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| adoption April / avril 2016(E) |  |

**MODEL SURVEY FOR ADOPTIVE PARENTS**

**ON THE FINANCIAL ASPECTS OF INTERCOUNTRY ADOPTION**

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**MODÈLE D’ENQUÊTE SUR LES ASPECTS FINANCIERS DE**

**L’ADOPTION INTERNATIONALE À L’INTENTION DES PARENTS ADOPTIFS**

1. Pursuant to the mandate given by the Council on General Affairs and Policy (“Council”) in April 2014,[[1]](#footnote-1) the Experts’ Group on the Financial Aspects of Intercountry Adoption (“Experts’ Group”) has developed this Model Survey for adoptive parents on the financial aspects of intercountry adoption (“Model Survey”). This Model Survey was endorsed by the Council in March 2016.[[2]](#footnote-2)
2. The aim of the Model Survey is to collect data from adoptive parents on the payments made in the intercountry adoption process, with a view to promoting greater transparency in this field. The Model Survey provides a template for States to use in surveying adoptive parents; to promote uniformity, States are urged to adhere as closely as possible to the model text.
3. The Council encouraged the Central Authorities of receiving States that are party to the *Hague Convention of 29 May 1993 on Protection of Children and Co-operation in Respect of Intercountry Adoption* (“1993 Hague Intercountry Adoption Convention”) to disseminate the Survey to adoptive parents in their respective States.
4. States administering the Survey are asked to compile and analyse the data collected; update, as necessary, the information published in the Tables on Costs; engage with other States, particularly States of origin, on issues that may arise from the data collected; and take appropriate measures, where necessary, to address reported problems. States administering the Survey are also encouraged to share their analyses of the data collected with other Contracting States and the Permanent Bureau of the Hague Conference. Such analyses may inform, in part, future international work on the financial aspects of intercountry adoption, in particular with respect to the reasonability of costs.
5. In addition, the Council encouraged the Central Authorities of all Contracting States to complete the Tables on Costs of intercountry adoptions.[[3]](#footnote-3)

**A N N E X**

**MODEL SURVEY FOR ADOPTIVE PARENTS**

**ON THE FINANCIAL ASPECTS OF INTERCOUNTRY ADOPTION**

**INTRODUCTION**

Dear adoptive parent(s),

Since 2011, work has been undertaken internationally at the Hague Conference on Private International Law (“Hague Conference”) on the financial aspects of intercountry adoption with a view to promoting greater transparency and reasonability of costs. As part of this work, several tools have been developed (available [here](https://www.hcch.net/en/publications-and-studies/details4/?pid=6310)) to reinforce the proper operation of the Hague Convention on Intercountry Adoption, including the attached survey to allow Central Authorities from receiving States to collect information from adoptive parents on the actual costs involved in an intercountry adoption (the Survey).

To assist [NAME OF THE CENTRAL AUTHORITY] in this effort, we invite you to respond to **the Survey** (on page iv) and to provide detailed information concerning payments made during the intercountry adoption of your child(ren). The data collected will complement the information we currently have regarding the costs involved in various States. It may be used in our cooperation with other States, mainly States of origin. The data collected will also allow us to take appropriate measures, where necessary, to address any issue of concern revealed by the survey, for example by monitoring more closely certain financial practices.

In addition, we may provide an analysis of the data collected through this survey to the Hague Conference. This analysis, along with similar analyses that may be provided by other receiving States, may inform, in part, future international work on the financial aspects of intercountry adoption, including the development of eventual Guidelines or a Guide on the subject.

We also invite you to provide your name and contact information in the section entitled “About you” (on page iii),[[4]](#footnote-4) so that we may follow-up as appropriate with regard to any specific concerns identified in the response. This and any other personal information concerning you or your child will be protected in accordance with [title of privacy legislation]. In addition, your personal information will not be included in any analysis of the data collected through the survey.

Your time and effort in completing this survey is greatly appreciated.

Thank you very much.

[NAME OF THE CENTRAL AUTHORITY]

**INSTRUCTIONS TO COMPLETE THE MODEL SURVEY**

* Please complete this survey and return it to us electronically by [DATE].
* Please provide any answers in [OFFICIAL LANGUAGE(S) OF THE STATE].
* Please always state the currency of any monetary amounts.
* Please answer all the questions (1 to 10) in this survey as completely as you can. However, if you do not have certain information or you do not know certain answers, you may simply leave the answer(s) blank.
* Please note that the information requested in this survey is requested *regardless of where the payment was made* – *i.e.*, whether paid in your country or in the country of origin of your child.

If you have any questions regarding the completion of this survey, please e-mail [E-MAIL ADDRESS OF CENTRAL AUTHORITY] using the subject-line “Survey for Adoptive Parents”.

