated Child Protection Scheme(ICPS) 3rd Floor, LekhaBhawan, Administration of Dadra & Nagar Haveli, Social Welfare Deptt. Silvassa-396230, Dadra & Nagar Haveli	Programme Manager Mobile : 09879573299 Email : dnhsara@gmail.com
(g)	Delhi	State Adoption Resource Agency O/o. Department of Women & Child Development Government of NCT of Delhi, 1, Pt. Ravi Shanker Shukla Lane, Kasturba Gandhi Marg, New Delhi - 110001	Programme Manager Mobile : 09968702709 Programme Officer Mobile : 09911813487 Tel. : 011-23073416, 23073459 (ICPS) Email: saraarcdelhi@gmail.com
(h)	Daman & Diu	State Adoption Resource Agency Integrated Child Protection Scheme(ICPS) Child Protection Society of U.T. of Daman and Diu, D-1/4, Govt. Qtrs., Nr. Collectorate, DholarMoti, Daman – 396220 Daman & Diu	Programme Officer Mobile : 07698404662 Tel. : 0260-2230085 Fax : 0260-2230854 Email : icpsswd@gmail.com
(i)	Goa	State Adoption Resource Agency O/o. Directorate of Women & Child Development, Old Education Building, 2 nd Floor, 18 th June Road, Panaji, Goa - 403001	Probation Officer (HQ) Tel. : 0832-9358365, Fax : 0832-2424238 Email : dir-wcd.goa@nic.in

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(j)	Gujarat	State Adoption Resource Agency Gujarat State Child Protection Society Government of Gujarat, Block 19, 3 rd Floor, Dr.Jivraj Mehta Bhavan, Sector-10/A, Gandhinagar, Gujarat - 382010	Programme Manager Mobile : 09737615383 Programme Officer Mobile : 09428606094 Tel. : 079-23242521/ 22/ 23 Fax : 079-23242522 Email : sara.gujarat@gmail.com,
(k)	Haryana	State Adoption Resource Agency Women and child Development Department, Government of Haryana, Bays no. 15-20, Sector 4, Panchkula, Haryana	Programme Manager Tel. : 0172-2560349 Email: sara.icps@gmail.com
(l)	Himachal Pradesh	State Adoption Resource Agency O/o. Directorate of Women & Child Development, Government of Himachal Pradesh, Cedar House, Near Himland Hotel, Shimla, Himachal Pradesh - 171001	Programme Manager Mobile : 09418245773 Tel : 0177-2629731 Fax : 0177- 2629731 Email : hscps.icps@gmail.com
(m)	Jharkhand	State Adoption Resource Agency Dept. of Social Welfare Women & Child Development, O/o. Jharkhand State Child Protection Society, Government of Jharkhand, Engineer's Hostel, 2 nd Floor, Sector-3, Dhurwa, Ranchi, Jharkhand - 834004	Programme Manager Mobile : 09102205141 Tel. : 0651-6573272 Email: sarajharkhand@gmail.com
(n)	Karnataka	State Adoption Resource Agency O/o Directorate of Women Child Development Dept. Government of Karnataka, 1st Floor, M.S. Building, Dr.AmedekarVeedhiRoad,Bangalore, Karnataka-560001	Deputy Director and Programme Manager Mobile : 09886474749 Programme Officer Mobile : 09008961187, 08022879382 Tel : 080- 22879381, 22879382, 22353776 Fax : 080-22353777 Email : dirwcd@kar.nic.in, jdpdm.dwcd@gmail.com, icpsarakar@gmail.com

(o)	Kerala	State Adoption Resource Agency Women & Child Development Department, Government of Kerala, ICPS-SARA, Poojapura, Thiruvananthapuram, Kerala	Joint Director Mobile : 09447533690 Programme Officer Mobile : 09747499612 Tel. : 0471-2342235 Fax. : 0471-2344230 Email : keralasara@gmail.com, icpskerala@gmail.com
(p)	Madhya Pradesh	State Adoption Resource Agency (SARA), Directorate of Women & Child Development, 2nd Stop, Tulsi Nagar, Mahila Bhawan, Jawahar Bal Bhawan Campus, Bhopal-462016, Madhya Pradesh.	Smt. Usha Singh Solanki, Joint Director, (Mob: 9425184993) Shri. Ashish Singh, Assistant Director, (Mob: 9981511217) Email : icpsbhopal@gmail.com, icpsscheme.we@mp.gov.in
(q)	Maharashtra	State Adoption Resource Agency Maharashtra State Child Protection Society, 2nd Floor, Commissionerate of Women and Child Development, Government of Maharashtra, 28, Queens Garden, Near Old Circuit House, Pune 411 001, Maharashtra	Programme Manager Mobile : 09594067999 Programmer Officer Mobile : 09960897907 Mobile : 09767483880 Tel. : 020-26360063 Email : sara.mspps@gmail.com
(r)	Manipur	State Adoption Resource Agency O/o. Department of Social Welfare, Government of Manipur, Directorate Complex, North A.O.C, AT Line (2 nd MR Gate), Imphal, Manipur - 795001	Programme Manager Mobile : 08415902838 Programme Officer Mobile : 08415943378 Email : manipursara@gmail.com
(s)	Meghalaya	State Adoption Resource Agency O/o. Deptt. of Social Welfare, Government of Meghalaya, Lower Lanchumiere, Hopkins Road, Shillong- 793001, Meghalaya	Programme Manager Mobile : 09612948543 Programme Officer Mobile : 8014138803, 7005033846 Tel. : 0364-2501268 Fax : 0364-2225978 Email : sara.shillong@gmail.com

(t)	Mizoram	State Adoption Resource Agency Verdant Ridge, House No. 1-61/E-1/B, Dunglea Building, Taitesena Section, Laipuitlang, Aizawal, Mizoram - 796012	Programme Manager Mobile : 09436190895 Programme Officer Mobile : 09862329347 Tel. : 0389-2306957 Email : saramzr@ymail.com, vanlaldini@yahoo.com
(u)	Nagaland	State Adoption Resource Agency O/o. State Child Protection Society Officers' Hill, Near S.P. Office, Aier's Building, Kohima, Nagaland-797001	Programme Manager Mobile : 09436282856 Programme Officer Mobile : 09089979334 Telefax. : 0370-2242979 Email : scpsnagaland@gmail.com, renchumi@yahoo.com
(v)	Odisha	State Adoption Resource Agency Women & Child Development, Mission Shakti Bhawan, Gandamunda, Khandagai, Bhubaneshwar, Odisha -751030	Programme Officer Mobile : 09438350598 Tel. : 0674-2353122 Email : pm.sara.od@nic.in, Saraodisha09@gmail.com
(w)	Puducherry	State Adoption Resource Agency O/o. Directorate of Social Welfare, Government of Puducherry, No.1, Saradambal Nagar Main Road, El- laipillaichavady, Puducherry - 605005	Deputy Director cum Programme Man- ager Mobile : 09843436993 Programme Assistant UT of Puducherry Child Protection Society Mobile : 09043707394 Tel.: 0413-2200088, 2205871 Fax : 0413-2206762, 2200088 Email : directorofsocialwelfare@yahoo.com, dswicpspdy@gmail.com
(x)	Punjab	State Adoption Resource Agency O/o. Department of Social Security and Women & Child Development, Government of Punjab, S.C.O. No. 102-103, Sector-34A, Chandigarh-160022, Punjab	Programme Manager Mobile : 09592104500 Tel. : 0172-2608746, 2602726 Fax : 0172-2664533 Email : dsswcd@rediffmail.com, icps.punjab@gmail.com, saraicpspunjab@gmail.com

(y)	Rajasthan	State Adoption Resource Agency Dept. for Child Rights, 20/198, Koveri Path, Sector-2, Mansarovar, Jaipur, Rajasthan	Deputy Director, SARA Tel. : 0141-2399335 / 36 Email : ccosjerajasthan@gmail.com,
(z)	Sikkim	State Adoption Resource Agency Dept. of Social Justice & Empowerment, Government of Sikkim, Old West Point School, Near Pvt.Tati Stand, Gangtok, Sikkim - 737101	Programme Officer Mobile : 08670019974 Programme Assistant Mobile : 07908598616 Tel. : 03592-202828 Fax : 03592-225682 Email : icpsikkim@gmail.com, rahuldumi@gmail.com
(aa)	Tamilnadu	State Adoption Resource Agency Directorate of Social Defence, Government of Tamilnadu, No. 300, Purasawalkam High Road, Kellys, Chennai-600010, Tamilnadu	Programme Manager Mobile : 09444784421 Programme Officer Mobile : 09043635121, 09952686904 Tel. : 044-26423050 Email : saratndsw@gmail.com
(bb)	Telangana	State Adoption Resource Agency Office of the Commissioner Dept of Women Development & Child Welfare, Government of Telangana, 2nd Floor, Swarnajayanthi Complex, Besides MaithriVanam Complex, Ameer- pet, Hyderabad-500038, Telangana	Joint Director Mobile : 09440814456 Programme Officer 7989787906 Programme Manager Tel : 040-23733848, 23733665 Email : tgwdcw@gmail.com, tgadoption@ gmail.com
(cc)	Tripura	State Adoption Resource Agency O/o. Directorate of Social & Education, Government of Tripura, UjanAbhog Nagar, Agartala, West Tripura - 799005	Programme Manager Mobile : 09402169378 Programme Assistant Mobile : 08974061161 Tel. : 0381-2326033 Fax : 0381-2323980 Email : cw.dswe@gmail.com, dswe_agt@ yahoo.com, dswepcell@gmail.com, chiranjit.utitsl@gmail.com

(dd)	Uttaranchal	State Adoption Resource Agency Dept. of Women Empowerment & Child Welfare, Government of Uttaranchal, Nageswathi Homeopathic Hospital, ISBT Road, Near Rispana Pool, Dehradun-248001, Uttaranchal	Programme Officer Mobile : 09410722092, 08630280432 Tel. : 0135-2107009 Fax : 0135-2656432 Email : directorsocialwelfare@gmail.com, ukchiefpo@gmail.com
(ee)	Uttar Pradesh	State Adoption Resource Agency O/o. Director MahilaKalyan, Dept. of Women Welfare & Child Development, Government of Uttar Pradesh, 8 th Floor, JawaharBhawan, Ashok Marg, Lucknow-226001, Uttar Pradesh	Programme Manager Mobile : 08707813782 Tel. : 0522-2286402 Fax : 0522-2286140, 2286451 Email : upsara2015@gmail.com, directormahilakalyan@gmail.com
(ff)	West Bengal	State Adoption Resource Agency Directorate of Child Rights & Trafficking, Shaishali Building, Salt Lake City, Sector-I, DF Block, Kolkata-700064 West Bengal	Mobile : 09674174627 Tel. : 033-23560351 Fax : 033-2337578 Email : adoption.sarawb@gmail.com

5.2 **Appendix-B : State-wise No. of District Child Protection Units (DCPUs) are as under :**

S. No.	State	No. of DCPUs registered on CARINGS
(a)	Andhra Pradesh	13
(b)	Arunachal Pradesh	0
(c)	Assam	27
(d)	Bihar	38
(e)	Chandigarh	1
(f)	Chhattisgarh	27
(g)	Dadra & Nagar Haveli	---
(h)	Delhi	11
(i)	Goa	0
(j)	Gujarat	33
(k)	Haryana	21
(l)	Himachal Pradesh	12
(m)	Jharkhand	24
(n)	Karnataka	30
(o)	Kerala	14
(p)	Madhya Pradesh	49
(q)	Maharashtra	36
(r)	Manipur	9
(s)	Meghalaya	11
(t)	Mizoram	8
(u)	Nagaland	11
(v)	Odisha	30
(w)	Pondicherry	4
(x)	Punjab	22
(y)	Rajasthan	33
(z)	Sikkim	4
(aa)	Tamil Nadu	32
(bb)	Telangana	10
(cc)	Tripura	8
(dd)	Uttar Pradesh	72
(ee)	Uttaranchal	13
(ff)	West Bengal	20
	Total	625

5.3 **Appendix-C : State-wise No. of Specialised Adoption Agencies (SAAs) are as under :**

S. No.	State	No. of SAAs registered on CARINGS
(a)	Andhra Pradesh	14
(b)	Arunachal Pradesh	2
(c)	Assam	23
(d)	Bihar	28
(e)	Chandigarh	1
(f)	Chhattisgarh	13
(g)	Dadra & Nagar Haveli	1
(h)	Delhi	11
(i)	Goa	2
(j)	Gujarat	16
(k)	Haryana	8
(l)	Himachal Pradesh	1
(m)	Jharkhand	15
(n)	Karnataka	28
(o)	Kerala	17
(p)	Madhya Pradesh	31
(q)	Maharashtra	63
(r)	Manipur	9
(s)	Meghalaya	6
(t)	Mizoram	7
(u)	Nagaland	4
(v)	Odisha	28
(w)	Pondicherry	4
(x)	Punjab	9
(y)	Rajasthan	35
(z)	Sikkim	4
(aa)	Tamil Nadu	20
(bb)	Telangana	11
(cc)	Tripura	9
(dd)	Uttar Pradesh	18
(ee)	Uttaranchal	8
(ff)	West Bengal	24
	Total	470

5.4 Appendix-D :Authorized Foreign Adoption Agencies (AFAAs) are as under:

5.4.1 Summary of AFAAs

Authorised Foreign Adoption Agencies (AFAA)		
S.No.	Name of the Country	No. of AFAAs
(a)	Belgium	5
(b)	Canada	4
(c)	Denmark	1
(d)	Ethiopia	1
(e)	Finland	1
(f)	France	6
(g)	Hong Kong	1
(h)	Iceland	1
(i)	Ireland	1
(j)	Italy	15
(k)	Luxembourg	1
(l)	Malta	2
(m)	Netherland	1
(n)	Newzeland	2
(o)	Norway	2
(p)	Singapore	1
(q)	South Africa	1
(r)	Spain	4
(s)	Sweden	3
(t)	Switzerland	2
(u)	United Arab Emirates (U.A.E)	1
(v)	United Kingdom (U.K)	1
(w)	United States of America (U.S.A)	21
Total		78

5.4.2. Details of AFAAs

S.NO.	NAME OF COUNTRY	NAME & ADDRESS OF AGENCY	E-MAIL ADDRESS
(a)	BELGIUM	Enfants de l'espoir Children of hope Rue de montigny-13, leretage, (1st floor)6000 charleroi Belgium	N.foulon@skynet.be Nathaliefoulon07@gmail.com Enfantsespoir@gmail.com
		Amarna-aide aux enfants du tiers monde Rue des pavots, 34 1030 bruxelles Belgium	Amarna@amarna.org
		Emmanuel adoption 23, avenue nusbaum, Banneux-4141 Belgium	Emmanueladoption@skynet.be Emmanuel.adoption@econophone.be
		Ray of hope (merger with joy sowers hope) Knaptandstraat 25, 9160 Lokeren, Brussels, Belgium	Ray.of.hope.vzw@pandora.be
		Flander Intercountry Adoption care (FIAC) Stationsstraat 80A B-2440 Geel Brussels, Belgium	info@fiac-vzw.be
(b)	CANADA	Cornerstone adoption agency, 360 bayly street, suite 201 Ajax, ontario, canada L1s 1p1 Canada	Info@cornerstoneadoption.ca
		M/s WORLD VIEW ADOPTION ASSOCIATION, 130 WESTMORE DRIVE, SUITE 5, TORONTO, ONTARIO, M9V 5E2 Canada	Worldview-adoption@on.aibn.com Adoption@wcic.ca
		Children's bridge International adoption consultants 1400 clyde avenue, suite 221, Ottawa, ontario Canada, k2g 312	Info@childrensbridge.com
		Sunrise family services society #102-171, west esplanade, North vancouver, bc v7m 3j9, canada	Info@sunriseadoption.com Mary@sunriseadoption.com
(c)	DENMARK	Danish international adoption Hovedgaden 24, 3460 birkeroddenmark	Mail@danadopt.dk Ac@a-c.dk
(d)	ETHIOPIA	Mr.Mesfingebremaraia P.o box 145180 Addis ababa, ethiopia C/o embassy of india Arada district, kebele 13/14 H. No. 224, p.b no. 528, addisababa, Ethiopia	Mesgeb@gmail.com Cons.addisababa@mea.gov.in
(e)	FINLAND	Interpediary Asemamiehenkatu 4 b / stationskarlsgatan 4 b, Fin-00520 helsinki / fin-00520 helsingfors Finland	Ilona.korhonen@interpedia.fi Eija.kiiskinen@interpedia.fi
(f)	FRANCE	Confederation Francaise pour l' Adoption COFA - COMITE DE MARSEILLE - OEUVRE DE L' ADOPTION 12, RUE BEL AIR – 13006MARSEILLE FRANCE	Odamarseille@wanadoo.fr
		Enfantsespoir du monde [eedm / adopt] 2, rue kloster67140 barr France	Eedm.adopt@wandoo.fr

		Le rayon de soleil de l'enfantetrangeroff: 8 bis, rue martel, 75010 paris France	Soleil.rayon@wanadoo.fr Rdsee.adoptioninde@gmail.com
		LES ENFANTS DE L' ESPERANCE, 22, allee PAUL ELUARD – 77420CHAMPS SUR MARNE FRANCE	Suzannem.ede@gmail.com Delacour@chello.fr Moushette@hotmail.com
		Enfants du monde 87, rue de la bassee 59000 lille France	Edmfcontact@aol.com Edmfcontact@yahoo.fr
		Agencefrancaise de l'adoption 19, boulevard henri iv 75004, paris, france	marine.marcon@agence- adoption.fr
(g)	HONG KONG	Internation social service 6th floor, southorn centre, 130 hennessyrd Wanchai, hongkong	lsshakbr@netvigator.com
(h)	ICELAND	Icelandic adoption society Skiopholt 50b, 105 reykjavik Iceland	lsadopt@simnet.is lsadopt@isadopt.is
(i)	IRELAND	Helping hands adoption mediation agency Forge lodge, forge lodge hills Cork, dublin Ireland	Helpinghands.ama@gmail.com
(j)	ITALY	Centro italianiaiuti all infanzia (ciai) Via bordighera, 6 20142 milano, italy	Adozioni@ciai.it
		International adoption / association for the family and child's welfare Via s. Caterina 208/c 33030 villa primavera, campoformido (ud) Italy	Info@internationaladoption.it
		Missionariedellacarita (missionaries of charity) Salita di s.gregorio/al celio, n 1 00184 r0me, italy	Mcadozioni.info@gmail.com
		I bambini dell' arcobalenoadozioniinternazionali 32013 longarone (bl) italia via roma 36/a Codicefiscale. 93017430252, italy	Bamperco@libertoit Associazione@bambarco.it
		Associazione amici trentinionlus Vialedegliolmi, 26 38123 trento, italy	Amicitrentinitezze@valsugana.com Trento@amicitrentini.it
		Associazioneitaliana pro adozioni (aipa) Sedesociale Via francescoduodo, 10-00136, roma, italy	Info@aipaweb.it Aipamail@tin.it
		Associazione "amici di don bosco" Via maria, ausiliatrice 32- 10152 torino, italy	Amicidb@tin.it
		La primogenita international adoption Via fiorini 6/a 29100 piacenza Italy	Amicidb@tin.it Anna.piacenza@laprimogenita.it

