

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

**Minutes for the 11<sup>th</sup> Meeting of the Steering Committee of Central Adoption Resource Authority (CARA) held on 10<sup>th</sup> November, 2017 at 03:00 p.m. in the Conference Hall of CARA at West Block - 8, Wing - 4, 1st Floor, R K Puram, New Delhi.**

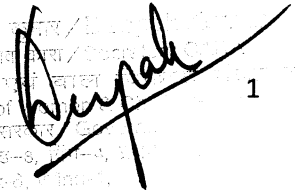
1. The 11<sup>th</sup> Meeting of the Steering Committee of Central Adoption Resource Authority, chaired by Shri Rakesh Srivastava, Secretary, MWCD (Chairperson of Steering Committee of CARA), was held on 10<sup>th</sup> November, 2017 at 3:00 p.m. in the Conference Hall of CARA at West Block - VIII, Wing - IV, 1<sup>st</sup> Floor, R.K. Puram, New Delhi.
2. The Chairperson, Members and Special Invitee as under were present in the meeting (copy of the Attendance Sheet is placed at **Annexure-I**).

**Chairperson**

- (a) Shri Rakesh Srivastava, Secretary, Ministry of Women & Child Development, Government of India – Chairperson (Ex-officio).

**Members**

- (b) Ms. Aastha Saxena Khatwani, Joint Secretary, Ministry of Women & Child Development, Government of India, Shastri Bhawan, New Delhi – Member (Ex-officio).
- (c) Ms. M.R. Tshering, Joint Secretary and Finance Advisor, Ministry of Women & Child Development, Government of India, Shastri Bhawan, New Delhi – Member (Ex-officio).
- (d) Ms. Gitashree Adhikari, Karuna WB Women and Children Welfare Society, Howrah, West Bengal (Representing Specialised Adoption Agency recognized by Government of West Bengal) – Member.
- (e) Smt. Kiran Singh, Ghaziabad, Uttar Pradesh (Advocate) – Member.
- (f) Shri Deepak Kumar, Chief Executive Officer/Secretary, CARA– Member Secretary (Ex-officio).

  
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दीपक कुमार / Secretary  
राजिनी / Secretary  
असिस्टेंट सचिव / Secretary  
Ministry of Women & Child Development  
कार्यालय महिला एवं बाल विकास  
पश्चिमी ब्लॉक-8, प्लॉट-4, 1<sup>st</sup> फ्लोर,  
West Block-8, Plot-4, 1<sup>st</sup> Floor,  
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## **Special Invitee**

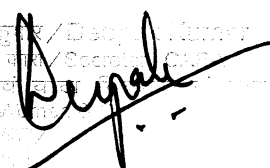
(g) Shri Ajay Tirkey, Additional Secretary, Ministry of Women & Child Development, Government of India, Shastri Bhawan, New Delhi (Special Invitee).

3. At the outset, Chairperson, Steering Committee welcomed all the Members of the Committee and asked Member Secretary & CEO, CARA to present the Action Taken Report of the last Meeting held on 1<sup>st</sup> September, 2017 and the Agenda Items of the current Meeting.

4. Member Secretary & CEO, CARA welcomed the Chairperson and all the Members attending the 11<sup>th</sup> Meeting of Steering Committee of CARA. He informed that as the anniversary of CARA is on 15<sup>th</sup> January 2018, there would be one more Meeting before the two years tenure of the members (other than ex-officio members) gets completed. Before beginning the discussion on Action Taken Report of the Meeting held on 01.09.2017, CEO CARA shared the relevant statistics on Adoption (copy of the presentation is at **Annexure-II**). He informed that there were total of 5211 children in Homes out of which 1865 children were in foster care and 1925 children were available for adoption. There were 1007 children which were Special Needs Children who were legally free for adoption. Further, 18052 parents were registered for In-country adoption and 874 parents were registered for Inter-country adoption. He also informed that 1765 adoptions had been concluded by RIs and NRIs from April 2017 till 09.11.2017 and 379 adoptions by OCIs & Foreigners. With regard to Court pendency, he informed that a total of 756 cases were pending beyond the stipulated timeframe of two months in various courts in India. The maximum pendency was in Tamil Nadu (139 cases), Telangana (128 cases), West Bengal (115 cases), Odisha (91 cases), Maharashtra (77 cases) and Bihar (59 cases).

