

Contents

1. Letter to Readers
2. Introduction to NAAF.....
3. Statistics of Adoption in Mumbai.....
4. Adoption Message.....
5. Frequently Asked Questions
6. Adoption Helpline
7. Laws Applicable to Adoption.....
8. Procedure for Adoption.....
9. Home Study Report Guidelines.....
10. Specimen Child Study Report and Physical Examination Report
11. Documentation for Adoption.....
12. Role of Voluntary Co-ordinating Agency (VCA).....
13. Addresses of Voluntary Coordinating Agencies in India
14. Adoption Agencies in Mumbai
15. Role of Central Adoption Resource Agency (CARA)
16. References of some Adoptive Parents (NAAF members)
17. Suggested Readings.

CAUTION

Adoption of children can be done only through Government recognized placement agencies, in accordance with the prescribed legal procedure. Any attempt by anyone, out of entirely humane concern or otherwise, to procure or place a child for the purpose of *Adoption* is not only completely unethical but is illegal too. Such an ill-conceived action can invite serious legal consequences.

It is therefore absolutely essential that adoption of a child is carried out only in accordance with the prescribed legal procedure.

LETTER TO READERS

Friends,

National Association of Adoptive Families (NAAF) is a voluntary, non-profit organisation, formed by a group of adoptive parents in 1995, with the predominant objective of promotion of the concept of child adoption. On the following pages, you will know more about NAAF and its objectives.

In late 1997, NAAF had commissioned Tata Institute of Social Sciences (TISS), to conduct a very comprehensive and in-depth research on the prevailing social attitudes towards child adoption in Mumbai. This research by TISS, is a pioneering effort and its findings reveal that there are significant information - related gaps which could be one of the causes impeding the acceptance of the concept of adoption as a more practical alternative to childlessness or even otherwise. In order to fill this information gap, NAAF has published this small guidance book, which, it hopes, will answer many queries that aspiring adoptive parents may have. What this booklet contains therefore, besides the thematic message on the desirability of adoption, is reliable information and guidance for the intending adoptive parents. This information, which is partly sourced from the guidelines for In-country Adoption (2004) published by Central Adoption Resource Agency (CARA), New Delhi, is about the laws governing adoption, the procedure, documentation, various placement agencies and the resource persons whom you may contact on any adoption related issue.

We earnestly hope that this small booklet will go a long way in providing relevant information on adoptions in particular and also in generally spreading a positive message on child adoption. And just in case, you have no use of this booklet, please pass it on to someone who may find it useful and thus encourage our endeavour.

Regards.

Yours truly,

Gaurang Mehta
President
February 2005.

INTRODUCTION TO NATIONAL ASSOCIATION OF ADOPTIVE FAMILIES (NAAF)

NAAF is a non-profit organisation (NPO), founded by a committed group of parents who have adopted children. The basic purpose of such adoptive parents in coming together and forming NAAF is two-fold. The problem of destitute children in India, in or out of institutional care, is very acute and a lot needs to be done to bring these unfortunate victims of cruel circumstances into the stream of adoption or, at the very least, under more humane institutional care. On the other hand, even in contemporary times, strong prejudices, fears, ignorance and all kinds of negative beliefs exist about adoption. It is the fervent belief of the founders of NAAF, that being adoptive parents themselves, they can be effective motivators and catalysts in the process of dispelling such baseless prejudices, fears and misguided beliefs.

Also, it is the firm conviction of NAAF that child adoption is not merely a personal, need-fulfilling solution for childlessness, but in a wider and more rational perspective, an eminently desirable social crusade, the all-round beneficial effects of which have not been fully realized or articulated.

IMAGINE, a scenario wherein socially conscious couples adopt a child, inspite of being able to give birth to a child, or as a second child, after having one born to them. VISUALISE, such a trend gathering momentum with more and more of such children finding loving parents, preferably in our own country and the salutary effect it can have on the evils of child labour, child prostitution, children's sexual abuse, drug addiction and other forms of criminal and deviant behaviour that such children can easily fall a prey to, in the absence of caring parents at home. And finally REALISE, that parental care, love and good upbringing alone can turn out responsible citizens of these innocent victims of their fate.

In the years to come, NAAF intends to be in the forefront for promotion of adoption by bringing about the desired attitudinal change in people's perceptions about child adoption and put the same firmly on the emerging social agenda. NAAF aims at pursuing these objectives vigorously. NAAF is duly registered under the applicable laws and the donations made to it are also exempt from Income Tax. NAAF is also authorized by Government of India to receive donations in foreign currency from overseas sources.

**TOTAL NUMBER OF ADOPTIONS IN MUMBAI
PERIOD: 1995 to 2004**

Year	HAMA (INDIAN & NRI)	GWA (INDIAN & NRI)	TOTAL (INDIAN & NRI)	IA	GRAND TOTAL
1995	286	47	333	246	579
1996	284	52	336	191	527
1997	300	65	365	262	627
1998	328	73	401	247	648
1999	311	59	370	275	645
2000	235	50	285	305	590
2001	311	48	359	279	638
2002	334	58	392	270	662
2003	379	74	453	166	619
2004	343	71	414	211	625
TOTAL	3111	597	3708	2452	6160

GENDER-WISE DETAILS OF ADOPTIONS IN MUMBAI

Year	HAMA (MALE)		HAMA (FEMALE)		GWA (MALE)		GWA (FEMALE)		IA (MALE)	IA (FEMALE)	TOTAL
1995	150	136	22	25	65	181	579				
1996	159	125	09	43	32	159	527				
1997	158	142	21	44	85	177	627				
1998	170	158	14	59	78	169	648				
1999	148	163	15	44	66	209	645				
2000	109	126	16	34	107	198	590				
2001	162	149	16	32	82	197	638				
2002	161	173	18	40	78	192	662				
2003	193	186	16	58	56	110	619				
2004	150	193	27	44	76	135	625				
TOTAL	1560	1551	170	423	725	1727	6160				

