



बिहार सरकार
समाज कल्याण विभाग
राज्य बाल संरक्षण समिति



द्वितीय तल, अपनाघर (ललित भवन के पीछे), बेली रोड, पटना-23, बिहार। ✉-scpsbihar@gov.in; ☎-0612 2545033

पत्रांक-03/Adoption Rules/SARA-02/2014- 120

प्रेषक,

सुनील कुमार, भा0प्र0से0,
निदेशक, समाज कल्याण-सह-
उपाध्यक्ष, राज्य बाल संरक्षण समिति
बिहार, पटना।

सेवा में,

सभी जिला पदाधिकारी,
बिहार।

पटना, दिनांक- 03/05/2018

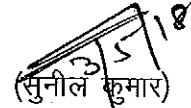
विषय:- प्रायोजन देखरेख (Sponsorship) दिशा-निर्देश 2018 को लागू करने के संबंध में।

महाशय,

निदेशानुसार, उपर्युक्त विषय के संबंध में कहना है कि समेकित बाल संरक्षण योजना के अंतर्गत महिला एवं बाल विकास मंत्रालय, भारत सरकार के द्वारा प्रायोजन एवं पालन-पोषण देखभाल योजना (Sponsorship & Foster Care Scheme) से संबंधित मार्गदर्शिका जारी की गई, परन्तु मार्गदर्शिका में कतिपय प्रावधान स्पष्ट नहीं रहने एवं व्यावहारिक नहीं रहने के कारण उक्त योजना को जिले में क्रियान्वित नहीं किया जा सका। उक्त मार्गदर्शिका में संशोधन की आवश्यकता को देखते हुए किशोर न्याय (बालकों की देखरेख एवं संरक्षण) अधिनियम, 2015 की धारा 45 एवं बिहार किशोर न्याय (बालकों की देखरेख एवं संरक्षण) नियमावली, 2017 के नियम 24 (2) के आलोक में प्रायोजन (Sponsorship) कार्यक्रम की संशोधित मार्गदर्शिका बनायी गयी है।

अतः अनुरोध है कि जिले में Sponsorship Guideline, 2018 को लागू कराने के संबंध में आवश्यक कार्रवाई की जाए। योजना से संबंधित संशोधित मार्गदर्शिका की प्रति इस पत्र के साथ संलग्न कर भेजी जा रही है।

विश्वासभाजन


(सुनील कुमार)

निदेशक, समाज कल्याण-सह-
उपाध्यक्ष, राज्य बाल संरक्षण समिति।

ज्ञापांक:- 120

प्रतिलिपि:-सभी सहायक निदेशक, जिला बाल संरक्षण इकाई, बिहार, पटना को सूचनार्थ एवं आवश्यक कार्यार्थ प्रेषित।

पटना, दिनांक- 03/05/18


(सुनील कुमार)

निदेशक, समाज कल्याण-सह-
उपाध्यक्ष, राज्य बाल संरक्षण समिति।

Guideline for Sponsorship, 2018 under the Integrated Child Protection Scheme (ICPS)

Model Guideline under Section 45 of the Juvenile Justice (Care and Protection of Children) Act, 2015 and Rule 24(2) of the Bihar Juvenile Justice (Care and Protection of Children) Rules, 2017

This guideline is issued for the use of District Child Protection Unit, Child Welfare Committee, Juvenile Justice Board, Children's Court and other stakeholders for providing sponsorship support to children in need of care and protection and children in conflict with law.

Content

Sl. No	Chapter	Page Number
1	Introduction	3
2	Sponsorship	4
3	Rehabilitative Sponsorship	8
4	Preventive Sponsorship	10
Annexures		
1	Annexure 1: Order of Sponsorship Placement	11
2	Annexure 2: Individual Care Plan	12
3	Annexure 3: Social Investigation Report for Child In Need of Care and Protection	16
4	Annexure 4: Social Investigation Report for Child In Conflict with Law	20
5	Annexure 5: Undertaking by the parent	24

I. Introduction

There is wide and near universal recognition of the adverse effects of institutionalisation on the well-being and development of children. Increasingly many countries are prioritising community/family/kinship based care models for children over institutional care. The Guidelines for the Alternative Care of Children, a resolution adopted by the United Nations General Assembly in 2009, encourages efforts to 'restore' or maintain children with their families, where possible.

The United Nations Convention on the Rights of the Child (UNCRC) recognizes that children have the best chances at developing to their full potential in a family environment. When the family is unable to or incapacitated to take care of the child, it is the government's responsibility to ensure that children are placed in appropriate forms of alternative care and that there are robust gatekeeping and monitoring mechanisms in place. One should be mindful of the fact that the family or the wider family network might not always be the best environment for the child to grow up in. It is therefore important to hear a child before the child is deinstitutionalised for restoration with his/her family.