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		Mehala association child & family - onlus Associazione mehala onlus, Via campi, 64-23807, merate (lc),	Adozioni@mehala.org Info@mehala.org
		Famigliainsieme onlus Largo ambaaradam I, rome 00184, italy	Cooperativa@famigliainsieme.org
		Amici missioni indiane –onlus Via aldodoro 7-20090 Buccinasco (mi), milan Italy	Adoz_india@amiweb.org Ami@amiweb.org
		Association marianna onlus Via a, diaz, 92 Casoria, na, italy	Associazione marianna@virgilio.it
		C.i.f.a onlus Centro internazionale famiglie pro adozione International centre for children and family Via ugo foscolo 3, 10126 turin, torino, italy	Cifa.torino@cifaong.it
(k)	LUXEMBOURG	Amicale internationale d'aide Al' enfance (aiae) L-8140 bridel, 71, rue de luxembourg grand duchy, luxembourg	Aiaem@pt.lu
(l)	NETHERLANDS	Wereldkinderen (the netherlands inter country Child welfare organisation) Riouwstraat 191, 2585 ht, den haag, The netherlands	Info@wereldkinderen.nl Dobken@wereldkinderen.nl
(m)	NEW ZEALAND	Inter-country adoption new zealand (icanz) Po box 62-660 greenlane, auckland 1546 New zealand <u>Courier & street address</u> 107 great south rd, epona auckland 1051, new zealand	Office@icanz.gen.nz
		M/s. Compassion for orphans (cfo) 20 sylvan avenue Waikanae, kapiti coast 5036 Wellington, new zealand	Cfo@paradise.net.in Victoria.mausatova003@cyf.govt.nz Enquiries@cfo.org.nz
(n)	SINGAPORE	Ms.Sreyashisengupta 133 lorong k, telokkurau #03-01 Singapore-425770 C/o consular, High commission of india 31, grange road, singapore-239702	Loveandhope1307@gmail.com Fscns@hcsingapore.org
(o)	SPAIN	Ninos sin fronteras Children without frontiers Avda. Europa n34, bloque b Esc. Derecha, l o izquierda 28023 aravaca-madrid Spain	Nsf.cwf@nsf-cwf.org
		Namaste (asociacion aragonesa Para la promocion de la infancia) C/ coso 79,81, 2° d, 50001 zaragoza (spain)	Asocnamaste@terra.es Namaste.es@gmail.com
		YAMUNA Association for Children's Aid C/Paris, 97; local-2-08029-Barcelona Spain	Info@yamuna.org


		Ecai, balbalika international adoptions Enricborras, n°30 bajos, 08912, badalona, barcelona, spain	Bertranr@icab.es Balbalika@lycos.es Mmonla@ecaibalbalika.com Informacio@ecaibalbalika.com Rbertranp@gmail.com
(p)	SWEDEN	Adoptionscentrum Box 11139161 11 BrommaSweden	Info@adoptionscentrum.se Monica.lind@adoptionscentrum.se
		Children above all - adoption Energigatan 11, S-434 37 kungsbacka, sweden	Adoption@bfa.se Katarina@bfa.se
		Family association for intercountry adoption P.o box 12027, se 40241 goteborg, Sweden	Adoption@ffia.se Monica.Samuelson@ffia.se
(q)	SWITZERLAND	Terre des hommes Avenue de montchoisi 15 Ch-1006 lausanne Switzerland	Mariene.hofstetter@tdh.ch Rlu@tdh.ch Ruth.luget@tdh.ch Adoption@tdh.ch Mho@tdh.ch Info@tdh.ch
		Foundation enfants-espoir Madame helganey 1053, bretigny, switzerland	Helga.ney@worldcom.ch Priti_aeschbacher@yahoo.com
(r)	UAE	Omanamenon P.o box no. 24202 Dubai (uae)	Omanamenondubai@gmail.com
(s)	UK	Intercountry adoption centre First floor, 71-73 high street, Barnet, herts, en5 5ur, United kingdom	Gillhaworth@icacentre.org.uk
(t)	USA	Love basket 10306 business 21, hillsboro, Mo 63050, usa	Stephanie.miller@lovebasket.org Info@lovebasket.org
		Illien adoptions international, inc 1250, piedmont ave, ne Atlanta, ga-30309. Usa	Info@illienadoptions.org Illienusa@aol.com
		Children's house international P.o. box 1829, (5711 vista, suite 101a) Ferndale, wa 98248, usa	Chi4adopt@aol.com
		Wide horizons for children 375 totten pond road, suite 400 Waltham, ma 02451, usa	Homai@whfc.org
		Children's home society & family services, 1605 eustis street Saint paul, mn 55108-1219, Minnesota 55108, usa	India@chsfs.org jlee@chsfs.org
		Hope adoption and family services international inc, 5850 omaha avenue north Oak part heights Minnesota 55082, usa	Hope@hopeadoptionservices.org Nspader@hopeadoptionservices.org
		Holt international children's services inc. Post office box 2880 (1195 city view st), Eugene, or 97402, usa	Info@holtintl.org Jenniferg@holtintl.org Deanh@holtintl.org Maryr@holtintl.org Deanh@holtinternational.org
		Baljagat children's world inc. 5199 east pacific coast highway, Suite # 204, long beach, California 90804, usa	Baljagat@verizon.net Hemlata@baljagat.org

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	<p>Bay area adoption services international adoption 465 fairchild drive Suite- 215 mountain view, California- 94043-2251, usa</p>	<p>Sharmeela@baas.org</p>
	<p>M/s spencechapin services to families & children No. 6, east 94th street, New york, ny 10128-0698, usa</p>	<p>jcole@Spence-Chapin.org</p>
	<p>Children of the World, Inc. 19940 State Hwy 181 Suite C-4 Fairhope, Alabama 36532 USA</p>	<p>Reggie@childrenoftheworld.com Pat@childrenoftheworld.com Patalsuplee@gmail.com Teresa@childrenoftheworld.com</p>
	<p>The barker foundation, 7979, old georgetown.rd., 1st floor, Bethesda, md 20814, usa</p>	<p>Mregier@barkerfoundation.org Info@barkerfoundation.org Bbetz@barkerfoundation.org</p>
	<p>Journey's of the heart adoption services Po box 39, hillsboro, Oregon 97123, usa</p>	<p>Info@journeysoftheheart.net Lisa@journeysoftheheart.net</p>
	<p>M/s international family services (ifs) 700 s friendswood drive, suite f Friendswood, tx 77546, usa</p>	<p>Info@ifservices.org Bob@ifservices.org</p>
	<p>World association for children & parents (wacap) P.o. box 88948, Seattle, washington-98138/315 South second street, renton, Washington-98055, usa</p>	<p>Wacap@wacap.org</p>
	<p>Bethany christian services International services 901 eastern avenue n.e P.o. box 294, grand rapids Mi. 49501-0294, usa</p>	<p>Bcsinternational@bethany.org Cbultsma@bethany.org</p>
	<p>Dillon internatioalinc. 3227 east 31st street, suite 200 Tulsa, ok 74105, usa</p>	<p>Info@dillonadopt.com Tami@dillonadopt.co jynger@dillonadopt.com</p>
	<p>Families thru international adoption inc., 991 south kenmore drive, Evansvile, in 47714, usa</p>	<p>Adopt@ftia.org</p>
	<p>International christian adoptions 41745 rider way, # 2, temecula, Ca 92590, california, usa</p>	<p>Cascadeics@aol.com Info@4achild.org</p>
	<p>M/s america world adoption association inc. 6723 whittier avenue, suite 202, Melean, va 22101, usa</p>	<p>Brain.luwis@awaa.org</p>

	Adoption associates inc. (aai) 1338, baldwin, jenison, mi 49428, usa	Adopt@adoptionassociates.net
	Faith international adoptions 1105 tacomaave. South Tacoma, wa 98402	Faith@faithadopt.org
	Across the World Adoptions 399, Taylor Blvd., Suite 102, Pleasant Hill, California, 94523, USA	Adopt@atwakids.org
	European adoption consultants inc., 12608 alameda drive, Strongsville, oh 44149, usa	Eacadpt@aol.com K.whelan@eaci.com Adopt@eaci.com
	International adoption net 7500 e arapahoe road ste#250 Centennial, co 80112, usa	Info@adoptioninternational.net
	La vida international Walnut hill plaza, 150 south warner road, Suite 144, king of prussia, pa 19406, usa	Info@lavid.org
	Lifeline children's services 2104 rocky ridge road Birmingham, al 35216 Usa	Lifeline@lifelineadoption.org Jessica.oetting@lifelinechild.org
	Adoption avenue (new) 9498 swbarburblvd. Suite 305, portland Or 97219, usa	Info@adoptionavenues.org

5.3 Appendix-E :Some of the Important Circulars and Advisories were issued by CARA/MWCD/ MEA to various Stakeholders which include State Governments, Child Welfare Committes, DCPUs, Courts, etc. on streamlining of adoption process are as under :




सत्यमेव जयते

Central Adoption Resource Authority

केन्द्रीय दत्तक-ग्रहण संसाधन प्राधिकरण

(A Statutory Body of Ministry of Women & Child Development, Government of India)
(भारत सरकार के महिला एवं बाल विकास मंत्रालय की संविधिक निकाय)



CARA

File No. IP03/20/2016/CARA
No.....

5th April, 2017
Date.....

OFFICE MEMORANDUM

Subject: Adoption fees prescribed under Regulation 28(1) and 46(1) and (2) of Adoption Regulations 2017 notified under Section 68 (c) of the Juvenile Justice (Care & Protection of Children) Act, 2015


1. This is in continuation to Circular of even No dtd. 23rd March 2017 on the subject mentioned above.
2. Payment of Adoption Fees (earlier known as CCC) is under revision and awaiting Govt. approval. However, the existing fee has been continued, as intimated vide our circular dated 23rd March, 2017, shall be made by the Prospective Adoptive Parents (PAPs) in following instalments:-

(a) In-country Adoption Fees		
(i) At time of acceptance:	Rs. 24,000/-	
(ii) At time of handing over the Court Order :	Rs. 16,000/-	
Total:		Rs. 40,000/-

Note: The legal fee is included in the above amount and the expenditure by Specialised Adoption Agencies (SAA) on this head shall not exceed 20% of total Adoption Fees received. The ratio of payment shall also be similar i.e. Rs.4,800/- on filing of application & Rs.3,200 after obtaining the Court Order.

(b) Inter-country Adoption Fees		
(i) At time of acceptance:	US \$ 3000/-	
(ii) At time of handing over the Court Order :	US \$ 2000/-	
Total:		US \$ 5,000/-

Note: The legal fee is included in the above amount and the expenditure by SAA on this head shall not exceed 5% of total Adoption Fees received. The ratio of payment shall also be similar i.e. equivalent to US \$ 150 on filing of application & equivalent to US \$ 100 after obtaining the Court Order.
3. In case of adoption from a Child Care Institution (CCI) through a SAA, the Adoption Fees shall be 50% each for the SAA & the CCI.
4. This issues with the approval of Steering Committee of the Authority vide its meeting dated 31st March 2017 and all concerned may take note of it for compliance.



(Deepak Kumar)
Member Secretary & CEO

To All Specialised Adoption Agencies/Authorised Foreign Adoption Agencies
All Central Authorities

Copy to: Ministry of Women & Child Development, Govt. of India
All States & UTs
All SARAs & DCPUs

दीपक कुमार / Deepak Kumar
सचिव कारा / Secretary CARA
महिला एवं बाल विकास मंत्रालय
Ministry of Women & Child Development
भारत सरकार / Government of India
पश्चिम ब्लॉक-8, विंग-4, 2nd फ्लोर, ई.के. पुरम,
West Block-8, Wing-4, 2nd Floor, E. K. Puram,
नई दिल्ली-110066

Copy also for information to Chairperson and members of the Steering Committee of CARA.

West Block-VIII, Wing-II, 2nd Floor, R.K. Puram, New Delhi-110066 (India)
Ph: +91-011-26180194, 26180196, Tollfree: 1800-11-1311, Telefax: +91-011-26180198
E-mail: carahdesk.wcd@nic.in, Website : www.cara.nic.in



Central Adoption Resource Authority केन्द्रीय दत्तक-ग्रहण संसाधन प्राधिकरण

(A Statutory Body of Ministry of Women & Child Development, Government of India)
(भारत सरकार के महिला एवं बाल विकास मंत्रालय की सांविधिक निकाय)



No...F.No..LP03/20/2016/CARA

23rd March, 2017 Date.....

Sub: Adoption fees prescribed under Regulation 28 (1) and 46 (1) & (2) of Adoption Regulations 2017 notified under Section 68 (c) of the Juvenile Justice (Care & Protection of Children) Act, 2015.

1. In exercise of the powers conferred by clause (c) of section 68 read with clause (3) of section 2 of the Juvenile Justice (Care and Protection of Children), Act, 2015 (2 of 2016) and in supersession of the Guidelines Governing Adoption of Children, 2015 published in the Gazette of India, Extraordinary, Part II, section 3, sub-section (ii) dated 17th July, 2015 vide notification number S.O. 1945 (E) dated 17th July, 2015, except as respects things done or omitted to be done before such supersession, the Central Government has notified the Adoption Regulation 2017, as framed by the Central Adoption Resource Authority, vide Notification No. G.S.R 3(E) [F.No.18-06/2014-CW II] dated 4th January, 2017.

2. The Steering Committee of Central Adoption Resource Authority (CARA) in exercise of powers conferred under Section 69 (3) (c) of JJ Act, 2015 has adopted the Adoption Regulation, 2017. Now in accordance to Regulation 46 (1) & (2) of Adoption Regulations 2017 and in terms of Section 61 (c) of the JJ Act, 2015, the Central Adoption Resource Authority hereby notifies that the Adoption fee as prescribed under Scheduled 13 of the Guidelines Governing Adoption of Children, 2015 shall continue to remain in force w.e.f.16.01.2017 till further orders.

Deepak Kumar 23 Mar 2017
(Deepak Kumar)
Member Secretary & CEO (CARA)

To
All Specialised Adoption Agencies
All Authorised Foreign Adoption Agencies
All Central Authorities

Copy to:
Ministry of Women & Child Development, Govt. of India
Ministry of Finance, Govt. of India
All States & UTs
All SARAs & DCPUs

Copy also for information to Chairperson and members of the Steering Committee CARA

श्रीकांत कुमार / Deepak Kumar
सचिव/चेयरमैन/सीओ (कारा)
केन्द्रीय दत्तक-ग्रहण संसाधन प्राधिकरण
Central Adoption Resource Authority
मंत्रालय/विभाग/सचिवालय
Ministry of Women & Child Development
भारत सरकार / Government of India
पश्चिम ब्लॉक-8, विंग-2, 2nd फ्लोर, आर.के. पुरम
West Block-8, Wing-2, 2nd Floor, R.K. Puram
New Delhi-110066



सत्यमेव जयते

Central Adoption Resource Authority
केन्द्रीय दत्तक-ग्रहण संसाधन प्राधिकरण

(A Statutory Body of Ministry of Women & Child Development, Government of India)
(भारत सरकार के महिला एवं बाल विकास मंत्रालय की संविधिक निकाय)



F.No.CARA-ICT011/18/2016-(Prg and Admin)

28.04.2017

No.....

Date.....

CIRCULAR

Subject: Constitution of Relaxation Committee of CARA

Under the provision of regulation 60 (2) of Adoption Regulations, 2017, Relaxation Committee has been constituted.

2. Further, Steering Committee of CARA vide its meeting held on 30th August 2016, has delegated the responsibility of deciding the following cases to CEO CARA:-

- a) In all cases where the parents have lost child/children through known cause (sickness/accident), provided it is not through neglect and who don't have any other living child/children, immediate referrals shall be given as per the eligibility and choice of the PAPs after their HSR has been uploaded.
 - b) In all cases where the parents have lost child/children through known cause (sickness/accident), provided it is not through neglect and who have other living child/children, priority in terms of six months ante-date in seniority may be given.
 - c) In cases of upper and lower age criteria for PAP/PAPs desiring to adopt older siblings and special needs children.
3. This issues with the approval of competent authority.

(J.Pati)
Joint Director, CARA

To:

1. All State Adoption Resource Agencies (SARAs)
2. All Specilised Adoption Agencies (SAAs)

West Block-VIII, Wing-II, 2nd Floor, R.K. Puram, New Delhi-110066 (India)
Ph: +91-011-26180194, 26180196, Tollfree: 1800-11-1311, Telefax: +91-011-26180198
E-mail: carahdesk.wcd@nic.in, Website : www.cara.nic.in

F.No.-CARA-SCI011/5/2017
Government of India
Ministry of Women & Child Development
CENTRAL ADOPTION RESOURCE AUTHORITY

Dated : 13th MAY, 2017

OFFICE MEMORANDUM

SUB: CONSTITUTION & RESPONSIBILITIES OF CHILD WELFARE COMMITTEE (CWC) IN ADOPTION.

The Child Welfare Committee (CWC) shall be constituted by every State Government/UT Administration in every district, consisting of a Chairperson and 4 other Members, as per *Section 27 of the Juvenile Justice (JJ) Act, 2015 and rule 15 of the JJ Model Rules, 2016* to discharge the duties assigned to it under and the Act and Rules/Regulations framed thereunder.