HAMA – Hindu Adoption & Maintenance Act, 1956

GWA – Guardian and Ward Act, 1890

IA – Inter-country adoption

Source: Indian Council of Social Welfare

ADOPTION MESSAGE

THINK ADOPTION

ONE AGAINST NONE

OR

ONE ALONG WITH ONE

To those childless couples, who are trying every other way it may be possible, medically, or otherwise, to have a child. Think about a child who is parentless, just as you are childless. A little adjustment of your mind, with a lot of help from your craving heart, can change your life, and the life of a child badly needing parents like you. Think about adopting a child. If you have many reservations or apprehensions, it is understandable. But, give your thoughts a positive thrust. Approach people, who have undergone experience of childlessness similar to yours and then decided to adopt a child. Share their experience and you will discover a desirable direction to your life through adoption.

And to those couples who are already blessed with a child, or children born to them. Think about the permanent changes you can bring in a child's life by adopting one. You will permanently take the child off the state of parentlessness, its consequent social dangers, and bring him or her into the wholesome world of a loving family, and thus enrich your life. Think about it. Adoption is after all, not necessarily only a personal solution for childlessness. It fulfils a reciprocal need. If you are upto it.

For that matter, even if you decide that you do not want to, or do not need to or cannot adopt a child for whatever reason, you can still make your positive contribution by talking about adoption, by guiding and persuading those couples who can make a difference to their own lives and to the life of a child, through adoption. It is simply a matter of reaching out, to a couple wanting a child and a child waiting to be adopted.

EACH ONE, REACH ONE...

FREQUENTLY ASKED QUESTIONS

- **What is adoption?**

Answer:

Adoption is a process of parenting children who are not related to one by birth. As rightly said by an adoptive mother:

"Not flesh of my flesh,

Nor bone of my bone,

But still miraculously my own"

- **How can we go about adopting a child?**

Answer:

You need to approach an agency recognized/authorized by government to place children for adoption, whose experienced workers will guide you with information about adopting a child.

- **How can we identify an agency processing adoption matters?**

Answer:

You will find a list of all registered and licensed organisations processing adoption matters with the State Government's Department of Women and Child Welfare, Voluntary Coordinating Agency and NAAF.

- **Who is eligible to adopt?**

Answer:

a) Aspiring Adoptive Parents (AAPs) having composite age of 90 years and less and where neither parent has crossed 45 years can be considered for adoption of Indian children. These provisions may be suitably relaxed in exceptional cases for reasons clearly stated in the Home Study Report. However, in no case should the age of the prospective adoptive parent(s) exceed 55 years. The age difference between the adoptive parent(s) and adopted child be 21 years.

b) The AAPs should have a regular source of income with a minimum average monthly family income off Rs.8,000/- per month (for Mumbai). The income criteria would vary from place to place. However, lower income may be considered taking into account other assets and overall economic support system of AAPs.

c) All the criteria mentioned above for adoptive parents will also apply to **single parents with** the additional requirements given below: -

(i) Age: Age of the adoptive single parent should be above 30 years and below 45 years.

(ii) Family: The single parent should have additional family support.

- **Is adoption a legal process?**

Answer:

Adoption can take place only through a legal process. In India, there are three laws under which children can be adopted.

- The Hindu Adoption and Maintenance Act (HAMA), 1956 applies to Hindus, Jains, Sikhs and Buddhists.

- The Guardianship and Ward Act (GWA), 1890 applies to non - Hindus i.e. Christians, Muslims and Parsis.

- Juvenile Justice (Care & Protection of Children) Act, 2000(JJA). This is a secular Law applicable to all Indians.

- **Who are the children available for adoption?**

Answer:

- A child born in- or out-of- wedlock, whose parents/guardians have relinquished their rights over the child. A document to this effect is signed by the parents/guardians and the agency to establish that the child is free for adoption.
- A child who is abandoned by the parents/guardians in a public place. The Juvenile Justice committee has the authority to allow adoption of the child after ascertaining that there are no biological claimants for the child.
- A child who is court committed. The state government is authorised to permit adoption of the child declared destitute.

- **Is it necessary to share the fact of adoption with the child?**

Answer:

It is essential that the fact of adoption is discussed openly with the child and the parents themselves should do this. This helps strengthen the trust between the adoptive parents and the adopted child, rather than the child getting to know about it through a third source.

- **Is there a specific age at which the fact of adoption should be shared with the adopted child?**

Answer:

Sharing the fact of adoption should begin as early as possible in simple language, through stories, picture books etc. which the child is able to grasp and understand.

- **How does one go about sharing the fact of adoption?**

Answer:

Most often parents use stories - mythological, fairy tales, animal stories. Picture books like Your Story (published by IAPA) too can be used to explain adoption to the child. Some parents creatively work on making life story books focussing on the child's development and behaviour from the child's arrival in the family till date. Sharing is not a one time event; it is a process. Hence as and when the need arises and depending on the child's understanding, the relevant information should be shared appropriately.

- **How much should be shared?**

Answer:

This depends on the understanding of the child. As the child grows older more information can be revealed subject to what the child wants to know. It is important that the parents tell the truth to the child and answer all queries comfortably and confidently. Creating an atmosphere of openness is the basis in sharing the fact of adoption.

