

**No. CW – II-26/9/2016-CW-II**  
Government of India  
Ministry of Women and Child Development

Shastri Bhawan, New Delhi  
Date: 01/05/2017

**OFFICE MEMORANDUM**

**Subject: Nomination and Role of Members of Advisory Committee of CARA**

Attention is invited to Office Memorandum No. CW – II-26/9/2016 –CW –II dated 23.02.2017 (copy enclosed) vide which the Advisory Committee of CARA has been re- constituted to promote the cause of adoption in different State/UTs. For efficient functioning of the Committee and its members, it has been further decided to define the role of the Member of the Committee and to allocate States/Districts among the members.

2. The allocation of States/ Districts among the Members of the Committee for pursuing the matters relating to rehabilitation of children through adoption and promoting the cause of adoption shall be as per **Annexure** of this OM.

3. The members of the Committee shall support CARA and SARA in the implementation of the adoption programme, including advocacy, with an overall objective of increasing the number of Adoption in the Country. In the process individual member of the Committee shall be performing the role as under:-

- (a) Member of the Committee shall inform SARA about absence of display of Notice regarding mandatory reporting of orphan/abandoned/ surrendered children, in the Primary Health Centres, Hospitals, Nursing Homes, Maternity Homes, to concerned agencies/authorities in accordance to the provisions of Section 32 to 34 of the JJ Act, 2015.
- (b) Member of the Committee may interact with SARA/State Govt/CARA, as the case may be, with a view to get the pendency of adoption cases expedited and to promote legal adoption, etc.
- (c) Member of the Committee may visit the Child Care Institutions (CCIs) or Specialized Adoption Agencies (SAAs) along with a DCPU Functionary, after due permission of the State Govt/CARA, as the case may be.
- (d) Member of the Committee shall report instances of non- registration of Child Care Institutions (CCIs) to SARA/State Govt/CARA, as the case may be.
- (e) Member of the Committee shall report instances of non – linking of Child Care Institutions (CCIs) with Specialized Adoption Agencies (SAAs), if any, to SARA/State Govt/CARA, as the case may be.
- (f) Member of the Committee may identify Child Care Institutions (CCIs) which can be upgraded as Specialized Adoption Agency (SAA) in the District where SAA is not there, and report the same to SARA/State Govt.
- (g) Member of the Committee shall report to SARA/State Govt/CARA instances, if any, in case the children are not declared legally free for adoption within stipulated time frame.

(h) Member of the Committee shall report to SARA/State Govt/CARA instances, if any, in case adoption petitions are not filed before the Court concerned by the Adoption Agencies.

(i) Member of the Committee shall report to SARA/State Govt/CARA instances, if any, in case Birth Certificates and Passport are, not received within the time frame.

4. The Members of the Committee shall adhere to Terms of Reference, as provided vide OM No. CW – II-26/9/2016 –CW –II dated 23.02.2017 while discharging the functions defined above.

5. This issues with the approval of Steering Committee of CARA in accordance with para 2 (c) of the TOR of Adoption Advisory Committee (Para 47 of the Minutes of sixth Steering Committee meeting refers).



**Deepak Kumar**

**Member Secretary (Steering Committee CARA)**

**To:**

1. Chairperson & all Members of Advisory Committee of CARA
2. Member Secretary, Advisory Committee CARA

**Copy for information and necessary action to:**

1. The Principal Secretary/Secretary, Department of Women and Child Development/Social Welfare/ Social Justice (as the case may be) of all State Governments/UT Administration.