2. CWCs are mandated to meet at least twenty days in a month as per *Section 28 (1) of the JJ Act, 2015* are required to discharge the following functions/responsibilities in relation to adoption, as per the relevant provisions of the *JJ Act 2015 (Section 30), JJ Model Rules, 2016 (Rule 17) and Adoption Regulations, 2017:-*

(a) Ensure that all children in need of care and protection (orphan, abandoned or surrendered children) are produced before the committee within 24 hours (excluding journey period) as per *Section 31 of the JJ Act, 2015*. Suo Motu cognizance may be taken as per *Section 30 (xii) of the JJ Act, 2015*.

(b) Issue interim care order to send such children to Specialised Adoption Agency (SAA) or to a Child Care Institution (CCI), if no SAA is available in the District as per *Form 18 of the JJ Model Rules, 2016*.

(c) Maintain case monitoring sheet for each child produced before CWC as per *Form 26 of JJ Model Rules, 2016*.

(d) Issue an order to the District Child Protection Unit (DCPU) for advertising the photograph and details of an abandoned child in the newspaper (*regulation 6 (6) of the Adoption Regulations, 2017 refers*) and for submitting a report as to whether the biological parent(s) or legal guardian or anybody on their behalf has approached the DCPU or the SAA, to claim the child (*regulation 6 (9) of the Adoption Regulations, 2017 refers*). In case DCPU is non-functional, the District Magistrate shall get such advertisements issued (*regulation 6 (8) of Adoption Regulations, 2017 refers*).

(e) Issue an order to the Police Station (in whose jurisdiction

the abandoned child was found) for furnishing report regarding traceability of the claimant (biological parent/legal guardian) of the abandoned child, in the case of an abandoned child. In case the report from the police regarding non-traceability of the biological parents or legal guardian is not submitted within two or four months in case of an abandoned child less than or more than two years of age respectively, such report shall be deemed to have been given as per *regulation 6 (11) of Adoption Regulations, 2017*.

(f) Issue an interim order to the Probation Officer or Legal-cum-Probation Officer of DCPU for furnishing Inquiry Report in the case, as per *Section 36 of the JJ Act, 2015*.

(g) If the report is not received within the timeframe, as stipulated in the *proviso under Section 38 (1) of JJ Act, 2015*, reminder(s) need to be issued and level needs to be raised by seeking intervention of the District Magistrate and CARA through SARA.

(h) Restore the abandoned child, in case the biological parent(s) or legal guardian could be traced or came forward to claim the child as per *Section 40 (3) of the JJ Act, 2015*. In such case, the veracity of the person claiming the child as the biological parent or legal guardian needs to be established, before the child is handed over.

(i) Receive the biological parents or unwed mother approaching it (CWC) directly or through a SAA/CCI or known person for relinquishing/surrendering their/her child as per *Section 35 of the JJ Act, 2015*, in such a manner/place which provides comfort, dignity and assurance to them giving due regard to their/her Right to Privacy as defined in *regulation 7 (13), (20), (21) & (22) of Adoption Regulations, 2017*.

(j) In case the biological parents or unwed mother doesn't want to undertake the legal process of surrendering the child and is unwilling to apply as per *Form 23 of the JJ Model Rules, 2016*, they/she may be permitted to leave the child with CWC thereby allowing safe abandonment of the child and the CWC should follow the procedure as in case of abandoned child.

(k) Counsel the parent(s) surrendering the child:

(i) that she/he/they have 60 days for reconsideration of their decision;

(ii) that the child can be declared legally free for adoption by CWC, if the child is not claimed within 60 days;

(iii) that the child may go in adoption to another family, after being declared legally free for adoption by CWC; and

(iv) that they will have no claim/legal right over the child, after the child is declared legally free for adoption by CWC and/or after the Adoption Order is issued by the Competent Court.

(l) Get the Surrender Deed executed before it (CWC), in case the surrendering parent(s) insist for surrender, despite counselling as

per format given in *Schedule V of the Adoption Regulations, 2017*.

(m) Provide a copy of the Surrender Deed to the surrendering parent(s).

(n) In case of surrender of child/children by biological parents for adoption by the step-parent as per *regulations 4 (c), 52 & 55 (2) of the Adoption Regulations, 2017*, permission for the same be granted after checking the consent of all concerned as per *Schedule XX of the Adoption Regulations, 2017*.

(o) Declare the orphan/abandoned/surrendered children legally free for adoption within time frame stipulated of two months from the date of production of child upto two years of age and within four months for children above two years of age (*proviso under Section 38 (1) of JJ Act, 2015 refers*).

(p) Report on the nature of disposal of cases and pendency of cases of orphan/abandoned/surrendered children (being declared legally free for adoption) to the District Magistrate/District Collector/Deputy Commissioner of the District, every quarter as per *Form 16 of the JJ Model Rules, 2016 mandated under Section 36 (4) of the JJ Act, 2015*.

(q) Report the figures/details of children declared legally free for adoption by it (CWC) and also of the cases pending for its decision, to SARA and CARA every month, on-line through Child Adoption Resource Information & Guidance System (CARINGS) as per *Schedule XVI of the Adoption Regulations, 2017*. Secretary to the CWC (to be provided by the DCPU as per *Section 27 (3) of JJ Act, 2015*), shall be responsible for ensuring the correctness and timely uploading of the Report in CARINGS.

(r) Inspect at least two SAA every month to see the residential facilities and quality of services and send the inspection report to DCPU and SARA for remedial measures wherever required, as per *Section 30 (viii) of JJ Act, 2015*.

3. The CWCs in every State/UT are expected to perform the above responsibilities with due diligence and devotion, in the best interest of the children, which is the *raison de'tre* of their existence/mandate.



(Rajesh Kumar)

Under Secretary to the Govt. of India

To

1. The Child Welfare Committee (CWC) of every District in all States/UTs.
2. The District Magistrate/District Collector/Deputy Commissioner (as the case may be) of all Districts.
3. All State Adoption Resource Agencies (SARAs) in the country.
4. All State Governments/UT Administrations (Deptt. of Women & Child Development/Social Welfare/Social Justice/Child Rights (as the case may be).

F. No.CARA-SCI011/5/2017
GOVERNMENT OF INDIA
MINISTRY OF WOMEN & CHILD DEVELOPMENT
CENTRAL ADOPTION RESOURCE AUTHORITY

Dated 15th May, 2017

OFFICE MEMORANDUM

SUB: Responsibility of the District Magistrate/District Collector/Dy. Commissioner in adoption.

Every orphan/abandoned/surrendered child has a 'Right to Family' to be realized through adoption, as envisaged in *Section 56 (1) of the Juvenile Justice (JJ) Act, 2015*.

2. The District Magistrate/District Collector/Dy. Commissioner of the District has a pivotal role to play in promoting, facilitating & regulating adoption of orphan/abandoned/surrendered children in the District. These have been provisioned in the *JJ Act 2015, JJ Model Rules 2016 and Adoption Regulations 2017* and have been enumerated in the succeed.
3. The provisions 'mandatory reporting' of children in need of care and protection (orphan/abandoned/surrendered children) to the Child Welfare Committee (CWC) of the District has to be enforced, as per *Sections 32 of the JJ Act, 2015*, through hoardings/posters at nursing homes/maternity homes/hospitals/bus stands and other conspicuous places in the District. Non reporting of the same is an offence and punishable under *Sections 33 & 34 of the JJ Act, 2015*.
4. Sensitisation of the medical fraternity needs to be undertaken as mandatory reporting by nursing homes, hospitals & maternity homes about all abandoned or lost child is as must as per *Section 32 of the JJ Act, 2015*. It must be made mandatory for the Public Health Department to display boards regarding this in all health care institutions (Non reporting is an offence as per *Section 33 of the JJ Act, 2015* and penalty of six months imprisonment and/or fine of Rs 10000/- for the offence is provisioned in *Section 34 of the JJ Act, 2015*).
5. Ensure placement of cradles (*palnas*) at nursing homes/hospitals/ maternity homes (with the contact numbers of the Specialised Adoption Agencies (SAAs), registered Child Care Institutions (CCIs), District Child Protection Unit (DCPU) and Child Line (1098) mentioned therein), so as to ensure safe abandonment of children, whom biological parent(s) want to relinquish due to social & emotional factors beyond their control and don't want to come forward to surrender them.
6. Get advertisements issued for the orphan/abandoned children produced before the CWC in case the DCPU is non-functional as per *regulation 6 (8) of Adoption Regulations, 2017*.
7. Ensure that the CWC meets at least twenty days in a month as per *Section 28 (1) of the JJ Act, 2015*, review their functioning on quarterly basis and take necessary remedial measures as mandated in *Section 27 (8) of JJ Act, 2015*.

8. Put in place a robust 'grievance redressal mechanism' and Standard Operating Procedure (SOP), for the timely and qualitative disposal of grievances received by him against the CWC as provisioned in *Section 27 (10) of the JJ Act, 2015*. A copy of the Order/SOP issued in this regard shall be endorsed to all concerned (including the CWC, Police, SAAs/CCIs, DCPO, SARA and CARA).
9. Receive and review the reports on quarterly basis regarding the cases of orphan/abandoned/surrendered children pending before the CWC for being declared legally free for adoption and to take remedial measures as provisioned in *Section 36 (4) to (7) of the JJ Act, 2015*.
10. Send Action Taken Reports (ATRs), based upon his review of pendency of cases before the CWCs, to the State Adoption Resource Agency (SARA), with a copy of the same to CARA.
11. Ensure provisioning of a Secretary and other staff required for secretarial support to the CWC for enabling their effective functioning as provisioned in *Section 27 (3) of the JJ Act, 2015*.
12. Conduct meeting of the District Child Protection Unit (DCPU) on monthly basis and to review its functioning as per the role defined in *regulation 34 of the Adoption Regulations, 2017*. The minutes of such meetings along with Action Taken Reports (ATRs) shall be uploaded in the CARINGS by the DCPU.
13. Ensure that all CCIs are registered as mandated under *Section 42 of the JJ Act*. Also ensuring SAA-CCI Linkage as mandated under *Section 66 (2) of the JJ Act, 2015 and regulation 58 of the Adoption Regulations 2017*, with a deadline of one month for its compliance.
14. Getting the data of adoptable children provided by Childline verified and entered in CARINGS along with the linking of the CCI as per *regulation 6 (5) of the Adoption Regulations, 2017* and then ensuring that they can be declared legally free for adoption as mandated under *Section 66 (1) of the JJ Act, 2015*.
15. Ensure that the SAA(s) and the CCI(s) in the District are regularly monitored & inspected once in a month by the DCPU as per *Section 54 of the JJ Act, 2015* and the Inspection Reports are uploaded in the CARINGS by the DCPU.
16. Make sure that every orphan, abandoned & surrendered children present in the Institution have been registered in the CARINGS on the real time basis and the same be verified on ground by the DCPU during the monthly inspection of the Institution (*regulation 34 (8) of Adoption Regulations, 2017 refers*).
17. Institute mechanisms for fixing the responsibility of the Protection Officer, Non-Institutional Care (PO, NIC) and Legal-cum-Probation Officer (LPO) in order to ensure that the adoption petition are filed in the prescribed format (*Schedules XXVIII to XXXII of the Adoption Regulations, 2017*) and within the stipulated timeframe of 10 days (*regulation 12 (1) of Adoption Regulations, 2017 refers*) by the SAA and the cases are tracked/followed up in the Court concerned to ensure disposal within the stipulated time frame of two months (*Section 61 (2) of the JJ Act, 2015 refers*).

18. Give timely observations & recommendations to the State Government on the application of the SAA(s) for recognition under *Section 65 of the JJ Act, 2015 and JJ Model Rules, 2016* as well as for grant under the Integrated Child Protection Scheme (ICPS).

19. All the District Collectors/District Magistrates/Dy. Commissioners are requested to ensure that the above actions are undertaken by their respective District Administrations for promoting & regulating legal adoption of orphan/abandoned/surrendered children.



(Rajesh Kumar)

Under Secretary to the Govt. of India

To

1. District Magistrate/District Collector/Deputy Commissioner (as the case may be) of all Districts.
2. Child Welfare Committees (CWCs) in all State(s)/UTs.
3. All State Adoption Resource Agencies (SARAs) in the country.
4. All State Governments/UT Admn.(s) (Deptt. of Women & Child Development/Social Welfare/Social Justice/Child Rights (as the case may be)

CENTRAL ADOPTION RESOURCE AUTHORITY
Ministry of Women & Child Development, Government of India
 West Block-VIII, Wing-II, 2nd Floor
 R.K. Puram, New Delhi-110066

F.No. CARA/IND/POLICY/2017/3

Date: 18-7-2017

Office Memorandum

Sub: Constitution of Governing Body of SARA, its Role and Quarterly Meetings as per the JJ Act, 2015 and Adoption Regulations, 2017.

1. The State Adoption Resource Agency (SARA) is required to be set up by the State Government for dealing with adoption and related matters in the State. Wherever such State Agencies already exist, they are to be deemed to be set- up under the Juvenile Justice (Care and Protection of Children) Act, 2015 (*Section 67 of the Act refers*).

2. The SARA shall have a Governing Body headed by the Principal Secretary or Secretary of the Department of the State dealing with adoption (as Chairperson), with following Members [*Regulation 33(1)(c) of the Adoption Regulations, 2017 refers*]:-

- (a) Director of the Department of the State Government dealing with adoption who shall be the Member Secretary;
- (b) Director of the Department of Health or Hospital or Hospital Administration of the State Government;
- (c) Chairperson of a Child Welfare Committee (CWC) ;
- (d) Representative of a Specialized Adoption Agency (SAA);
- (e) One member from the civil society involved in child welfare and protection for at least ten years;
- (f) One member from State Legal Services Authority (SLSA).

3. SARAs are required to deal with adoption matters under the guidance of the Central Adoption Resource Authority (CARA), as per *Section 67(1) of the JJ Act, 2015*.

4. The role and functions of SARA have been stipulated in *Regulation 33(2) of Adoption Regulations, 2017* as well as in *Section 62(2) & 65(2) of the JJ Act, 2015*. Some of the important functions, which must be performed by all SARAs, have been enumerated underneath:-

- (a) tracking the progress of every adoption case and to intervene wherever necessary, for remedial measures (*Section 62(2) of JJ Act, 2015 refers*);

- (b) updating the recognition status of every SAA in CARINGS, especially its validity period;
- (c) conducting meetings of Specialized Adoption Agencies on quarterly basis for addressing issues related to adoption and uploading the minutes of such meetings in the Child Adoption Resource Information and Guidance System;
- (d) inspecting and monitoring adoption programme and activities of all Specialized Adoption Agencies within its jurisdiction periodically;
- (e) identify Child Care Institutions (CCIs) which are not recognized as Specialized Adoption Agencies and link them to Specialized Adoption Agencies for enabling and facilitating adoption of eligible children in such institutions, in pursuance of the provisions under *Section 66 of the Act*;
- (f) identify Specialized Adoption Agencies or Child Care Institutions which have the capacity to provide quality care and treatment on a long term basis to special need children including children affected or infected by HIV/AIDS and mentally or physically challenged children, and facilitate transfer of such children to these agencies;
- (g) validate the data furnished online in the Child Adoption Resource Information and Guidance System by the Child Welfare Committees in the State, in pursuance of the provisions of *Section 38(5) of the Act*;
- (h) ensure furnishing of correct adoption data and documents in the Child Adoption Resource Information and Guidance System by the Specialized Adoption Agency, in the format and periodicity as specified in these regulations and validating the same;
- (i) furnish or update in the Child Adoption Resource Information and Guidance System, the profile of the Specialized Adoption Agency as required under *Section 65(2) of the Act*;
- (j) update the contact details of the District Child Protection Units, Child Welfare Committees and State Adoption Resource Agency online in the Child Adoption Resource Information and Guidance System on regular basis;
- (k) maintain a panel of professionally qualified or trained social workers and set up a counselling centre;

- (l) ensure that all adoption placements in the State are done in accordance with the relevant provisions of the Act, Rules made there under and these regulations;
- (m) take appropriate action(s) on the complaints or suo-motu in the cases of illegal adoption.

5. The Governing Body of SARA is required to review the progress of adoption work at least once in every quarter and address the operational as well as logistic issues and bottlenecks in the adoption process or system in the State [*Regulation 33(1)(d) of Adoption Regulations, 2017 refers*].

6. In the light of the foregoing, the State Governments & UT Administrations are requested to constitute the Governing Body of SARA (wherever not yet constituted) by 31st July 2017 and compliance report be forwarded. Further, meetings be held every quarter in which the Birth Certificate issuing authority, Passport Authority and any relevant authorities/Departmental Authorities may be invited as Special Invitees. A copy of the Minutes of such Meetings be sent to CARA every quarter.

7. The State Governments/UT Administrations are also requested to provide adequate Staff, Infrastructure and Communication facilities to their respective SARAs for efficient performance of its functions.

8. These instructions are issued by the Authority under *Section 70(1)(a) of the JJ Act, 2015*.


 दीपक कुमार
 सचिव, कारा
 सचिवालय, राष्ट्रीय शिशु संरक्षण आयोग
 Ministry (Deepak Kumar)
 Member Secretary & CEO (CARA)
 West Block-8, Wing-4, 1st Floor, P. K. Patil
 Rd, Delhi / New Delhi-110001

To:-

1. **Principal Secretary/Secretary**, Department of Women and Child Development/Social Welfare/Social Justice/Social Security (as the case may be) of **all State Governments/UT Administrations**.
2. **Commissioner/Director concerned** (dealing with Adoption & ICPS) of **all State Governments/UT Administrations**.

Copy to:

Director (CW-II), Ministry of Women & Child Development, Government of India, Room No. 640 - A Wing, Shastri Bhawan, New Delhi-110001. - *for information please.*



सत्यमेव जयते

Central Adoption Resource Authority
केन्द्रीय दत्तक-ग्रहण संसाधन प्राधिकरण

(A Statutory Body of Ministry of Women & Child Development, Government of India)
(भारत सरकार के महिला एवं बाल विकास मंत्रालय की सांविधिक निकाय)



No..... F. No: CARA-TC011/21/2016 -Trg(Pt file -II)

Date : 18.08.2017 Date.....

CIRCULAR

Sub: Provisioning of Counselling facility to the Prospective Adoptive Parents, Older Children and others for adoption related issues at district level by the DCPUs.