- **Once the child knows that he/she is adopted, will he/she not want to go to his/her biological parent/s?**

Answer:

After knowing about ones' adoptive status, not all children may want to meet their biological parent/s. Those who do so, may want to meet them out of curiosity and their need to find their roots- an identity. In India the system of open records is not followed. Hence a meeting between or even knowing the name of

the biological parent/s is not possible. Once the legal process of adoption is complete, all the relevant papers/documents are sealed as per the court's directive.

- **What are the implications of not sharing the fact of adoption?**

Answer:

There are chances that the fact of adoption is revealed to the child by someone other than the parents or the child gets to know about it through certain records. This creates doubts in the child's mind - why did my parents hide this information? Is it shameful to be adopted? Such and similar other doubts may develop, affecting the relationship between the child and the parents. The child may start distrusting his/her parents.

- **Is there something like an illegal adoption?**

Answer:

Adoption, where a child is handed over to the parents without the sanction of the law is an illegal adoption. Such adoption does not give any legal security to the child. Also there are chances that the biological parent/s may come later to claim their child, in which case the adoptive parents will have no legal documents to support the adoption.

- **Do adoption agencies seek information about biological parents?**

Answer:

Wherever possible adoption agencies do note down information about the biological parent/s. All identifying information such as the name, address of the parent is kept sealed. Information giving the medical history of the parent/s, physical features and such other non-identifying information is shared with the adoptive parents. In India, the system of open records is not followed. Hence interaction between adoptive and biological parent/s or between the adopted child and the biological parent/s is not encouraged.

ADOPTION HELPLINE

In August 2001, NAAF launched a pioneering service in the form of an "Adoption Helpline", to provide information, guidance & counseling on all pre & post adoption issues.

- **Pre-adoption issues -**

- Adoption Information.
- Coping with infertility and childlessness.
- Apprehensions about
 - bonding & attachment,
 - child's social & genetic background,

- selecting the child,
- secret adoption.

- **Post-adoption issues –**

- Coping with parenthood & change of roles.
- Parenting & disciplining.
- Sharing the fact of adoption.
- Child's needs to search for roots.

This service is provided to people by adoptive parents having counseling skills. In rare cases, where professional intervention is considered desirable, consultations with experts such as psychologists, psychiatrists, pediatricians and adoption consultants can be arranged.

This service which has been listed in Tata Yellow Pages and Just Dial Services has till date received over 600 queries about procedures in adoption, apprehensions surrounding adoption, post adoption issues of disciplining the child, behaviour of children, sharing the fact of adoption etc.

LAWS APPLICABLE TO ADOPTION

The following three laws govern adoption in India :

1. **Hindu Adoption and Maintenance Act, 1956 (HAMA)**

- Applicable to Hindus, Jains, Buddhists and Sikhs.
- Under HAMA, the adoption is irrevocable and it confers the full status of a biological child, including the right to inherit on the adopted child.
- Under HAMA, only one child of each sex can be adopted. Parents cannot adopt child of a particular sex, if they already have a biological or adopted child of the same sex.

2. **Guardians and Wards Act, 1890 (GWA)**

- Applicable to Christians, Muslims, Parsis and Jews.
- Under GWA, the relationship between the adoptive parents and the adopted child is that of Guardian and Ward respectively.
- Unlike HAMA, adoption under GWA is not irrevocable and does not confer status of the biological child on the adopted child.

3. **Juvenile Justice (Care & Protection of Children) Act, 2000 (JJA)**

- Applicable to all Indian Citizens
 - Allows adoption of two children of the same sex.
 - Confers status of parents & child and not guardians and ward.
 - Confers rights available to biological child on the adopted child.
- This Act is a relatively recent enactment and hence these provisions remain by and large untested.*

Note: Judgement given by Honorable Justice F. I. Rebello, of Mumbai High Court in 1999– highlights -

- In the absence of any legislation governing or applicable to non –Hindus, person/s who has/have taken a child in guardianship under the Guardians and Wards Act will have the right to petition the Courts to adopt the child and thereby confer status of parents & child and not guardians and ward.
- A period of 2 years must elapse from the date the Court passes the order of guardianship before the Court considers the petition for adoption.
- The above referred judgment is only a precedent and not a settled law on the subject. Therefore all the judicial authorities in Maharashtra or elsewhere are not bound to follow this judgment.

PROCEDURE FOR ADOPTION

1. Registration of Aspiring Adoptive Parent/s (AAP) with authorized placement agency of their choice, by filling out the relevant form and payment of nominal registration fees, if any. The agency will then provide the list of documents to be submitted as required by CARA.
2. **Submission by the AAP of the prescribed documents as per CARA guidelines, listed separately in this book.**
3. **A home study report of the AAP will be prepared by the social worker of the agency. To allay the fears and apprehensions of the AAP(s), pre-adoptive counseling sessions, if required and desirable, will be undertaken by the social worker during the preparation of the home study report. Assessing the ability of a couple to parent a child not born to them is of crucial importance in a successful adoption. Therefore, their suitability to bring up an unrelated child is assessed through this home study and counseling. The contents of the home study report would be on the basis of the guidelines provided by CARA, which are listed separately in this book. Readers are advised to go through these guidelines as they emphasize the centrality of a child's best interest in the process of adoption.**
4. A suitable child will be identified for the AAP, only after the required documents and home study report are approved by the agency. At a time the placement agencies will recommend only one child based on the AAPs' feedback during home study regarding the kind of child they desire. In case the child shown is not acceptable to AAPs, it is expected that they give reasons for their non-acceptance so that the agency is even more careful while recommending another child for them. In case of placement of older children (above the age of 6), both written and verbal consent of the child will be obtained.
5. Medical history of the identified child, to the extent known to the agency, will be provided to the AAP. However the AAP can get the child examined by a pediatrician of their choice, if allowed by the agency. In this context, AAPs are advised to carefully go through the Child Study Report (CSR) and Physical Examination Report (PER) prepared by the agency. CSR and PER, specimen whereof are provided in this book, are usually shown to AAPs and their signatures are obtained thereon as a confirmation of their acceptance of a particular child.

