

attachment  
(CP.ncpr@nic.in)

भारत सरकार  
GOVERNMENT OF INDIA  
राष्ट्रीय बाल अधिकार संरक्षण आयोग  
NATIONAL COMMISSION FOR PROTECTION OF CHILD RIGHTS  
नई दिल्ली- ११०००१  
NEW DELHI-110 001



F.No.CP/NCPCR/Legal/Misc/2021

"Hon. S.C. matter"

Date-29.05.2021

To,  
Chief Secretaries  
All States/UTs

श्री. (२. 30. 5. 21) के द्वारा बाल अधिकार संरक्षण आयोग के पोर्टल पर बाल स्वराज पोर्टल पर डेटा अपलोड करने के लिए

**Subject- "Uploading of data of children who have lost both or either of the parent to COVID-19 on NCPCR's portal- Bal Swaraj (COVID Care link)"**

This is with reference to the Commission's letter dated 26.05.2021 sent to all your good offices regarding the issue of children who have become orphan or lost either of the parent to COVID-19. (Copy of letter enclosed)

2. It is reiterated, the Commission has in furtherance to its function as a monitoring authority under Section 109 of the Juvenile Justice Act, 2015, has devised an online tracking portal "Bal Swaraj" for child in need of care and protection. This portal of the Commission has been created with a purpose for online tracking and digital real time monitoring mechanism of children who are in need of care and protection. Keeping in view of the current situation of COVID-19, the Commission has extended the use of this portal for tracking children who have lost both its parents or either of the parent during COVID-19 and provided a link under the name of "COVID-Care" on this portal for filling of data of such children by the concerned officer/department.

3. It is pertinent to note that the Hon'ble Supreme Court in SMWP No. 4 of 2020 "In Re. Contagion of Covid-19 virus in Children Homes, vide order dated 28.05.2021 has directed all district officers across the States/UTs to fill data related to children who have become orphan or have lost either of the parent to COVID-19 within 24 hours on Bal Swaraj portal under the COVID-Care link. (Copy of order dated 28.05.2021 enclosed)

4. The login id's of district child protection officers for uploading the data on the portal and filling up the forms of social investigation report and individual child care plan as provided by the Commission have already been issued by the Commission. The login id's for all the Principal Secretaries, Department of Women and Child/Social Welfare for uploading of data on the portal concerned with the State Government is issued. Letter informing about the same has been sent to the Principal Secretaries, Department of Women and Child/Social Welfare of all the States/UTs. (Copy of letter dated 28.05.2021 to all Principal Secretaries enclosed) (Forms of Social investigation report and individual child care plan are available with enclosed Document prepared with regard to Children during Covid-19 is also enclosed)

5. Therefore, it is requested that to ensure compliance of the Hon'ble Supreme Court's order dated 28.05.2021 in the aforementioned matter, all States/UTs must upload the required data of all such children who have become orphan or lost either of the parent to COVID-19 on the Bal Swaraj portal under the COVID-Care link at [www.ncpr.gov.in/baalswaraj](http://www.ncpr.gov.in/baalswaraj)

Contd...

5वा तल, चन्द्रलोक बिल्डिंग, ३६ जनपथ, नई दिल्ली-११०००१  
5<sup>th</sup> Floor, Chanderlok Building, 36 Janpath, New Delhi-110001  
दूरभाष/Ph:011-23478200, फैक्स / Fax:011-23724026  
Web: [www.ncpr.gov.in](http://www.ncpr.gov.in), Lodge your complaint at :  
[www.ebaalnidan.nic.in](http://www.ebaalnidan.nic.in)





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NATIONAL COMMISSION FOR PROTECTION OF CHILD RIGHTS  
नई दिल्ली- ११०००१  
NEW DELHI-110 001



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Note – In case of any technical difficult in regard to portal, uploading of data or user id & password, Shri Hariom Bhardwaj Consultant IT, NCPCR may be contacted at Email: [it.ncpcr@nic.in](mailto:it.ncpcr@nic.in); Ph. +91 94166 93219.

**Encls. As above.**

**Yours sincerely,  
Sd/-  
(Priyank Kanoongo)  
Chairperson, NCPCR**



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नई दिल्ली- ११०००१  
NEW DELHI-110 001



F. No. CP/NCPCR/Legal/Misc/2021

Date-28.05.2021

To,

Principal Secretaries,  
Department of WCD/Social Welfare,  
All States/UTs

**Subject- "Uploading of data of children who have lost both or either of the parent to COVID-19 on NCPCR's portal- Bal Swaraj (COVID Care link)"**

This is with reference to the Commission's letter dated 26.05.2021 sent to all States/UTs regarding the issue of children who have become orphan or lost either of the parent to COVID-19. **(Copy of letter enclosed)**

2. The children who have lost both or either of the parent or are found to be without family support are child in need of care and protection under Section 2(14) of the Juvenile Justice (Care and Protection of Children) Act, 2015 and therefore, it is necessary that the right of such children are upheld and protected. These children who have become child in need of care and protection have to be produced before the Child Welfare Committee under Section 31 of the Juvenile Justice Act, 2015 and the procedure as laid down under the Act has to be followed for them.

3. The Commission, keeping in view of the rising number of children who are affected due to COVID-19 and are without family support has prepared a document outlining the procedure and functions of each child protection authority/officer as given under the Juvenile Justice Act, 2015 and simultaneously, also made certain recommendations for the State Government and the other relevant authorities. The Commission has prepared this document after holding consultations with the SCPCRs (State Commissions). **(Copy of document enclosed)**

4. The Commission has in furtherance to its function as a monitoring authority under **Section 109 of the Juvenile Justice Act, 2015**, has devised an online tracking portal "**Bal Swaraj**" for child in need of care and protection. This portal of the Commission has been created with a purpose for online tracking and digital real time monitoring mechanism of children who are in need of care and protection. Keeping in view of the current situation of COVID-19, the Commission has extended the use of this portal for tracking children who have lost both its parents or either of the parent during COVID-19 and provided an link under the name of "**COVID-Care**" on this portal for filling of data of such children by the concerned officer/department.

Contd...



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5. It is pertinent to note that **the Hon'ble Supreme Court in SMWP No. 4 of 2020 "In Re. Contagion of Covid-19 virus in Children Homes**, vide order **dated 28.05.2021** has directed all district officers across the States/UTs to fill data related to children who have become orphan or have lost either of the parent to COVID-19 **within 24 hours** on Bal Swaraj portal under the COVID-Care link. **(Copy of order dated 28.05.2021 enclosed)**

6. The login id's of district child protection officers for uploading the data on the portal and filling up the forms of social investigation report and individual child care plan as provided by the Commission have already been issued by the Commission. The login id's for all the Principal Secretaries, Department of Women and Child/Social Welfare for uploading of data on the portal concerned with the State Government is issued. Letter informing about the same has been sent to the Chief Secretaries of all the States/UTs. **(Forms of Social investigation report and individual child care plan enclosed)**

7. Therefore, it is requested that to ensure compliance of the Hon'ble Supreme Court's order dated 28.05.2021 in the aforementioned matter, all States/UTs must upload the required data of all such children who have become orphan or lost either of the parent to COVID-19 on the Bal Swaraj portal under the COVID-Care link at [www.ncpcr.gov.in/baalswaraj](http://www.ncpcr.gov.in/baalswaraj)

**Note - In case of any technical difficult in regard to portal, uploading of data or user id & password, Shri Hariom Bhardwaj Consultant IT, NCPCR may be contacted at Email: [it.ncpcr@nic.in](mailto:it.ncpcr@nic.in); Ph. +91 94166 93219.**

**Encls. As above.**

Sd/-  
**(Priyank Kanoongo)**  
Chairperson, NCPCR



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OUT TODAY

ITEM NO.37 Court 7 (Video Conferencing) SECTION PIL-W

S U P R E M E C O U R T O F I N D I A  
RECORD OF PROCEEDINGS

SMW (C) NO. 4 OF 2020

IN RE CONTAGION OF COVID 19 VIRUS IN  
CHILDREN PROTECTION HOMES

Petitioner(s)

VERSUS

Respondent(s)

(MR GAURAV AGRAWAL, ADVOCATE (A.C)

(IA No. 64373/2021 - APPROPRIATE ORDERS/DIRECTIONS)

Date : 28-05-2021 This application was called on for hearing today.

CORAM : HON'BLE MR. JUSTICE L. NAGESWARA RAO  
HON'BLE MR. JUSTICE ANIRUDDHA BOSE

FOR NCPDR

Mr. Tushar Mehta, S.G.  
Mrs. Swarupama Chaturvedi, AOR  
Mr. Ashutosh Mohan, Adv  
Ms. Neha Rai, Adv.

Union of India

Ms. Aishwarya Bhati, ASG  
Mr. Akshay Amritanshu, Adv  
Mr. B.V. Balram Das, AOR  
Mr. S.S. Rebello, Adv.  
Ms. Swati Ghildiyal, Adv.  
Mr. G.S. Makker, Adv.  
Mr. Raj Bahadur, AORMs. Anitha Shenoy, Sr. Adv.  
Ms. Srishti Agnihotri, AOR  
Mr. Abhishek Jebaraj, Adv.  
Ms. Sanjana Grace Thomas, Adv.  
Ms. Anmol Gupta, Adv.  
Mr. Chandratnay Chaube, Adv.

Signature of  
 Jayant Singh  
 Date: 2021-05-28  
 20:04:01 | ISF  
 Reason: [ ]

Mr. S. C. Verma, Adv. (Adv. Genl.)  
Mr. Manoj Kumar Singh, AAG  
Mr. Sumeer Sodhi AOR  
Mr. Arjun Nanda, Adv.  
Ms. Shreya Nair, Adv.

State of Chhatis	Mr. Nishant Patil, AOR Mr. Vidit Monga, Adv. Ms. Shubhika Saluja, Adv.
State of W.B.	Mr. Suhaan Mukerji, Adv. Ms. Liz Mathew, Adv. Mr. Vishaal Prasad, Adv. Mr. Nikhil Parikshith, Adv. Mr. Abhishek Manchanda, Adv. Mr. Sayandeep Pahari, Adv. PLR Chambers & Co.
State of Mizoram	Mr. Siddhesh Kotwal, Adv. Mr. Divyansh Tiwari, Adv. Ms. Ana Upadhyay, Adv. Ms. Manya Hasija, Adv. Mr. Nirnimesh Dube, AOR
State of Haryana	Ms. Bansuri Swaraj, Adv. Dr. Monika Gusain, AOR  Mr. Shekhar Raj Sharma, Adv. Mr. Sanjay Kumar Visen, AOR Mr. Sanjeev Prakash Upadhyaya Adv
U.T. of J&K	Ms. Shashi Juneja, Adv. Ms. Pinky Behera, Adv.  Mr. G. M. Kawoosa, Adv. Ms. Taruna Ardhendumauli Prasad, Adv. Mr. Parth Awasthi, Adv.
State of Karnataka	Mr. V. N. Raghupathy, AOR
State of Assam	Mr. Nalin Kohli, AAG Ms. Diksha Rai, Adv. Ms. Palak Mahajan, Adv.
State of Assam	Mr. Raghvendra Kumar, Adv. Mr. Narendra Kumar, AOR
State of A.P.	Mr. Mahfooz A. Nazki, Adv. Mr. Polanki Gowtham, Adv. Mr. Shaik Mohamad Haneef, Adv. Mr. T. Vijaya Bhaskar Reddy, Adv. Mr. Amitabh Sinha, Adv. Mr. Shrey Sharma, Adv.
U.T. of Andaman & Nicobar	Mr. K.V. Jagdishvaran, Adv.