Appropriate alternative care forms would include (but is not limited to) kinship care, foster care, other forms of family-based or family-like care, or supervised independent living arrangements¹. It is important to keep the principle of best interest of the child in taking recourse to alternative care and to ensure that the 'most suitable forms of alternative care are identified and provided, under conditions that promote the child's full and harmonious development'².

The Juvenile Justice (Care and Protection of Children) Act, 2015 (JJ Act) provides for focussed efforts and investments on providing care and protection to children who come in conflict with the law and/or fallen out of the social protection net. It has incorporated provisions to cater to the basic needs of children and provide for their social re-integration, rehabilitation to which end it establishes institutions and bodies. The JJ Act consolidates legislative efforts at the rehabilitation of children and intersects at this linkage with different child rights related legislations. Chapter 1, Section 1 (4-ii) states *"Notwithstanding anything contained in any other law for the time being in force, the provisions of this Act shall apply to all matters concerning children in need of care and protection and children in conflict with the law including: Procedures and decisions or orders relating to rehabilitation, adoption re-integration, and restoration of children in need of care and protection."*

The Integrated Child Protection Scheme (ICPS) was approved by the Central Government and launched in 2009. Its main purpose was to ensure implementation of the JJ Act and integrate different child rights related schemes under one comprehensive umbrella scheme. ICPS, which is now the Child Protection Services under the umbrella Integrated Child Development Scheme (UICDS), lays out detailed budgetary provisions, systems and procedures to be followed along with staffing patterns for implementing the JJ Act and other child protection related legislations. The CPS also lays emphasis on the preventive aspects of child protection including focus on non-institutional care like sponsorship, kinship, foster care and after care.

¹<https://data.unicef.org/topic/child-protection/children-alternative-care/#>

² 64/142. Guidelines for the Alternative Care of Children- Resolution adopted by the General Assembly [on the report of the Third Committee (A/64/434)]

The Ministry of Women and Child Development, Government of India has already notified the model Foster Care Guideline, 2016 and the same has been adopted by the Department for implementation. Section 45 (1) of the JJ Act, 2015 mandates the State Government to develop the guideline on Sponsorship, whereas Rule 24 of the Bihar Juvenile Justice (Care and Protection of Children) Rules, 2017 provide supplementary provisions regarding sponsorship. This guideline outlines the operational part of the sponsorship programme including creating monitoring mechanisms to further strengthen their implementation in districts.

II. Sponsorship

1. Sponsorship-definition and approaches: JJ Act, 2015 defines sponsorship as 'provision of supplementary support, financial or otherwise, to the families to meet the medical, educational and developmental needs of the child' [Sec. 2 (58)]. Sponsorship is one of the most effective alternative care programmes towards deinstitutionalisation of children. It is also an important programme to strengthen the safety net around children who belong to 'families at risk' so that such children do not seek end up being a resident in a child care institution. Therefore, the Sponsorship support shall be provided for the following reasons:

i) Rehabilitative: Children within institutions can also be restored to families with sponsorship assistance. On the basis of the Individual Care Plan (ICP) prepared for a child, the child care institution shall approach the Child Welfare Committee (CWC/Juvenile Justice Board (JJB) to recommend a suitable case to the District Child Protection Unit for rehabilitation through the sponsorship programme. Cases will be reviewed by the CWC/JJB before recommending to the DCPU for sanction of sponsorship fund.

ii) Preventive/Pre-emptive: Sponsorship support will be provided to a family to enable a child to continue to remain in the family, continue his/her education. This is an effort towards preventing children from becoming destitute / vulnerable, running away, forced into child marriage, forced into child work etc. The DCPU with the help of its social workers, outreach workers, volunteers, civil society organisations as well as the Child Protection Committees shall identify vulnerable families or children for sponsorship support.

2. Types of sponsorship: Sponsorship also provides conditional assistance to ensure that the child continues his/her education³ along with supporting the preservation of families and encouraging parents to fulfil responsibilities⁴. Through the sponsorship programme, supplementary support to families, child care institutions may also be provided to meet medical, nutritional, educational and other needs of the children, with a view to improving their quality of life. Sponsorship, especially individual sponsorship allows for the child to grow up within a family environment, and therefore helps prevent child destitution. The Sponsorship may also include:-

- a. Individual to individual sponsorship;
- b. Group sponsorship;

³ICPS: Family based non - institutional care through sponsorship, foster care, adoption & after care

⁴ibid

- c. Community sponsorship;
- d. Support to families; and
- e. Support to child care institutions.