6. The Advocate recommended by the agency will then prepare the petition on behalf of the couple and file the same in the appropriate court. The AAP can take custody of the child for pre-adoptive foster care immediately after the petition is filed in the court.
7. The hearing of the petition is normally held in about a month's time, where the AAP, social worker from the agency concerned and a representative of Indian Council of Social Welfare, which is the scrutinizing agency, will be present. The court may direct the adoptive parent/s to make an investment, in the name of the child, of an amount it deems appropriate, based on the income details furnished.
8. The court order will be available in about a fortnight's time after the hearing is over. Upon receipt of the Court's order and registration of Adoption Deed (under HAMA only) the process of adoption is complete.
9. The Social Worker from agency concerned has to make periodical follow up visits to the adoptive family after adoption for the period (usually 1-3 years) stipulated by the court to assess and review the well being of the child and the bonding with adoptive parents.
10. After receiving all the documents from AAP, the above procedure is likely to take about 6 to 9 months to complete.
11. The usual costs involved in an adoption as per the CARA guidelines are given in the table below:

Regn. Charges for Adoption.	:	Rs.200/-
Preparation of Home Study Report.	:	Rs.1000/- + Actual TA
Maintenance & Medical.	:	Maintenance charges shall not exceed Rs.15,000/- at the rate of Rs.50/- per day from the date of admission till the child is placed in pre-placement foster care. In case of special medical care, hospitalization charges subject to a maximum of Rs.9000/- may be claimed on production of actual Bills.
Legal fees and scrutiny fees.	:	This will be as per actuals.

Note:

- *These charges are liable for revision from time to time as per the State government and Voluntary Coordinating Agency (VCA) guidelines, as also directives of the court.*
- ***Any payment by the AAP to the placement agency other than the above-stated charges is entirely voluntary and discretionary on the part of AAP. In case any demands are made on the AAP, overtly or covertly, for any kind of payments other than the above, not acceptable to AAP, it must be brought to the notice of VCA.***

HOME STUDY REPORT GUIDELINES

a. **Factual Information:**

This should include names of AAPs and of their children, if any, their address, age, number of years of marriage, educational qualifications, occupation, financial situation and religion. The same information should also be given regarding other members living in the home.

- ❖ **Age: Adoptive applicants should generally be of natural child bearing age. However, too great an age gap between the adoptive parents and the child is not desirable as the parents may then find it difficult to meet adequately the physical and emotional needs of the growing child.**
- ❖ **Years of Marriage:** Generally it is advisable that the couple should have been married for at least 5 years before they contemplate adoption. This would serve to provide evidence of the quality and stability of their marital relationship.
- ❖ **Educational Qualifications:** An idea of the couple's educational background is necessary not only to obtain a complete picture of them, but also because it would be likely to influence the educational plans they would make for their adopted child.
- ❖ **Financial Situation:** Although there is no hard and fast rule, the income of the applicants should be sufficient to meet the reasonable and legitimate needs of a child. The stability and long term security of the income and its proper management is more important than the amount itself.
- ❖ **Religion:** It is important to know the religion of the adoptive parents and the influence it would have on the decisions they make when selecting a child.
- ❖ **Number of Single and Joint Interviews:**
The information here should include interviews held with the husband and wife, singly and jointly, as well as interviews with other persons, such as the applicant's children, if any, relatives, friends, family physician, if necessary.
- ❖ **Health History:**
There should be reasonable evidence to show that the couple are in good physical health and free from communicable diseases. They should not be suffering from any health problem which may be physically or mentally debilitating, thus affecting their functioning or care giving ability, or which is likely to have a negative influence on their normal life span.
- ❖ **Family Constellation:**
If the couple lives in a joint or extended family, information about other members of the household including their relationship with the couple, their ages, education, occupation and health should be given in the Home Study.

B. Psycho-Social Assessment of the Couple:

Information needs to be collected in several areas to enable the social worker to form a composite psycho-social picture of the adopting couple. Some of the areas are mentioned below:

- ❖ **General Impression of the Couple:**
Besides giving a description of the physical appearance of the couple, their facial features, complexion and general health condition, the information given here should convey an idea of the general impression the couple make on others.
- ❖ **Emotional Health:**
This implies to an extent an understanding of one's self, recognition and acceptance of one's strengths and weaknesses, and a capacity to form permanent and satisfying interpersonal relationships.

❖ **Value System:**

This includes the philosophy of life and the basic values held dear by each spouse. Their sense of values should place primary emphasis on the integrity of each individual's personality, a concern and respect for others, a willingness to understand and appreciate individual differences and attitudes, a belief in the basic worth of a human being and a concern for life. The possession of such a value structure is particularly important when adopting a child whose parentage and background is not known.

❖ **Quality of Marital Relationship:**

Through the series of joint and single interviews, it is necessary to assess the degree of emotional satisfaction the couple derive from their marriage. Factors such as mutual participation in decision making, especially with reference to the decision to adopt, degree of mutual sexual satisfaction, and the acceptance and adequate performance of allocated roles within the family, are all important considerations.

❖ **Current Family Relationships and Details of the children in the home including biological and adopted :_**

Besides assessing the quality of relationship between the husband and wife, it is also necessary to ascertain their current relationship with other members of the household, including their children, if any, and members of each other's families.