1. As per the provisions of Regulation 34(6) of Adoption Regulations 2017, the District Child Protection Unit (DCPU) shall set up Counselling Centre with the support of SARA or CARA to assist SAA or CCI, for:

- Counselling of the prospective adoptive parents.
- Counselling of older children.
- Preparing post-adoption follow-up report.
- Preparing family background report in cases of inter-country relative adoptions.
- Post adoption counselling to adopted children and adoptive parents.
- Counselling of older adoptees in root search.

2. Further, Steering Committee of CARA, in its Meeting held on 29th June 2017, has decided that the extension of Counselling facilities at the State & District levels to be done by the respective State Governments within the existing infrastructure available at the District Level, for discharging this statutory obligation.

3. It has also been decided that DCPU and SARA shall fix one particular day of the week for the purpose of adoption counselling by the Counsellor of the DCPU located at the District Level. Wide publicity of the availability of the facility must be done by the State Government and the District Administration.

4. Confirmation with details in this regard shall be furnished to this Authority by 30th September 2017.

5. This issues with the approval of competent authority.

Deepak Kumar

Member Secretary & CEO, CARA

To

- All State Adoption Resource Agencies (SARA)
- All District Child Protection Units (DCPUs)
- All Specialised Adoption Agency (SAA)

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

Central Adoption Resource Authority केन्द्रीय दत्तक-ग्रहण संसाधन प्राधिकरण

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D.O.No. CARA-TC016/2/2017-Trg

Dated: 18th August 2017

No.....

Date.....

Dear Sir,

As you are aware, adoption of orphan, abandoned & surrendered children in the country is carried out as per the provisions of Juvenile Justice (Care & Protection of Children) Act, 2015 and Adoption Regulations, 2017, notified thereunder.

2. The Child Welfare Committee (CWC) constituted by every State Government/UT Administration in every District, consisting of a Chairperson and 4 other Members, as per Section 27 of the Juvenile Justice (JJ) Act, 2015 and Rule 15 of the JJ Model Rules, 2016 has been mandated to discharge the duties assigned to it under the Act and Rule/Regulations framed thereunder.

3. The State Governments/UT Administration may issue the following forms to CWC in every District (in printed format):

- Case Summary maintained by the CWC: Form 15 of JJ Model Rules 2016.
- Quarterly Report by CWC: Form 16 of JJ Model Rules 2016.
- Report to be submitted at time of production of Child before the Committee: Form 17 of JJ Model Rules 2016.
- Order of Placement of a Child in an Institution: Form 18 of JJ Model Rules 2016.
- Order for Social Investigation Report of Child in need of Care and Protection: Form 21 of JJ Model Rules 2016.
- Deed of Surrender : Form 24 of JJ Model Rules 2016.
- Certificate declaring the Child Legally Free for Adoption: Form 25 of JJ Model Rules 2016.

4. It is also requested that stamps may be issued to CWC Chairperson and Members in all Districts in the State/UT to ensure that CWC performs its responsibilities with due diligence and devotion, in the best interest of children in need of care and protection.

With regards,

Yours sincerely,

(Deepak Kumar)

Encl : As above

To

All Directors of SARAs

Copy to:

MWCD (CW II), for information please.

दीपक कुमार / Deepak Kumar
सचिव कारा / Secretary CARA
महिला एवं बाल विकास मंत्रालय
Ministry of Women & Child Development
भारत सरकार / Government of India
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Central Adoption Resource Authority
Ministry of Women & Child Development
West Block-8, Wing-2, R.K. Puram, New Delhi.

F.No. 1-11-2017/JD/Cir.

Dated: 09-10-2017

CIRCULAR

Subject: Issues related to MER, Matching Process and Disruption.

Attention of all Specialised Adoption Agencies (SAAs) is drawn to the following facts to further streamline the adoption procedure in the country:-

- (a) Often it happens that a child referred under normal category has medical problems, which is not reflected in the MER and when the parents come to take custody of the child, these are found out through supplementary tests. In such cases, the medical charges and travelling cost of the parents shall be reimbursed by the Adoption Agency (both Govt. run and NGO run SAA) in case they are responsible for laxity. Decision of the Authority in this respect shall be final.
 - (b) Since integration of older children with the adoptive family often takes more time, all SAAs need to make more efforts in ensuring bonding of older children with the adoptive parents. In this regard, all SAAs are required to allow meeting of the child over three years of age at least two times before the acceptance of the child.
 - (c) Further, in case of disruption in In-country adoption, all SAAs are asked to ensure a minimum of two counselling sessions of the adoptive parents and older children before the parents are permitted to return the child. Best interest of the child shall always be the prime consideration for deciding any case.
- This issues with approval of competent authority.


(Jagannath Pati)
Joint Director

To,

- (1) All SAAs
- (2) All SARAs- to ensure its implementation and further circulation to the DCPUs for strict monitoring of its compliance by the SAAs.
- (3) CW-II, MWCD-for information please.

डी. जगन्नाथ पति / Dr. JAGANNATH PATI
संयुक्त निदेशक-कारा / Joint Director-CARA
संयुक्त पार्षद बाल विकास मंत्रालय
Ministry of Women & Child Development
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No..... F.No.1-11-2017/JD/Cir

17th Oct 2017
Date.....

Reference: This Office Circular dated 09.10.2017.

CIRCULAR

Sub: **Health Status of Children in their Medical Examination Report (MER) - reg.**

1. CARA has received numerous instances of disruptions after the child has been taken into pre-adoption foster care from across the country. The main reason observed is that the prospective adoptive parents haven't been given the actual health status of the child in the MER for taking an informed-decision. This inadvertent situation reflects inadequate attention of the SAAs, as well as poor monitoring by the State Govt Agencies. Invariably, it is the child that is affected by way of 'extended stay' in the institutions and further delays in securing the warmth and care of the family at the earliest, as enshrined in various judgements and also in the Juvenile Justice (Care and Protection of children) Act, 2015. Further disruptions are traumatising for the PAPs and the children are deprived of a timely medical support for the ailments they are suffering from.

2. In order to ensure smooth, pleasant and speedy transition of child from institutional care to a loving and an affectionate family situation, MER of the child needs to be prepared with special care without any discrepancy to ensure that the MER reflects the correct health of the child. It is pertinent to note that the MER of every child needs to be updated on CARINGS every six months or whenever appreciable physical changes are observed in the child [Regulation 6(15) of the Adoption Regulations, 2017 refers].

3. In case of variations observed in the health condition of the child vis-à-vis the details recorded in the MER, the SAA and certifying Medical Practitioner will be liable for stringent action, as applicable [Regulation 25(2)(c)&(d) of Adoption Regulations, 2017 refers].

4. A copy of the updated MER format is enclosed as Appendix to the Circular. The same would be used instead of the Schedule III of Adoption Regulations, 2017.

5. This Circular comes into effect with immediate effect for implementation.

6. This is issued with approval of Competent Authority.

Deepak Kumar

(Deepak Kumar) CARA

Member Secretary & CEO, CARA

To:

- (1) All Specialized Adoption Agencies (SAAs)
- (2) All State Adoption Resource Agencies (SARAs) – to ensure compliance and circulation to DCPUs
- (3) CW-II, MWCD – for information please.

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Central Adoption Resource Authority
केन्द्रीय दत्तक-ग्रहण संसाधन प्राधिकरण

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No..F.No.CARA-ICA012/3/2017

Date 24.11.2017

CIRCULAR

Sub: Conformity Certificate as a document submission for applying passport of adopted children -reg.

To
All Specialised Adoption Agencies (SAAs)

Dear SAA,

This has reference to issuance of passport of adopted children after obtaining the valid adoption order under JJ Act 2015.

2. In order to ensure that details of the adoption have been verified before issuance of passport to the adopted children, it has been decided that the Conformity Certificate (Article 23 of Hague Adoption Convention) or Certificate of legal adoption from CARA (for Non-Hague Inter-country Adoption) shall also be submitted along with passport application for adopted children with immediate effect.
3. Henceforth, all the agencies may upload the Adoption Order in CARINGS/ forward to CARA for obtaining Conformity Certificate/ Certificate of legal adoption from CARA before applying for passport.
4. The above shall come into force with immediate effect from the date of issuance of this letter.

(Deepak Kumar)
CEO, CARA
महिला एवं बाल विकास मंत्रालय
Ministry of Women & Child Development
Government of India
पश्चिमी ब्लॉक-8, विंग-4, नई दिल्ली, भारत
West Block-8, Wing-4, New Delhi, India

Copy to:-

1. The State Govt. and State Adoption Resource Agencies (SARAs) – *for information*
2. All Authorised Foreign Adoption Agencies (AFAAs) – *for information*
3. CW Section-II, MWCD, New Delhi – *for information.*



Central Adoption Resource Authority

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CARA-ICA012/3/2017

16.02.2018

CIRCULAR

To
All AFAAs,

This is in continuation to CARA's circulars vide even number dated 27.11.2017 & 20.12.2017 regarding submission of Psychological Assessment Report of Prospective Adoptive Parents (PAPs) registered on CARINGS for adoption of a child from India. It has been observed that the Psychological Assessment of the PAPs is not being received on a timely basis there by delaying the issue the NOC and further processing of the adoption case. Keeping in mind the best interest of the child, it has been decided that CARA will issue the NOC in all the cases where only Psychological Assessment Report is required and all other documents are completed with a condition of the Adoption application being filed only after the receipt of Psychological Assessment Report recommending the PAPs as suitable for adopting a child.

2. It may kindly be noted that the provision of issuing Conditional NOC will be applicable only upto 31st March 2018.

3. Further, I am directed to inform that AFAAs shall furnish the Psychological Assessment Report of PAPs for all the registered and the pipeline cases latest by 31st March 2018, failing which CARA may consider rejecting their applications.

Saraswathi

(C. Saraswathi)

Deputy Director, CARA

C. SARASWATHI

Deputy Director-CARA

Ministry of Women & Child Development

West Block-8, Wing-2, 2nd Floor,

R.K. Puram, New Delhi-110 066

Copy To:

- i) All the Central Authorities - *for information*
- ii) Indian Diplomatic Mission (IDMs) and Govt. Departments wherever applicable – *for information*
- iii) All the Specialised Adoption Agencies (SAA) - *for information.*



Central Adoption Resource Authority
केन्द्रीय दत्तक-ग्रहण संसाधन प्राधिकरण

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No. CARA-ICA012/3/2017

Date 20.12.2017

CIRCULAR

Subject: Amendment in Home Study Report (HSR) format for incorporating the Psychological Evaluation of the Prospective Adoptive Parents (PAPs) desiring to register on CARINGS for adopting a child from India: clarification - reg.

To
All Authorised Foreign Adoption Agencies (AFAAs)

In continuation to this office circular of even no. dated 27.11.2017, it is to further clarify that the Psychological Evaluation shall be required for all the cases in which the PAPs are yet to receive a referral. For the cases registered, the AFAAs may themselves update the HSR if the Scrutiny is still pending. For those cases in which the PAPs registration has been approved, the Psychological Evaluation Report shall be forwarded to CARA and the same would be checked by CARA before the issuance of NOC.

2. The HSR must contain a Section on Psychological evaluation by a licensed/trained practitioner with the final recommendation endorsed. The detailed report can be attached with the HSR as an Annexure. Psychological evaluation will include a detailed interview by a psychologist for 30-45 minutes. The interview should be focused on PAPs motivation for adoption, temperament of PAPs, stress tolerance, frustration tolerance, emotional stability, decision making and future plans.

3. The Psychologist may include (if the need be) any suitable psychological tests for the PAPs. While selecting the tests, PAPs gender, age & culture should be kept in mind. The psychological test such as the Personality Assessment Inventory (PAI) and other tests i.e. MCMI and MMPI 2 (as per requirement) can be used.

4. Another aspect for which clarification is being given for "nonfamily stakeholders". We all know the definition of family, which includes the spouse, parents, children, siblings as well as any other person related to PAPs and living together. The term non family stakeholders would include extended family members, friends, professionals, neighbours, housekeepers/ caretakers and any other close acquaintances. Such interpersonal relationships can be a part of a Psychological assessment of the PAPs.

(Deepak Kumar)

दीपक कुमार / **(CEO, CARA)**

सचिव कारा / Secretary CARA

महिला एवं बाल विकास मंत्रालय

Ministry of Women & Child Development

भारत सरकार / Government of India

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नई दिल्ली / New Delhi-110066

Copy to:-

1. All Central Authorities (CAs) - for information
2. Indian Diplomatic Mission (IDMs) and Govt. Departments wherever applicable - for information.
3. CW Section-II, MWCD, New Delhi - for information.

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सत्यमेव जयते

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F.No.CARA-ICA012/3/2017

No.....

27
Date.. 24.11.2017

CIRCULAR

Sub: Amendment in Home Study Report (HSR) format for incorporating the Psychological profiling of Prospective Adoptive Parents (PAPs) desiring to register on CARINGS for adopting a child from India.

To
All Authorised Foreign Adoption Agencies (AFAAs)

Dear AFAA,

As you are aware, the eligibility of the Prospective Adoptive Parents (PAPs) desiring to register for adoption of Indian child is ascertained through the Home Study conducted at the habitual place of residence by the AFAAs/ Central Authorities (CAs)/ Government Departments/ Indian Diplomatic Mission (IDM) of the receiving country.

2. It is a fact that the socio psychological aspects, including the family dynamics, is a very significant aspect of Home Study Report (HSR), for determining the suitability of the PAPs for adopting a specific category of a child from India.

3. We, as a sending country are concerned about this above mentioned aspect and would request that for ensuring the best interest of the child being placed in adoption, all HSRs prepared for PAPs, should incorporate assessment related to Psychological profiling, details pertaining to non-family stakeholders and any other relevant feedback on these aspects in order to have a better suitability check of the PAPs.


Deepak Kumar
(CEO, CARA)
महिला एवं बाल विकास मंत्रालय
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F.No.CARA/CIR/2017

04 Dec 2017

No.....

CIRCULAR

Date.....

Sub: Renewal of recognition of Specialized Adoption Agencies (SAAs) – reg.

1. It is brought to the attention of concerned Officials that as per **Section 41 (5) of the JJ Act, 2015**, "If the application for registration is not disposed of within six months by any officer of any State Government, it shall be regarded as dereliction of duty on their part by their higher controlling authority and appropriate departmental proceedings shall be initiated".
2. The renewal of the Recognition of the SAA has to be considered as per **Regulation 24(3) of the Adoption Regulations, 2017**. At least the Provisional Registration Certificate has to be issued to the SAA within one month from the date of application, if the State Govt requires more time for evaluating the application [**Section 41 (3) of the JJ Act, 2015 & Regulation 24 (4) of the Adoption Regulations, 2017** refers].
3. Further, the SAAs be clarified that the pending renewal of Recognition by the State Govt, adoption cases shall be allowed to proceed [**Regulation 24 (5) of the Adoption Regulations, 2017** refers].

(Deepak Kumar)
Member Secretary & CEO

महिला एवं बाल विकास मंत्रालय
Ministry of Women & Child Development
भारत सरकार / Government of India
परिवर्तनी ब्लॉक-8, विंग-4, प्रथम तल, आर.के. पुराम
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नई दिल्ली / New Delhi-110066

1. The Principal Secretary of the Department concerned
All State Governments
2. The Director and Member Secretary of all State Adoption Resource
Agencies (SARAs).

Copy to: CW Section-II, MWCD, New Delhi



**MINISTRY OF EXTERNAL AFFAIRS
CPV Division**

To	:	All Passport Offices
Rpt	:	Secretary (CPV & OIA); PS to EAM; US to MOS(VKS)
	:	Shri Ajay Tirkey, Additional Secretary, Ministry of Women and Child Development, New Delhi
	:	All Missions & Posts abroad
No.	:	VI/401/1/17/2015-Part
Date	:	November 30, 2017

Passport Officer from Joint Secretary (PSP) & CPO

Please refer to the instructions issued by the Ministry from time to time regarding issue of passports for the inter-country adoption cases and those contained in Chapter 10 of the Passport Manual.

2. As far as documents required for the issue of passport to an adopted child is concerned, it may be noted that Central Adoption Resource Authority (CARA), under the Ministry of Women and Child Development, is required to validate the adoption process at two stages. At the first stage, CARA gives a "No Objection Certificate" (NOC) after the child has been matched with the parents. Only on the basis of this NOC, can the court be moved to approve the case of adoption. Once the court approves the adoption, CARA issues a "Conformity Certificate" on the basis of all available documents. The parents of the adopted child can apply for the passport only after the receipt of this "Conformity Certificate" of CARA confirming the adoption and giving the NOC for the issue of passport to the adopted child.

3. EAM has approved that passports to adopted children should be issued once the above documents and Certificates issued by CARA have been submitted at the time of applying for passport and subject to other usual checks by the Passport Issuing Authority as laid down in the Passports Act 1967, the rules framed thereunder and the Passport Manual 2016.

With regards,

(Arun K. Chatterjee)
30/11/17
(Arun K. Chatterjee)

 Passport Seva 	Patiala House Annexe Tilak Marg, New Delhi-110001 Tel: 23387013/23384536 Fax: 23071370 Email: jscpo@mea.gov.in
Service Excellence	



CARA

CENTRAL ADOPTION RESOURCE AUTHORITY

Ministry of Women & Child Development, Govt. of India
West Block-8, Wing-II, 2nd Floor, R. K. Puram, New Delhi- 110066

No.57-1(2017)-CARA / १६५७.

Date-28-12-2017

CIRCULAR

Subject: Payment of TA/DA to Social workers visiting beyond the city limit for conducting home study report (HSR).

1. In continuation to this Office Memorandum No-IP03/20/2016/CARA dated 23/03/2017 & 05/04/2017, it is further clarified that Adoption fees as prescribed under Schedule 13 of the Guideline Governing Adoption of Children, 2015 includes Rs.6,000/- (Rs. Six thousands only) for Home Study Report (HSR) of the PAPs in India and Rs.2,000/- (Rs. Two thousand only) per visit/report (inclusive of travel expenses) for post adoption follow up visits and counselling. The fee being levied includes travel expenses and the TA/DA may be given to the Social Workers as per the Government norms from the fees charged for HSR/Post Adoption Follow up Report.
2. Further, the Social Worker shall not ask for any other charge from the Prospective Adoptive Parents and the fees shall not be given/ taken in cash.
3. This issues with the approval of the competent authority.


