

केंद्रीय-दत्तक ग्रहण संसाधन प्राधिकरण
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

File No. CARA-02-12/1/2020-(e-85058)|599

Date: 18.10.2023

OFFICE ORDER

Sub.: Reallocation of work among CARA staff regarding.

In supersession of previous work allocation and as per directions given by the Competent Authority, the work assignments of following CARA Staff are re-allocated with immediate effect and until further orders:-

Sr. No.	Name of the Employee	Present Section	Now moved to
1.	Mr. Manish Tripathi (Senior Professional)	Grievance	Grievance
2.	Mrs. Nidhi Kataria (Senior Professional)	Coordination (State Coordination, disruption, dissolution, foster adoption, linkage, data-cleansing)	Legal Section, Policy & IT
3.	Mr. Himani Nautiyal (Senior Professional)	Coordination (State Coordination, disruption, dissolution, foster adoption, linkage, data-cleansing)	Coordination
4.	Ms. Prachi Sharma (Senior Professional)	Media ,Website and content development	Media ,Website and content development
5.	Mrs. Shivani Chauhan (Junior Professional)	Relative Inter-country(JJ)	Inter-country (Scrutiny)
6.	Mrs. Abhisarika Rai (Junior Professional)	Inter-country NOC	Relative inter-country (JJ)
7.	Ms. Aastha Bhardwaj (Junior Professional)	Inter-country NOC	HAMA & Training
8.	Ms. Anshu Sharma (Junior Professional)	Inter-country (Scrutiny, authorisation, post adoption follow-up and root search)	Inter-country NOC & authorisation
9.	Ms. Anju Chaturvedi (Junior Professional)	Inter-country (Scrutiny, authorisation, post adoption	Inter-country NOC & post adoption follow-

		follow-up and root search)	up and root search
10.	Mr. Sayam Bin Khalid (Junior Professional)	Relative in-country adoption(JJ)	Relative in-country adoption(JJ)
11.	Ms. Sneha Kumari (Junior Professional)	Training and Policy	Coordination (State Coordination, disruption, dissolution, foster adoption, linkage, data-cleansing) and assistance to Director
12.	Ms. Neelakshi Chawla (Junior Professional)	Media ,Website and content development	To continue in same section
13.	Mr. Sumit Bhargava (Junior Professional)	Legal	Legal

The above professionals to report to the concerned Divisional Head immediately for further directions. However, they should complete the assignments already in hand at the earliest. The professional being moved to other desks would take over their new assignments after proper handing taking over of all paper/files.

The professional moved to other desks would cooperate with those handling their previous desks until the new comer gets adjusted.

This issues with the approval of Competent Authority of CARA.

(Vinit Kumar Upadhyay)

Assistant Director (Admn.)

विनीत कुमार उपाध्याय / Vinit Kumar Upadhyay
सहायक निदेशक / Assistant Director, CARA
केन्द्रीय दत्तक-ग्रहण संसाधन प्राधिकरण
Central Adoption Resource Authority
महिला एवं बाल विकास मंत्रालय
Ministry of Women & Child Development
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पश्चिमी खण्ड-8, विंग-2, द्वितीय तल, आर.के. पुरम
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Copy to :

- (i) PS to MS & CEO
- (ii) Director (Prog.)
- (iii) All Dy. Director/Assistant Director
- (iv) Content Manager
- (v) Concerned File.
- (vi) Concerned All