

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

C-32012/1/2020-O/o JD(Prg and Admn) (86003)/

17/12/2025

CIRCULAR

Sub : Inviting names from willing Adoptive Parents and Grown-up Adoptees who are interested in becoming a Member of the Steering Committee of CARA under Section 69 of the JJ Act, 2015 (as amended in 2021) - regarding.

Central Adoption Resource Authority (CARA) is a Statutory Body of the Ministry of Women & Child Development, Government of India. It functions as the nodal body for adoption of Indian children and is mandated to facilitate in-country adoptions and regulate inter-country adoptions in the country. CARA is designated as the Central Authority to deal with inter-country adoptions in accordance with the provisions of the Hague Convention on Inter-country Adoption, 1993, ratified by the Government of India in 2003. CARA primarily deals with adoption of orphan, abandoned, and surrendered children through its associated/ recognised adoption agencies.

2. As per Section 69(1) of the JJ Act, 2015 (amended in 2021), the composition of the Steering Committee of CARA is as under :-

Ex-officio Members :

- (a) Secretary, Ministry of Women and Child Development, Government of India, who shall be the Chairperson;
- (b) Joint Secretary, Ministry of Women and Child Development, Government of India, dealing with Authority;
- (c) Joint Secretary, Ministry of Women and Child Development, Government of India, dealing with Finance;
- (d) Member-Secretary, who shall also be Chief Executive Officer of the organisation.

Non Ex-officio Members :

- (a) One Representative from State Adoption Resource Agency (SARA);
- (b) Two Representatives from Specialised Adoption Agencies (SAAs);
- (c) One Adoptive Parent;
- (d) One Adoptee;
- (e) One Advocate or a Professor having at least ten years of experience in family law.



3. According to the Rule 50 of the JJ Model Rules, 2016 (as amended in 2022), terms and conditions of appointment of Members of the Steering Committee of the Authority are as under :-

- (a) be an Indian national;
- (b) not be below the age of twenty-five years and above the age of sixty years, and for the member who is an adoptee as per clause (e) of sub-section (1) of section 69 of the Act, the minimum age would be twenty-one years;
- (c) not have been convicted or sentenced to imprisonment for an offence under any law for the time being in force; and
- (d) not have been removed or dismissed from service of the Central or State Government or a body or corporation owned or controlled by Central or State Government.

4. In light of the above, **any adoptive parent and a grown-up adoptee** who are interested in becoming a Member of the Steering Committee of Central Adoption Resource Authority, and is fulfilling the above-mentioned criteria may send their details alongwith CV within 15 days from issue of this circular at the under-mentioned address :-

Ms. Bhavna Saxena
Member Secretary & CEO,
Central Adoption Resource Authority,
Ministry of Women & Child Development,
West Block-8, Wing-2, 2nd Floor,
R.K. Puram, New Delhi - 110066.
Email : ceo-cara@gov.in.

5. This issues with the approval of Competent Authority.



(Richa Ojha)
Deputy Director
Tel. : 011-26760401
Email : dd.policy-cara@gov.in

ऋचा ओझा / Richa Ojha
उप सचिव / Deputy Director
केन्द्रीय-दस्तक यहाण रासाधन प्राधिकरण
Central Adoption Resource Authority
महिला एवं बाल विकास संत्रालय
Ministry of Women & Child Development
भारत सरकार / Government of India
पश्चिमी खण्ड-8, विंग-2, डिलीय तल, आर.के. पुरम
West Block-8, Wing-2, 2nd Floor, R.K. Puram
नई दिल्ली / New Delhi-110066