❖ **Attitude towards Childlessness_**

The Home Study should cover reasons for childlessness, if any. The prospect of remaining childless can be very hard to accept and couples usually go through a period of great emotional stress before coming to terms with their childlessness. The social worker should be aware of this and should explore their feelings in this area with sensitivity and understanding. The couple's adjustment to this deprivation is an important consideration because, in the future, the adoptive child can be a constant living reminder of what the adoptive parents see as their own deficiency. If the couple already has biological children, for instance, they have girls and plan to adopt a boy; the Home Study Report shall explore the effect of adoption on these children. If, on the other hand, there is a possibility that a childless couple may later have children of their own, the effect this would have on their feelings towards their adopted child should also be carefully explored with them.

❖ **Motivation for and Attitudes towards Adoption:**

It is important to know the couple's general attitude towards adoption, particularly of an unrelated child, and the motivating force behind their decision to adopt. Their attitude to illegitimacy is an important consideration since a negative attitude may adversely condition their response to a child born out of wedlock. Positive qualities that can be identified are: - an evident enthusiasm to adopt and adjustability and tolerance in their requirements of a child. Negative characteristics can be identified as :- tension in their marital relationship, anticipation of the adoption as a means of alleviating some personal problem, or indecisiveness in their commitment to adoption. In general, motives that focus on the needs of the child, rather than those of the adoptive parents are acceptable. Some couples may wish to adopt to repair their shaky marriage, to bring in a companion and playmate for their natural born child or to replace an expired child. Combating the loneliness of a mother, creating new interest in the life of a sick and miserable parent, or anticipation of support in old age may be other motives. These are irrational and unrealistic motives and the applicants should be helped to reflect on these areas and even advised to refrain from adopting a child in such cases. They should understand that a child cannot be made a tool in solving the problems of two adults. It is further important to explore whether both the spouses are equally eager to adopt or if one of them is going along with the plan just to please his/her partner.

❖ **Capacity for Parenthood and Expectations of a Child**

This includes a capacity to love, accept and offer emotional security to children, a capacity to permit them to grow in their own individuality, a readiness to accept and understand the behavioural problems of children and to be flexible and realistic in their expectations from children.

c. Others issues:

❖ **Plans to Tell the Child of His/Her Adoption:**

The social worker should discuss with the couple their feelings about and their plans for sharing the fact of the child's adoption with him. The worker should assess their ability to do so comfortably and easily. The parents may be advised not to keep the adoption as a secret matter and it should be conveyed to the child when he is appropriately grown up.

❖ **Evaluation of Strengths and Weaknesses, and Social Worker's Recommendations:**

There are strengths and weaknesses in every individual and in every marital relationship. One can, therefore, not expect to find a perfect couple. The social worker's recommendation of a couple's suitability to adopt should be made on the basis of his/her evaluation of the strengths and weaknesses observed in the course of doing the Home Study, of whether the weaknesses are in significant areas which might affect the welfare of the child, and of the extent to which the strengths outweigh the weaknesses. The probable areas in which the couple is likely to need on going help, such as coming to terms with sterility, or telling the child he/she is adopted, should be noted. Finally the recommendations should state the suitability of the parents to adopt.

CHILD STUDY REPORT

(To be submitted to the Court after being countersigned by the adoptive applicants)

Name _____ and _____ address _____
Of the Institution: -

I GENERAL INFORMATION:

1. Name of the Child:
2. Reference No. as per general register of the Institution:
3. Present age and date of birth:
4. Sex:
5. Place of Birth:
6. Where was the child born (Name of the Hospital/Nursing Home)
7. Religion (if known):

II LEGAL DATA:

(For Court Committed or remand Children only)

1. Is the Child on Remand or Committed to your Institution :
2. Name of the Committing Court/Board :
3. Age of the child at the time of Commitment :
4. Date of order of Commitment :
5. Period of Commitment :
6. Final date of release :
7. Date of Admission to your Institution (Please
enclose a copy of the Court Commitment) :
- (If available, please enclose a copy of the
Probation Officer's report which he/she had
submitted to the Child Welfare Committee at the
time of Commitment of the child as also the
commitment order).

III. SOCIAL DATA:

Please do not give identifying information as name and address of the natural parent.

1. Date of admission of the child to your institution:
2. How did the child come to your institution:
 - a. Admitted directly by parent/or any other guardian:
 - b. Placed on remand or court committed or referred by the police. (Name of the Committing Court or police station should be given):
 - c. Transferred from any other institution and if so which one:
 - d. Any other source:
 - e. A brief note about the social background of the child..
3. Circumstances under which the child has come to the original institution:
4. Reasons for seeking protection in the Institution:

IV. PHYSICAL AND EMOTIONAL DEVELOPMENT:

1. Attitude towards other inmates:
2. Relationship towards staff and other adults including strangers:
3. Intelligence (if and where possible, D.Q./ I.Q. report should be enclosed):
4. If the child is school going, give a detailed report about his/her standard, attendance, general interest in studies, progress, limitations if any :
5. General personality and description of the child :
6. lay activity and any specific talent:
7. Milestones of the child (for children below 18 months). Please mark Yes/No

Does the child:

- | | |
|--|-------|
| a. Smile | ----- |
| b. Turn over on its stomach | ----- |
| c. Lift its head | ----- |
| d. Grasp objects in its hand | ----- |
| e. Crawl on its own | ----- |
| f. Sit: with support | ----- |
| without support | ----- |

- g. Stand : with support -----
without support -----
- h. Walk: with support -----
without support -----

8. Language development:

- a. Babbles incoherently -----
- b. Speaks few words incoherently -----
- c. Speaks few words clearly -----
- d. Speaks fluently -----
- e. Language/s spoken by the child -----

9. Dietary habits:
- Intake of: *Liquid foods* -----
 - Semi solids -----
 - Solids -----

10. Physical Examination report (appended)

I, Dr. _____ (Name of the Hospital / Nursing Home)_____

hereby certify that the information given in this form about the child is correct.