(S.K. Gupta)
Account Officer

To,
All SARAs,
All SAAs



No. 1/7/2011- VS(CRS)/72

भारत सरकार

GOVERNMENT OF INDIA

गृह मंत्रालय

MINISTRY OF HOME AFFAIRS

भारत के महारजिस्ट्रार का कार्यालय

OFFICE OF THE REGISTRAR GENERAL, INDIA

जीवनांक प्रभाग, नागरिक पंजीयन योजना, 2-ए, मानसिंह रोड, नई दिल्ली - 110011

-V.S. Division; Civil Registration System, 2-A, Mansingh Road, New Delhi - 110011

Email: drg-crs.rgi@nic.in manoj1SS.rgi@nic.in

Dated 05-03-2018

To,

The Member Secretary & CEO
Central Adoption Resource Authority (CARA)
Ministry of women and child development
West block -8, Wing-4, 1st floor,
R.K.Puram
New Delhi -110066

Sub: Difficulty in obtaining the birth certificates of adopted children_regarding.

Sir,

Please refer your office letter no. 59-8/2017 CARA (TN) dated 15-02-2018 vide which a request has been made for issuing a circular to the birth certificate issuing authority clarifying them to issue birth certificates as stipulated in Adoption Regulations 2017.

2. In this connection, this is to inform you that this office has already issued a clarification on making/changing entries in birth record of children taken on adoption through institutions/ adoption agencies vide circular no. 1/7/2011 VS (CRS) dated 31-01-2018. A copy of the aforesaid circular dated 31-01-2018 is attached for your ready reference. The same circular may also be seen at this office website <http://crsorgi.gov.in/circulars.html>.

Encl. as above

Yours faithfully

(Manoj Kumar)

Deputy Registrar General (CRS)

373/73-18
In - Country

1. Please circulate it to all SAAs through SAARs.
2. Put up this on our website under important circulars for reference in future.

07/03/2018

Jh
DD (CS)
AD (VS)



AD (VS) w/L
Sadaf

8/3/18

प्रत्येक जन्म एवम् मृत्यु का पंजीकरण सुनिश्चित करें/
"Ensure Registration of Every Birth and Death"



Speed Post

No. 1/7/2011- VS -CRS

भारत सरकार/

GOVERNMENT OF INDIA

गृह मंत्रालय/

MINISTRY OF HOME AFFAIRS

भारत के महारजिस्ट्रार का कार्यालय

OFFICE OF THE REGISTRAR GENERAL, INDIA

जीवनांक प्रभाग, नागरिक पंजीयन योजना, 2-ए, मानसिंह रोड, नई दिल्ली - 110011

V.S. Division, Civil Registration System, 2-A, Mansingh Road, New Delhi - 110011

E-mail - drq-crs.rgi@nic.in

manoj1559.rgi@nic.in

Dated: 31-01-2018

CIRCULAR

To
All Chief Registrar of Births & Deaths

Subject: Clarification on making/ changing entries in birth record of Children taken on adoption through institutions - adoption agencies.

Sir,

Please refer this office letter of even number dated 12th March, 2012 and 25th August, 2014 vide which instructions were issued regarding registration procedure on making/ changing entries in birth record of children taken on adoption. These instructions were issued taken into consideration the 2011 guidelines of Central Adoption Resource Authority (CARA) under which submission of adoption deed and adoption order (both) were made mandatory for registration of birth and issue of birth certificate of children taken on adoption.

2. You may be aware that through the aforesaid directions, adoption order and adoption deed both were made mandatory for registration of birth of adopted children whether through adoption agencies (institutional) or non-institutional adoptions. Later on during 2015, a clarification was issued by this office on 15th May, 2015 through which the system of production of adoption order of a court in case of non-institutional adoptions has been discontinued in the light of the provisions of 'Hindu Adoption and Maintenance (HAMA) Act, 1956 and registered adoption deed has been made mandatory for such registration".



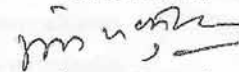
प्रत्येक जन्म एवम् मृत्यु का पंजीकरण सुनिश्चित करें/
"Ensure Registration of Every Birth and Death"

3. Now in respect of adoptions made through institutions i.e. adoption agencies, the Ministry of Women & Child Development has revised its guidelines and notified the same in Gazette Notification dated 04-01-2017 as 'Adoption Regulations 2017' wherein removes the clause of production of adoption deed for institutional adoptions and mentioned at section 36 of the new notification that production of adoption order of the Court is sufficient for registration of birth of child adopted through adoption agencies.

4. In order to address the difficulties in producing the adoption deed by general public in case of adoption through institutions (adoption agencies), the matter has been reviewed and accordingly, it has been decided not to insist the public for production of adoption deed for registration of birth of adopted child and register the birth event or make necessary correction/change on the basis of adoption order of the court and issue the birth certificate of the adopted child.

5. In view of the above facts, you are requested to direct the aforesaid contents to the concerned registration authorities in the State and direct them to issue the birth certificate of adopted children on priority basis with the name of adoptive parents as parents. This office may be appraised about the action taken in this regard.

Yours faithfully



(Manoj Kumar)

Deputy Registrar General (CRS)



प्रत्येक जन्म एवम् मृत्यु का पंजीकरण सुनिश्चित करें/
"Ensure Registration of Every Birth and Death"



सत्यमेव जयते

F.NO. - CARA/CIR/2017

Central Adoption Resource Authority
केन्द्रीय दत्तक-ग्रहण संसाधन प्राधिकरण

(A Statutory Body of Ministry of Women & Child Development, Government of India)

(भारत सरकार के महिला एवं बाल विकास मंत्रालय की संविधिक निकाय)



Dated: 13-02-2018

No.....

CIRCULAR

Date.....

Facilitating Adoption of Siblings & their separation for Adoption if it is in their best interest.

TO

All Specialised Adoption Agencies (SAAs)

At present the siblings are being placed together for adoption based on the provisions of the Juvenile Justice (Care and Protection of Children) Act, 2015 and Adoption Regulation, 2017.

2. There is a provision for the PAPs to choose siblings for adoption. However, they are prepared to take only two children and that too if they happen to be in their preferred age group which seldom is possible. It has been observed that it is difficult to place siblings for adoption, especially if they are three or more in number, as the parents are not prepared to take the responsibilities of more than two children. Siblings who are three or more in number have been placed in the 'Immediate Placement' category, being hard to place.

3. In earlier few occasions, where one of the siblings was willing to go in adoption while the other was unwilling, siblings have been placed in adoption after taking approval of the Relaxation Committee of CARA, in the best interest of the child. However, this was only after receipt of request from the PAPs and the SAA. The above is not possible in many of the cases and the siblings continue to remain in the child care institutions/adoption agencies.

4. To ensure facilitation of siblings being placed in adoption, keeping in mind the best interest of the children, the Steering Committee CARA has decided that the decision to separate the siblings be taken on a case to case basis, the prime consideration of keeping the best interests of children shall be kept in mind as per General Principles stipulated in Section 3 of the Juvenile Justice (Care and Protection of Children) Act, 2015.

5. Consent of the older children as well as inputs from the agency/CWC may be forwarded to the Authority considering their separation.

6. Certain considerations (not exhaustive) which may merit the separation of siblings are as under:-

- (a) If age difference of the siblings are far apart.
- (b) If one of the siblings is a special needs child.
- (c) If one of the siblings is unwilling to go in adoption.


 Director / Deepak Kumar
(Deepak Kumar)
(CEO, CARA)
 Director, Child Welfare Division, Government of India
 Plot No. 1, Block-4, Sector-4, Con. St. 1, 110
 New Delhi-110002

Copy to:-

1. All State Adoption Resource Agencies (SARAs) – to ensure compliance and circulation to the Child Welfare Agencies (CWCs) and District Child Protection Unit (DCPUs)
2. CW-II, MWCD - for information please.



Central Adoption Resource Authority
केन्द्रीय दत्तक-ग्रहण संसाधन प्राधिकरण

(A Statutory Body of Ministry of Women & Child Development, Government of India)
(भारत सरकार के महिला एवं बाल विकास मंत्रालय की संविधिक निकाय)



1-11-2017-18/JD/Cir

07.03.2018

No.....

CIRCULAR

Date.....

Sub: Identifying and Reporting Delayed Milestones of children in the Medical Examination Report.

1. CARA has received numerous grievances from prospective adoptive parents on the Medical Examination Report (MER) prepared by the SAAs which does not reflect complete details of the health status of the children and their developmental history which is essential in deciding the categorisation of the child.

2. The prospective adoptive parent is in a position to take an informed decision, only if the health condition of the child, as per the format of the MER has been properly recorded.

3. The SAAs shall ensure that the MER is prepared as per Schedule III of the Adoption Regulations (AR), 2017, after getting all the medical tests done as per Schedule IV of the AR, 2017. All test reports must be included with the MER.

4. Further, a copy of the chart of Developmental Milestones is attached as Appendix to this circular. The same may be referred to while filling the Section D of the MER. The milestones are for children in family and due consideration must be given to expected delays in case of children in the institutions.

5. The Medical Practitioner & the SAA must strictly follow the Regulations and Categorisation of the child as Normal/Special Needs be done as per Schedule XVIII of AR, 2017.

6. In case of any variation observed in the information provided by the SAA in the MER, it shall be liable to stringent action as applicable under Regulation 25 (2) (c & d) of AR, 2017.

(Deepak Kumar)
Member Secretary & CEO

महिला एवं बाल विकास मंत्रालय
Ministry of Women & Child Development,
भारत सरकार / Government of India
प्लॉट नं. 8, विंग-4, प्रथम तल, आर. के. पुरम,
वेस्ट ब्लॉक-8, विंग-4, 1st Floor, R. K. Puram,
नई दिल्ली / New Delhi-110066

Copy to:-

- (1) All Specialized Adoption Agencies (SAAs)
- (2) All State Adoption Resource Agencies (SARAs)
- (3) CW-II Section, MWCD - for information please.

West Block-VIII, Wing-II, 2nd Floor, R.K. Puram, New Delhi-110066 (India)
Ph: +91-011-26180194, 26180196, Tollfree: 1800-11-1311, Telefax: +91-011-26180198
E-mail: carahdesk.wcd@nic.in, Website : www.cara.nic.in

DEVELOPMENTAL MILESTONES

Child Neurology Division
Department of Pediatrics, AIIMS
New Delhi



For more details: <http://pedneuroaiims.org>

Professor Sheffali Gulati,
Child Neurology Division,
Department of Pediatrics, AIIMS, New Delhi
011-26594679, sheffalig@yahoo.com
pedneuroaiims@yahoo.com

Age	Red Flags for Gross Motor
9 Months	No sitting without support
12 Months	No Standing with Assistance
17 Months	Unable to stand alone
18 Months	Unable to walk alone
2 Years	Unable to walk upstairs with help
4 Years	Unable to jump
Age	Red Flags for Fine Motor
5 Months	Unable to hold rattle
12 Months	No pincer grasp
20 Months	Unable to remove socks/ gloves
24 Months	Unable to scribble
3 Years	Cannot work simple toys
5 Years	Does not draw picture
Age	Red Flags for Hearing
12 Months	No Babbling/ Vocal Imitation
18 Months	No use of single words
24 Months	Single word vocabulary ≤10 words
30 Months	<100 words, No 2-word combination
36 Months	<200 words, No telegraphic sentence
42 Months	<600 words, No simple sentences
Age	Red Flags for Socioadaptive
2 Months	No social smile
12 Months	No pointing
3 Years	No pretend play
4 Years	Does not respond to peers
5 Years	Unusually withdrawn and not active

Age	Language Milestone
4 Weeks	Quieters when bell is rung
8 Weeks	Smiles and vocalizes when talked to
12 Weeks	Squeals with pleasure, aah-naah
16 Weeks	Aah-goo
20 Weeks	Razzing (blowing between partly closed lips)
24 Weeks	Monosyllabic babble (ba-ba, da-da)
32 Weeks	Bisyllable (ba-ba, da-da)
1 Year	2-3 Words with meaning
15 Months	Jargoning
18 Months	10 words with meaning
2 Years	50 words vocabulary
3 Years	250 words vocabulary, questioning, uses pronouns, nursery rhymes
4 Years	Speaks in sentences of 5-6 words; tells long stories
5 Years	Speaks sentences of more than 5 words; Uses future tense; Says name and address
Age	Hearing Milestones
26 Weeks IU	Startle reflex
3 Months	Turns the head to the side from where sound is coming
3-4 Months	Turns the head as well as eyes to the direction of sound
5-6 Months	Turns head sideways and below
6 Months	Turns head sideways and then upward; starts imitating sounds
6-8 Months	Starts responding to name
8-10 Months	Turns head diagonally and directly towards the sound source
1 Year	Ability to localize sound as good as adult

Age	Gross Motor Milestone	Fine Motor Milestones	Socioadaptive Milestones
4 weeks	Complete head lag on pull to sit, pelvis high with knees under abdomen	1 Month Primitive grasp reflex	2 Months Social Smile
8 weeks	On pull to sit less head lag, on ventral suspension can maintain head in same plane as rest of the body, in prone position has head in midline	3 Months No grasp reflex, Retains rattle if placed in hand	3 Months Recognises mother
12 weeks	Bears weight on forearm, face couch angle 45° - 90°. Only slight head lag on pull to sit	4 Months Hand regard, Bidextrous approach	5 Months Smiles at mirror image
20 Weeks	No Head Lag	5 Months Palmer grasp	6 Months Stretches arms out to be held; Stranger anxiety
6 Months	Keeps chest and upper part of abdomen off couch, Rolls from prone to supine, Sits supported (with back support)	6 Months Unidextrous approach, Transfers of objects	7 Months Responds to name
7 Months	Sits on couch with hand support, Weights on one hand, Rolls from supine to prone	9 Months Pincer grasp	9 Months Waves "bye-bye"; Pulls clothes of another to attract attention; repeats performance laughed at; responds to words e.g., "where is daddy?"
9 Months	Crawls, stand himself on holding furniture	12 Months Casting	12 Months Plays peek-boo while covering face
10 Months	Creeps on hands and knees with abdomen off	15 Months Picks up & drinks from cup, Scribbles spontaneously, Tower of 2 cubes	15 Months Indicates wet pants
11 Months	Cruises (Walks holding on to furniture); Pivots (Twisting around to pick an object)	18 Months Manages spoon well, Tower of 3-4 cubes, Turns 2-3 pages	18 Months Domestic mimicry; points to 2-3 body parts, Is dry by the day
12 Months	Walks with one hand held	2 Years Takes off clothes without buttons, Imitates horizontal line and circle, Tower of 5-6 cubes, Turns page singly	2 Years Parallel play (Watches others play and plays near them, but not with them)
15 Months	Walks unsupported	2 1/2 Years	2 1/2 Years Knows full name and gender
18 Months	Runs stiffly	4 Years	4 Years Shares toys, joins in play
24 Months	Goes up and downstairs two feet per step; runs properly	4 1/2 Years	4 Years Attends to own toilet needs
2 1/2 Years	Jumps with both feet, walks on tip toe	2 Years	5 Years Distinguishes morning from noon, compares 2 weights
3 Years	Rides a tricycle, goes up stairs- one foot per step, goes downstairs- two feet per step	2 1/2 Years	Age Vision Milestone
4 Years	Goes downstairs one foot per step, Skips on one foot	2 1/2 Years	29 weeks IU Pupillary reflex
5 Years	Skips on both feet	2 1/2 Years	A1 Birth Horizontal tracking of mothers face till 180 degrees ; follows dandling ring upto 45°
			4-6 Weeks Vertical tracking ; follows dandling ring to 90°
			12 Weeks Follows dandling ring upto 180°; looks at the objects in the midline
			16 Weeks Immediate regard of the dangling object
			4-6 Months Well established binocular vision
			6 Months Adjusts position to see an object
			1 Year Begins to appreciate forms and colours
			2 1/2 Years Fully mature visual acuity

AUDIT REPORT & ANNUAL ACCOUNTS FOR 2017-2018

**The Audit Report of CAG
in respect of Audited Accounts of
Central Adoption Resource Authority,
New Delhi
for the year 2017-2018
(ended 31st March, 2018)**

By: SPEED POST



कार्यालय अपर उपनियंत्रक महालेखापरीक्षक (केंद्रीय व्यय) इन्द्रप्रस्थ एस्टेट, नई दिल्ली-110002

**OFFICE OF THE ADDITIONAL DEPUTY COMPTROLLER AND AUDITOR
GENERAL (CENTRAL EXPENDITURE) INDRAPRASTHA ESTATE, NEW
DELHI - 110002**

दूरभाष/Phone: 23454329 फैक्स नं./Fax No. 23702271

संख्या/No. AMG-III/4-80/SAR/CARA/2018-19/2003

दिनांक/Dated: 28.11.2018

सेवा में

सचिव, भारत सरकार
महिला एवं बाल विकास मंत्रालय
शास्त्री भवन, नई दिल्ली

Secretary & Child Welfare
Disty No. 11381
Date: 30/11/18

विषय: वर्ष 2017-18 के लिए केन्द्रीय दत्तक ग्रहण संसाधन प्राधिकरण, नई दिल्ली के लेखाओं पर पृथक लेखापरीक्षा प्रतिवेदन

महोदय / महोदया

में, केन्द्रीय दत्तक ग्रहण संसाधन प्राधिकरण, नई दिल्ली के वर्ष 2017-18 के प्रमाणित वार्षिक लेखे की प्रति, उसके प्रतिवेदन तथा लेखापरीक्षा प्रमाणपत्र की प्रति संसद के पटल पर रखने के लिये संलग्न करता हूँ।

संसद को प्रस्तुत कर दस्तावेज की दो प्रतियाँ उस तिथि को दर्शाते हुए, जब वे संसद को प्रस्तुत किए गए थे, इस कार्यालय को तथा भारत के नियंत्रक महालेखापरीक्षक के कार्यालय को भेजी जाए। कृपया यह सुनिश्चित करें कि पृथक लेखापरीक्षा प्रतिवेदन को संसद के दोनों सदनों के समक्ष प्रस्तुत करने से पहले वार्षिक लेखाओं को शासी निकाय द्वारा अवश्य अनुमोदित करा लिया जाए।