	Ms. G. Indira, Adv.
State of Bihar	Mr. Gopal Singh, AOR. Mr. Manish Kumar, AOR
State of H.P.	Mr. Himanshu Tyagi, AOR
State of Arunachal Pradesh	Mr. Abhimanyu Tewari, AOR Ms. Eliza Bar, Adv.
State of Arunachal Pradesh	Ms. Eliza Bar, Adv. Mr. Pai Amit, AOR
State of Manipur	Mr. Pukhrambam Ramesh Kumar, AOR Ms. Anupama Ngangom, Adv. Mr. Karun Sharma, Adv.
State of Manipur	Mr. Sharan Thakur, Adv. Mr. Mahesh Thakur, AOR Mr. Siddhartha Thakur, Adv.
U.T. of Puducherry	Mr. V.G. Pragasam, AOR Mr. S. Prabhu Ramasubramanian, Adv.
State of Goa	Mr. Ravindra A. Lokhande, Adv. Dr. Vidyottma Jha, Adv. Ms. Ambika Atrey, Adv. Dr. Abhishek Atrey, AOR
State of Goa	Mr. Arun R. Pedneker, Adv. Ms. Mukti Chowdhary, AOR
State of Kerala	Mr. Jishnu M.L., Adv. Ms. Priyanka Prakash, Adv. Ms. Beena Prakash, Adv. Mr. G. Prakash, AOR
State of Odisha	Mr. Sibho Sankar Mishra AOR Mr. Umakant Misra Adv Mr. Rajiv Sinha Adv Mr. Ashok Kumar Singh Adv Mr. Nranjan Sahu, Adv
State of Odisha	Dr. Anindita Pujari, AOR Mr. Deval Singh, Adv. Mr. Om Narayan, Adv.
State of Tripura	Mr. Shuvodeep Roy, Adv. Mr. Kabir Shankar Bose, Adv.

	Mr. Rahul Raj Mishra, Adv.
State of Gujarat	Ms. Deepanwita Priyanka, Adv. Ms. Vishakha, Adv. Mr. A. P. Mayee, Adv.
State of Meghalaya	Mr. Amit Kumar, Sr. Adv. Mr. Avijit Mani Tripathi, AOR Ms. Rekha Bakshi, Adv. Mr. P. S. Negi, Adv. Ms. Tarini K. Nayak, Adv. Mr. Shaurya Sahay, Adv. Mr. K.V. Kharlyngdoh, Adv.
State of Punjab	Ms. Jaspreet Gogia, AOR Ms. Mandakini Singh, Adv. Mr. Karanvir Gogia, Adv. Ms. Shivangi Singhal, Adv. Ms. Ashima Mandla, Adv
State of Rajasthan	Dr. Manish Singhvi, Sr. Adv. Mr. Sandeep Kumar Jha, Adv.
State of U.P.	Ms. Garima Prashad, Adv Mr. Rohit K. Singh, Adv.
State of Telengana	Mr. S. Udaya Kumar Sagar, AOR Ms. Sweena Nair, Adv.
State of T.N.	Mr. Balaji Srinivasan, AAG Mr. M.Yogesh Kanna, AOR Mr. RajaRajeswaran.S, Adv. Mr. Aditya Chada, Adv. Ms. Uma Prasuna Bachu, Adv
State of Nagaland	Mr. K N Balgopal Sr. Adv-AG Of Nagaland, Ms. K. Enatoli Sema, AOR Mr. Amit Kumar Singh, Adv Mr. Apratim Animesh Thakur, Adv. Ms. Prachi Hasija, Adv. Mr. Nitya Nambair, Adv, Mr. Vitso Rio, Adv
NCT Delhi	Mr. Chirag M. Shroff, AOR Ms. Abhilasha Bharti, Adv Mr. Sushant Dogra, Adv.
State of Mah.	Mr. Sachin Patil AOR. Mr. Rahul Chitnis, Adv. Mr. Aaditya A. Pande, Adv Mr. Geo Joseph, Adv.



State of Jharkhand Ms. Pragya Baghel, Adv  
Ms. Pallavi Langar, AOR

State of Uttarakhand Ms. Rachana Srivastava, AOR  
Mr. Ashutosh Sharma, Adv.

5State of Sikkim Mr. Raghvendra Kumar, Adv.  
Mr. Anand Kumar Dubey, Adv.  
Mr. Narendra Kumar, AOR

State of M.P. Mr. Pulkit Agarwal, Adv.  
Mr. Pashupati Nath Razdan, Adv.  
Mr. Palav Agarwal, Adv.  
Mr. Ashutosh Kumar, Adv.  
Mr. Sudhanshu Kaushesh, Adv.  
Mr. K.P. Jayaram, Adv.  
Mr. Astik Gupta, Adv.  
Ms. Maitreyee Jagat Joshi, Adv.

State of Guahati Mr. Abhimanyu Tewari, AOR

U.T. of Chandigarh Mr. Ankit Goel, AOR  
Mr. R. K. Gupta, Adv.  
Ms. Sneha Kalita, AOR  
Ms. Astha Sharma, AOR  
Ms. Uttara Babbar, AOR  
M/S. Knc, AOR  
Mr. Ajay Pal, AOR

\*\*\*\*\*

By Courts Motion, AOR  
Mr. Gaurav Agrawal, AOR

Mr. G. Prakash, AOR  
M/S. Knc, AOR  
Ms. G. Indira, AOR  
Ms. Mukti Chowdhary, AOR  
Mr. Sumeer Sodhi, AOR  
Mr. Pashupathi Nath Razdan, AOR  
Ms. K. Enatoli Sema, AOR  
Mr. Pukhrambam Ramesh Kumar, AOR  
Mr. Sandeep Kumar Jha, AOR  
Ms. Pallavi Langar, AOR  
Mr. Pai Amit, AOR  
Mr. Raj Bahadur Yadav, AOR  
Mr. M. Yogesh Kanna, AOR  
Mr. Gurmeet Singh Makker, AOR  
Ms. Deepanwita Priyanka, AOR  
Mr. Ankit Goel, AOR  
Ms. Pinky Behera, AOR

Ms. Anindita Pujari, AOR  
Ms. Astha Sharma, AOR  
Mr. Ajay Pal, AOR  
Ms. Jaspreet Gogia, AOR  
Dr. Monika Gusain, AOR  
Mr. Narendra Kumar, AOR  
M/S. Plr Chambers And Co., AOR  
Mr. Mahfooz Ahsan Nazki, AOR  
Mr. Himanshu Tyagi, AOR  
Ms. Diksha Rai, AOR  
Mr. Nirnimesh Dube, AOR  
Mr. Chirag M. Shroff, AOR  
Mr. Sachin Patil, AOR  
Mr. Abhimanyu Tewari, AOR  
Mr. Manish Kumar, AOR  
Mr. V. G. Pragasam, AOR  
Ms. Rachana Srivastava, AOR  
Mr. Shuvodeep Roy, AOR  
Mrs. Swarupama Chaturvedi, AOR  
Mr. Avijit Mani Tripathi, AOR  
Mr. Gopal Singh, AOR  
Ms. Garima Prashad, AOR  
Mahesh Thakur, AOR  
Mr. S. Udaya Kumar Sagar, AOR  
Mr. V. N. Raghupathy, AOR

UPON hearing the counsel the Court made the following  
O R D E R

I.A. No. 64373/2021

Sh. Gaurav Agarwal, learned Amicus Curiae, has filed this interlocutory application seeking directions in respect of children who are adversely affected due to the current Covid pandemic by losing either one or both the parents and the increased instances of child trafficking, especially of the girl child. The cataclysmic Covid-19 pandemic devastated the vulnerable sections of the society. It has been brought to our notice by the learned Amicus Curiae that there are a number of children who have become orphans due to the demise of either the breadwinner of the family or of both their parents. The learned Amicus Curiae expressed his concern about the well being of such children.

The Union of India has already issued instructions to the concerned authorities regarding the steps to be taken for protection of children who have lost their parents due to Covid-19.

The provisions of Juvenile Justice (Care and Protection of Children) Act, 2015 make it clear that there is an obligation on the part of the authorities to take care of children in need.

We are informed by Ms. Aishwarya Bhati, learned Additional Solicitor General and Ms. Swarupama Chaturvedi, learned counsel appearing for NCPDR that a portal "Bal Swaraj" is operational and all the concerned District authorities have been given access along with passwords to the said portal with instructions to upload the information pertaining to identification of children who have become orphans during the pandemic.

The learned Additional Solicitor General and Ms. Swarupama Chaturvedi have submitted that all the concerned District authorities may be directed to upload the information relating to the children who have become orphans during the pandemic latest by Saturday evening i.e. by 29.05.2021.

After hearing the learned Amicus Curiae, we are of the view that the learned Additional Solicitor General appearing for Union of India and the learned counsel appearing for the State Governments should furnish the latest information about the identification of children who have become orphans post March, 2020, whether it be due to the pandemic or otherwise, and steps taken for attending to their basic needs. The learned counsel for the State Governments shall provide the information that they receive from the State Governments to the learned Amicus Curiae,

latest by Sunday evening i.e. by 30.05.2021. We also make it clear that no affidavits need be filed at this stage by anyone. However, as requested by the learned counsel appearing for NCPCR, an affidavit may be filed by 31.05.2021 (Monday). The learned Additional Solicitor General shall also provide additional material to the learned Amicus Curiae by Sunday evening i.e. by 30.05.2021 and file it in the Registry by Monday evening i.e. by 31.05.2021.

The learned Amicus Curiae is requested to prepare a note after receipt of the information from the Union of India, NCPCR and the State Governments and circulate to us by Monday evening i.e. by 31.05.2021.

The District authorities are directed to upload the information of children who have become orphans after March, 2020 on the portal "Bal Swaraj" before tomorrow evening. They are further directed to immediately take charge of such children and attend to their basic needs without waiting for any further orders from this Court.

List this matter on 01.06.2021 (Tuesday) at the end of the Board.