Place:	Signature:
Date:	Name:
	Designation:
	Registration No.:

We have read and understood the contents of this child study report and are willing to accept

_____, as our adoptive child.

(Child's Name)

(Signature of the male applicant) (Signature of the female applicant)

(Name of the male applicant) (Name of the female applicant)

Place:

Date of Acceptance of the Child :

Signature of the Professional Social Worker with Date

PHYSICAL EXAMINATION REPORT
(to be filled in by the Examining Physician)

Name of the child _____

Sex: _____ Date of Birth: _____

Colour: Skin: _____ Eyes _____ Hair: _____

Height: _____ Feet: _____

(Circumference) (any defect)

Vision: _____ Nose: _____

Teeth: _____ Chest: _____

Posture: _____ Heart: _____

Spine: _____ Nervous System: _____

Legs: _____ Reflexes: _____

Abdomen: _____ Hearing: _____

Any Defects: _____ Any other: _____

IMMUNISATIONS

B.C.G.: _____

Measles: _____

Triple Antigen: _____

Poliomyelitis: _____

Hepatitis "B" _____

TESTS

(to be completed wherever possible and also attach reports of the tests)

VDRL	
Tuberculosis	
Chest	X-Ray
Urine	Analysis
Stool	
Blood	
HIV	
Australian	Antigen
Any other past medical problems, (if any) and treatment given:	

Medical Evaluation: (Any pertinent information regarding physical condition of the child)

General Condition of mental and physical development (observations of the physician) and latest medical report to be annexed.

Doctor's Signature _____

Date: _____
Registration No _____

Place:

We have read and understood the contents of this physical examination report and are willing to accept _____ with his/her given condition.
(Name of the Child)

(Signature of the male applicant)

(Signature of the female applicant)

(Name of the male applicant)

(Name of the female applicant)

Place:

DOCUMENTS REQUIRED FOR INDIAN ADOPTION

(The process of adoption cannot proceed without certain documents provided by the AAP. Every document asked for is significant for the agency to ensue the legal process of adoption. If you are in doubt about how to acquire any of the document speak to the agency social worker and they will help you. Do not avoid this process just because you are not clear about the documents required. To make the adoption process a smooth and enjoyable one your cooperation along with that of the agency is a must.)

(Except Birth Certificate and Marriage Certificate, for which five photocopies are to be submitted, all other documents are to be submitted in sets of original plus four copies).

1. **Birth Certificate** or School Leaving Certificate of the AAP; also of biological or adopted children if any.
2. **Marriage Certificate.**
3. **Health Certificate** of the AAP, biological and adopted children (if any) prepared by the family doctor or any registered medical practitioner in the format prescribed by the agency.
4. **Gynecological Report:** This report must include the line of infertility treatment, if applicable, that the couple is undergoing/ has undergone, the period of treatment, and opinion or a reason for childlessness and the chances of the couple having a biological child in future whether nil, remote or fair. **Remember that inability to conceive a child biologically is not a pre-condition for adopting a child.**
5. **Photograph:** Recent postcard size colour photographs of the aspiring adoptive family. (5 copies)
6. **Recommendations:** Two letters of recommendation from persons (not from parents or immediate relatives of either spouse) who know the family well enough to recommend them as a married couple, as persons and as aspiring adoptive parents.
7. **Income Certificate:** Certificate from the employer indicating gross and net salary, designation and also the length of service of the AAP/s. In case of a self-employed person, income tax returns or a certificate from a Chartered Accountant giving details of the person's type of employment and monthly or annual

income should be furnished. (The AAP should have a minimum family income of Rs. 8000/- per month. This is subject to revision from time to time as per VCA guidelines.)

8. **Property Statement:** A statement on the value of property owned by the family, including other assets like bonds, shares, policies, fixed deposits, etc. and liabilities.
9. **Bank Reference:** Statement from the bank indicating the current bank balance of the AAP.
10. **Undertaking:** From a family member expressing his/her willingness to look after the child in case of any short or long term eventuality. In case of couples who are above 40 years of age, a younger relative should provide this.

(B) ADDITIONAL DOCUMENTS, IF APPLICABLE:

1. In cases where couples have a biological and / or adopted child / children and if they are old enough, they will be required to express their thoughts on paper to convey their reaction to their parents' decision to adopt.
2. A copy of adoption decree(s), if the couple have adopted child / children earlier.
3. Divorce decree in case the spouse / spouses were earlier divorced.

Generally all agencies working with adoption placement follow this procedure. For more information about this, contact your nearest voluntary coordinating agency, a list whereof is provided in this booklet.

ROLE OF VOLUNTARY COORDINATING AGENCY (VCA)

The Voluntary Coordinating Agency (VCA) for Adoption is a registered, non-profit and statutory organisation under Central Adoption Resource Agency (CARA), Ministry of Welfare, Government of India, which aims to promote Indian adoptions and protect the interests of destitute children.

Towards this end the VCA co-ordinates the adoption activities of the recognised placement agencies operating in their area of jurisdiction and networks among them to ensure that the priority laid down by the Supreme Court on placement within the country or with Indian couples abroad is adhered to, before the children are considered for inter country adoption.