3. Implementation bodies: In a district, the DCPU shall be the nodal body for implementation of sponsorship programme, whereas the State Child Protection Society, Bihar (SCPS) would be the nodal body responsible for its overall implementation, monitoring and periodical review at State level in collaboration with the State Adoption Resource Agency (SARA). For assessment of the cases that are referred by the CWC or JJB or Children's Court with recommendations for sponsorship support and for granting approval, the DCPU shall constitute Sponsorship and Foster Care Approval Committee (SFCAC) in every district, in the following manner:

- (i) Assistant Director, Child Protection Unit - Chairperson
- (ii) Child Protection Officer (Non-Institutional Care)- Member
- (iii) Chairperson/Member, Child Welfare Committee- Member
- (iv) Representative of SAA/Child Care Institution- Member
- (v) Representative of a Voluntary Organization working in the area of Child Protection- Member (*preferably, a member of CHILDLINE for better convergence and linkages*)

3.1 In the matter of cases referred by the JJB or the Children's Court, the DCPU may invite a Social Worker member of the JJB as a special invitee member on the SFCAC.

4. Eligibility criteria for sponsorship support: The sponsorship support shall be given to children whose families come under the Below Poverty Line category or the child's family's income is less than Rs. 60,000 (Rupees Sixty Thousand) per annum and who belong to one of the following categories:-

- (i) where mother is a widow or divorced or abandoned by family;
- (ii) where children are orphan and are living with the extended family;
- (iii) where parents (bread-winner) are victims of life threatening disease;
- (iv) where parents (bread-winner) are incapacitated due to accident or mental illness and unable to take care of children both financially and physically.
- (v) where the bread-winner is in prison and the other parent is not working.

4.1 The above criteria shall apply to all children whether they are residing in institution or not.

4.2 A child receiving support in the form of cash assistance or grant under any other scheme of the Central or the State Government, which is equivalent to sponsorship or kinship care support, e.g. *Parwarish*, shall not be entitled to be covered under this programme.

5. Documents required in support of the eligibility criteria:

- (i) Name in the list of BPL households or income certificate issued by competent authority.
- (ii) Death certificate of child's father, where eligibility is based on child's mother being widow.
- (iii) Court's decree for annulment of marriage, i.e. divorce, where eligibility is based on child's mother being divorced.
- (iv) Order of the competent authority (here, Family Court or District Court) declaring that child's mother has been abandoned by husband or family.
- (v) Death certificate of both parents where child is orphan.

(Note: In the case of a child whose both parents are dead, the DCPU shall preferably enrol the child under State Government's *Parwarish* scheme.)

(vi) Medical certificate issued by Sadar Hospital stating that child's parents are suffering from life threatening disease like cancer, AIDS etc.

(Note: In case of child with parents suffering from AIDS, the DCPU shall preferably enrol the child under State Government's *Parwarish* scheme.)

(vii) Certificate issued by the competent authority declaring the bread winner being 60% disabled or more along with documents to prove that the disability is caused because of accident or mental illness.

(viii) Certified copy of Court's order regarding imprisonment of the bread winner along with a self-declaration that the other parent is not engaged into any gainful employment.

6. Duration of Sponsorship: The duration of the sponsorship shall not ordinarily exceed three years which, under exceptional circumstances only, may be extended for two more years, for reasons to be recorded in writing [Rule 24(7), Bihar JJ Rules, 2017].

7. Panel of sponsors and establishing linkages: The DCPU shall prepare a panel of persons or families or organisations interested in sponsoring a child or a group of children, or an event going to be organised for children within the child care institution or in the community, or for some specific purpose like education, skill development/vocational training, medical assistance etc. For this purpose, the DCPU shall mobilise willing people through advertisements.

(i) The panel will list sponsors according to the area of interest such as education, medical support, nutrition, vocational training etc., and the nature of sponsorship.

(ii) The DCPU shall forward the panel to the CWC/JJB or the Children's Court so that the concerned adjudicatory bodies are apprised of the availability of the sponsors.

(iii) The DCPU shall also look at establishing linkages and convergence with other departments including Rural Development, Panchayati Raj, SC & ST Welfare Department etc., to enable the child and the families to avail of social security benefits and programmes to which they are entitled.

8. Entitlement under sponsorship: A child covered under sponsorship support shall be entitled to receive Rs. 2,000/- (Rupees two thousand only) per month.

8.1 Not more than two children within the same family shall be covered under sponsorship support.

9. Sponsorship funds: For sponsorship support, funds can be drawn from-

(i) Sponsorship and Foster Care Fund under DCPU.

(ii) Juvenile Justice Fund established by the State Government.

10. Monitoring of sponsorship support:

10.1 The DCPU shall ensure parents' role by obtaining a signed undertaking from the parents in the prescribed form⁵ on commencement of the sponsorship.

10.2 The DCPU shall ensure that the Social Worker or Outreach Worker assigned for the child undertakes visit to the child's family at least once a week for the first month followed by

⁵ Annexure 5

monthly visits for the next 06 months and thereafter after every six months till the duration for sponsorship support is complete of which records are to be maintained.