(JAYANT KUMAR ARORA)  
COURT MASTER

(ANAND PRAKASH)  
COURT MASTER



भारत सरकार  
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F.No. CP/NCPCR/Legal/2021

Date-26.05.2021

To,  
Chief Secretary,  
All States/UTs

**Subject- "Document prepared by NCPCR with its recommendations for dealing with children who have been orphaned or have lost either of the parent due to COVID-19 along with information about the NCPCR's Covid-Care link on Bal Swaraj portal"**

Sir / Madam,

National Commission for Protection of Child Rights (**hereinafter referred to as the Commission**) is a statutory body constituted under Section 3 of the Commission for Protection of Child Rights (CPCR) Act, 2005 to protect the child rights and other related matters in the Country. The Commission is further mandated to monitor the proper and effective implementation of Protection of Children from Sexual Offences (POCSO) Act, 2012; Juvenile Justice (Care and Protection of Children) Act, 2015 and Right to Free and Compulsory Education (RTE) Act, 2009. In one of the functions laid down under Section 13 of the CPCR Act, 2005, the Commission has been assigned with the function to examine and review the safeguards provided by or under any law for the time being in force for the protection of child rights and recommend measures for their effective implementation.

2. The Commission has been made aware of instances where it has been seen that many NGOs are advertising about the children who have become orphan after losing both their parents to COVID-19. There are also situations arising where the child has lost either of the parent, who in most cases, is the breadwinner of the family. In such arising situations during this surge of COVID-19, it has become essential that the rights of children are upheld and protected and there is tracking of each child who has become orphan or has lost either of the parent to COVID-19. The children involved in these situations are children in need of care and protection under **Section 2(14) of the Juvenile Justice Act, 2015** and all procedures given under the Act for such children must be followed to ensure the well-being and best interest of children. The Child Welfare Committees, under Section 27 of the Juvenile Justice Act, 2015 have been established at District level for exercising its powers and to discharge the duties conferred on them in relation to children in need of care and protection under the Act. Therefore, every such child affected by COVID-19 and found to be in distress and without family support must be produced before the concerned Child Welfare Committee under **Section 31 of the Juvenile Justice Act, 2015**.



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3. The Commission has been receiving many complaints in the past month or so alleging that there are private people, organizations who are involved in data collection of such children stating that they want to provide assistance to the children and the families and also, these organizations/people are giving away these orphaned children to families in adoption without following the procedure given under the Juvenile Justice Act, 2015. The Act, besides providing for an extensive procedure for children who have lost family support or are in need of assistance, also provides for an exhaustive procedure for adoption of orphan/abandoned/surrendered children. It is only after following the adoption procedure as given under the Juvenile Justice Act, 2015 and the final adoption orders of the prescribed authority that the adoptions of orphan/abandoned/surrendered children are finalized and lawful in nature.

4. In view of the complaints received by the Commission and in accordance with the provisions and rules laid down under the Juvenile Justice Act, 2015 and Juvenile Justice (Model Rules), 2016 respectively, the Commission has prepared a document for dealing with children affected due to COVID-19. The Commission has, by way of this document outlined the procedure and functions of each child protection authority/officer as given under the Juvenile Justice Act, 2015 and simultaneously, also made certain recommendations for the State Government and the other relevant authorities, which if implemented, can ensure the welfare and well-being of the child. **(Copy of the document enclosed)**

5. The Commission, in furtherance to its function as a monitoring authority under **Section 109 of the Juvenile Justice Act, 2015**, has devised an online tracking portal **"Bal Swaraj (COVID-Care)"** for child in need of care and protection, especially for children living in street situations. This portal of the Commission has been created with a purpose for online tracking and digital real time monitoring mechanism of children who are in need of care and protection. Keeping in view, the current situation of COVID-19, the Commission has extended the use of this portal for tracking children who have lost both its parents or either of the parent during COVID-19 and provided an link under the name of **"COVID-Care"** for filling of data of such children by the concerned officer/department on the portal. **"COVID-Care"** is aimed at tracking the children affected by COVID-19 right from the production of children before the Child Welfare Committee to the restoration of the children to their parent/guardian/relative and its subsequent follow-up. The forms for preparing Social Investigation Report and Individual Child Care Plan of the child are also enclosed which will be required to be uploaded on the portal under the **COVID-Care link. (Forms of SIR and ICP enclosed with the annexed document)**



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GOVERNMENT OF INDIA  
राष्ट्रीय बाल अधिकार संरक्षण आयोग  
NATIONAL COMMISSION FOR PROTECTION OF CHILD RIGHTS  
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6. It is requested that this document may be circulated in your respective State/UT to the following departments/officers-

- i. **Director General of Police-** for circulation to all Police Stations and Special Juvenile Police Unit.
- ii. **Department of Women and Child Development/Social Welfare-** for circulation to all DCPUs, Child Welfare Officers, Child Welfare Committees, Block and Village level Child Protection Committees, Anganwadi workers. The Asha/Anganwadi workers may inform Department of WCD/Social Welfare about the left behind children who are in distress and may also inform about any other incidence related to children which may require intervention.
- iii. **Directorate/Department of Education-** for circulation to all Schools (Government and Private), District Education Officers
- iv. **Department of Urban Development/Rural Development and Panchayati Raj Department-** for facilitation of and providing legal heir certificates and death certificates in a time bound manner in cases involving children who have lost both or either of the parent to COVID-19. Further, these departments, having information about the people who have died and the left behind children (as they are issuing death certificates and would have the data maintained about the people living in the concerned district and are responsible for implementation of various schemes mentioned in the document) must also inform about the same to the Child Welfare Committee/Department of WCD, so that such children can be identified and necessary action can be taken.
- v. **State Legal Services Authority-** for providing free legal assistance/legal aid to the child or its parent/guardian in procurement of the succession certificate for the child from the concerned Court. The Legal Services Authority may also be requested to provide a support person or para legal volunteer to the child and its parent/guardian for assisting them before the concerned authority/Court.
- vi. **District Magistrates-** for overall monitoring and implementation of the provisions of Juvenile Justice Act, 2015 and recommendations of the Commission.



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It is requested that the recommendations made by the Commission in the document may be implemented with respect to each State and District Level department/officer. The COVID-Care link of the Bal Swaraj Portal which will go live by tomorrow ie. 25.05.2021 will be made available to every State/UT and the details will be shared with the nodal officers at the State and District Level as well as the Principal Secretary of the WCD/Social Welfare Department. The States/UTs are requested that they may direct the nodal officers both at the State and District Level to provide data on the Bal Swaraj portal-Covid Care link as required. It is of utmost importance that the nodal officers are filling in the data on the portal in a timely manner of each such child as categorized to have become orphan or lost either of the parent to COVID-19 under the COVID-Care link of Bal Swaraj Portal. Further, if there is recommendation of CWC to State Child Protection Society (SCPS) for giving sponsorship to a child, then in that case the link is being provided to the Principal Secretary (Department of WCD) for filling up data concerned with the SCPS.

7. It is requested that a **compliance report of the above-mentioned may be sent to the Commission within 10 days.**

8. Further, the Commission is also receiving complaints of disclosure of children's information by Government authorities to private NGO's and organizations which is observed to be in violation of Section 74 of the Juvenile Justice Act, 2015. The said provision prohibits disclosure of identity of children with regard to the name, school, age, address etc. of the child, which would reveal the essential details of the child and could help in identifying the child. Therefore, no such confidential information about children must be provided to any person/entity/organization which would make them susceptible trafficking, abuse, illegal adoption etc. It is requested that your good offices may also look into this issue and ensure that unless there is an order/recommendation of CWC for disclosing the identity of the child in any manner or the same is required for the purpose of sponsorship/financial support, the identity of the child must not be disclosed and no information related to children should be given to any person/entity/organization.



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9. The Commission would also like your good offices to communicate about any difficulties being faced by your respective State/UT in providing monetary assistance to the children affected by COVID-19, so that the National Commission/ State Commissions can help in facilitating donations, contributions, funds etc. for providing financial assistance to the children. The Commission requests that the bank account details, name of the account holder, IFSC code and other such requisite details of State Juvenile Justice Fund or any other fund created under **Section 105 of the Juvenile Justice Act, 2015** by your respective State/UT may be provided to the Commission for furthering assistance.

Encls. As above.

Yours sincerely,

Sd/-  
(Priyank Kanoongo)  
Chairperson



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**PROCEDURE AND RECOMMENDATIONS OF NCPCR TO DEAL WITH  
CHILDREN WHO HAVE BECOME ORPHAN OR HAVE LOST  
EITHER OF THE PARENT DUE TO COVID-19**

**I. INTRODUCTION**

1. National Commission for Protection of Child Rights (*hereinafter referred to as the Commission*) is a statutory body constituted under Section 3 of the Commission for Protection of Child Rights (CPCR) Act, 2005 to protect the child rights and other related matters in the Country. The Commission is further mandated to monitor the proper and effective implementation of Protection of Children from Sexual Offences (POCSO) Act, 2012; Juvenile Justice (Care and Protection of Children) Act, 2015 and Right to Free and Compulsory Education (RTE) Act, 2009. In one of the functions laid down under Section 13 of the CPCR Act, 2005, the Commission has been assigned with the function to examine and review the safeguards provided by or under any law for the time being in force for the protection of child rights and recommend measures for their effective implementation.
2. The Commission has come across and has been made aware of many social media posts and advertisements by private NGOs and people reaching out to the general public for helping and providing assistance to the children who have become orphan during this second surge of COVID-19 cases in the country. It has been noticed that in this ongoing wave of COVID-19 there are many children who have lost their parents to this disease and are now orphan without any family support. In these circumstances, it is to be noted that the children who have lost their parents and have become orphan fall under the category of children in need of care and protection as defined under Section 2(14) of the Juvenile Justice Act, 2015, and such advertisements make them susceptible to abuse, threat, trafficking, illegal adoption, etc.
3. In cases where the child has become the child in need of care and protection, the procedure prescribed under the Juvenile Justice Act, 2015 has to be followed to ensure the best interest and well-being of the child and therefore, the child must, first and foremost, be produced before the Child Welfare Committee (CWC) of the district as per Section 31 of the Juvenile Justice Act, 2015. The CWC may then, keeping in view the best interest of the child pass appropriate orders and directions for providing support and assistance to the child and ensure the child's well-being.
4. The Commission, in addition, has also come across many complaints about people/organizations facilitating the adoption of children who have lost their parents to COVID-19. It is stated that such adoptions being facilitated by people and such advertisements made by NGOs for the adoption of orphan children are in contravention to the provisions of the Juvenile Justice Act, 2015, and are thereby not only illegal, but also amounts to an offence. It further provides for a procedure that has to be followed for an orphaned/abandoned/surrendered child to be placed for adoption. The Child Welfare Committee is entrusted with the responsibility of declaring the child legally free for adoption and then only the adoption process for the child is initiated and finalized upon the orders of the

prescribed authority. Further, section 80 of the Act prescribes punitive punishment for any person or organization who gives away a child in adoption without following the due procedure given under the Juvenile Justice Act, 2015. Section 81 of the Act provides for punishment with rigorous imprisonment for a term which may extend to five years and a fine of one lakh rupees to any person who sells or buys a child for any purpose. Therefore, in view of the provisions laid under the Juvenile Justice Act, it is necessary that all adoptions of children must be in adherence to the procedure provided under the Juvenile Justice Act, 2015 and any other form of adoption is deemed to be illegal.