When an adoption agency is unable to place a child with its own list of enrolled aspiring adoptive parents, it places that child on VCA assistance. Similarly when an agency is unable to help a couple with placement, that couple too is put on VCA assistance. The VCA's role thus becomes crucial in matching the children and the parents put on assistance with it. In other words, the VCA makes a second round of attempts to ensure domestic placement for children.

Under the CARA guidelines every state or a large city where there are several recognised placement and child welfare agencies, shall have a VCA.

Recently the Mumbai VCA has started undertaking home studies, which enables AAP to directly register with the VCA to process their adoption application.

ADDRESSES OF VOLUNTARY COORDINATING AGENCIES FOR ADOPTION

BIHAR

BIHAR VOLUNTARY COORDINATING AGENCY

c/o East & West Educational Society,

Arogya Mandir Campus, R.K Avenue,

Nala Road, Patna – 800004

Tel # 0612-2671720

DELHI

CO-ORDINATING VOLUNTARY ADOPTION

RESOURCE AGENCY (CVARA)

c/o Delhi Council for Child Welfare

Qudsia Garden

Yamuna Marg, Civil Lines

Delhi -110054

Tel # 011-23922086

GUJRAT

VOLUNTARY COORDINATING AGENCY FOR ADOPTION

C/O 'Prerana' , Mangal Prabhat Building

Mirzapur Ahmedabad –380001

Tel # 079-25500309

KARNATAKA

VOLUNTARY COORDINATING AGENCY

Iyc Community Center For Childern , 1st Cross,2nd Block R T. Nagar , Bangalore-5 60032

Karnataka

tel # 080-23331847

KERELA

VOLUNTARY COORDINATING AGENCY

C/O Rajagiri College Of Social Sciences

P.O Rajagiri, Kalamassery, Kerela-683104

Tel # 0484-2540727

MAHARASHTRAVOLUNTARY COORDINATING AGENCY (**MUMBAI**)

Bima Chhaya, Flat no. 3, grd. flr.

Mahatma Phule Rd.

Opp. Deshmukh garden

Mulund (E)

Mumbai 400081 Email: vcamumbai@yahoo.co.in

022-25922641

VOLUNTARY COORDINATING AGENCY (**NAGPUR**)

Vidarbha Region

165, Dharam Peth Ext. Shivaji Nagar

Nagpur –440010

Tel # 0712-2226812

VOLUNTARY COORDINATING AGENCY (**PUNE**)

Shahane Consultants Pvt. Ltd
1117/ 5a, Ganesh Khind Road
Shivaji Nagar Pune-411016
Tel # 020-25655978 / 25652095

VOLUNTARY COORDINATING AGENCY (MAHARASHTRA)

C/o Shishuadhar for the Child
Anandnagar Park, bldg. No. 13
Paud road, Kothrud
Pune 411029
Tel # 020-25434388

ORISSA

SANYOG, VOLUNTARY COORDINATING AGENCY
Jivanaranga Bhawan Stoney Road
Dagarpada
Cuttack-753002. Orissa
0671-2605914

TAMILNADU

VOLUNTARY COORDINATING AGENCY FOR CHILD ADOPTION
C/O INDIAN COUNCIL FOR CHILD WELFARE
No-5, 3rd Main Road (West)
Shenoy Nagar Chennai-600030 Tamilnadu
Tel # 044-26288677

WEST BENGAL

WEST BENGAL VOLUNTARY COORDINATING AGENCY ON ADOPTION
C/O WEST BENGAL COUNCIL FOR CHILD WELFARE
42, Ramesh Mitra Road
Calcutta – 700025
Tel # 033-24756180

ADOPTION AGENCIES IN MUMBAI

1. Asha Sadan
Asha Sadan Marg,
Umarchadi,
Tel.: 2371 54 77
2374 03 97
email: asha_sadan@vsnl.net

Mumbai - 400 009.

2. Bal Vikas
Valetine Complex,
Off General Arunkumar Vaidya Marg,
Malad (East), Mumbai - 400 097
Tel.: 2842 28 02
28422714
email: balvikas@vsnl.com
3. Bal Asha Trust
Anand Niketan, E. Moses Road,
Mahalaxmi, Mumbai - 400 011.
Tel. : 2494 40 90
email: bal_asha@hotmail.com
balasha@vsnl.com
4. Bal Anand
World Children Welfare Trust India,
Sai Krupa, 93, Ghatla Village,
Chembur, Mumbai - 400 071.
Tel.: 2556 83 95
email: balanand@yahoo.com
balanand@vsnl.net
5. Children of the World (India) Trust
401, Arun Chambers, 5th Floor,
Tardeo, Mumbai - 400 034.
Tel.: 23520249/23514921
email: cwb@vsnl.com
6. Family Service Centre,
Eucharistic Congress Building No III,
5 Convent Street, Mumbai - 400 001
Tel.: 2202 14 32
: 2282 88 62
email: famser@vsnl.net
7. Indian Association for Promotion
of Adoption and Child welfare
Kanara House, Room No.7
Ground Floor, Mogal Lane,
Matunga (West), Mumbai - 400 016,
Tel.: 2430 70 76
: 2437 49 38
email: iapa@vsnl.net
8. Janani Ashish Charitable Trust
P-37, MIDC Residential Zone,
Opp. Dombivali Gymkhana,
Dombivali (East), Dist. Thane-421203
Tel.: 95-251-2455 879
9. Missionaries of Charity
Chruch Road, Vile Parle (West),
Mumbai - 400 056.
Tel. : 2618 40 68
10. Shejar Chhaya
Deodal Village
Post Kaman, Taluka Vasai,
Dist. Thane - 401 202.
Tel.: 95-250-349 380
95-250-2341196
email: shejar@bom7.vsnl.net.in
11. St. Catherine's Home
Veera Desai Road, Andheri (West),
Mumbai - 400 058.
Tel.: 2676 23 12.
email: stcath@bol.net.in
12. Shraddhanand Mahila Ashram
Shraddhanand Road, Matunga,
Mumbai - 400 019.
Tel.: 2401 25 52
: 2401 07 15
email: hw@rediffmail.com
13. Shri Manav Seva Sangh
Tel. : 2409 22 66 Ext. 27