- 10.3 The DCPU shall also ensure that monthly visits are made to the school or vocational/skill development training facility in the first quarter and thereafter quarterly visits for a period of one year followed by six monthly visits till the completion of sponsorship placement.
- 10.4 If during such visits, disruptions in care are observed or undertaking given by parent is violated, the DCPU shall assign its Counsellor to provide counselling services to the family along with a clear explanation of the repercussions including withdrawal of sponsorship, possible reporting, and reporting to the SFCAC and CWC/JJB or the Children's Court for further action
- 10.5 The SFCAC will conduct a periodic review of the placement in the best interest of the child and take appropriate action including extension or termination of the support.
- 10.6 The DCPU shall maintain the records along with all details and relevant documents in the individual case file of each child placed in sponsorship.
- 10.7 To ensure community level monitoring and handholding support to the child and the family, the DCPU shall, except in cases where disclosing the identity of the child would harm the child and not in the best interest of the child, share the list of children being supported under sponsorship placement with the Chairperson of the concerned Gram Panchayat level Child Protection Committee in case of child belonging to rural area, and with the Chairperson of the concerned Ward level Child Protection Committee in case of child belonging to urban area.
- 10.8 Data of children being supported under sponsorship placement should be maintained electronically.

11. Termination of sponsorship placement: The CWC/JJB or the Children's Court, as the case may be, after consideration of the recommendations of the SFCAC and the report of DCPU, has the right to terminate a sponsorship placement;

- 11.1 The CWC/JJB or the Children's Court, as the case may be, shall give notice in writing and consider the views of the child and his/her family before termination of the sponsorship placement;
- 11.2 Once the review has been conducted and child's family has been given proper notice, the CWC/JJB or the Children's Court, as the case may be, shall record the date and reasons for terminating the placement in the order issued along with an order to place the child in the child care institution or ask the DCPU to consider another alternative care mechanism for the child;

12. Grounds of termination: Termination of a sponsorship placement may occur in the following cases-

- (i) When the child attains the age of 18, sponsorship placement is deemed to have concluded;
- (ii) When the bread-winner is released from prison by Court's order.

- 299
- (iii) When the bread-winner has been cured of mental illness and there is a fitness certificate issued by the competent authority.
 - (iv) In case of a preventive sponsorship placement, if the child is institutionalised by the order of the Child Welfare Committee or the Juvenile Justice Board or the Children's Court, as the case may be.
 - (v) When a complaint is made by either the child, relatives, or member(s) of the community, and after due inquiry by the DCPU observes the following during a home visit to the family-
 - a. The child has stopped going to school or the attendance of the child in school is below 75% (special circumstances such as disability or illness of the child shall be considered as an exception).
 - b. The child has been/ is being subjected to physical, emotional, sexual abuse and/or neglect by parents or care-givers.
 - c. The child has been/ is engaged in labour in violation of labour laws.
 - d. The child has migrated for work or has been trafficked.
 - e. Misappropriation of the sponsorship financial support for the child in family by the parent.
 - f. Disruption due to death or any other unforeseen circumstances in the family.

II A. Rehabilitative Sponsorship

1. Rehabilitative sponsorship looks at children residing in child care institutions who can be restored to their families towards the process of de-institutionalization or could benefit from sponsorship programmes for holistic development (sponsorship for music classes, tuition classes, skill development trainings, sports coaching etc.)
2. The Child Protection Officer-Institutional Care (CPO-IC) of the DCPU and the Probation Officer/Case Worker of the Child Care Institution shall, on a monthly basis, draw up suggestions and recommendations regarding sponsorship for Children in Need Care and Protection (CNCP) and Children in Conflict with the Law (CICL) children, as the case may be, based on the Individual Care Plan (ICP) (Form 7- Bihar JJ Rules, 2017)⁶ and Social Investigation Report (SIR) (Form 22- Bihar JJ Rules⁷, 2017 in the case of CNCP and Form 6- Bihar JJ Rules⁸, 2017 in the case of CICL) ; which would then be presented to the CWC/JJB/Children's Court, as the case may be.
 - 2.1 The Probation Officer/Case Worker shall mandatorily prepare the Individual Care Plan for every child after the child has stayed for at least fifteen days in the Child Care Institution. The CCIs shall also upload completed ICPs on the trackthemissingchild.gov.in for DCPUs to access the data.
 - 2.2 In case the child is from a different district within the State or to a different State, efforts shall be made to transfer the child to a similar child care institution of the district or to the State to which the child belongs along with the Individual Care Plan and other

⁶ Annex 2

⁷ Annex 3

⁸ Annex 4

298

necessary documents which may be relevant for the concerned DCPU of the destination district to take a decision regarding sponsorship support for the child.