5. In cases where any person/social worker/anganwadi worker/hospital management etc. have information about children having no one to take care of them due to both the parents being hospitalized for COVID-19, the information about these children must be given to the local bodies/district authorities/CWC/DCPU. The child may then be produced before the CWC under Section 31 of the JJ Act, 2015 and then the CWC may after examination of the case place the child in short term care in a child care institution/fit facility having a COVID Care Centre (as established by the State Government and if the child is a suspected case of COVID-19) and in absence of a COVID Care Centre and the child not being infected in COVID-19, in any CCI or fit facility, as deemed appropriate by the CWC for the welfare of the child. The children can be then restored to their parents after the parents have returned from their hospitalization and are fit to take care of the child.
6. In such an event where the child has lost both parents or has lost either of the parents, there are also serious consequences on the continuation of their education especially when the earning parent/guardian have lost their life in this pandemic and the child is studying in a non-government school i.e. a private school. Elementary education is a fundamental right of every child and the responsibility to provide free and compulsory elementary education to a child, till its completion, lies with the appropriate Government. It is equally a responsibility of the Government that no child is forced to leave a school or is forced to take transfer to another school, unwillingly.
7. As per section 12(1)(c) of the RTE Act, 2009, the private schools have to admit at least 25 percent of children belonging to socially disadvantaged groups or weaker sections at the entry level for which the expenditure is reimbursed by the Government as per the defined criteria. The children affected by COVID-19 situation may face problem in continuing their studies in case of death of the earning parent/guardian and this further affects child's mental health, adding to the struggle in coping with the loss. Therefore, efforts must be made by the concerned authorities and the school that the child without disrupting its studies is able to continue in the same school and environment.
8. The Commission, in view of these complaints about the children who have been affected by COVID-19, organized a consultation with the State Commissions for Protection of Child Rights from all States/UTs virtually on 30.04.2021 to discuss the issues related to children who have become orphan or lost a single parent to COVID-19. During the discussions held in the consultation, the Commission was apprised by the State Commissions about the efforts being undertaken by the States to address this problem and made certain recommendations for

protection and best interest of such children. The key points noted from the discussions with the State Commissions and recommendations made by them have been incorporated in this document for implementation by the concerned child protection authorities.

9. The Commission has devised an online tracking portal “**Bal Swaraj**” for child in need of care and protection, especially for children living in street situations. This portal of the Commission has been created with a purpose for online tracking and digital real time monitoring mechanism of the children who are in need of care and protection and keeping in view of the current situation of COVID-19 has now extended this portal for tracking children who have lost both its parents or either of the parent during COVID-19 under the name of “**COVID Care**”. The portal under “**COVID Care**” is aimed at tracking the children affected by COVID-19 right from the production of children before the Child Welfare Committee to the restoration of the children to their parent/guardian/relative and its subsequent follow-up. The Commission, in light of the unprecedented situation of COVID-19 is also providing the Social Investigation Report and Individual Child Care forms in which the data with regard to such children may be recorded and duly updated on the Commission’s portal. **(Forms as annexures enclosed)**
10. The Commission has hence, prepared this document with procedure to be followed by the authorities to deal with and ensure the safety and well-being of such children for keeping a track of such orphan/abandoned children who have lost their parents to COVID-19 and made certain recommendations for the benefit of the child which can be implemented at the State and District level in the present situation.
11. It is also recommended that the procedure given in this document and the recording of data in enclosed forms may be adhered to by all concerned authorities, at every stage, while dealing with the child and the data so recorded in these forms must be uploaded on the portal of the Commission as soon as a child is identified and produced before CWC.

## **II. OBJECTIVES OF THIS DOCUMENT AND BAL SWARAAJ PORTAL-**

The objectives of the SOP and the online tracking portal of the Commission as per the norms of Juvenile Justice (Care and Protection of Children) Act, 2015 and Juvenile Justice (Care and Protection of Children) Model Rules, 2016 are-

- a. To prevent children who have lost family support from getting into trafficking, illegal adoption, abuse, etc.
- b. To keep a track of every such child who has become orphan or has lost either of its parents due to COVID-19 and maintain such a database.
- c. To ensure that timely financial, mental and social support and assistance is given to such children.
- d. To provide conditional assistance to ensure that the child continues his/her education.
- e. To provide support and supervise financial assistance to families, individuals, groups of children by linking the various implemented Government schemes for their benefit.

- f. To mitigate the trauma and safeguard the best interest of children to uphold the General Principles given under Section 3 of the Juvenile Justice (Care and Protection of Children) Act, 2015.
- g. To monitor the implementation of the provisions of the JJ Act, 2015 and subsequent amendments which are applicable for such children in need of care and protection.

### **III. PROCEDURE AND RECOMMENDATIONS FOR DEALING WITH CHILDREN WHO HAVE BECOME ORPHAN DUE TO COVID-19 AND USE OF BAL SWARAJ PORTAL**

The children who have lost both of their parents or either of their parent to COVID-19 are children who fall under the category “**child in need of care and protection**” under Section 2(14) of the Juvenile Justice (Care and Protection of Children) Act, 2015. The Act and Rules made under the JJ Act, 2015 and JJ Rules, 2016 mandate functions and powers of child protection authorities for institutional and non-institutional care of these children. The procedure given hereunder is prescribed in accordance with the procedure laid down under the Juvenile Justice (Care and Protection of Children) Act, 2015 and powers and functions assigned to the child protection authorities under the Act and its subsequent Rules. The procedure under the JJ Act, 2015 and JJ Rules, 2016 with recommendations of the Commission are listed below-

<b>S. No.</b>	<b>Stakeholder Responsible</b>	<b>Procedure/Recommendations for dealing with children who have become orphan or have lost one parent to COVID-19 disease</b>
1.	<ul style="list-style-type: none"> <li><b>a. Police officer</b></li> <li><b>b. Special Juvenile Police Unit</b></li> <li><b>c. Child Welfare Officer</b></li> <li><b>d. DCPU</b></li> <li><b>e. Childline services</b></li> <li><b>f. Public servant</b></li> <li><b>g. Social worker</b></li> <li><b>h. Any individual</b></li> <li><b>i. Nurse, doctor, management of hospital, nursing home, etc.</b></li> <li><b>j. By the child himself/herself</b></li> <li><b>k. Child Protection Committees at the village and block level</b></li> <li><b>l. Anganwadi/ASHA workers</b></li> <li><b>m. Department of Urban/Rural Development</b></li> </ul>	<ul style="list-style-type: none"> <li>(a) Any child which is found to have lost parents without anyone to look after them or has lost a single parent due to COVID-19 or have both parents hospitalized due to COVID-19 and have no one to take care of them, they ought to be produced before the Child Welfare Committee under Section 31 of the JJ Act, 2015.</li> <li>(b) Section 31 of the JJ Act, 2015 provides for the said persons/officers/organizations (as given in the previous column) that can produce the child before CWC.</li> <li>(c) The child has to be produced within 24 hours before the Child Welfare Committee.</li> <li>(d) The Child Protection Committees established at the block and village level which are headed by an elected representative with block development and head of the Gram Sabha respectively, may also, having knowledge about such children who have been orphaned or lost either of the parent to COVID-19 inform about the same to the DCPU or CWC or any other child protection authority for necessary action.</li> <li>(e) The Asha/Anganwadi workers may inform Department of WCD/Social Welfare about the left behind children who are in distress and may also inform about any other incidence related to children which may require intervention.</li> <li>(f) The Department of Urban/Rural Development- the local authorities working under their administration having information about the people who have died and the left</li> </ul>

		<p>behind children (<i>as they are issuing death certificates and would have the data maintained about the people living in the concerned district and are responsible for implementation of various schemes mentioned in the document</i>) must also inform about the same to the Child Welfare Committee/Department of WCD, so that such children can be identified and necessary action can be taken.</p> <p><b><i>*The State Governments may use digital platform for interaction in exceptional cases where physical interaction is not possible due to COVID related restrictions.</i></b></p>
2.	<p><b>a. Any individual</b>  <b>b. A police officer</b>  <b>c. Any functionary of any organisation or a nursing home or hospital or maternity home</b></p>	<p>As per <b>Section 32 of the Juvenile Justice Act, 2015 (mandatory reporting of a child)</b>, any individual or a police officer or any functionary of any organisation or a nursing home or hospital or maternity home, who or which finds a child who appears or <b>claims to be abandoned or lost, or a child who appears or claims to be an orphan without family support</b>, shall within twenty-four hours give information to the <b>Childline Services or the nearest police station or to a Child Welfare Committee or to the District Child Protection Unit.</b></p>
3.	<b>Child Welfare Committee</b>	<p><b>Inquiry of CWC at the time of production-</b> The CWC shall ascertain the immediate need of the child and pass appropriate orders as prescribed under the JJ Act and Rules. The child may be restored to the care givers or may be placed in institutional or non-institutional care on case to case basis. However, CWC may make efforts to try to keep the children in their family and community environment as far as possible, while ensuring their safety in their surroundings and safeguarding their interest, as prescribed under the Act.</p> <p><b>Section 36 of JJ Act, 2015</b> provides that on production of a child or receipt of a report under section 31, the Committee shall hold an inquiry in such manner as may be prescribed.</p> <p>a. The Committee, on its own or on the report from any person or agency, may pass an order to send the child to the children’s home or a fit facility or fit person, and for speedy social investigation by a social worker or Child Welfare Officer or Child Welfare Police Officer.</p> <p>b. The Committee shall, <i>prima facie</i> determine the age of the child in order to ascertain its jurisdiction, pending further inquiry as per section 94 of the Act, if need be.</p> <p>c. Further, the CWC shall assign the case to a Social Worker or Case Worker or Child Welfare Officer or to any recognised Non-Governmental Organisation for conducting</p>