लेखापरीक्षा प्रतिवेदन का हिन्दी अनुवाद एवं इसे जारी करने से संबंधित सभी कार्यो को आपके निकाय द्वारा किया जाना ही अपेक्षित है। पृथक लेखापरीक्षा प्रतिवेदन का हिन्दी अनुवाद जारी करते समय निम्नलिखित अस्वीकरण (Disclaimer) अंकित करें :

"प्रस्तुत प्रतिवेदन मूल रूप से अंग्रेजी में लिखित पृथक लेखापरीक्षा प्रतिवेदन का हिन्दी अनुवाद है। यदि इसमें कोई विसंगति परिलक्षित होती है तो अंग्रेजी में लिखित प्रतिवेदन मान्य होगा।"

अनुलग्नक : यथोपरि

भवदीय

हस्ता./-

उप-निदेशक (ए.एम.जी.-III)

प्रति
30/11/18
30/11/18

30/11/18
30

29 NOV 2018

By: SPEED POST

संख्या/No. AMG-III/4-80/SAR/CARA/2018-19/2004

दिनांक/Dated 28.11.2018

प्रतिलिपि : कर्नल दीपक कुमार, सदस्य सचिव एवं सी. ई. ओ. , केन्द्रीय दत्तक ग्रहण साधन प्राधिकरण, वेस्ट ब्लॉक 8, विंग-2, आर के पुरम दिल्ली-110066. को लेखापरीक्षा प्रतिवेदन तथा लेखापरीक्षा प्रमाणपत्र की प्रति आवश्यक कार्यवाही हेतु अग्रोषित की जाती है। यह अनुरोध किया जाता है कि संसद को प्रस्तुत दस्तावेजों की दो प्रतियां उस तिथि को दर्शाते हुए जब वे संसद को प्रस्तुत किए गए थे इस कार्यालय को तथा भारत के नियंत्रक एवं महालेखापरीक्षक के कार्यालय को भेजी जाएं।

कृपया यह सुनिश्चित करें कि पृथक लेखापरीक्षा प्रतिवेदन को संसद के दोनों सदनों के समक्ष प्रस्तुत करने से पहले वार्षिक लेखाओं को शासी निकाय द्वारा अवश्य अनुमोदित करा लिया जाए। यह भी अनुरोध किया जाता है कि पृथक लेखापरीक्षा प्रतिवेदन के हिन्दी अनुवाद की एक प्रति शीघ्र इस कार्यालय को भेजी जाएं।

अनुलग्नक : यथोपरि।


28.11.18
उप-निदेशक (ए.एम.जी.-III)

Separate Audit Report of the Comptroller & Auditor General of India on the Accounts of Central Adoption Resource Authority, New Delhi for the year ended 31st March 2018

We have audited the attached Balance Sheet of the Central Adoption Resource Authority, New Delhi (CARA) as on 31st March 2018, Income & Expenditure Account and Receipts & Payments Account for the year ended on that date under Section 19(2) of the Comptroller & Auditor General's (Duties, Powers & Conditions of Service Act, 1971 read with Section 73(2) of the Juvenile Justice (Care and Protection of Children) Act, 2015. These financial statements are the responsibility of CARA. Our responsibility is to express an opinion on these financial statements based on our audit.

2. This Separate Audit Report contains the comments of the Comptroller & Auditor General of India (CAG) on the accounting treatment only with regard to classification, conformity with the best accounting practices, accounting standards and disclosure norms, etc. Audit observation on financial transaction with regard to compliance with the Law, Rules & Regulations (Propriety and Regularity), and efficiency-cum-performance aspects etc., if any, are reported through Inspection Reports/CAG's Audit Reports separately.

3. We have conducted our audit in accordance with auditing standards generally accepted in India. These standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatements. An audit includes examining, on a test basis, evidences and supporting the amounts and disclosures in the financial statements. An audit also includes assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall presentation of financial statements. We believe that our audit provides a reasonable basis for our opinion.

4. Based on our audit, we report that:

- i) We have obtained all the information and explanations, which to the best of our knowledge and belief were necessary for the purpose of our audit.
- ii) The Balance Sheet, Income & Expenditure Account and Receipts & Payments Account dealt with by this report have been drawn up in the format approved by the Ministry of Finance.
- iii) In our opinion, proper books of accounts and other relevant records have been maintained by the Central Adoption Resource Authority in so far as it appears from our examination of such books.

iv) We further report that:

A. General

A.1 As per pattern prescribed by the Ministry of Finance vide Notification dated 2 March 2015 regarding investment of non-government provident funds, superannuation funds and gratuity funds, a maximum of 45 *per cent* amount could be invested in the FDR of the Banks of not less than one year duration. CARA invested all the accumulated funds amounting to ₹ 1.66 crore pertaining to Gratuity and Leave Salary in the fixed deposits of Syndicate Bank and Union Bank of India which was inconsistent with the pattern prescribed by the Ministry of Finance.

A.2. Advances amounting to ₹ 11.48 crore were outstanding as on 31st March 2018. Most of the works for which advances were given had been completed but in absence of adjustment bills from the concerned agencies, CARA has neither booked the expenditure (revenue) nor

capitalised the expenditure where assets were created through these advances. The pendency of advances ranged from 2008-09. Adjustment of these long outstanding advances needs to be made. This was also pointed out by audit during certification of accounts of earlier years.

A.3. The amount of advances given out of government grant-in-aid, the interest earned on unspent grant-in-aid and miscellaneous receipts were not shown in the utilisation certificate, which was in contravention of Rule 230(8) of GFR 2017

A.4. Salary was accounted for on cash basis instead of accrual basis.

A.5. CARA provides Depreciation on Fixed Assets on straight line method as per rates specified in the Companies Act, 2013. However, as per the Uniform Format of Accounts prescribed by Ministry of Finance, Depreciation is to be provided as per the rates specified in the Income Tax Act, 1961.

B. Grant-in-aid

B.1 Out of the available funds of ₹ 9.54 crore including Grant in Aid received during the year, ₹ 8.77 core, and previous year balance of ₹ 0.77 crore, CARA utilized the sum of ₹ 9.23 crore leaving an unspent balance of ₹ 0.31 crore.

C. Management Letter: Deficiencies which have not been included in the Audit Report have been brought to the notice of CARA through a management letter issued separately for remedial/ corrective action.

v. Subject to observations in the preceding paragraphs, we report that the Balance Sheet, Income & Expenditure Account and Receipts & Payments Account dealt with by this report are in agreement with the books of accounts.

vi. In our opinion and to the best of our information and according to the explanation given to us, the said financial statements read together with the Accounting Policies and Notes on Accounts, and subject to the significant matters stated above and other matters mentioned in Annexure to this Audit Report give a true and fair view in conformity with accounting principles generally accepted in India:

- a) In so far as it relates to the Balance Sheet, of the state of affairs of the Central Adoption Resource Authority as at 31st March 2018; and
- b) In so far as it relates to Income and Expenditure Accounts of the Surplus for the year ended on that date.

For and on behalf of C& AG of India

Addl. Dy. C&AG(CE)

Place: New Delhi
Date: 28.11.2018

Annexure

1. Adequacy of Internal Audit System

The internal audit has been conducted by Chartered Accountant for the financial year 2017-18.

2. Adequacy of Internal Control System

The internal control system in CARA needs to be strengthened as -

- Response of the management to statutory audit objections is not effective as 09 audit paras for the period 2008-09 to 2016-17 were outstanding.
- The investments of superannuation funds were not in accordance with the Ministry of Finance guidelines.

3. System of physical verification of assets

Physical verification of fixed assets has been conducted up to 31.10.2016.

4. System of physical verification of inventory

- Physical verification of library books has been conducted upto 22.12.2017.
- The physical verification of stationery and consumables has been conducted upto 28.03.2018.

5. Regularity in payment of dues

No payment over six months in respect of statutory dues like Income Tax, Sales Tax, Service Tax, Customs Duty, Cess, Contributory Provident Fund and ESIC were outstanding as on 31.03.2018.



CENTRAL ADOPTION RESOURCE AUTHORITY

Ministry of Women & Child Development,
Govt. of India

FINANCIAL STATEMENT AS AT 31.03.2018

West Block-VIII, Wing-II, 2nd Floor, R.K.Puram, New Delhi – 110066 (India), Ph. 91-011-26180196, Toll Free: 1800-11-1311, Telefax: 91-011-26180198

FINANCIAL STATEMENT

Central Adoption Resource Authority
West Block - 8, Wing - 2, 2nd Floor, R.K. Puram, New Delhi - 110 066

BALANCE SHEET AS AT 31ST MARCH, 2018

PARTICULARS	Schedule	(Amount in Rs.)	
		2017-18	2016-17
CORPUS/CAPITAL FUND AND LIABILITIES			
CAPITAL FUND			
RESERVES AND SURPLUS	1	12,16,10,331.00	9,76,11,569.00
EARMARKED/ENDOWMENT FUNDS	2	-	-
SECURED LOANS AND BORROWINGS	3	-	-
UNSECURED LOANS AND BORROWINGS	4	-	-
DEFERRED CREDIT LIABILITIES	5	-	-
CURRENT LIABILITIES AND PROVISIONS	6	-	-
Excess of Income over Expenditure	7	2,16,03,627.00	2,65,87,533.00
TOTAL		14,32,13,958.00	12,41,99,102.00
ASSETS			
FIXED ASSETS			
INVESTMENTS - FROM EARMARKED/ENDOWMENT FUNDS	8	61,63,007.00	76,61,047.00
INVESTMENTS - OTHERS	9	-	-
CURRENT ASSETS, LOANS, ADVANCES ETC.	10	1,65,90,758.00	76,45,687.00
MISCELLANEOUS EXPENDITURE	11	12,04,60,193.00	10,88,92,368.00
(to the extent not written off or adjusted)			-
TOTAL		14,32,13,958.00	12,41,99,102.00
SIGNIFICANT ACCOUNTING POLICIES	24		
CONTINGENT LIABILITIES AND NOTES ON ACCOUNTS	25		

(Signature)
 Director, Accounts
 Ministry of Women & Child Development
 West Block-8, Wing-2, 2nd Floor, R.K. Puram
 New Delhi-110066

(Signature)
 Secretary, CARA
 CENTRAL ADOPTION RESOURCE AUTHORITY
 Ministry of WCD, Govt. of India
 West Block-8, Wing-4, 1st Floor
 R. K. Puram, New Delhi

FINANCIAL STATEMENT

Central Adoption Resource Authority

West Block - 8, Wing - 2, 2nd Floor, R.K. Puram, New Delhi - 110 066

INCOME & EXPENDITURE ACCOUNT FOR THE PERIOD/ YEAR ENDED 01/04/2017 TO 31/03/2018

	Schedule	2017-18	2016-17
(Amount in Rs.)			
PARTICULARS			
INCOME			
Income from Sales/Services	12	-	-
Grant/Subsidies	13	9,18,41,140.00	6,94,10,867.00
Fees/Subscriptions	14	50,000.00	-
Income from Investments (Income on Invest. From earmarked/endow. Fund	15	-	-
Income from Royalty, Publication etc.	16	-	-
Interest Earned	17	16,68,560.00	14,87,176.00
Other Income	18	1,47,852.00	44,442.00
Increase/(decrease) in stock of Finished goods and works-in-progress	19	-	-
TOTAL (A)		9,37,07,552.00	7,09,42,485.00
EXPENDITURE			
Establishment Expenses	20	2,61,37,589.00	1,93,23,284.00
Other Administrative Expenses	21	4,20,73,161.00	3,57,32,685.00
Expenditure on Grants, Subside etc.	22	-	-
Interest	23	-	-
Depreciation (Net Total at the year-end - corresponding to Schedule 8)		19,73,061.00	18,03,369.00
TOTAL (B)		7,01,83,811.00	5,68,59,338.00
Balance being excess of Income over Expenditure (A-B)		2,35,23,741.00	1,40,83,147.00
Transfer to Special Reserve (Specify each)			-
Transfer to/from General Reserve			-
BALANCE BEING SURPLUS/(DEFICIT) CARRIED TO CAPITAL FUND		2,35,23,741.00	1,40,83,147.00
SIGNIFICANT ACCOUNTING POLICIES			
CONTINGENT LIABILITIES AND NOTES ON ACCOUNTS	24		
	25	Disputed Claim	

वित्त विभाग - 110/111/112/113/114/115/116/117/118/119/120/121/122/123/124/125/126/127/128/129/130/131/132/133/134/135/136/137/138/139/140/141/142/143/144/145/146/147/148/149/150/151/152/153/154/155/156/157/158/159/160/161/162/163/164/165/166/167/168/169/170/171/172/173/174/175/176/177/178/179/180/181/182/183/184/185/186/187/188/189/190/191/192/193/194/195/196/197/198/199/200/201/202/203/204/205/206/207/208/209/210/211/212/213/214/215/216/217/218/219/220/221/222/223/224/225/226/227/228/229/230/231/232/233/234/235/236/237/238/239/240/241/242/243/244/245/246/247/248/249/250/251/252/253/254/255/256/257/258/259/260/261/262/263/264/265/266/267/268/269/270/271/272/273/274/275/276/277/278/279/280/281/282/283/284/285/286/287/288/289/290/291/292/293/294/295/296/297/298/299/300/301/302/303/304/305/306/307/308/309/310/311/312/313/314/315/316/317/318/319/320/321/322/323/324/325/326/327/328/329/330/331/332/333/334/335/336/337/338/339/340/341/342/343/344/345/346/347/348/349/350/351/352/353/354/355/356/357/358/359/360/361/362/363/364/365/366/367/368/369/370/371/372/373/374/375/376/377/378/379/380/381/382/383/384/385/386/387/388/389/390/391/392/393/394/395/396/397/398/399/400/401/402/403/404/405/406/407/408/409/410/411/412/413/414/415/416/417/418/419/420/421/422/423/424/425/426/427/428/429/430/431/432/433/434/435/436/437/438/439/440/441/442/443/444/445/446/447/448/449/450/451/452/453/454/455/456/457/458/459/460/461/462/463/464/465/466/467/468/469/470/471/472/473/474/475/476/477/478/479/480/481/482/483/484/485/486/487/488/489/490/491/492/493/494/495/496/497/498/499/500/501/502/503/504/505/506/507/508/509/510/511/512/513/514/515/516/517/518/519/520/521/522/523/524/525/526/527/528/529/530/531/532/533/534/535/536/537/538/539/540/541/542/543/544/545/546/547/548/549/550/551/552/553/554/555/556/557/558/559/560/561/562/563/564/565/566/567/568/569/570/571/572/573/574/575/576/577/578/579/580/581/582/583/584/585/586/587/588/589/590/591/592/593/594/595/596/597/598/599/600/601/602/603/604/605/606/607/608/609/610/611/612/613/614/615/616/617/618/619/620/621/622/623/624/625/626/627/628/629/630/631/632/633/634/635/636/637/638/639/640/641/642/643/644/645/646/647/648/649/650/651/652/653/654/655/656/657/658/659/660/661/662/663/664/665/666/667/668/669/670/671/672/673/674/675/676/677/678/679/680/681/682/683/684/685/686/687/688/689/690/691/692/693/694/695/696/697/698/699/700/701/702/703/704/705/706/707/708/709/710/711/712/713/714/715/716/717/718/719/720/721/722/723/724/725/726/727/728/729/730/731/732/733/734/735/736/737/738/739/740/741/742/743/744/745/746/747/748/749/750/751/752/753/754/755/756/757/758/759/760/761/762/763/764/765/766/767/768/769/770/771/772/773/774/775/776/777/778/779/780/781/782/783/784/785/786/787/788/789/790/791/792/793/794/795/796/797/798/799/800/801/802/803/804/805/806/807/808/809/810/811/812/813/814/815/816/817/818/819/820/821/822/823/824/825/826/827/828/829/830/831/832/833/834/835/836/837/838/839/840/841/842/843/844/845/846/847/848/849/850/851/852/853/854/855/856/857/858/859/860/861/862/863/864/865/866/867/868/869/870/871/872/873/874/875/876/877/878/879/880/881/882/883/884/885/886/887/888/889/890/891/892/893/894/895/896/897/898/899/900/901/902/903/904/905/906/907/908/909/910/911/912/913/914/915/916/917/918/919/920/921/922/923/924/925/926/927/928/929/930/931/932/933/934/935/936/937/938/939/940/941/942/943/944/945/946/947/948/949/950/951/952/953/954/955/956/957/958/959/960/961/962/963/964/965/966/967/968/969/970/971/972/973/974/975/976/977/978/979/980/981/982/983/984/985/986/987/988/989/990/991/992/993/994/995/996/997/998/999/1000

CENTRAL ADOPTION RESOURCE AUTHORITY
 Ministry of WCD, Govt. of India
 West Block-8, Wing-4, 1st Floor
 R. K. Puram, New Delhi