3. The CWC or JJB or the Children's Court, as the case may be, shall assess the documents placed before it and make a reasoned order for placement of the child under sponsorship in the prescribed form (Form 36- Bihar JJ Rules, 2017)⁹ in the following manner:-
 - 3.1 Before making an order regarding placement of the child for sponsorship, the CWC/JJB/Children's Court shall refer the case to the Sponsorship and Foster Care Approval Committee (SFCAC).
 - 3.2 In order to ascertain whether a child in need of care and protection residing in the child care institution meant for such children requires placement support under sponsorship programme, the CWC shall refer the Individual Care Plan (Form 7- Bihar JJ Rules, 2017) and the Social Investigation Report (Form 22- Bihar JJ Rules, 2017).
 - 3.3 In order to ascertain whether a child in conflict with law residing in the child care institution meant for such children requires placement support under sponsorship programme, the Juvenile Justice Board shall refer the Individual Care Plan (Form 7- Bihar JJ Rules, 2017) and the Social Investigation Report (Form 22- Bihar JJ Rules, 2017).
 - 3.4 The child shall be explained and heard for his/her opinion before an order for restoration and placement under sponsorship programme is formally issued by the CWC/JJB or the Children's Court.
4. The eligibility of the child and family will be reviewed by the Sponsorship and Foster Care Approval Committee (SFCAC). The SFCAC can seek any other document it deems relevant to ascertain the family's situation before it takes decision regarding approving or refusing sponsorship assistance.
5. The SFCAC will take a decision within one month of the receipt of such recommendation.
 - 5.1 If the SFCAC grants approval for sponsorship support, the same shall be known to the CWC/JJB or the Children's Court, as the case may be. On receiving the SFCAC's approval, the CWC/JJB or the Children's Court shall, as the case may be, issue order for placement for sponsorship in Form 36 (Annexure 1) within fifteen days of the receipt of such approval.
 - 5.2 If the SFCAC does not grant approval, the same shall be recorded in writing and the same shall be known to the CWC/JJB or the Children's Court, as the case may be.
6. In case of individual sponsorship, the DCPU shall open a joint account in the name of the child and preferably child's mother.
 - 6.1 The money shall be transferred directly from the bank account of the DCPU to the bank account of the child.

⁹ Annex 1

II.B Preventive Sponsorship

1. Through preventive sponsorship support, children who are identified as vulnerable and belonging to 'families at risk' are extended support so that the safety network around them gets strengthened so that the child is taken care of. Through this support, further destitution of children is prevented and child's safety is ensured.
2. Based on the eligibility criteria as mentioned above, the DCPU shall identify such children who may require sponsorship support in the following manner-
 - (i) Convergence with CHILDLINE for better identification of children at the community or Gram Panchayat level and report the same to the SFCAC.
 - (ii) Social Worker and Outreach Worker to identify vulnerable families/children during their home visits made for conducting SIR or follow ups and report the same to the SFCAC.
 - (iii) Gram Panchayat level or Block level Child Protection Committees may also report such cases to the DCPU.
3. The SFCAC will consider all such reports and recommendations in its periodical review meetings and assess the suitability of each individual case for sponsorship support.
4. The procedure for granting approval by the SFCAC for preventive sponsorship shall be the same as mentioned above.
5. After approval, the CWC shall pass order for placement of the child for sponsorship support in Form 36 (Annexure 1) and shall follow the procedure as mentioned above with regard to such orders.
6. After the order is issued and the DCPU gets an undertaking from child's parents in the prescribed Form (Annexure 5), the DCPU shall open a joint account in the name of the child and preferably child's mother.
- 6.1 The money shall be transferred directly from the bank account of the DCPU to the bank account of the child.
7. In the event of the child being institutionalized, SFCAC will withdraw the sponsorship support of the child and shall inform the CWC accordingly.

Annexure 1

Form 36 [Rule 24(5)]

Order of Sponsorship Placement

The child (name and address)age..... d/o or s/o Mr..... and/or Mrs..... has been identified as a child needing sponsorship support for education/health/ nutrition/ other developmental needs(please specify). The District Child Protection Unit is hereby directed to release Rs.....per month/ Rs..... as one time sponsorship support to the said child for a period of (days/month) and carryout necessary follow up and for the said purpose shall open a bank account in the name of the child..... to be operated by

**Children's Court/ Principal Magistrate, Juvenile
Justice Board/Chairperson/Member, Child Welfare
Committee**

Annexure 2

FORM 7

[Rules 11(3), 13(7)(vi), 13(8)(ii), 19(4), 19(17), 62(6)(vii), 62(6)(x), 69 I (3)]

Individual Care Plan

Child in Conflict with Law/ Child in Need of Care and Protection (tick whichever is applicable)

Name of Case Worker/Child Welfare Officer/Probation officer.....

Date of preparing the ICP

Case/Profile No.....of 20.....

FIR No.....

U/Sections (Type of offence), applicable in case of Children in Conflict with Law...

Police Station.....

Address of the Board or the Committee.....

Admission No. (if child is in an institution).....

Date of Admission (if child is in an institution).....

