



केंद्रीय दत्तक-ग्रहण संसाधन प्राधिकरण Central Adoption Resource Authority

(भारत सरकार के महिला एवं बाल विकास मंत्रालय का सांविधिक निकाय)

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

सं. / No. CARA-MISC/330/2023-CARA-Part(3)(118240) / 22286

दिनांक / Date 23-05-2025

OFFICE MEMORANDUM

Subject: Clarification regarding issuance of certified copies of adoption orders to adoptive parents – reg.

It has come to the notice of the Authority that certain Specialized Adoption Agencies (SAAs) and District Child Protection Units (DCPUs) are seeking clarification on the mode of delivery of adoption orders to adoptive parents, particularly in reference to Regulation 13(8) of the Adoption Regulations, 2022.

2. As per Regulation 13(8) of the Adoption Regulations, 2022 :

“The Specialised Adoption Agency shall obtain a certified copy of the adoption order from the District Magistrate through the District Child Protection Unit and forward it to the prospective adoptive parents within ten days via e-mail and shall also upload it on the Designated Portal which could be downloaded by the prospective adoptive parents.”

3. The term “certified copy” refers to a legally authenticated copy of the adoption order bearing official attestation from the office of the District Magistrate. The Regulation mandates that such a certified copy be transmitted to the adoptive parents via email and uploaded on the Designated Portal. The provision does not require issuance of the physical original or hard copy of the adoption order to the adoptive parents.

4. All States/UTs, SAAs, and DCPUs are therefore advised to adhere to the aforementioned provision. Certified digital/e-mailed copies, as authenticated by the competent authority, shall be considered compliant with the Regulation. However, where required, coordination may be undertaken at the district level to resolve any procedural hurdles in securing or forwarding the certified copy of the adoption order.

5. All concerned authorities are requested to ensure compliance with this clarification in order to maintain uniformity in implementation across all jurisdictions.

This issues with the approval of the Competent Authority.

(Richa Ojha)

Deputy Director (Policy)

To: All State Governments/UTs/ SARA/ DCPUs/ SAAs

Copy to:

Ms Bhavna Saxena ,CEO, CARA for favour of information pl.

ऋचा ओझा / Richa Ojha
उप निदेशक / Deputy Director
केंद्रीय-दत्तक ग्रहण संसाधन प्राधिकरण
Central Adoption Resource Authority
महिला एवं बाल विकास मंत्रालय
Ministry of Women & Child Development
भारत सरकार / Government of India
पश्चिमी खण्ड-8, विंग-2, द्वितीय तल, आर.के. पुरम
West Block-8, Wing-2, 2nd Floor, R.K. Puram
नई दिल्ली / New Delhi-110066

पश्चिमी खंड-8, विंग-2, द्वितीय तल, रामकृष्ण पुरम, नई दिल्ली-110066 (भारत)

West Block-8, Wing-2, 2nd Floor, R.K. Puram, New Delhi- 110066 (India)

टोल फ्री / Toll Free: 1800-11-1311, 011-26760471, 26760472, 26760473

ई-मेल/Email: carahdesk.wcd@nic.in, वेबसाइट/ Website: https://cara.wcd.gov.in