		<p>the social investigation under sub-section (2) of section 36 of the Act.</p> <p>d. <b><i>*The social investigation shall be completed within fifteen days so as to enable the Committee to pass final order within four months of first production of the child.</i></b></p> <p>e. <b><i>*Where an orphan/abandoned child has to be declared legally free for adoption, the timeline for preparation of SIR and passing of CWC orders will be in accordance to Section 38 of the JJ Act, 2015.</i></b></p> <p>f. In case of orphan or abandoned child, the Committee shall make all efforts for tracing the parents or guardians of the child and on completion of such inquiry, if it is established that the child is either an orphan having no one to take care, or abandoned, the Committee shall inquire into the possibility of declaring the child legally free for adoption.</p> <p>g. The Committee shall use the designated portal to ascertain whether the abandoned child or orphan child is a missing child while causing the details of the orphan or the abandoned child to be uploaded.</p> <p>h. The Committee, after taking into account the risk factors, and in the best interest of the child, may direct the publication of the particulars and photograph of an orphan or abandoned child in national newspapers with wide circulation within seventy-two hours from the time of receiving the child for the purposes of tracing out the biological parents or the legal guardian(s).</p> <p>i. Where the parent/guardian of the child is traced/known, CWC may, based upon its inquiry and the SIR submitted order for restoration of the child. If the parent/guardian requests for assistance under the sponsorship programme, CWC may examine and recommend for Sponsorship for the child.</p> <p>j. Before the Committee releases or restores the child, both the child as well as the parents or guardians may be referred to the Counsellor by the Committee.</p> <p>k. However, in cases where after the completion of the inquiry, CWC is of the opinion that the said child has no family or support or is in continued need of care and protection, it may send the child to Children’s Home/SAA or to a Fit Facility/Person or Foster Family or sponsorship programme or restore the child to its guardian/relative.</p>
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		<p>l. This decision of placement of child in institutional or non-institutional care may be reviewed by the Committee.</p> <p>m. Where the child has been placed under institutional/non-institutional care, the CWC shall direct <b>any Person/Organization/Social Worker/Case worker/Child Welfare Officer</b> concerned to develop an individual care plan including a suitable restoration plan.</p> <p>n. The orders of the Committee shall be in writing and contain reasons.</p> <p>o. In case the parent/guardian is willing to surrender to the child, the same shall be done in accordance to procedure prescribed under Section 35 of the JJ Act, 2015. Elaborate procedure for surrendering the child has been given under point no.4 (see below).</p> <p>p. In cases where both the parents of the children have been hospitalized and have no one to take care of them, the CWC may after examination of the case, place the child in short term care in a child care institution or fit facility, whichever the CWC may deem appropriate for the welfare of the child. The child may be then restored to his/her parents, as and when the parents are fit to take care of the child and have returned from their hospitalization. The parents, if after returning from the hospitalization are in need of support to take care of the child, DCPU may link them to the concerned Government Departments/Schemes.</p> <p><i>Persons willing to adopt orphan children may approach central adoption resource authority (<a href="http://www.cara.nic.in">www.cara.nic.in</a>) for lawful adoptions.</i></p>
4.	Social Worker/Child Welfare Officer/Case Worker	<p>a. On the directions of CWC, a Social Investigation Report may be prepared by the Social Worker/Child Welfare Officer/Case Worker.</p> <p>b. The social investigation conducted by a Social Worker or Case Worker or Child Welfare Officer of the institution or any Non-Governmental Organisation must provide an assessment of the family situation of the child in detail and explain in writing whether it will be in the best interest of the child to restore him to his parent/guardian/relative or to place him/her in institutional care. <b>The form for preparation of SIR is enclosed at Annexure-A.</b></p> <p>c. The Child Welfare Officer or Case Worker shall forthwith conduct social investigation of the child through personal interviews with the child and his family members, social agencies and other sources, inquire into antecedents and family</p>



		<p>history of the child and collect such other material as may be relevant, and submit the Social Investigation Report to the Committee within fifteen days.</p> <p><b><i>*The SIR as given in Annexure-A has to be uploaded on the Bal Swaraj portal (Under the link “Covid-Care”)</i></b></p>
5.	<p><b>a. Child Welfare Committee</b>  <b>b. DCPU</b>  <b>c. Case Worker/Child Welfare Officer</b></p>	<p><b>Surrender by parent/guardian-</b> Any child who is relinquished by the parent or guardian to the Committee, on account of physical, emotional and social factors beyond their control, and declared as such by the Committee is defined to be a surrendered child under <b>Section 2(60) of the JJ Act, 2015.</b></p> <p><b>a. As per Section 35 of the JJ Act, 2015,</b> the CWC, in situations, where the parent/guardian is willing to surrender the child to the CWC, shall execute the surrender deed by the parents in the manner prescribed by the JJ Act, 2015 and ensure that the parent/guardian are given time of two months to reconsider their decision as well as making all efforts to keep the family together.</p> <p><b>b.</b> Such parent or guardian willing to surrender the child shall do so by making an application to the CWC. DCPU/Social Worker/Child Welfare Officer may assist the parent/guardian in making the application to surrender before the CWC.</p> <p><b>c.</b> Where such parent or guardian is unable to make an application due to illiteracy or any other reason, the Committee shall facilitate the same through the Legal Aid Counsel provided by the Legal Services Authority.</p> <p><b>d.</b> The surrendered child, after the lapse of sixty days from the date of surrender may be declared legally free for adoption as given under Section 38 of the JJ Act, 2015 and after completing its due inquiry.</p> <p><b>e.</b> The inquiry under sub-section 3 of section 35 of the Act shall be concluded by the Committee expeditiously.</p>
6.	<p><b>a. Child Welfare Committee</b>  <b>b. DCPU/CWO/Case Worker</b>  <b>c. District Education Officer</b>  <b>d. School</b></p>	<p><b>Right to Education of the child-</b> While passing orders for a child, it must be ensured that there is no disruption in the education of the child and according to the wishes of the child, all efforts must be made to assist the child and mitigate its distress. First and foremost, the CWC should endeavour to let the child continue its education in the same school and deem transfer of school/admission in other school as a last resort.</p> <p><b>a.</b> The child (who has lost both or either of the parent to COVID-19) along with guardian/any member of the family; and/or the school where the child is studying may also</p>

		<p>approach the Child Welfare Committee (CWC) of the district.</p> <ul style="list-style-type: none"><li>b. In case of death of one or both parents of the child and/or the earning member of the family and the child is studying in private school, the expenditure on elementary education of such children in the same school be borne by the appropriate Government under section 12 (1) (c) of the RTE Act, 2009 or any scheme/policy/provision. For this, the appropriate Government may issue necessary notifications/guidelines at the earliest.</li><li>c. In cases of classes above VIII, to ensure that the child's education is not disrupted and the child continues her/his education in same school and environment, the CWC may make all efforts and make recommendations to the Appropriate Government for implementation of the same.</li><li>d. The SIR as prepared for the child and the orders of the CWC, will then be forwarded to the District Education Officer (DEO) (of the concerned district where the school is located) and the school for necessary action on its part and implementation of the recommendations of CWC in a time bound manner.</li><li>e. After the case of the child has been referred to the DEO of the concerned district, the DEO must also examine through the National Scholarship Portal at <a href="http://www.scholarships.gov.in">www.scholarships.gov.in</a> for any other implemented Central or State scholarships/schemes under which the child can get benefit and facilitate the same. The DEO should inform the CWC (under which the case of the child is going on) about the other scholarships/benefits that the child may be eligible for or is getting the benefit of, so that the same can then be incorporated in the ICP of the child and follow-up can be done accordingly.</li><li>f. The DEO, as per recommendations of CWC, may get the child included in the list of children admitted in the school under section 12 (1) (c) of the RTE Act, 2009 so that the child is able to continue its education in the same school.</li><li>g. The School may then follow the appropriate procedure to raise the demand for reimbursement of the expenditure as per respective State RTE Rules.</li><li>h. The DEO and DCPU should ensure that no such child who have lost both their parents or either of their parents to COVID-19, is forced to leave the school in any manner against the child's wishes due to non-payment of fees, etc. and that the State Government must ensure that these</li></ul>
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		<p>children must be able to continue their education in the same school, even in the cases where RTE Act, 2009 does not apply to the said school.</p> <p>i. In case a guardian/relative/single parent of the child applies for a transfer certificate to the school for taking out the child from the school, the written application of the guardian/relative/single parent must be accompanied with the CWC orders recommending the transfer of child from the school. Only then, should the school accept the request for a transfer certificate. The school must ensure that for children who have become orphan or lost a parent due to COVID-19, the transfer certificate must only be issued, if there are CWC orders recommending the same.</p>
7.	<p><b>a. DCPU/Social Worker/Child Welfare Officer</b></p> <p><b>b. National Legal Services Authority</b></p> <p><b>c. State Legal Services Authority</b></p> <p><b>d. State Government</b></p>	<p><b>Legal Heir and Succession Certificate-</b> The child who has lost both its parents to COVID-19 or has lost either of his/her parents to COVID-19 may be entitled to moveable as well as immoveable property of his parents. All legal and administrative support/assistance must be ensured in procurement of legal heir and succession certificate in favour of the child/children whether through its guardian or through the concerned authority.</p> <p>a. DCPU/Child Welfare Officer/Social Worker may provide assistance to the child in procuring the legal heir certificate and the succession certificate (whichever is applicable) from the respective concerned authority/Court.</p> <p>b. The State Legal Services Authority may be approached for providing free legal assistance/legal aid to the child or its parent/guardian in procurement of these certificates. DCPU may liaise and coordinate with the State/District Legal Services Authority for the same.</p> <p>c. The Legal Services Authority may provide a support person or para legal volunteer to the child and its parent/guardian for assisting them before the concerned authority/Court.</p> <p>d. National Legal Services Authority may issue notification/guidelines to the State Legal Services Authorities for providing free legal assistance/legal aid to the children who have become orphan or lost either of the parent to COVID-19. NALSA may also, in its notification/guidelines, inform the SLSA to provide a para-legal volunteer or support person for assistance to the child and its parent/guardian before the authority/Court.</p> <p><b>Death Certificate-</b> Where the child has lost both the parents to COVID-19, the death certificate of both the parents should be provided to the CWC to ensure that the child is not abandoned, trafficked, lost, etc. The CWC may after receiving the copies of the</p>