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/both on admission of the child in the institution)

1. Name of the Child.....

2. Age/Date of Birth.....

3. Sex: Male/Female.....

4. Father's name:.....

5. Mother's name.....

6. Nationality.....

7. Religion.....

8. Caste.....

9. Language spoken.....

10. Level of Education.....

11. Details of Savings Account of the child, if any.....

12. Details of child's earnings and belongings, if any.....

13. Details of awards/rewards received by the child, if any.....

14. Based on the results of Case History, Social Investigation report and interaction with the child, give details on following areas of concern and interventions required, if any

S. Category Areas of Proposed

No. concern Interventions

1. Child's expectation from care and protection

2. Health and nutrition needs

3. Emotional and psychological support needs

4. Educational and Training needs

5. Leisure, creativity and play

6. Attachments and Inter-personal Relationships

7. Religious beliefs

8. Self care and life skill training for Protection from all kinds of abuse, neglect and maltreatment

9. Independent living skills

10. Any other such as significant experiences which may have impacted the development of the child like trafficking, domestic violence, parental neglect, bullying in school, etc. (Please specify)

B. PROGRESS REPORT OF THE CHILD (to be prepared every fortnight for first three months and thereafter to be prepared once a month)

[Note: Use different sheet for Progress Report]

1. Name of the Probation Officer/Case Worker/Child Welfare Officer.....
2. Period of the report.....
3. Admission No.....
4. Board or Committee.....
5. Profile No.....
6. Name of the Child.....
7. 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)
8. Place of interview Dates.....
9. General conduct and progress of the child during the period of the report
.....
10. Progress made with regard to proposed interventions as mentioned in point 14 of Part A of this Form.

S. Category Proposed Progress of No. Interventions the child

1. Child's expectation from care and protection
 2. Health and nutrition needs
 3. Emotional and psychological support needed
 4. Educational and Training needs
 5. Leisure, creativity and play
 6. Attachments and Inter-personal Relationships
 7. Religious beliefs
 8. Self care and life skill training for Protection from all kinds of abuse, neglect and maltreatment
 9. Independent living skills
 10. Any other such as significant experiences which may have impacted the development of the child like trafficking, domestic violence, parental neglect, bullying in school, etc. (Please specify)
 11. Any proceedings before the Committee or Board or Children's Court
 - (i) Variation of conditions of bond
 - (ii) Change of residence of the child
 - (iii) Other matters, if any
 12. Period of supervision completed on.....
- Result of supervision with remarks (if any).....
- Name and Addresses of the parent or guardian or fit person under whose care the child is to live after the supervision is over.....

Date of report.....Signature of the Probation Officer.....

C. PRE-RELEASE REPORT (to be prepared 15 days prior to release)

1. Details of place of transfer and authority concerned responsible in the place of transfer/release
 2. Details of placement of the child in different institutions/family
 3. Training undergone and skills acquired
 4. Last progress report of the child (to be attached, refer Part B)
 5. Rehabilitation and restoration plan of the child (to be prepared with reference to progress reports of the child)
- S. Category Rehabilitation and restoration No. plan of the child**

1. Child's expectation from care and protection
 2. Health and nutrition
 3. Emotional and psychological
 4. Educational and Training
 5. Leisure, creativity and play
 6. Attachments and Inter-personal Relationships
 7. Religious belief
 8. Self-care and life skill training for Protection from all kinds of abuse, neglect and maltreatment
 9. Independent living skills
 10. Any other
6. Date of release/transfer/repatriation.....
 7. Requisition for escort if required.....
 8. Identification Proof of escort such as driving license, Aadhar Card, etc.....
 9. Recommended rehabilitation plan including possible placements/sponsorships....
 10. Details of Probation Officer/non-governmental organization for post-release follow-up.....
 11. Memorandum of Understanding with non-governmental organisation identified for post-release Follow-up (Attach a copy).....
 12. Details of sponsorship agency/individual sponsor, if any.....
 13. Memorandum of Understanding between the sponsoring agency and individual sponsor (Attach a copy).....
 14. Medical examination report before release.....
 15. Any other information.....

D. POST-RELEASE/RESTORATION REPORT OF THE CHILD

1. Status of Bank Account: Closed / Transferred
2. Earnings and belongings of the child: handed over to the child or his parents/guardians – **Yes/No**
3. First interaction report of the Probation Officer/Child Welfare Officer/Case Worker /social worker/non-governmental organisation identified for follow-up with the child post-release.....
4. Progress made with reference to Rehabilitation and Restoration Plan.....
5. Family's behavior/attitude towards the child.....
6. Social milieu of the child, particularly attitude of neighbours/ community.....
7. How is the child using the skills acquired.....
8. Whether the child has been admitted to a School or vocation? Give date and name of the school/institute/any other agency **Yes/No**
.....
9. Report of second and third follow-up interaction with the child after two months and six months respectively.....
10. Efforts towards social mainstreaming and child's opinion/views about it.....
11. Identity Cards and Compensation

[Instruction: Please verify with the physical documents]

IDENTITY CARDS Present status (Please tick whichever is applicable)