FINANCIAL STATEMENT

Central Adoption Resource Authority

West Block - 8, Wing - 2, 2nd Floor, R.K. Puram, New Delhi - 110 066

RECEIPTS AND PAYMENTS FOR THE PERIOD/YEAR ENDED 1ST APRIL, 2017 TO 31ST MARCH, 2018

RECEIPTS		PAYMENTS		(Amount in Rs.)	
PARTICULARS	2017-18	2016-17	PARTICULARS	2017-18	2016-17
(I) Opening Balances:			(I) Expenses:		
a) Cash in hand	16,461	14,463	a) Establ. Exp.	2,66,58,550	1,59,30,751
b) Bank Balances	-	-	b) Admin. Exp. (Indirect expenses)	4,18,33,649	3,50,33,142
(i) In current accounts (unspent bal.)	-	-	c) Payment against last year provisions	-	-
(ii) In deposit accounts	-	-	(II) Payments made against funds for various projects:		
(iii) Savings accounts	2,43,200	19,85,397	(Name of the fund or project should be shown along with the particulars of payments made for each project)		
Syndicate Bank	40,67,814	1,59,427			
Union Bank of India	32,103	31,178			
IDBI Bank	3,14,06,749	8,02,11,862	(III) Investments and deposit made:		
(II) Adjustment of Advances			a) Out of Earmarked/Endowment funds		
	-	-	b) Out of Own Funds (Investments-others)	1,23,20,210	76,45,887
(III) Grants Received:			(IV) Expenditure on Fixed Assets & Capital Work-in-Progress:		
a) From Government of India:-	8,77,00,315	7,07,31,294	a) Purchase of Fixed Assets	4,75,021	32,91,449
i) Revenue Expenses	-	-	b) Exp. On Capital Work-in-progress	-	-
ii) Capital Expenses	-	32,91,449	(V) Loans & Advances:		
b) From State Government	-	-	a) To the Government of India	-	-
c) From other sources (Fines)	-	-	b) To the State Government	-	-
be shown separately	-	-	c) To others	4,33,06,900	9,89,32,790
(IV) Income on Investments from:			(VI) Finance Charges (Interest):		
a) Earmarked/Endow. Funds	33,75,139	72,36,709	(VII) Other Payments (Specify):		
b) Own Funds (Other Investment)	-	-	Security Deposit	45,000	-
(V) Interest Received:			(VIII) Closing Balances:		
a) On Bank deposits	9,24,290	14,87,176	a) Cash in hand	12,016	16,461
b) Loans, Advances etc.	7,44,270	-	b) Bank Balances:-	-	-
c) Saving Account	-	-	(i) In current accounts	-	-
d) Interest from investment & others	-	-	(ii) In deposit accounts	-	-
(VI) Other Income (Specify):			(iii) Savings accounts(UBI)	7,71,873	40,67,814
Misc. Receipts	77,972	44,092	IDBI	32,746	32,103
FSC	2,209	-	Syndicate Bank	32,72,967	2,43,200
Other Income	410	-			
Receipt against RTI	50,000	-			
Fees & Fines	-	-			
Rebate on use of Franking Machine	-	-			
(VII) Amount Borrowed:					
(VIII) Any other receipts					
Security Deposit	90,000	-			
TOTAL	12,87,30,932	16,51,93,397	TOTAL	12,87,30,932	16,51,93,397

Doopak Kuma
Secretary, CARA

सुधीर
अधिका-र/Accounts Officer-CARA
अधिका-र/अधिका-र/अधिका-र
Ministry of Women & Child Development
Ministry of Social Justice & Empowerment

CENTRAL ADOPTION RESOURCE AUTHORITY
Ministry of Women & Child Development
West Block-8, Wing-4, 1st Floor
R.K. Puram, New Delhi - 110 066

CENTRAL ADOPTION RESOURCE AUTHORITY
Ministry of Women & Child Development
West Block-8, Wing-2, 2nd Floor, R.K. Puram
New Delhi-110066

FINANCIAL STATEMENT

Central Adoption Resource Authority
West Block - 8, Wing - 2, 2nd Floor, R.K. Puram, New Delhi - 110 066

SCHEDULES FORMING PART OF BALANCE SHEET AS AT 31ST MARCH, 2018

PARTICULARS	(Amount in Rs.)	
	2017-18	2016-17
SCHEDULE 1 - CAPITAL FUND :		
Balance as at the beginning of the year	9,76,11,569.00	8,02,36,973.00
Add : Contributions towards Corpus/Capital Fund	4,75,021.00	32,91,449.00
Add: Adjustment due to change in accounting Policy		
Add/(Deduct) : Balance of net income/(expenditure) transferred from the less: Opening balance	2,35,23,741.00	1,40,83,147.00
Income and Expenditure Account		
less: transfer to Reserve & surplus		
BALANCE AS AT THE YEAR - END	12,16,10,331.00	9,76,11,569.00
SCHEDULE 2 - RESERVES AND SURPLUS :		
1. CAPITAL RESERVE		
As per last Account	-	-
Addition during the year	-	-
Less : Deductions during the year	-	-
2. REVALUATION RESERVE :		
As per last Account	-	-
Addition during the year	-	-
Less : Deductions during the year	-	-
3. SPECIAL RESERVE :		
As per last Account	-	-
Addition during the year	-	-
Less : Deductions during the year	-	-
4. GENERAL RESERVE :		
As per last Account	-	-
Addition during the year	-	-
Less : Deductions during the year	-	-
TOTAL		

Deepak Kumar
Secretary, CARA

श्री अशोक कुमार / Accounts Officer-CARA
असिस्टेंट सेक्रेटरी फॉर अकाउंट्स
Ministry of Women & Child Development
West Block-8, Wing-2, 2nd Floor, R.K. Puram
New Delhi-110066

CENTRAL ADOPTION RESOURCE AUTHORITY
Ministry of Women & Child Development
West Block-8, Wing-4, 1st Floor
R. K. Puram, New Delhi

FINANCIAL STATEMENT

Central Adoption Resource Authority

West Block - 8, Wing - 2, 2nd Floor, R.K. Puram, New Delhi - 110 066

SCHEDULES FORMING PART OF BALANCE SHEET AS AT 31.03.2018

PARTICULARS	(Amount in Rs.)	
	2017-18	2016-17
SCHEDULE 7 - CURRENT LIABILITIES AND PROVISIONS:		
A. CURRENT LIABILITIES		
Un-spent Grant-in-Aid	33,60,603	79,76,449
Provision for Expenses(as per Annexure 'C')	10,77,152	24,21,871
E.P.F. Organisation	-	1,46,378
Security Deposits	2,18,000	1,28,000
TDS Contractor	5,691	9,893
TDS Professional/ Salary	1,32,702	1,01,733
TDS Rent	-	7,800
Terre Des Homemes (Lausanne)	-	33,620
The Barker foundation (USA)	-	33,641
Earnest Money Deposit	-	45,000
Ms. Saranya, PSS	-	2,364
Ms. Usha Malhotra	-	64,350
Mr Vijay Singh	-	39,414
TA Payable	-	28,407
Total A	47,94,148	1,10,38,920
B. PROVISIONS:		
1.For Taxation	-	-
2. Gratuity	89,21,007	82,47,434
3. Superannuation/pension	-	-
4. Accumulated Leave Encashment	78,88,472	73,01,179
5. Trade Warranties/ claims	-	-
6. Others (specify)	-	-
Total B.	1,68,09,479	1,55,48,613
Total (A+B)	2,16,03,627	2,65,87,533

लेखा अधिकारी-आरआ / Accounts Officer-CARA
 महिला एवं बाल विकास विभाग
 Ministry of Women & Child Development
 भारत सरकार / Government of India
 पश्चिम बंगला-8, विंग-2, 2nd Floor, R.K. Puram
 नई दिल्ली / New Delhi-110066

देविका कुमार
 सेक्रेटरी, कारा
 CENTRAL ADOPTION RESOURCE AUTHORITY
 Ministry of WCD, Govt. of India
 West Block-8, Wing-4, 1st Floor
 R. K. Puram, New Delhi

FINANCIAL STATEMENT

Central Adoption Resource Authority
West Block - 8, Wing - 2, 2nd Floor, R.K. Puram, New Delhi - 110 066

SCHEDULE 8 - FIXED ASSETS :

Fixed Asset Schedule as on 31.3.2018

DESCRIPTION	GROSS BLOCK			DEPRECIATION			Amount in Rs.			
	Cost/valuation as at beginning of the year	Additions during the year	Cost/valuation at the year-end	As at the beginning of the year	On Additions during the year	On Deductions during the year	Excess Dep charged in r. Year Nov Written back	Total up to the year-end	As at the Current year-end	As at the Previous year-end
A. FIXED ASSETS :										
1. LAND :										
a) Freehold	-	-	-	-	-	-	-	-	-	-
b) Leasehold	-	-	-	-	-	-	-	-	-	-
2. BUILDINGS:										
a) On Freehold Land	-	-	-	-	-	-	-	-	-	-
b) On Leasehold Land	-	-	-	-	-	-	-	-	-	-
c) Ownership Flats/Premises	-	-	-	-	-	-	-	-	-	-
d) Superstructures on Land not belonging to the entity	-	-	-	-	-	-	-	-	-	-
3. PLANT MACHINERY & EQUIPMENT										
4. VEHICLES	-	-	-	-	-	-	-	-	-	-
5. FURNITURE, FIXTURES (9.50%)	46,67,764	1,82,023	48,49,787	14,88,729	4,43,166	-	-	19,31,895	29,17,892	31,79,035
6. OFFICE EQUIPMENT (19%)	23,70,540	2,65,448	26,35,988	8,51,392	4,79,016	-	-	13,30,408	13,05,580	15,19,148
7. COMPUTER/PERIPHERALS (31.67%)	54,92,254	27,550	55,19,804	25,29,764	12,25,767	-	1,74,888	35,80,643	19,39,161	29,62,490
8. ELECTRIC INSTALLATIONS	-	-	-	-	-	-	-	-	-	-
9. LIBRARY BOOKS	45,521	-	45,521	45,147	-	-	-	45,147	374	374
10. TIBEWELLS & W. SUPPLY	-	-	-	-	-	-	-	-	-	-
11. OTHER FIXED ASSETS	-	-	-	-	-	-	-	-	-	-
TOTAL	1,25,76,079	4,75,021	1,30,51,100	49,15,032	21,47,949	-	1,74,888	68,88,093	61,63,007	76,61,047
B. CAPITAL WORK-IN-PROGRESS										
GRAND TOTAL	1,25,76,079	4,75,021	1,30,51,100	49,15,032	21,47,949	-	1,74,888	68,88,093	61,63,007	76,61,047

Note:

In Previous Year, Depreciation on Computer/Peripherals is excess charged by Rs 174888, now rectified

Chief Accountant / Accounts Officer-CARA
Ministry of Women & Child Development
West Block-8, Wing-2, 2nd Floor, R.K. Puram
New Delhi-110066

Deputy Komar
Sachin KUMAR
General Accounts Authority
Ministry of WCD, Govt. of India
West Block-8, Wing-4, 1st Floor
R. K. Puram, New Delhi

FINANCIAL STATEMENT

Central Adoption Resource Authority

West Block - 8, Wing - 2, 2nd Floor, R.K. Puram, New Delhi - 110 066

SCHEDULES FORMING PART OF INCOME & EXPENDITURE FOR THE PERIOD/YEAR ENDED 31ST MARCH, 2018

PARTICULARS	(Amount in Rs.)	
	2017-18	2016-17
SCHEDULE 9 - INVESTMENT FROM EARMARKED/ENDOWMENT FUNDS:		
1. In Government Securities	-	-
2. Other approved Securities	-	-
3. Shares	-	-
4. Debentures and Bonds	-	-
5. Subsidiaries and Joint Ventures	-	-
6. Others (to be specified)	-	-
TOTAL		
	1,65,90,758.00	76,45,687.00
	1,65,90,758.00	76,45,687.00
SCHEDULE 10 - INVESTMENTS - OTHERS:		
1. In Government Securities	-	-
2. Other approved Securities	-	-
3. Shares	-	-
4. Debentures and Bonds	-	-
5. Subsidiaries and Joint Ventures	-	-
6. Others (to be specified)	-	-
Interest accrued but not received	-	-
Fixed Deposit (With Syndicate Bank/UBI))	1,65,90,758.00	76,45,687.00
TOTAL		
	1,65,90,758.00	76,45,687.00

श्रीमान् जयशंकर-शर्मा / Accounts Officer-CARA
 श्रीमिन्मन्त्रालयके/Ministry of Women & Child Development
 श्रीमन्मन्त्रालयके/Ministry of Women & Child Development
 West Block-8, Wing-2, 2nd Floor, R.K. Puram
 New Delhi-110066

Dr. Anoop Kumar
 Secretary, CARA
 Central Adoption Resource Authority
 Ministry of W.C.D., Govt. of India
 West Block-8, Wing-4, 1st Floor,
 R. K. Puram, New Delhi

FINANCIAL STATEMENT

Central Adoption Resource Authority

West Block - 8, Wing - 2, 2nd Floor, R.K. Puram, New Delhi - 110 066

SCHEDULES FORMING PART OF BALANCE SHEET AS AT 31ST MARCH, 2018

PARTICULARS	(Amount in Rs.)	
	2017-18	2016-17
SCHEDULE 11 - CURRENT ASSETS, LOANS, ADVANCES ETC.		
A. CURRENT ASSETS:		
1. Inventories:		
a) Stores and Spares	-	-
b) Loose Tools	-	-
c) Stock-in-trade	-	-
Finished Goods	-	-
Work-in-progress	-	-
Raw Materials	-	-
Total		
2. Sundry Debtors:		
a) Debts Outstanding for a period exceeding six months	-	-
b) Others	-	-
3. Cash balances in hand (including cheques/drafts and imprest):	12,016.00	16,461.00
4. Bank Balances:		
a) With Scheduled Banks:		
* On Current Accounts		
* On Deposit Accounts (includes margin money)		
* On Savings Accounts		
b) With non-Scheduled Banks:		
* On Current Accounts	40,77,586.00	43,43,117.00
* On Deposit Accounts		
* On Savings Accounts		
Total		
5. Post Office-Savings Accounts		
TOTAL	40,89,602.00	43,59,578.00

अंतरा अधिका-अतर/Accounts Officer-CARA
 अधिका-अतर अतर अधिका-अतर
 Ministry of Women & Child Development
 अतर अधिका-अतर/Government of India
 अधिका-अतर-अतर-अतर-अतर-अतर-अतर
 West Block-8, Wing-2, 2nd Floor, R.K. Puram
 अतर अधिका-अतर / New Delhi-110066

अधिका-अतर
 अधिका-अतर
 CENTRAL ADOPTION RESOURCE AUTHORITY
 Ministry of WCD, Govt. of India
 West Block-8, Wing-2, 2nd Floor
 R. K. Puram, New Delhi

B. LOANS, ADVANCES AND OTHER ASSETS			
1. Loans :			1,98,164.00
a) Staff (Annexure 'B')			93,494.00
b) Other Entities engaged in activities/objectives similar to that of the Entity			
c) Other (specify)			
2. Advances and other amounts recoverable in cash or in kind or for value to be received :			
a) On Capital Account			43,09,878.00
b) Prepayments			47,93,083.00
c) Other:			89,85,172.00
Training and awairness as per annexure 'B'			7,18,190.00
NIC			2,45,350.00
CPWD			27,344.00
Salary Advance (Mr. Deepak Kumar- CEO)			1,56,000.00
Security Deposit (Secretary-CARA residence)			5,93,74,180.00
DAVP			27,344.00
d) Postage advance			52,60,474.00
NICSI			73,02,835.00
DGS & D			63,459.00
Directorate of Estate			8,000.00
Foreign TA advance			3,564.00
CID, PHO Bhopal			-
Mrs Usha Malhotra			25,000.00
National Film Development Corpn.			3,07,32,894.00
3. Income Accrued :			
a) On Investments from Earmarked/Endowment Funds			-
b) On Investments - Others (FDRs)			4,89,766.00
c) On Loans and Advances			-
d) Others			4,31,058.00
Grant-in-aid Receivable			56,00,000.00
4. Claims Receivable :			
TOTAL (B)	11,63,70,591.00		10,45,32,790.00
TOTAL (A+B)	12,04,60,193.00		10,88,92,368.00

Director
 Secretary, CARA
 CENTRAL ADOPTION RESOURCE AUTHORITY
 Ministry of WCD, Govt. of India
 West Block-6, Wing-4, 1st Floor
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Director
 Secretary, CARA
 Ministry of Woman & Child Development
 West Block-6, Wing-4, 1st Floor, R. K. Puram
 New Delhi-110068

FINANCIAL STATEMENT

Central Adoption Resource Authority

West Block - 8, Wing - 2, 2nd Floor, R.K. Puram, New Delhi - 110 066

SCHEDULES FORMING PART OF INCOME & EXPENDITURE FOR THE PERIOD/YEAR ENDED 31ST MARCH, 2018

PARTICULARS	2017-18	2016-17
SCHEDULE 13 - GRANTS/SUBSIDIES :		
(Irrevocable Grants & Subsidies Received)		
Add:- Op unspent grant	79,76,449	60,56,022
1) Central Government	8,77,00,315	7,46,22,743
Less:- Unspent grant on 31/03/2018	33,60,603	79,76,449
less:- Amount transfer to Capital Fund	4,75,021	32,91,449
2) State Government (s)		
3) Government Agencies		
4) Institutions/Welfare Bodies		
5) International Organisations		
6) Other (Specify)		
TOTAL	9,18,41,140	6,94,10,867


 Accounts Officer-CARA
 Ministry of Women & Child Development
 Government of India
 West Block-8, Wing-2, 2nd Floor, R.K. Puram
 New Delhi-110066


 Secretary, CARA
 CENTRAL ADOPTION RESOURCE AUTHORITY
 Ministry of WCD, Govt. of India
 West Block-8, Wing-4, 1st Floor
 R. K. Puram, New Delhi

FINANCIAL STATEMENT

Central Adoption Resource Authority
West Block - 8, Wing - 2, 2nd Floor, R.K. Puram, New Delhi - 110 066

SCHEDULES FORMING PART OF INCOME & EXPENDITURE FOR THE PERIOD/YEAR ENDED 31ST MARCH, 2018

PARICULARS	2017-18	2016-17
SCHEDULE 14 - FEES/SUBSCRIPTIONS		
1. Entrance Fees	-	-
2. Annual Fees/Subscriptions	-	-
3. Seminar/Program Fees	-	-
4. Consultancy Fees	-	-
5. Others (Specify)	-	-
6. Fines	50,000.00	-
TOTAL	50,000.00	-

Note: Accounting Policies towards each item are to be disclosed


 Accounts Officer-CARA
 Ministry of Women & Child Development
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 West Block-8, Wing-2, 2nd Floor, R.K. Puram
 New Delhi-110066


 Secretary-CARA
 CENTRAL ADOPTION RESOURCE AUTHORITY
 Ministry of W.C.D., Govt. of India
 West Block-8, Wing-4, 1st Floor
 R. K. Puram, New Delhi

FINANCIAL STATEMENT

Central Adoption Resource Authority

West Block - 8, Wing - 2, 2nd Floor, R.K. Puram, New Delhi - 110 066

SCHEDULES FORMING PART OF INCOME & EXPENDITURE FOR THE PERIOD/YEAR ENDED 31ST MARCH, 2018

PARTICULARS	(Amount in Rs.)	
	2017-18	2016-17
SCHEDULE 17 - INTEREST EARNED :		
1) On Term Deposits :		
a) With Scheduled Banks	7,44,270	-
b) With Non-Scheduled Banks		-
c) With Institutions		-
d) others		-
2) On Savings Accounts :		
a) With Scheduled Banks	9,24,290	14,87,176
b) With Non-Scheduled Banks		
c) With Institutions		
d) others		
3) On Loans :		
a) Employees/Staff		
b) Others		
4) Interest on Debtors and Other Receivables		
TOTAL	16,68,560	14,87,176