5. Further, CEO CARA informed that as on 09 Nov 2017, 282 CCIs were linked with SAAs wherein 121 children were below 6 years and 1594 children were above 6 years. He informed that out of the children in SAAs/CCIs as on 09.11.2017, 1925 children were legally free, 722 children were CNCP and 2440 children were yet to be declared legally free. He also informed that 395 new children have been registered in CARINGS during this month. Out of 274 children placed in adoption during this month, 180 children belonged to In-country (taken in pre-adoption foster care) and 94 children belonged to Inter-country (NOC issued).

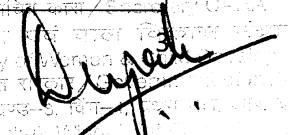
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सहसचिव / Secretary  
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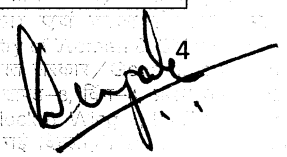
## Discussion on Action Taken Report of the Meeting held on 01-09-2017

6. ATR on the Decisions of the Steering Committee of CARA taken on 1<sup>st</sup> September, 2017 were explained to the members and the same is tabulated underneath :-

<b>Decisions of Steering Committee Meeting held on 01-09-2017</b>	<b>Action Taken Report</b>
Item No. 1 : Information related to laying of Annual Report for the year 2015-16 in both the Houses of Parliament and approval of its printing.	CEO, CARA informed that the Annual Report for the year 2015-16 has already been laid in the Parliament. Hence, no further action is required.
Item No. 2 : Extending tenure of Tele-counsellors from 20.11.2016 to 19.11.2017.	CEO, CARA informed that Ministry has been intimated about extending the tenure of Tele-counsellors along with other manpower.
Item No. 3 : Suggestions received from Mr. Avinash Kumar, Member, Steering Committee of CARA.  (1) to look into the possibility of having a MoU with DGHS (Health Ministry), and also to talk to Ministry of Social Justice in this regard).  (2) a proposal for Post Adoption Research be forwarded to SA, MWCD since funds are available in the Ministry.  (3) to capture the reasons for not reserving the child referred for which a Pop Up may be provisioned whenever such PAPs sign in	CEO, CARA informed that ATR has been circulated with the Agenda.  (1) <i>This point is yet to be implemented and would be carried over as pending action.</i>  (2) As regards suggestion for forwarding a proposal of post adoption research to SA, MWCD, it was informed that CARA is making a complete note and the same will be forwarded soon. <i>It was advised by Steering Committee to do it as soon as possible.</i>  (3) It was advised by Steering Committee that if any PAPs do not receive the child, they should give reason and it should be in the CARINGS. <i>This point is yet to be implemented and would be carried over</i>

  
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<p>the CARINGS.</p> <p>(4) to make a Plan of Action for Adoption Week proposed to be held in the month of November 2017 on Pan India basis</p>	<p><i>as pending action.</i></p> <p>(4) The committee was apprised about the National Seminar on Adoption being organized on 15<sup>th</sup> November 2017 (as part of HAUSLA 2017). Also Ad campaign on the Counselling Centre at CARA has been undertaken for the month of November 2017.</p> <p>CEO, CARA further informed that Counselling Camps are being planned in major cities shortly in collaboration with SARAs.</p> <p><i>It was advised by Steering Committee to give wide publicity to the above Seminar.</i></p>
<p>Item No. 4 : Proposal for making provision for online root search.</p>	<p>Steering Committee had advised to follow existing Regulations in this regard.</p>
<p>Item No. 5 : Issues related to Inter-country Adoptions with Australia, USA and UAE.</p>	<p>CEO, CARA informed that a Note has been moved to the Ministry to have a meeting with the Ambassadors of USA and Australia. He also informed that a Note is also being moved on the letter received from USA. Further, he informed that the USA Central Authority has confirmed that the services of AFAAs can be utilized for preparing the HSR, but they wouldn't be doing the registration of NRIs.</p> <p><i>It was advised by Steering Committee that the system be established by the Embassy in USA by empaneling Social Workers and CARA shall provide required help and training for the same.</i></p>
<p>Item No. 6 : Information regarding issues emerging from Multi-Stakeholders,</p>	<p>CEO, CARA informed that details has been shared with the Ministry.</p>