		<p>death certificate proceed for inquiry under Section 36 of the JJ Act, 2015 and pass necessary orders for the child.</p> <ol style="list-style-type: none"> <li>a. DCPU/Child Welfare Officer/Case Worker may provide assistance in applying for the death certificate of the child's parents to the local authorities under the Department of Rural Development and Panchayati Raj and Department of Urban Development (whichever is applicable).</li> <li>b. The DCPU/CWO/Case Worker may procure the required documents to be submitted for registration of death and getting the death certificates.</li> <li>c. The State Government may issue notification to the Department of Urban/Rural Development/Panchayati Raj to provide special assistance to cases where the parents have died due to COVID-19 leaving behind their child/children without any family support. The notification may direct the department to expedite the process of giving the death certificate in such cases.</li> <li>d. The DCPU/CWO/Case Worker after receiving the death certificate must submit the same before the CWC for their information and case records and also upload the same on the Baal Swaraj Portal under the assigned head/column.</li> </ol> <p><b>Other monetary benefits-</b> The child may be entitled to the monetary benefits incurred from his/her own insurance policies, fixed deposits, any joint bank accounts, etc. and similarly, from his/her parents bank accounts, job compensations, pension, insurance money, etc.</p> <ol style="list-style-type: none"> <li>a. DCPU/Social Worker must ensure that these entitled benefits are provided in favour of the child.</li> <li>b. Where any difficulty is faced by the DCPU/Social Worker in expediting the realisation of the money from banks and insurance policies, the DCPU/Social Worker may inform about the same to the CWC.</li> <li>c. The CWC may then under its inquiry of the said child, make recommendations for facilitating the process of receiving the entitled money to the State Government.</li> <li>d. The State Government may, in accordance with its rules and procedure make efforts to provide entitled monetary benefits to the child without undue delay.</li> <li>e. The DCPU/Social Worker must ensure that the money from the bank account of the parent(s), job compensation, insurance policies, pension etc. is directly transferred to the child's account only.</li> </ol>
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		<p>f. The DCPU/Social Worker must provide detailed information about the monetary benefits entitled and received in bank account of the child to the CWC.</p> <p>g. The CWC may record the said details in its order through the ICP and also vide its order decide a fit person to operate the bank account of the child on his/her behalf or to ensure security of the money of the child decide to pass orders for use of money from the account by the child only after he/she attains majority. The CWC may pass orders as it deems fit for the welfare of the child and for ensuring security of money received in favour of the child.</p> <p>h. The follow-up on the utilization of the funds from the bank account of the child must be done by DCPU at regular intervals and in case of any unauthorized usage of the funds, DCPU must inform about the same to CWC and law enforcement authorities for necessary action.</p> <p>i. Insurance Regulatory and Development Authority (IRDA), Reserve Bank of India (RBI), Pension Fund Regulatory and Development Authority (PFRDA), etc. may issue necessary notification/guidelines for dealing with cases of children who have become orphan or lost either of its parent to COVID-19 in an expeditious manner. The notification may also mention about the pre-existing guidelines/policies in place for dealing with orphan children and to apply the same in this situation.</p> <p><i>*These details of monetary benefits and the details of the above-mentioned certificates for the child have to be uploaded on the Bal Swaraj portal (under the link “Covid-Care”) of the Commission through the forms of SIR and ICP.</i></p>
8.	<p>a. State Government/SCPS</p> <p>b. Child Welfare Committee</p> <p>c. DCPU</p>	<p><b>Juvenile Justice Fund and other Government implemented schemes and scholarships - Section 105 of the JJ Act, 2015</b> provides for a creation of a fund in such name as it thinks fit, for the welfare and rehabilitation of the children dealt with under the JJ Act, 2015.</p> <p>a. In the present situation of COVID-19, the children affected by COVID-19 and have lost both or either of the parent are child in need of care and protection and will be entitled to the benefit under the Juvenile Justice Fund of the State/UT.</p> <p>b. The State Government through the State Child Protection Society (SCPS) may allocate these funds for welfare and support to the children who have become orphan or lost either of the parent due to COVID-19 and ensure smooth dispense of funds at the district level by the DCPU/ concerned local authority/child protection</p>

		<p>committees at the village and block level for the benefit of the children.</p> <p>c. The CWC may during its inquiry, as it deems fit, provide for financial support to the child from such government implemented funds/schemes. Wherever the children produced before it are beneficiaries of any implemented schemes, funds, scholarships, etc. the same must be facilitated and provided to the child through a written order as per Section 45 of the Juvenile Justice Act, 2015.</p> <p>d. Local authorities may also facilitate the benefit/entitlement of any implemented schemes to the child or his/her family/guardian wherever applicable or recommended by the CWC. For these special cases involving children, the department must take up these cases on priority.</p> <p><b>Sponsorship-</b> The sponsorship programme may provide supplementary support to families, to meet medical, nutritional, educational and other needs of the children, with a view to improving their quality of life.</p> <p>a. In cases, where the CWC thinks that the child may be placed under a sponsorship programme or where a guardian/relative/single parent under whom the child is to be placed requests for assistance under the sponsorship programme, the CWC may recommend to the SCPS for the same.</p> <p>b. The SCPS may then, within a period of 07 days approve/reject the recommendation of placing the child under sponsorship programme recording its reasons in writing for the same.</p> <p>c. If there is a delay in taking a decision by the SCPS for placing the child under sponsorship programme, then the DCPU shall liaise and assist the SCPS in any manner so required for reaching a decision on the recommendation of CWC on sponsorship.</p> <p>d. If the SCPS approves the benefit of sponsorship for the child and its family, then the CWC may pass orders under Section 37 and 45 of the Juvenile Justice Act, 2015, for placing the child under the sponsorship programme and decide on the amount to be given under the sponsorship as per the implemented policy/rules of the State Government.</p> <p>e. DCPU shall facilitate and ensure smooth implementation of the sponsorship programme. <b>In case of individual sponsorship</b>, DCPU will open a bank account in the name of the child preferably to be operated by mother (<i>in cases where mother is not there, then the father/relative/guardian that the CWC may declare as a fit person for the child</i>) and the</p>
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		<p>money shall be transferred directly from the account of DCPU to the child's bank account.</p> <p>f. In view of the ongoing COVID-19 pandemic and an increase in the number of cases where children are left without any family/financial support, the State Child Protection Society (SCPS) may look into development of more non-institutional care programmes such as foster care, sponsorship, etc., as provided under the JJ Act, 2015.</p> <p><i>*In case, if any difficulty arises, in providing the assistance/support in sponsorship to the child whether due to paucity of funds or otherwise, the same may be intimated to the National Commission through the Bal Swaraj portal (Under the link "Covid-Care") or otherwise by the SCPS/DCPU/State. The Commission will try and recommend to ensure all necessary help/support through private donors, etc.</i></p>
<p>9.</p>	<p><b>Any person/organization/social worker/Case worker/Child Welfare Officer</b></p>	<p><b>"Individual Care Plan"</b> is a comprehensive development plan for a child based on age and gender specific needs and case history of the child, prepared in consultation with the child, in order to restore the child's self-esteem, dignity and self-worth and nurture him into a responsible citizen and shall address to the needs of a child.</p> <p>a. Where the child has been placed under institutional/non-institutional care, the CWC shall direct <b>any person/organization/social worker/Case worker/Child Welfare Officer</b> concerned to develop an individual care plan including a suitable restoration plan.</p> <p>b. The individual care plan (ICP) prepared for every child in the institutional/non-institutional care shall be developed with the ultimate aim of the child getting its entitled monetary benefits, right to education, restoration with its guardian/relative or single parent and overall social development.</p> <p>c. The ICP must be based and prepared on the basis of the case history, SIR, circumstances and individual needs of the child.</p> <p>d. After the inquiry is conducted under <b>Section 36 of the JJ Act, 2015 and the preparation of SIR</b>, the CWC while passing orders for the child shall incorporate the ICP in its order also.</p> <p>e. Thereafter, the implementation of ICP is to be ensured during the follow-up and monitoring of the child placed in institutional/non-institutional care.</p> <p>f. Regular and timely follow-ups and review of the ICP must be also undertaken by the DCPU.</p>

		<p><i>*The form for preparing the ICP is enclosed as Annexure-B and has to be uploaded on the Bal Swaraj Portal (Under the link "Covid-Care").</i></p>
10.	<p>a. Child Welfare Committee</p> <p>b. DCPU</p>	<p><b>CWC orders for the child after preparation of SIR and ICP-</b></p> <p>a. After the preparation and assessment of SIR by the CWC, the CWC may direct for preparation of ICP as mentioned above.</p> <p>b. CWC may then based on the documents submitted before it (<i>SIR, ICP, surrender deed, insurance policies, any other document of the child</i>) and the inquiry conducted under Section 36 of the JJ Act, 2015, shall pass orders as mandated under Section 37 of the JJ Act, 2015. (<i>the orders of CWC that can be passed under S.37 of the JJ Act, 2015 have been mentioned in point no.3 above</i>)</p> <p>c. CWC, based on its inquiry and documents submitted before it may recommend the child to institutional/non-institutional care in accordance with the procedure laid down under the JJ Act, 2015 and its Rules, 2016.</p> <p>d. If the Child is restored with single parent/guardian/relative, CWC through DCPU will continue to check the well-being of the child on regular basis. <b>The follow up reports and CWC orders pursuant to it shall mandatorily and regularly be uploaded on the Bal Swaraj Portal by the DCPU.</b></p> <p>e. If the child is being restored with its parent/guardian/relative in another State, then the CWC should transfer all the documents, SIR, ICP, orders related to the child to the concerned CWC of that State. The CWC, where the case has been transferred to, shall likewise follow- up the individual care plan as if it had passed such order.</p> <p>f. Care must be taken by the CWC/DCPU/CWO/Case Worker dealing with the child in need of care and protection to keep the identity of the child confidential to avoid undue distress to her/him as provisioned under Section 74 of the Act.</p> <p><i>*The CWC orders and follow up Reports as passed for the child must be uploaded on the Bal Swaraj portal (Under the link "Covid-Care").</i></p>
11.	<p>a. Child Welfare Committee</p> <p>b. DCPU</p>	<p><b>Restoration of a child under Section 40(3) of the JJ Act, 2015-</b></p> <p>a. The CWC shall have the powers to restore any child in need of care and protection to his parents, guardian or fit person after determining the suitability of the parents or guardian or fit person to take care of the child, and give them suitable directions.</p>



		<ul style="list-style-type: none"> <li>b. The Committee may, while making an order for placing a child under the care of a parent, guardian or fit person, at the time of restoration, direct such parent, guardian or fit person to enter into an undertaking.</li> <li>c. While passing an order for restoration, the CWC shall take into account the reports of Case Worker/CWO/NGO and/or any other report/document brought before the CWC.</li> <li>d. The order for restoration will include an individual care plan prepared by the Case Worker/CWO/NGO.</li> <li>e. The Committee while directing for restoration of the child, may pass order for an escort, where necessary.</li> <li>f. The copy of the restoration order of the CWC to be provided to the DCPU which shall then provide for funds for restoration of child, including travel and other incidental expenses.</li> <li>g. The child may not be restored back, where SIR prepared by the Case Worker/CWO/Social Worker/NGO suggests that restoring the child back to the family may not be in the best interest of the child.</li> <li>h. Where a child has to be sent or repatriated or restored to its parent/relative/guardian to another district or state or country the Committee shall direct the District Child Protection Unit to take necessary permission as may be required, such as approaching the Foreigners Regional Registration Offices (MHA) and Ministry of External Affairs for a no-objection certificate, contacting the counterpart Committee, or any other voluntary organisation in the other district or state or country where the child is to be sent.</li> </ul>
12.	<ul style="list-style-type: none"> <li>a. <b>Child Welfare Committee</b></li> <li>b. <b>DCPU/CWO/Case Worker/Social Worker/NGO</b></li> </ul>	<p><b>Post order follow-up-</b> In accordance with <b>Rule 19 of the JJ Rules, 2016</b>, the CWC, while passing its orders for the child, shall give date for follow-up of the child not later than one month from date of passing of order and,  Thereafter, once every month for the period of six months and,  Thereafter, every three months for a minimum of one year till such time as CWC deems fit.</p> <p><b>In case restoration orders are passed by CWC for the child-</b> a follow-up plan shall be prepared by Child Welfare Officer/Case Worker/Social Worker/NGO. The follow-up report shall state the situation of the child post restoration and measures necessary in order to reduce further vulnerability of the child.</p> <p><i>* The CWC orders and follow up Reports as passed for the child must be uploaded on the Bal Swaraj portal (Under the link “Covid-Care”).</i></p>

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**Annexure-A**  
**SOCIAL INVESTIGATION REPORT FOR CHILD IN NEED OF CARE AND PROTECTION FORM**

**[Rule 19(8)]**

**Juvenile Justice (Care and Protection of Children) Act, 2015**

**Child in Need of Care and Protection**

Sl. No.....