- | | | |
|-----|----|------------------------|
| Yes | No | Action taken |
| | | Birth Certificate |
| | | School certificate |
| | | Caste certificate |
| | | BPL Card |
| | | Disability Certificate |
| | | Immunization card |
| | | Ration Card |
| | | Adhaar Card |

Received compensation from
Government

Signature of the Probation Officer/Child Welfare Officer

Stamp and Seal where available

Annexure 3

FORM 22
[Rule 19(8)]

Social Investigation Report for 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 incharge 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. Whether the child is differently abled: Yes/ No
 - (i) Hearing Impairment
 - (ii) Speech Impairment
 - (iii) Physically disabled
 - (iv) Mentally disabled
 - (v) Others (please specify)
14. Family Details:

S.N.	Name and Relation- ship	Age	Sex	Educa- tion	Occupa- tion	Income	Health status	History of Mental Illness	Addic- tions
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)

15. 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

16. If child is married, name, age and details of spouse and children.....

17. History of involvement of family members in offences, if any:

S. No.	Relationship	Nature of Crime	Legal status of the case	Arrest if any Made	Period of Confine-ment	Punishment awarded
--------	--------------	-----------------	--------------------------	--------------------	------------------------	--------------------

1. Father

-
2. Step father
-
3. Mother
-
4. Step mother
-
5. Brother
-
6. Sister
-
7. Others
(uncle/
aunty/
grandparents)
-
18. Attitude towards religion.....
19. Present living conditions
20. Other factors of importance if any.....
21. Habits of the child
- | A | B |
|-------------------------|------------------------------------|
| i) Smoking | i) Watching TV/movies |
| ii) Alcohol consumption | ii) Playing indoor/outdoor games |
| iii) Drug use (specify) | iii) Reading books |
| iv) Gambling | iv) Religious activities |
| v) Begging | v) Drawing/painting/acting/singing |
| vi) Any other | 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 child.....
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. History/ tendency of the child to run away from home, if any.....
43. Parents attitude towards discipline in the home and child's reaction.....
44. Reasons for leaving the family (tick as applicable)
- (i) Abuse by parent(s)/guardian(s)/step parents(s)
 - (ii) In search of employment
 - (iii) Peer group influence
 - (iv) Incapacitation of parents
 - (v) Criminal behaviour of parents
 - (vi) Separation of Parents
 - (vii) Demise of parents
 - (viii) Poverty

- (ix) Others (please specify)
45. Whether the child is a victim of any offence Yes/No
46. 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)
47. 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)
48. Exploitation faced by the child
- i) Extracted work without payment
 - ii) Little (low) wages with longer duration of work
 - iii) Others (pl. specify)
49. Whether the child has been bought or sold or procured or trafficked for any purpose Yes/ No
50. Whether the child has been used for begging Yes/ No
51. Whether the child is used by any gangs or adults or group of adults or has been used for drug peddling: Yes/ No
52. Previous institutional/case history and individual care plan, if any:.....
53. Details of perpetrator: (such as Name, Age, Contact number, Address details, Physical Characteristics, Relationship with the family, middle men involved, is there any other child from the same village who is abused / harassed / taken / sent by the perpetrator, how the child came in contact with the perpetrator).....
54. Attitude of the child towards the perpetrator.....
55. Whether the police have been informed.....
56. Action taken, if any against the perpetrator.....
57. Any other remark.....

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 family
12. Previous institutional/case history and individual care plan, if any:.....
13. Recommendation of Child Welfare Officer/Case Worker/Social Worker regarding psychological support, rehabilitation and reintegration of the child and suggested plan.....

(Signature of the person assigned)

Annexure 4

FORM 6

[Rules 10 (9), 11 (2), 64(1), 64(3)(i)]

Social Investigation Report for Children in Conflict with Law

Sl. No.....

Submitted to the Juvenile Justice Board..... (address).

Probation Officer/ Voluntary/Non- Governmental Organization..... (Name of the person)

FIR No.....

Under Sections.....

Police Station.....

Nature of offence alleged: Petty Serious Heinous

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. Whether the child is differently abled: Yes/No
 - (i) Hearing Impairment
 - (ii) Speech Impairment
 - (iii) Physically disabled
 - (iv) Mentally disabled
 - (v) Others (please specify)

14. Family Details:—

S. No.	Name and Relationship	Age	Sex	Edu- cation	Occupation	Income	Health status	History of Mental Illness (if any)	Addictions (if any)
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)