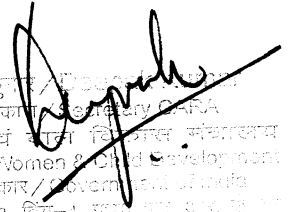


Orientation/ Sensitization Programmes for Multi-Stakeholders, conducted by CARA in collaboration with the State Governments.	
Item No. 7 : Advisory Committee: Update and meeting schedule.	CEO, CARA informed that the Minutes of the meeting has been shared.
Item No. 8 : Regarding CARINGS staff etc.	It was informed that CARINGS staff are working from NIC Office now and the technical issues would be resolved through regular meeting and updation of CARINGS programme.
Item No. 9 : Update on Media Activities.	CEO, CARA also informed that two Spots on Adoption made by the Ministry have been approved by the Committee chaired by AS(AT). Further three and more spots as per script approved by the committee has been made with Sakshi Tanwar. Its first cut has to be shown to the committee.  <i>It was advised that the spots be approved and launched in a Press Conference to be attended by Sakshi Tanwar (being the Brand Ambassador) at the earliest.</i>
Item No. 10 : Two Awards received by CARA on CARINGS i.e. Social Impact Excellence and other is for Best Technology from Indus Foundation.	CEO CARA informed that CARA has received two Awards and the same has been informed to the Steering Committee.
Item No. 11 : Update on Legal Matters (for information).	CEO CARA informed that an SLP in the matter of Bal Anand was filed in the Apex Court related to adoption fee challenging the Order of Mumbai High Court and the stay has been granted by the Hon'ble Court.

दीपक कुमार / Deepak Kumar  
 सचिव कारा / Secretary CARA

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	<p>He also informed that last hearing was attended by him personally and additional Affidavit approved by the Ministry has been filed in the Court.</p>
<p>Item No. 12 : Important pending issues.</p> <p>(1) The issue of Rules &amp; Regulations of CARA may be addressed expeditiously.</p> <p>(2) to move a proposal for purchase of flats from the DDA/NBCC for allotment to the officials of CARA.</p>	<p>(1) CEO CARA informed that Section 69 of the JJ Rules, 2015 stipulates that rules &amp; regulations will be adopted by the Steering Committee with prior approval of the Govt. of India and that we have moved the file in this regard.</p> <p>(2) <i>On the issue of having own Office by CARA, it was suggested by Steering Committee to have a look at the Office of Supply Department near India Gate, which is being surrendered.</i></p> <p><i>As regards allotment of flats for the officials of CARA, it was advised by Steering Committee to purchase the flats instead of looking for land and construction of accommodation.</i></p>

  
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 West Block 8, Wing-4, Pragati Nagar, New Delhi

**Agenda Items and Decisions (Administration, Accounts & Financial Matters)**

**Item No. 1 : Reviewing the Role & Charter of CARA and the Requirements of Strengthening by Restructuring & Revamping of the CARINGS Module**

7. We may engage a professional consultancy service to look into the exact role & charter of CARA and suggest the methodology of functioning as well as the resources required. Based on the suggestions backed by assessment duly reasoned through a Detailed Project Report, MoF, GoI may be obliged to favourably dispose off the Restructuring Proposal.

8. Further, CARINGS, an application for smoothening of adoption process in the CARA website need to be reviewed as it has become non-functional at certain points. It was made almost a decade ago just for recording the offline adoption data. With patch work, it is now being used for running the important live application which requires lot of features and functionalities. However, the report generation mechanism is out dated and isn't user friendly. Lots of complaints are received by all Stake Holders including the SARAs, SAAs, AFAAs and the PAPs, as could be seen in the meeting dated 24 Oct 2017. We need to upgrade it and have a search based report generation as well as dashboard which force the SAAs & SARA to update the details. NIC is finding it difficult to manage it, and here also we may explore utilising the services of CDAC, which is also an organisation under MEITY.

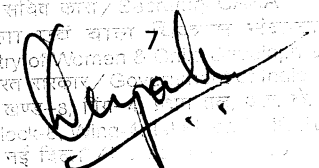
**Decision :**

9. *It was decided that the requirement of the Restructuring Proposal already under consideration of MoF be pursued as it has been recommended by the Ministry.*

10. *As regards CARINGS, the requirement of its upgradation was accepted by the Steering Committee. However, it was suggested that services of NIC, being a Government Department, be taken for the revamping project. It was also advised that the requirement of formulating a detailed proposal for Revamping the CARINGS be given to NIC formally through a letter.*

**Item No. 2 : Approval of Additional Miscellaneous Expenditure during the Two days Orientation-cum-Sensitization Programme on Adoption under the Juvenile Justice Act for the Directors of State Judicial**