**Copy for information to:**

1. PS to Hon'ble Minister (WCD), MWCD, Shastri Bhawan, New Delhi
2. PS to Hon'ble Minister of State, MWCD, Shastri Bhawan, New Delhi
3. PS to Secretary, MWCD, Shastri Bhawan, New Delhi

**ANNEXURE****Allocation of States / Districts among the Members of the Advisory Committee of CARA**

Sl.No	State/UTs	District(s)	Member Concerned
1	Andhra Pradesh	All	Shri K. Vasu Babu
2	Arunachal Pradesh	All	Smt R. K Pramodhini Devi
3	Assam	All	Prof.Jaydev Mazumdar
4	Bihar	All	Smt. Sumbla Naqvi
5	Chandigrah UT	All	Shri Manoj Singhal
6	Chhattisgrah	All	Shri Durgesh Keswani
7	Delhi		
8	Goa	All	Ms. Deepa Vijay Bhandari
9	Gujarat	All	Dr Nilima Mehta
10	Haryana	All	Shri Manoj Singhal
11	Himachal Pradesh		
12	Jharkhand	All	Prof.Jaydev Mazumdar
13	Karnataka	All	Shri Shivanand M Dambal
14	Kerala	All	Shri M.Ramchandra Reddy
15	Madhya Pradesh	All	Shri Durgesh Keswani
16	Maharashtra	Yavatmal, Chandrapur, Gadchiroli, Osmanabad, Nanded, Latur	Ms. Deepa Vijay Bhandari
		Gondia, Bhandara, Nagpur, Wardha, Amravati, Akola, Washim, Hingoli, Parbhani, Beed, Buldana, Aurangabad, Jalna, Pune, Thane, Mumbai, Mumbai Suburban , Ahmednagar, Jalgaon, Dhule, Nandurbar, Nashik	Dr Nilima Mehta
		Kolhapur, Sangli, Satara, Solapur, Palghar, Raigad, Ratnagiri, Sindhudurg	Shri Shivanand M Dambal
17	Manipur	All	
18	Meghalaya	All	Ms.Annie Mangsatabm
19	Mizoram	All	
20	Nagaland	All	Smt R. K Pramodhini Devi
21	Odisha	All	Shri M.Ramchandra Reddy
22	Puducherry UT	All	
23	Punjab	All	Shri Manoj Singhal
24	Rajasthan	All	Shri Nitin Bhargava
25	Sikkim	All	Smt R. K Pramodhini Devi
26	Tamil Nadu	All	Shri M.Ramchandra Reddy
27	Telengana	All	
28	Tripura	All	Ms.Annie Mangsatabm
29	Uttar Pradesh	Badayun, Bareilly, Rampur, Pilibhit, Shahjehanpur, Kheri, Sitapur, Barabanki, Rae Bareilly, Unnao, Lucknow, Hardoi, Kanpur city, Kannauj, Farukhabad, Etawah, Mainpuri, Ferozabad, Etah, Kanshiram nagar,Chatrapati Shahuji Maharaj nagar, Jalaun, Jhansi, Banda, Mahoba, Lalitpur, Hamirpur, Chitrakoot, Kaushambhi, Kanpur Dehat, Fatehpur, Auriya	Shri Nitin Bhargava
		Behraich, Shravasti, Balrampur, Gonda, Faizabad, Sultanpur, Ambedkar Nagar, Basti, Sidharth Nagar, Maharajganj, Gorakhpur, Kushinagar, Deoria, Azamgarh, Mau, Ballia, Ghasipur, Varanasi, Jaunpur, Chandauli, Mirzapur, Sonebhadra, Allahabad, Sant Kabir nagar, Sant Ravidas Nagar (Bhadoi), Pratapgarh	Smt. Sumbla Naqvi
		Saharanpur, Muzzafarnagar, Bijnore, Amroha (Jyotiba Phule nagar), Moradabad, Bagpat, Meerut,Ghaziabad, Gautam Buddh Nagar, Bulandsheher, Aligarh, Mathura, Agra, Panchsheel Nagar (Hapur), Prabuddh Nagar (Shamli), Bheemnagar (Sambhal), Mahamayanagar(Hatras)	Smt. Sushma Khargwal
30	Uttrakhand	All	Smt. Sushma Khargwal
31	West Bengal	All	Prof.Jaydev Mazumdar