Produced before the Child Welfare Committee.....

Case No.....

Social Investigation Report Prepared by: Child Welfare Officer/ Social Worker/Case Worker/  
Person in-charge of Home/ representative of Non- Governmental Organization

Details of child in need of care and protection:

1. Name.....
2. Age/Date/Year of birth.....
3. Sex.....
4. Caste.....
5. Religion.....
6. Father's Name.....
7. Mother's Name .....
8. Guardian's Name.....
9. Permanent Address.....
10. Landmark of the address.....
11. Address of last residence.....
12. Contact no. of father/mother/family member.....
13. Details of Adhaar card/voter id/pan card of the Parents of the child.....
14. Whether the child is differently abled: Yes/ No
  - (i) Hearing Impairment
  - (ii) Speech Impairment
  - (iii) Physically disabled
  - (iv) Mentally disabled
  - (v) Others (please specify)

15. Whether child is orphan/abandoned/surrendered: Yes/No

16. Whether both the parents of the child are deceased: Yes/No

17. Whether the child has any sibling: Yes/No; details thereof:

18. Family Details:

S.N. (1)	Name and Relationship (2)	Age (3)	Sex (4)	Education (5)	Occupation (6)	Income (7)	Health status (8)	History of Mental Illness (9)	Addictions (10)

19. Relationship among the family members:

i. Father & mother	Cordial/ Non cordial/ Not known
ii. Father & child	Cordial/ Non cordial/ Not known
iii. Mother & child	Cordial/ Non cordial/ Not known
iv. Father & siblings	Cordial/ Non cordial/ Not known
v. Mother & siblings	Cordial/ Non cordial/ Not known
vi. Child & siblings	Cordial/ Non cordial/ Not known
vii. Child & relative	Cordial/ Non cordial/ Not known

19. Present living conditions .....

20. Other factors of importance if any.....

21. Habits of the child

**A**

- i) Smoking
- ii) Alcohol consumption
- iii) Drug use (specify)
- iv) Gambling
- v) Begging
- vi) Any other

**B**

- i) Watching TV/movies
- ii) Playing indoor/outdoor games
- iii) Reading books
- iv) Religious activities
- v) Drawing/painting/acting/singing
- vi) Any other

22. Extra-curricular interests.....

23. Outstanding characteristics and personality traits.....

24. The details of education of the child (tick as

- applicable)(i). Illiterate
- (ii). Studied up to V Standard
- (iii). Studied above V Standard but below VIII Standard
- (iv). Studied above VIII Standard but below X Standard
- (v). Studied above X Standard

25. The details of the school in which studied last(tick as applicable) :

- a. Corporation/Municipal/Panchayat
- b. Government/SC Welfare School/BC Welfare School
- c. Private management
- d. School under NCLP

26. Attitude of class mates towards the child.....

27. Attitude of teachers and classmates towards the child.....

28. The reason for leaving School (tick as applicable)

- a. Failure in the class last studied
- b. Lack of interest in the school activities
- c. Indifferent attitude of the teachers
- d. Peer group influence
- e. To earn and support the family
- f. Sudden demise of parents
- g. Bullying in school
- h. Rigid school atmosphere
- i. Absenteeism followed by running away from school
- j. There is no appropriate level of school nearby
- k. Abuse in school
- l. Humiliation in school
- m. Corporal punishment
- n. Medium of instruction
- o. Others (pl. specify)

29. Vocational training, if any.....

30. Employment Details, if any.....

31. Details of income utilization.....

32. Work record (reasons for leaving vocational interests, attitude towards job or employers).....

33. Majority of the friends are (tick as applicable)

- a) Educated

- b) Illiterate
- c) The same age group
- d) Older in age
- e) Younger in age
- f) Same sex
- g) Opposite sex
- h) Addicts
- i) With criminal background

34. Attitude of the child towards friends.....

35. Attitude of friends towards the other child/sibling.....

36. Observation about neighbourhood (to assess the influence of neighbourhood on the child).....

37. Mental condition of the child: (Present and past).....

38. Physical condition of the child: (Present and past).....

39. Health status of the child

- i. Respiratory disorders - present / not known / absent
- ii. Hearing impairment - present / not known / absent
- iii. Eye diseases- present / not known / absent
- iv. Dental disease- present / not known / absent
- v. Cardiac diseases- present / not known / absent
- vi. Skin disease-present / not known / absent
- vii. Sexually transmitted diseases- present / not known / absent
- viii. Neurological disorders- present / not known / absent
- ix. Mental handicap- present / not known / absent
- x. Physical handicap- present / not known / absent
- xi. Urinary tract infections –present / not known / absent
- xii. Others (pl. specify) -

40. Whether the child has any addiction: Yes/ No

41. With whom the child was staying prior to production before the Committee

- (i) Parent(s) – Mother / Father / Both
- (ii) Siblings / Blood relative
- (iii) Guardian(s) – Relationship
- (iv) Friends
- (v) On the street

- (vi) Night shelter
  - (vii) Orphanages / Hostels/ Similar Homes
  - (viii) Other (pl. specify)
42. Whether the child is a victim of any offence: Yes/No
43. Types of abuse met by the child (tick as applicable)
- (i) Verbal abuse – parents/siblings/ employers/others (pl. specify)
  - (ii) Physical abuse
  - (iii) Sexual abuse parents/siblings/ Employers/others (Pl. specify)
  - (iv) Others – parents/siblings/ employers/others (pl. Specify)
44. Types of ill-treatment met by the child (tick as applicable).
- i) Denial of food – parents/siblings employers/other (pl. specify)
  - ii) Beaten mercilessly –parents/ Siblings/employers/other (pl. specify)
  - iii) Causing injury –parents/ siblings/employers/other (pl. specify)
  - iv) Detention -parents/ siblings/employers/other (pl. specify)
  - v) Other(please specify)\_\_\_\_\_parents/siblings/employers/others(pl. specify)
45. Exploitation faced by the child
- i) Extracted work without payment
  - ii) Little (low) wages with longer duration of work
  - iii) Others (pl. specify)
46. Whether the child has been bought or sold or procured or trafficked for any purpose: Yes/ No
47. Whether the child has been used for begging: Yes/ No
48. Whether the child is used by any gangs or adults or group of adults or has been used for drug peddling: Yes/ No
49. Previous institutional/case history and individual care plan, if any...
50. Whether the child's parents had any property/FD/Cash/Insurance/bank accounts prior to their sudden demise: Yes/No; Details thereof...
51. Whether the child's parents have any loans, mortgages, financial liabilities? A. Yes B. No (Details thereof)
52. Whether the child's parents have any collateral against that mortgage? A. Yes B. No (Details thereof)
53. Whether the child's parents have any family business? A. yes B. no (details thereof)
54. Whether the child acquires any right/share in the property (self-acquired/ancestral) from the demised parent: Yes/No; details thereof...
55. Whether child is eligible for the benefit of sponsorship: Yes/No
56. Whether child has received any kind of compensation in regard to the demise of any parent: Yes/No; details thereof...

57. Whether child should get benefit under Section 12(1)(c) of RTE: Yes/No

**OBSERVATIONS OF INQUIRY**

1. Emotional factors.....
2. Physical condition.....
3. Intelligence.....
4. Social and economic factors.....
5. Suggestive causes of the problems.....
6. Analysis of the case, including reasons/contributing factors for the offence...
7. Reasons for child's need for care and protection.....
8. Opinion of experts consulted.....
9. Psycho-social expert's assessment.....
10. Religious factors.....
11. Risk analysis for the child to be restored to the surviving parent/relatives/guardian  
.....
12. Previous institutional/case history and individual care plan, if any...
13. Recommendation of Child Welfare Officer/Case Worker/Social Worker regarding  
psychologicalsupport, rehabilitation and reintegration of the child and suggested  
plan.....

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**Annexure-B**

**INDIVIDUAL CHILDCARE PLAN**

**Juvenile Justice (Care and Protection of Children) Act,  
2015 and Rules, 2016**

**Child in Need of Care and Protection**

1. **Name of Case Worker/Child Welfare Officer/ .....**
2. **Date of preparing the ICP**  
.....
3. Case/Profile No.....of 20.....
4. Full Address of the  
Committee.....  
District  
Pin Code
5. Contact details: Phone No. \_\_\_\_\_ Email \_\_\_\_\_
6. Where is the child being placed? a. guardian b. institution c. sponsorship d.  
single parent
7. Whether the child is being placed under sponsorship? A. Yes B. No
8. Whether the child is being surrendered by the single parent/Guardian? A. Yes B. No  
C. N/A
9. If yes, then whether the surrender deed has been made? A. Yes B. No
10. If the child has a sibling/siblings, then details of the sibling-
11. Whether the child and his/her sibling are being placed together? A. Yes B. No
12. Whether the child and his/her siblings are being surrendered by the single parent/  
Guardian? A. Yes b. No C. N/A
13. Case/Profile No. of the sibling/siblings-
14. Admission No.(if child is in an  
institution).....
15. Date of Admission (if child is in an institution) .....dd/mm/yy format
16. Date of placement of child with the guardian- dd/mm/yy format
17. Stay of the child (Fill as applicable)

- (i) Short term (up to six months)
- (ii) Medium Term (six months to one year)
- (iii) Long term (more than 1 year)


**A. PERSONAL DETAILS**

(to be provided by child/parent/guardian/case worker/child welfare officer/DCPU)