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संविधान / Constitution  
महिलाओं के कल्याण / Welfare of Women  
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बिहार सरकार / Government of Bihar  
पश्चिम बंगाल / West Bengal  
बड़े बिहार / Big Bihar



**Academies & other Judges at National Judicial Academy (NJA), Bhopal, on 8<sup>th</sup>& 9<sup>th</sup> April, 2017.**

11. An amount of Rs.6,47,620/- was sanctioned in favour of the Director, National Judicial Academy, Bhopal for organizing the Two days Orientation-cum-Sensitization Programme on Adoption under the Juvenile Justice Act for the Directors of State Judicial Academies & other Judges at National Judicial Academy (NJA), Bhopal on 8<sup>th</sup> & 9<sup>th</sup> April 2017 by CARA in collaboration with NJA, Bhopal.

12. However, the Expenditure Statement received from the Registrar (Admn.), NJA (vide his Letter No. NJA/Accounts/SE/CARA/2017/1881 dated 02 May 2017), excess expenditure of Rs.1,52,846/-was incurred by the Academy under the Administrative Expenses head primarily due to hiring of taxis for local conveyance of the participating Judges as the Resource Persons as well as the Participants of the aforesaid Programme. Administrative Expenses amounted to Rs.1,52,846/- (according to the Expenditure Statement received from the Academy) primarily due to hiring of taxis for local conveyance of the participating Judges (annexed). However, the amount sanctioned under the administrative expenses head for the Programme was only Rs 50,000/- per Programme (as per the sanction order issued which is based on the approved norms). Further this Programme was spread over a period of two days instead of generally the same being organized on one day. Hence the Balance amount of Rs.1,02,846/- may be approved for payment to NJA against the expenditure incurred during *the Orientation Programme held on 8<sup>th</sup>& 9<sup>th</sup> April 2017 at National Judicial Academy, Bhopal.*

**Decision :**

13. *In Principal it was approved, however it was decided that the same be moved on file to the Ministry with justification for the extra amount spent, on hiring of taxis for participating Judges in the said Orientation Programme, by the NJA.*

**Item No. 3 : Information of Fourth Meeting of the Advisory Committee of CARA was held on 21/09/2017.**

14. Fourth Meeting of the Advisory Committee was held on 21<sup>st</sup> September, 2017 chaired by Sh. Rakesh Srivastava, Secretary, MWCD. In order to provide an overview of the present adoption programme and to orient the Members to the existing challenges and way forward, CEO, CARA made a Presentation to members of the Advisory Committee, which include

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सचिव कार्यालय / Secretary, CARA  
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नगर विभाग / Municipal Corporation



historical background of CARA, data on CARINGS, pendency in courts and CWCs, data of number of parents waiting and efforts being made by CARA for solving grievances etc. The Minutes of the Meeting is put up for perusal of the Steering Committee.

15. CEO CARA informed that it was included in the minutes of its Meeting regarding a letter issued by the Ministry on TA/DA with due concurrence of MoF. It was mentioned that we will be paying Economy class Airfare to Advisory Committee Members since they are non-Government officials. Further, we will be paying DA as applicable to Dy. Secretary level in the Government.

**Decision:**

16. *It was advised by Steering Committee to follow the rules/circulars issued by the Govt. on the entitlement applicable to Non-Govt. Officials.*

**Item No. 4 : Information related to TA-DA for Social Workers working with Govt. run SAAs.**

17. The stipulated Adoption expense for Home Study Report (HSR) of PAPs in India by Social Worker is Rs.6000/- inclusive of travel expenses payable to SAA or authorized social worker through demand draft or bank transfer. The Post-adoption follow up visits and counselling (4 times within a period of two years) is Rs.2000/- per visit or report. However, it has been observed that there are several Govt. run SAAs which are not paying TA-DA to their social workers for doing the HSR & post adoption follow-ups, though the PAPs/Adoptive parents are charged fees for the same. The Steering Committee may like to take an appropriate action in bringing out a strategy so as to pay requisite honorarium to the social workers working under SAA 21 who conduct HSR etc.

**Decision :**

18. *It was informed by Steering Committee that rules are there for paying TA/DA to officials. DA can be given as per Govt. norms to the Social Workers if they go beyond the city limits for conducting HSR. It was directed to issue a circular to the SARAs & SAAs in this regard.*

**Item No. 5 : Issuance of the Instructions to all SAAs regarding Utilisation of adoption Fees.**

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सचिव कारा / Secretary, CARA  
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