Note : Tax deducted at source to be indicated

अंश सहायक-आय/Accounts Officer-CAIRA
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 Ministry of Women & Child Development
 भारत सरकार / Government of India
 अंश सहायक-आय/Accounts Officer-CAIRA
 West Block-8, Wing-2, 2nd Floor, R.K. Puram
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Deepak Kumar
 Secretary, CAIRA
 CENTRAL ADOPTION RESOURCE AUTHORITY
 Ministry of WCD, Govt. of India
 West Block-8, Wing-4, 1st Floor
 R. K. Puram, New Delhi

FINANCIAL STATEMENT

Central Adoption Resource Authority

West Block - 8, Wing - 2, 2nd Floor, R.K. Puram, New Delhi - 110 066

SCHEDULES FORMING PART OF INCOME & EXPENDITURE FOR THE PERIOD/YEAR ENDED 31ST MARCH, 2018

PARTICULARS	(Amount in Rs.)	
	2017-18	2016-17
SCHEDULE 18 - OTHER INCOME :		
1) Profit on Sa/e/disposal of Assets		
a) Owned assets		
b) Assets acquired out of grants, or received free of cost		
2) Export Incentives realized		
3) Fees for Miscellaneous Services	1,45,233	13,145
4) Miscellaneous Income		
Sale of old newspaper and magazines		
Rebate by Postal Deptt. on use of franking Machine	410	350
RTI Fee		
Foreign Contribution Received		
International meet (R.Fees A/c)		30,947
FSC Recd (Leave Salary) A/c	2,209	-
TOTAL	1,47,852	44,442


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FINANCIAL STATEMENT

Central Adoption Resource Authority

West Block - 8, Wing - 2, 2nd Floor, R.K. Puram, New Delhi - 110 066

SCHEDULES FORMING PART OF INCOME & EXPENDITURE FOR THE PERIOD/YEAR ENDED 31ST MARCH, 2018

PARTICULARS	2017-18	2016-17
(Amount in Rs.)		
SCHEDULE 20 - ESTABLISHMENT EXPENSES :		
a) Salaries and Wages	2,03,64,545	1,32,79,047
Manpower charges		-
b) Allowances, Bonus and honorarium	86,744	2,19,706
c) Reimbursement of Tuition Fee	3,47,200	3,39,000
d) Medical Expenses	5,35,204	3,67,450
e) LTC Expenses	3,43,557	1,80,806
f) Uniform charges		-
g) Employeee Contribution to PF	14,13,628	11,42,226
h) EDLI (PF)	18,000	44,999
i) EPF Administrative charges	1,50,904	1,22,732
j) FSC	2,27,100	-
k) Lease Rent	7,75,232	6,83,260
l) Over time Allowance		-
Gratuity payment & Provisions	9,45,772	15,91,479
Leave Salary payment & Provisions	9,29,703	13,52,579
TOTAL A+B	2,61,37,589	1,93,23,284


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 New Delhi-110066


 Secretary, CARA
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FINANCIAL STATEMENT

Central Adoption Resource Authority
West Block - 8, Wing - 2, 2nd Floor, R.K. Puram, New Delhi - 110 066

SCHEDULES FORMING PART OF INCOME & EXPENDITURE FOR THE PERIOD/YEAR ENDED 31ST MARCH, 2018

PARTICULARS	(Amount in Rs.)	
	2017-18	2016-17
SCHEDULE 21 - OTHER ADMINISTRATIVE EXPENSES :		
Advertisement and Publicity	97,40,022	1,63,00,502
Audit Fees	2,86,520	1,25,200
Bank Charges	2,646	3,053
CARING Expenses	58,38,927	-
Computer Networking and accessories	31,500	10,930
Consultancy Service Charges	1,09,62,195	70,25,597
Conveyance Expenses	63,022	42,700
Counselling Centre Expenses A/c	2,11,558	-
Hindi Pakhwada Expenses	40,000	38,250
Honorarium, TA/DA to Adv. Committee Members A/c	6,77,318	-
Hospitality	45,048	35,728
Inspection & monetering expenses	3,42,359	2,58,122
Internship Expenses	1,22,493	-
Mapping & Linkage of Orphan/Abandoned Children Exp.	1,43,051	-
Meeting Expenses	1,15,426	94,119
Newspaper, Books and Periodicals	49,942	31,302
Office Expenses	75,323	1,12,604
Postage and Telegram Charges	1,09,246	1,10,429
Printing Expenses	2,18,673	94,873
Professional Charges & Legal	81,519	1,23,451
Recruitment and Training Expenses	49,892	36,757
Repair and Maintenance of Office Building	78,143	2,05,684
Repair and Maintenance of Office Furniture	1,06,380	6,800
Repairs and Maintenance of Office Equipment	40,043	1,04,620
Research & Evaluation Expenses	-	74,087
Security and Cleaning Expenses	24,20,481	8,20,374
Sitting Fee Account	5,03,000	5,36,000
Stationery Expenses	5,53,424	2,53,774
Telephone Charges	8,97,884	3,55,939
Toll Free Help Line Expenses	8,24,653	9,80,317
Training and Awareness Programme expenses	56,15,143	57,43,839
Travelling Expenses	7,56,672	2,43,918
Veichles Hiring (Car)	10,04,358	10,33,911
Water and Electricity charges	66,300	52,140
GROSS TOTAL	4,20,73,161	3,48,55,020

(Signature)

Deepak Kumar
Secretary, CARA

CENTRAL ADOPTION RESOURCE AUTHORITY
Ministry of WCD, Govt. of India
West Block-8, Wing-4, 1st Floor
R. K. Puram, New Delhi

श्री. अशोक कुमार, अकाउंट्स ऑफिसर-कारा
मंत्रालय, महिला एवं बाल विकास विभाग
मंत्रालय, महिला एवं बाल विकास
पश्चिम ब्लॉक-8, विंग-2, 2nd Floor, R. K. Puram
नई दिल्ली / New Delhi-110066

FINANCIAL STATEMENT

Central Adoption Resource Authority
West Block-8, Wing-2, 2nd Floor, R.K. Puram, New Delhi-110 066.

SCHEDULES FORMING PART OF ACCOUNTS FOR THE PERIOD ENDED 31st MARCH- 2018Schedule-24Significant Accounting Policies/ Basis for Preparations of Accounts:

1. **Accounting Convention:**
The Financial Statements have been prepared on the accrual method of accounting.
2. **Inventory Valuation:**
Store and Spares are valued at cost.
3. **Investments:**
Investments classified as "long term investments" are carried at cost.
4. **Fixed Assets:**
 - 4.1 Fixed Assets are stated at cost of acquisition inclusive of inward freight, duties and taxes and incidental and direct expenses related to acquisition.
 - 4.2 Fixed Assets acquire by way of non-recurring grant are capitalized at values stated by corresponding credit to Capital Fund.
5. **Depreciation:**
 - 5.1 Depreciation has been provided on straight-line method as per rates specified in the Companies Act, 2013.
 - a. In respect of additions to/ deductions from fixed assets during the year, depreciation is considered on monthly pro-rata basis.
 - b. Assets costing Rs. 5,000/- or less each are fully provided.
 - c. Residual Value of fixed assets has been taken @ 5% of the total cost.
6. **Government Grants/ Subsidies:**
 - 6.1 Government grant / subsidy are accounted on accrual basis.
 - 6.2 Grants received from Central Government has not been received with specific instruction for Capital Expenses and therefore the amount spent on acquisition of capital assets not otherwise specified has been shown under Capital Fund.
7. **Lease:**
Lease rentals are expensed with reference to lease terms.
8. **Retirement Benefits:**
 - 8.1 Provision towards gratuity payable on death/ retirement of employees is accrued and computed based on actuarial calculation.
 - 8.2 Provision for accumulated leave encashment benefit to the employees is accrued and computed based on actuarial calculation.


 लेखा अधिकारी-कारा / Accounts Officer-CARA
 महिला एवं बाल विकास विभाग
 Ministry of Women & Child Development
 भारत सरकार / Government of India
 पश्चिमी ब्लाक-8, फ्लोर-2, री.के.पुरम, नए दिल्ली
 West Block-8, Wing-2, 2nd Floor, R.K. Puram
 नए दिल्ली / New Delhi-110066


 Deepak Kumar
 Secretary, CARA
 CENTRAL ADOPTION RESOURCE AUTHORITY
 Ministry of WCD, Govt. of India
 West Block-8, Wing-4, 1st Floor
 R. K. Puram, New Delhi

FINANCIAL STATEMENT

Central Adoption Resource Authority
West Block-8, Wing-2, 2nd Floor, R.K. Puram, New Delhi-110 066.

SCHEDULES FORMING PART OF ACCOUNTS FOR THE PERIOD ENDED 31st MARCH- 2018

Schedule-25

CONTINGENT LIABILITIES AND NOTES ON ACCOUNTS

1. Contingent Liabilities for the period ended 31st March- 2018 is Rs. Nil
2. In the opinion of the Steering Committee, the current assets, loans and advances have a value on realization in the ordinary course of business, equal to at least the aggregate amount shown in the Balance Sheet.
3. In view of there being no taxable income under Income Tax Act, 1961 no provision for Income Tax has been made.
4. Corresponding figures for the previous year have been regrouped/ rearranged, wherever necessary. However in respect of Statement of Receipt and Payment for the Period 1st April 2017 to 31st March 2018 as advised/suggested in the Audit Report for the year 2016-17 of the Comptroller & Auditor General of India the figures in the Receipts and Payments Account for the year ended 31st March 2018 reflect only the Cash Receipt and Cash Payments made during the said year under each head. In the Previous year except for the Expenses head the figures reflected in the Receipt side showed the opening balances for that year and the Payment side showed the Closing balance under that particular head. Accordingly the figures for the Financial year 2017-18 in the Receipt and Payment cannot be compared with the Previous year figures.
5. Schedule 1 to 25 are annexed to and form an integral part of the Balance Sheet as at 31st March 2018 and the Income and Expenditure Account for the year ended on that date.
6. In Previous year, 2016-17, Depreciation on Computer and peripheral is excess charged amount Rs 1,74,888, which was now rectified and accordingly been added back in the current year's depreciation.(Refer Schedule 8)
7. From the Current year 2017 -18, Plan and Non- Plan Accounts have been merged and there is no distinction between the two, accordingly no bifurcation has been made in the Financial statements for the Current year 2017-18 in respect of Plan and Non-Plan Accounts.

सेवा अधिकारी-वसु/Accounts Officer-CARA
महिला एवं बाल विकास मंत्रालय
Ministry of Women & Child Development
भारत सरकार / Government of India
पश्चिमी ब्लाक-8, विंग-2, द्वितीय मंज, राक पुरम
West Block-8, Wing-2, 2nd Floor, R.K. Puram
नई दिल्ली / New Delhi-110066

Deepak Kumar
Secretary, CARA
CENTRAL ADOPTION RESOURCE AUTHORITY
Ministry of W.C.D. Govt. of India
West Block-8, Wing-4, 1st Floor
R. K. Puram, New Delhi

FINANCIAL STATEMENT

Central Adoption Resource Authority

West Block - 8, Wing - 2, 2nd Floor, R.K. Puram, New Delhi - 110 066

Advance for Training and Awareness Programme

As on 31.3.2018

Annex-B

S. No.	Name of NGO/ Govt. Office	Date of Release	Amount
1	ICCW New delhi	19.8/10.9.2008	6,18,860
2	YASODA Pune		55,000
3	Director, WCD, Raipur	03.06.2010	1,64,320
4	Director, WCD, Chandigarh	18.06.2010	1,64,320
5	Director, WCD, Andra Pradesh	24.02.2011	2,48,808
6	The state Child Protection Society, Nagland	02.09.2011	99,704
7	ICDS, Society, Bangalore, Karnataka	20.10.2011	54,400
8	Director, WCD, Bangalore	26.06.2013	17
9	Chairman, VCA Hyderabad	17-01-2014	36,585
10	Commissioner and State Child Protection Society, Pune	16.12.2014	2,37,510
11	Dir, Goa Institute of Public Administration	10.03.2015	1,09,592
12	Maharashtra Judicial Achadamy (IMCTI)	04-07-2015	1,80,250
13	Director, SW and Child Protection Society, Ranchi	10-12-2015	1,99,490
14	CEO, AP SPE of Women & Children, Vijayawada	10-03-2016	1,79,632
15	NIPCCD, Lucknow	13.01.2017	4,10,896
16	Director Social Welfare, Chennai	15.3.2017	4,49,327
17	Director, UTI, Pondicherry	21.06.2017	1,87,831
18	Director, SW, Panchulula, Haryana	27.07.2017	1,80,849
19	Child Protection Society, kolkatta, W. Bengal	09.08.2017	3,02,655
20	Member secy, SARA, Manipur	12.09.2017	3,19,753
21	Axis Communication, New Delhi	10.01.2018	42,000
22	Axis Communication, New Delhi	11.01.2018	25,000
23	Maharashtra state Child Protection Society	19.01.2018	3,90,240
24	Maharashtra state Child Protection Society	06.03.2018	1,17,173
25	NIPCCD, Lucknow	12.03.2018	5,24,910
26	Director, ICPS, Sikkim	13.03.2018	2,13,251
27	Director, WCD, Kerala	15.03.2018	2,97,711
28	Karnataka state child protection Society	15.03.2018	7,61,623
	Total		65,71,707


अधिकारी-कार्य / Accounts Officer-CARA
 महिला एवं बाल विकास मंत्रालय
 Ministry of Women & Child Development
 भारत सरकार / Government of India
 पश्चिमी ब्लॉक-8, विंग-2, द्वितीय तल, आर.के. पुरम
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
Deepak Kumar
 Secretary, CARA
 CENTRAL ADOPTION RESOURCE AUTHORITY
 Ministry of WCD, Govt. of India
 West Block-8, Wing-4, 1st Floor
 R. K. Puram, New Delhi

Central Adoption Resource Authority

Loans/ Advances to Staff

Name of Employees	Amount outstanding as on 31.03.2018	Amount outstanding as on 31.03.2017
A. Festival Advance:		
Mr. Parmod Kumar		
Mr.Ritesh Ahuja-DEO		
Mr.Sanjay Kumar-DEO		
Mr.Devender Kumar		
Mr.Ravi Rawat-DEO		
Mr.Vijay Singh		
Mr.Bagat-Peon		
Total A		
B. Computer Advance:		
Mr. B.K. Sahu, Dy. Director		
C. Car Advance:		
Mr. B.K. Sahu, Dy. Director		19,700
D Scooter Advance		
Mr.Vijay Singh-Steno	3000	10,500
Mr. Ritesh Ahuja, DEO	7,500	14,000
Mr.C.S.Bhakta-LDC	16000	22,000
Mr.Pramod Kumar-DEO	0	15,000
Mr.R.S.Rawat		
E TA Advance		
B.K. Sahu, Dy. Director		48,964
Sh. J.N. Sharma	41,000	
F LTC Advance		
Vinita jha	4,189	
G Others		
Archana Tyagi	11,000	
Aparna sharma	10,805	
Total B	93,494	1,30,164
Grand Total (A+B+C+D)	93,494	1,30,164


 लेखा अधिकारी-आय / Accounts Officer-CARA
 महिला एवं बाल विकास विभाग
 Ministry of Women & Child Development
 भारत सरकार / Government of India
 पश्चिमी ब्लॉक-8, विंग-2, द्वितीय этаж, आर.के. पुरम
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 Deepak Kumar
 Secretary, CARA
 CENTRAL ADOPTION RESOURCE AUTHORITY
 Ministry of WCD, Govt. of India
 West Block-8, Wing-4, 1st Floor
 R. K. Puram, New Delhi

FINANCIAL STATEMENT

Central Adoption Resource Authority
West Block-8, Wing-2, 2nd Floor, R.K.Puram, New Delhi- 110066

Provision for Expenses as on 31/03/2018

Annexure 'C'

Sl.No	Expenses Head	Particulars of Expenses	Amount
1	Travelling Expenses A/c	TA/DA of Bhubanesher trip dated 23/03/2018 of Col.Deepak Kumar-CEO-CARA	20161.00
2	Honorarium/TA/DA/Advisory	TA/DA of Delhi & Moradabad trip of Sushma Karkwal-Advi-Committee Member	22686.00
3	Telephone Expenses	Tata Photon charges to Tata Tele Services	3428.00
4	Internship Fees	Internship fees Mushkhan Goyal from 10/2/18 to 28/2/18	4643.00
5	Water & electricity charges	Drinking water charges for March-18	5100.00
6	Telephone Expenses Adoption Helpline charges	Office Telephones and Adoption helpline (28,771+9235)	38006.00
7	Training & Awareness Programme A/c	TA/DA of Dr.K. C.George for his Kochi Tour for training	42702.00
8	Honorarium/TA/DA/Advisory Committee	TA/DA paid to Shivanand M Dambel for Chennai tour	8701.00
9	Internship Fees	Internship fees paid to Mushkan Goyal for March	6452.00
10	Reimbursement of Medical	Medical bills of Ritesh Ahuja	18288.00
11	Stationary Expenses	Various parties through GEM	35073.00
12	RTF A/c	Reimbursement of tuition fees to CEO-CARA	31500.00
13	News Paper & Periodicals	Central News Agency for March-18	1784.00
14	Stationary Expenses	Stationary purchase through GEM	14082.00
15	Audit Fees A/c	C & AG and internal audit fees	120000.00
16	Previous year provisions (balance)	Against CPWD Advance	704546.00
	Gross Total		1077152.00

शेखा अधिकाारी-खाण / Accounts Officer-CARA
महिला एवं बाल विकास मंत्रालय
Ministry of Women & Child Development
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परिचयी खण्ड-8, विंग-2, द्वितीय एअर, आर.के. पुरम
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नई दिल्ली / New Delhi-110066

Deepak Kumar
Secretary, CARA
CENTRAL ADOPTION RESOURCE AUTHORITY
Ministry of WCD, Govt. of India
West Block-8, Wing-4, 1st Floor
R. K. Puram, New Delhi

10,77,152.00



CARA

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

Toll Free No. : 1800-11-1311, Fax : 91-011-26180198

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