- i. Name of the Child.....
  - ii. Age/Date of Birth.....
  - iii. Sex: Male/Female/Other .....
  - iv. Father's name .....
  - v. Mother's name.....
  - vi. Guardian's name (if applicable)
  - vii. Parents/Guardian's Nationality.....
  - viii. Parents/Guardian's Religion.....
  - ix. Child's nationality-
  - x. Details of Adhaar card/voter id/pan card of the child.....
  - xi. Details of Adhaar card/voter id/pan card of the child's parents.....
  - xii. Caste.....
  - xiii. Language spoken.....
  - xiv. Level of Education.....
  - xv. Details of Savings Account of the child, if any.....
  - xvi. Details of child's belongings, if any.....
  - xvii. Details of child's parents' property, if any-
  - xviii. Details of child's parents bank accounts, if any-
  - xix. Details of child's insurance policy, if any-
  - xx. Details of child's parents' insurance policy, if any-
  - xxi. Details of child's parents job compensation, pension if any-
  - xxii. Details of child's fixed deposits, savings, financial policy, mutual funds if any-
  - xxiii. Details of property to be inherited, if any-
  - xxiv. Whether succession certificate issued or not?- a. yes b. no
  - xxv. Details of succession certificate-
  - xxvi. Whether legal heir certificate issued or not?- a. yes b. no
  - xxvii. Details of legal heir certificate-
  - xxviii. Whether the child is suffering from any disability? A. Yes b. No
  - xxix. Details of disability-
  - xxx. Recommendation made by CWC for the child for his/her disability
-

## **EDUCATION-**

1. Name of the school-
2. Government/Private-
3. Class in which the child is studying in-
4. Whether the child has been enrolled in school under Section 12(1)(c) of RTE Act, 2009?  
A. Yes B. No C. N/A
5. The CWC has recommended for continuing of education of the child in the same school as he/she was studying in?  
A. Yes B. No
6. On the basis of the recommendation, whether the child is continuing education in the same school as he was studying in? -  
A. Yes B. No
7. The CWC has recommended for transfer of school for the child?  
A. Yes B. No
- a. If yes, then what are the reasons given by the CWC for recommending transfer of school? (Text box)
8. Whether the child has been admitted to/transferred to a new school?  
A. Yes B. No
9. Details of new school-
10. Address & Contact Details-
11. Class in which admission/transfer taken place-
12. Class in which the child from transferred from previous school-
13. On the basis of the recommendations of CWC, whether the school in which the child is studying in is giving the benefit under Section 12(1)(c) of RTE Act, 2005 to the child?  
A. Yes B. No
14. Whether the child is being given free education by the appropriate government under any scheme/policy?  
A. Yes B. No
15. If yes, then under what scheme/policy-
16. Is the child availing any scholarship?  
A. yes B. no
17. If yes, name of the scholarship \_\_\_\_\_
18. amount of scholarship \_\_\_\_\_

Any other observation and recommendation made by the CWC for education of the child-

## **ADOPTION-**

1. Whether the child has been declared legally free for adoption?  
A. Yes B. No c. N/A
2. Whether the child has been placed in a SAA/CCI?

- A. Yes b. No
3. Inquiry report of Child Welfare Officer/Case worker/social worker submitted- A. Yes b. No
  4. Deed of surrender executed by the parents/guardian before the Committee? A. Yes b. No
  5. Declaration submitted by DCPU and CCI/SAA that all restoration efforts have been made for the child- A. Yes b. No
  6. Nobody has approached DCPU and CCI/SAA for claiming the child as biological parents or legal guardians- A. Yes b. No
  7. All timelines under Section 38 of the JJ Act, 2015 have been adhered to before declaring the child legally free for adoption- A. Yes b. No

### **SPONSORSHIP-**

1. The child has been recommended to the State for sponsorship by the CWC? A. Yes B. No
2. The State Child Protection Society has approved the child for getting benefit under sponsorship programme? (to be filled by SCPS) A. Yes B. No
  - a. If no, then on what basis did the SCPS reject the recommendation of CWC for sponsorship? (to be filled by SCPS) (Text box)
  - b. Was the sponsorship recommendation rejected by the SCPS due to paucity of funds? (to be filled by SCPS) A. Yes B. No
3. In how many days/months did the SCPS approve/reject the sponsorship recommendation of the child? (to be filled by SCPS) (text box)
4. If the child is approved for getting sponsorship then under which programme has the child been placed in? (to be filled by SCPS) A. Individual to Individual sponsorship B. Group Sponsorship c. Community sponsorship d. Any other
  - a. If other, please specify-
5. The nature of sponsorship programme under which the child has been placed? A. Government B. private donors
6. In case of private donors, details of sponsorship agency/individual sponsor, if any-
7. Memorandum of Understanding between the sponsoring agency and individual sponsor (Attach a copy)
8. Assistance is required from NCPCR is getting funds under a sponsorship programme of the State- (to be filled by SCPS) A. Yes B. No
9. Any other information-

### **RESTORATION OF THE CHILD TO SINGLE PARENT-**

1. Whether the child is being restored to single parent? A. Yes B. No
2. Name of the single parent to whom the child is being restored to-
3. Address and contact details of person where the child is being restored to-
4. Whether the child will be staying in the same State where he/she was found? A. Yes b. No
5. Whether the child needs to be transferred to another State for restoration? A. Yes b. No

6. Name of the State where the child is restored to-
7. An escort is required for transfer of the child to another State? A. Yes B. No (if the answer is no, then subsequent question no.6 not required)
8. Identification Proof of escort such as driving license, Aadhar Card, etc- upload (only required when answer to question no.5 is yes)
9. DCPU/CWC of the concerned district of the State where the child is being transferred to has been informed about the transfer orders? A. yes B. no
10. If the child is being transferred to another State, then the child's documents/SIR/ICP/Orders of CWC have been transferred to the concerned CWC of the State? A. yes B. No
11. Details of CWC where the case is transferred-
12. CWC has recommended follow-up of the child post restoration- A. yes B. No
13. Status of bank accounts of the child-
14. The belongings of the child are handed over to the child/parent - A. yes b. no
15. Identity Cards and Compensation

IDENTITY CARDS	Present status (Please tick whichever is applicable)		Action taken
	Yes	No	
Birth Certificate			
School certificate			
Caste certificate			
BPL Card			
Disability Certificate			
Immunization card			
Ration Card			
Adhaar Card			
Received compensation from Government			

#### **RESTORATION OF THE CHILD TO GUARDIAN/RELATIVE-**

1. Whether the child is being restored to Guardian/Relative? A. Yes B. No
2. Name of the guardian/relative to whom the child is being restored to-
3. Address and contact details of person where the child is being restored to-
4. Relationship of the child with the guardian/relative-
5. Does the guardian/relative have children of its own? A. yes b. No
6. Details of guardian/relatives' children-
7. Social and financial condition of the guardian/relative-
16. Whether the child will be staying in the same State where he/she was found? A. Yes b. No
17. Whether the child needs to be transferred to another State for restoration? A. Yes b. No
18. Name of the State where the child is restored to-
19. An escort is required for transfer of the child to another State? A. Yes B. No (if the answer is no, then subsequent question no.6 not required)

20. Identification Proof of escort such as driving license, Aadhar Card, etc- upload (only required when answer to question no.5 is yes)
21. DCPU/CWC of the concerned district of the State where the child is being transferred to has been informed about the transfer orders? A. yes B. no
22. If the child is being transferred to another State, then the child's documents/SIR/ICP/Orders of CWC have been transferred to the concerned CWC of the State? A. yes B. No
23. Details of CWC where the case is transferred-
24. CWC has recommended follow-up of the child post restoration- A. yes B. No
25. Status of bank accounts of the child-
26. The belongings of the child are handed over to the child/guardian- A. yes b. no
27. Identity Cards and Compensation

IDENTITY CARDS	Present status (Please tick whichever is applicable)		Action taken
	Yes	No	
Birth Certificate			
School certificate			
Caste certificate			
BPL Card			
Disability Certificate			
Immunization card			
Ration Card			
Adhaar Card			
Received compensation from Government			

**Government schemes/entitlements under which child/family of the child is being given benefit-**

1. Rashtriya Bal Swasthya Karyakram (RBSK)
2. Scheme for Adolescent Girls- under ICDS umbrella scheme
3. National Scholarship Schemes-
  - i. Pre-Matric Scholarship Scheme for Minorities
  - ii. Post-Matric Scholarship Scheme for Minorities
  - iii. Pre-Matric Scholarship for Students with Disabilities
4. Scholarship Schemes-
  - i. Financial Assistance for Education of the Wards of Beedi/Cine/IOMC/LSDM Workers: Post-Matric and Pre-Matric
  - ii. Scheme for Award of Financial Assistance for Education (Scholarship) to the Children of Beedi Workers
  - iii. Scheme for Award of Financial Assistance for Education (Scholarship) to the Children of Iron Ore, Manganese Ore & Chrome Ore Mine (IOMC) Workers
  - iv. Scheme for Award of Financial Assistance for Education (Scholarship) to the Children of Limestone & Dolomite Mine (LSDM) Workers
  - v. Scheme for Award of Financial Assistance for Education

(Scholarship) to the Children of Cine Workers

vi. Pre-Matric Scholarship for SC/ST/OBC Students

5. National Child Labour Project(NCLP)
6. Central Sector Scheme for rehabilitation of bonded labour, 2016
7. Crèches under Mahatma Gandhi National Rural Employment Guarantee Act (MGNREGA)
8. Ujjwala
9. NALSA- (Victims of Trafficking and Commercial Sexual Exploitation) Scheme, 2015
10. Pradhan Mantri Kaushal Vikas Yojana (PMKVY)
11. MGNREGS—Employment Guarantee of 130 days in a year
12. Pradhan Mantri Garib Kalyan Yojana
13. Deen Dayal Upadhyay Antyodaya Yojana
14. Schemes under Pradhan Mantri's Atma Nirbhar Bharat
15. Pradhan Mantri Kisan Kalyan Yojana
16. Ayushman Bharat Yojana
17. Swarnajayanti Gram Swarozgar Yojana
18. Deendayal Disabled Rehabilitation Scheme
19. National Career Service (India) or NCS
20. Pradhan Mantri Gramin Awaas Yojana
21. Pradhan Mantri Awaas Yojana
22. Pradhan Mantri Suraksha Bima Yojana
23. Pradhan Mantri Jeevan Jyoti Bima Yojana
24. Pradhan Mantri Jan Dhan Yojana
25. Atal Pension Yojana
26. Deendayal Antodaya Yojna- Aajivika (National Rural Livelihood Mission- NRLM)
27. Deendayal Antodaya Yojna-National Urban Livelihood Mission (NULM)
28. Pradhan Mantri Van Dhan Yojana
29. Schemes for good roads, safedrinking water and schools
30. Janani Suraksha Yojana BACK
31. Stand-Up India Scheme
32. Rashtriya Bal Swastha
33. Juvenile Justice Fund
34. National Talent Search Scheme (NTSS), NCERT
35. Any other scheme- (Text Box)

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