225/227, Sion Main Road,
Sion (West),
Mumbai - 400 022.

email: smss@vsnl.com

14. Vatsalya Trust
Survey no. 1285,
Nr. Kanjurmarg Police Station
Kanjur Village
Kanjur Marg (East), Mumbai - 400 042.

Tel.: 2578 29 58
email: vatsalyatrstmumbai@vsnl.net
vatsalyatrstmumbai@indiatimes.com

ROLE OF CENTRAL ADOPTION RESOURCE AGENCY (CARA)

The Government of India, under the Ministry of Social Justice and empowerment, New Delhi, has constituted an autonomous body known as Central Adoption Resource Agency (CARA). Broadly, the function of CARA is to act as a clearing house of information in regard to children available for in-country and inter-country adoption and to regulate, monitor and develop programmes for the rehabilitation of children through adoption.

Subject to the approval of the Central Government, CARA has the power to formulate and/or to amend rules, regulations, guidelines etc., pertaining either to in-country or inter-country adoption. Essentially, it is CARA which regulates and monitors adoption of Indian born children by NRIs/POIs or foreign nationals. To facilitate adoption of children in India by these categories of persons, CARA has granted accreditation/recognition to a large number of child welfare agencies around the world, which are authorized to process that part of the adoption procedure necessary to be completed in the country to which these persons belong. Aspiring adoptive parents from the above-mentioned categories may, if they so desire, approach CARA for any clarification or explanation with regard to any aspect of child adoption or visit their website which contains all the necessary particulars regarding inter-country adoption. CARA is presently situated at the following address.

Central Adoption Resource Agency
West block VIII, wing II, 2nd floor,
R. K. Puram, New Delhi-110066.
Tel.: 011- 6180194/96
Fax: 011-6180198
Email: cara@bol.net.in
Website: www.adoptionindia.nic.in

REFERENCES OF SOME ADOPTIVE PARENTS (NAAF MEMBERS)

Adoptive families you can talk to about your adoption plans and apprehensions, if any:

- Yamuna & Rakesh Chopra, Andheri (W). Parents of one daughter and one son, both adopted. Ph. no. 26367446 ®
- Ruth and Gaurang Mehta, Vile Parle (W). Parents to two daughters, adopted. Ph. no. 26114824 ®
- Anjali & Sanjay Gokarn, Andheri (W). Parents of one daughter, adopted. Ph. no. 56944169 ®
- Sandra & Norbert D'Penha, Andheri (E). Parents of one daughter and one son, both adopted. Ph. no. 28301750 ®
- Yulett & Vyanny Castellino, Andheri (E). Parents of one daughter and one son, both adopted. Ph. no. 56919878 ®
- Sita & Krishna Sabnis, Mahim. Parents of one daughter, adopted. Ph. no. 24453679 ®
- Sheela & Harshad Shah, Borivali (W). Parents of one son, born to them and one daughter, adopted. Ph. no. 28994120®
- Murali & Shyama Iyer, Powai. Parents of one daughter, adopted. Ph. no. 25724960/25768484 ®
- Parvati & Pradeep Mahtani, Colaba. Parents of one son, born to them and one daughter, adopted. Ph. no. 22152966 ®
- Purnima & Ashok Mirchandani, Warden Rd. Parents of one daughter, adopted. Ph. no. 23538021 ®
- Charu & Atul Shah, Vashi. Parents of one daughter, born to them and one son, adopted. Ph. no. 27663429 ®
- Veena & Vishwas Sahasrabuddhe, Thane. Parents of one daughter, adopted. Ph. no. 25821610 ®
- Iffat & Zaheer Mirza, Bandra. Parents of two adopted daughters. Ph. no. 56074969®
- Kalpana & Zoeb Springwala, Bandra. Parents of one adopted daughter and one daughter born to them. Ph. no. 26049459
- Rama & Anant Tumkur, Santacruz. Parents of one adopted daughter. Ph. no. 26461542
- Shibani & Easwar Iyer, Kandivali. Parents of one adopted daughter. Ph. no. 28071080
- Sandhya & Vitthal Zalki, Malad. Parents of one daughter and one son, both adopted. Ph. no. 28828679

SOME SUGGESTED READINGS IN ADOPTION

- Ours by Choice by Dr. Nilima Mehta. This lucidly written book is a virtual treatise on every aspect of child adoption.
- Bonds of love published by Indian Association for Promotion of Adoption and Child Welfare (IAPA). Contains experiences shared by members of adoptive families.
- Making Sense of Adoption by Lois Ruskai Melina. A guide for parents to cope with the challenges of adoptive parenthood based on experiences of adoption in the USA.
- Adoption –Issues, Laws & Procedures by Mrs. Madhavi Hegde-Karandikar.
- The Penguin Guide to Adoption in India by Dr. Aloma Lobo & Jayapriya Vasudevan.
- Your story published by IAPA. Pictorial presentation about sharing the fact of adoption with the child.
- Destiny's Child The adopted child's Search for Completion, by Mrs. Dipika Maharajsingh.
- Talking with Young Children about Adoption by Mary Watkins & Susan Fisher.
- Twenty Things adopted Kids Wish their Adoptive Parents Knew by Sherrie Eldridge

You can get these books at the NAAF office (original or photocopies).