15. If the child or person is married, name, age and details of spouse and children:

16. 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 & grandparents (paternal/maternal) Cordial/ Non cordial/ Not known						
17. History of involvement of family members in offences, if any:						
S. No.	Relationship	Nature of Crime	Legal status of the case	Arrest if any made	Period of confinement	Punishment awarded
1.	Father					
2.	Step father					
3.	Mother					
4.	Step mother					
5.	Brother					
6.	Sister					
7.	Others (uncle/ aunty/ grandparents)					
18. Attitude towards religion of child and family.....						
19. Present living conditions						
20. Other factors of importance if any.....						
21. (i) Habits of the child (Tick as applicable)						
A			B			
a) Smoking			g) Watching TV/movies			
b) Alcohol consumption			h) Playing indoor/ outdoor games			
c) Drug use (specify)			i) Reading books			
d) Gambling			j) Religious activities			
e) Begging			k) Drawing/painting/acting/singing			
f) Any other			l) Any other			
(ii) Extra-curricular interests.....						
(iii) Outstanding characteristics and personality traits.....						
22. Child's opinion/reaction towards discipline in the home.....						
23. Employment Details of the child, if any.....						
24. Details of income utilization and manner of income utilization.....						
25. Work record (reasons for leaving vocational interests, attitude towards job or employers).....						
26. The details of education of the child:						
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						
27. Attitude of class mates towards the child.....						
28. Attitude of teachers and classmates towards the child.....						
29. The reason for leaving School (tick Yes/No as applicable)						
i) Failure in the class last studied						
ii) Lack of interest in the school activities						
iii) Indifferent attitude of the teachers						
iv) Peer group influence						
v) To earn and support the family						
vi) Sudden demise of parents						
vii) Bullying in school						
viii) Rigid school atmosphere						
ix) Absenteeism followed by running away from school						
x) There is no age appropriate school nearby						

- xi) Abuse in school
 xii) Humiliation in school
 xiii) Corporal punishment
 xiv) Medium of instruction
 xv) Others (pl. specify)
30. The details of the school in which studied last:
 i) Corporation/Municipal/Panchayat
 ii) Government/SC Welfare School/BC Welfare School
 iii) Private management
 iv) School under NCLP
31. Vocational training, if any.....
32. Majority of the friends are
 i) Educated
 ii) Illiterate
 iii) The same age group
 iv) Older in age
 v) Younger in age
 vi) Same sex
 vii) Opposite sex
 viii) Addicts
 ix) With criminal background
33. Attitude of the child towards friends.....
34. Attitude of friends towards the child.....
35. Observations of neighbours towards the child.....
36. Observations about neighborhood (to assess the influence of neighborhood on the child).....

37. Whether the child has been subjected to any form of abuse, if applicable:

Yes/No

S.No	Type of Abuse	Remarks
1.	Verbal abuse – parents/ siblings/employers/others , (pl. specify)	
2.	Physical abuse(pl. specify)	
3.	Sexual abuse parents/siblings/Employers/others (pl. specify)	
4.	Others (pl. specify)	
38.	Whether the child is a victim of any offence:	Yes/No
39.	Whether the child is used by any gangs or adults or group of adults or has been used for drug peddling:	Yes/No
40.	Does the child has tendency to run away from home, give details if any:	Yes/No
41.	Circumstances of apprehension of the child.....	
42.	Alleged role of the child in the offence.....	
43.	Reason for alleged offence:	
	(i) Parental neglect	
	(ii) Parental overprotection	
	(iii) Parents criminal behaviour	
	(iv) Parents influence (negative)	
	(v) Peer group influence	
	(vi) Bad habits (to buy drugs/alcohol)	
	(vii) Others (pl. specify)	
44.	Whether the child has been apprehended earlier for any offence, if yes give details including stay in a child care institution	Yes/ No
45.	Previous institutional/case history and individual care plan, if any:	
46.	Physical appearance of the child:	

47. Health condition of the child (including medical examination report, if applicable)
48. Mental condition of the child:
49. Any other remark

RESULT 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. Opinion of experts consulted.....
8. Recommendation regarding rehabilitation by Probation Officer/Child Welfare Officer.....

**Signature of the Probation Officer/ Child Welfare Officer/ Social Worker
Stamp and Seal where available**

28/5 28/5

Annexure 5

**Undertaking by the parent under whom the child is placed
for sponsorship support**

I _____ resident of House no. _____ Street _____
Village/Town _____ District _____, Bihar do hereby declare that I am
willing to take charge of (name of the child) _____ aged _____ under
the orders of the Child Welfare Committee as per the Sponsorship Programme subject to the
following terms and conditions:

- (i) I shall do my best for the welfare and education of the said child and shall make proper provision for his/her maintenance.
- (ii) I shall not engage the child to any work in violation of child labour laws.
- (iii) I shall not subject the child to any maltreatment, abuse or neglect.
- (iv) In the event of his/her illness, he/she shall have proper medical attention in the nearest hospital.
- (v) I shall use the funds solely for the purpose of child's education/well-being/vocational training/skill development training/medical treatment etc.
- (vi) I undertake to produce him/her before the competent authority as and when required.
- (vii) If his/her conduct is unsatisfactory I shall at once inform the Committee.
- (viii) I agree to adhere to all the conditions of the sponsorship programs.

Dated thisday of

.....

(Signature of the Parent)