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| **ABOUT YOU** |
| How many children did you adopt in this intercountry adoption procedure?*If you adopted more than one child, please specify the costs of the adoption per child in your answers to this survey where possible. If this is not possible, you may simply provide overall amounts and specify that it is for X children.**Please note: the singular ‘child’ is used in the rest of this survey for convenience.* |       |
| In which country did you live at the time of the adoption of your child?*Please indicate in your answer if your country of residence has changed either during or after the adoption of your child.* |       |
| From which country was your child adopted? |       |
| In which year were you declared eligible and suited to adopt? |       |
| In which year was your file sent to the country of origin of your child? |       |
| In which year was the final adoption decision of your child made? |       |
| Adoption Accredited Body (“AAB”, or adoption agency):[[5]](#footnote-5)Alternative 1 – not compulsory to adopt through AAB:Did you use an AAB for the adoption of your child? Alternative 2 –compulsory to adopt through AAB:Please provide the name of the AAB that you used for the adoption of your child. | Alternative 1:[ ]  Yes: please provide the name of the AAB:      [ ]  No: I adopted only with the assistance of the Central AuthorityAlternative 2:      |
| Please provide your name and contact information here:[[6]](#footnote-6)*As stated in the Introduction, your contact details will be maintained and protected exclusively by the Central Authority.* | Name:      Address:      E-mail:      Telephone number:       |

**THE SURVEY**

1. Please list in the table provided below (“Table 1”) **all the payments, including donations, which you made in relation to your child’s adoption**, whether paid in [NAME OF THE RECEIVING STATE] or in the country of origin of your child. For each payment, please provide as much information as possible.

For travel and accommodation costs, please include such costs to the degree that they were paid to any intermediary involved in the adoption. Do not include such costs which you paid directly (*e.g.*, airline and hotel costs).

**Please note: further information regarding some of the payments included in Table 1 is requested in later questions.**

***EXAMPLE:***

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| **TABLE 1 – List of all payments**  |
| **Payment Line No** | **Amount paid** | **Currency** | **Method of payment** (*e.g.* bank transfer, cheque, cash) | **Paid to whom?** | **Was the payment to be passed to additional parties?** (yes/no/I don’t know) | **If so, specify the additional parties** (if known) | **Purpose of payment** | **Mandatory or voluntary?** |
| **1** | 500 | USD | Bank transfer | Our adoption agency | Yes  | The Ministry of Children in the country in which our child was living prior to the adoption | Fee to be able to adopt a child living in that country. Our adoption agency told us that this money will be used to improve the child protection system in that country | Mandatory |

***PLEASE COMPLETE TABLE 1 BELOW***

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| **TABLE 1 – List of all payments**  |
| **Payment Line No** | **Amount paid** | **Currency** | **Method of payment** (*e.g.* bank transfer, cheque, cash) | **Paid to whom?** | **Was the payment to be passed to additional parties?** (yes/no/I don’t know) | **If so, specify the additional parties** (if known) | **Purpose of payment** | **Mandatory or voluntary?** |
| **1** |       |       |       |       |        |       |       |       |
| **2** |       |       |       |       |       |       |       |       |
| **3** |       |       |       |       |       |       |       |       |
| **4** |       |       |       |       |       |       |       |       |
| **5** |       |       |       |       |       |       |       |       |
| **6** |       |       |       |       |       |       |       |       |
| **7** |       |       |       |       |       |       |       |       |
| **8** |       |       |       |       |       |       |       |       |
| **9** |       |       |       |       |       |       |       |       |
| **10** |       |       |       |       |       |       |       |       |
| **11** |       |       |       |       |       |       |       |       |
| **12** |       |       |       |       |       |       |       |       |
| **13** |       |       |       |       |       |       |       |       |
| **14** |       |       |       |       |       |       |       |       |
| **15** |       |       |       |       |       |       |       |       |
| **16** |       |       |       |       |       |       |       |       |
| **17** |       |       |       |       |       |       |       |       |
|  | *(Add as many rows as needed to include all your payments)* |

1. At any time, were you requested or required to make a payment, either directly or through an intermediary (*e.g.*, your AAB), which you were told was for the purpose of supporting the **child protection system and / or adoption system** of the country of origin of your child **in general**?

[ ]  I don’t know

[ ]  No

[ ]  Yes: please identify, by Payment Line No (see the far-left column of Table 1), the relevant payment(s) from Table 1. Then please complete Table 2 below. Provide as much information as you can in relation to each relevant payment:

For columns 3 and 4 (“Requested / Paid at what stage of the adoption procedure”), please specify whether the payment was *requested* or *paid*:

* Before your application was sent to the country of origin of your child (“Before application”)
* After your application was sent to the country of origin but before you were matched with your child (“After application”)
* After you were matched with your child but before the final adoption decision was made (“After matching”)
* After the final adoption decision was made but before you came back to [NAME OF THE RECEIVING STATE] (“After decision”)
* After finalisation of your adoption and your return to [NAME OF THE RECEIVING STATE] (“After return”)
* Other

***EXAMPLE:***

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| **TABLE 2 – Child protection/adoption system in general** |
| **Table 1****Payment Line No** | **Requested by whom?** | ***Requested* at what stage of the adoption procedure?** | ***Paid* at what stage of the adoption procedure?** | **If you adopted through an AAB, were they aware of this payment?** (yes or no) |
| Table 1, Payment Line No 1 | The Ministry of Children in the country in which our child was living prior to the adoption | After application | After matching | Yes |

***PLEASE COMPLETE TABLE 2 BELOW:***

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| **TABLE 2 – Child protection/adoption system in general** |
| **Table 1****Payment Line No** | **Requested by whom?** | ***Requested* at what stage of the adoption procedure?** | ***Paid* at what stage of the adoption procedure?** | **If you adopted through an AAB, were they aware of this payment?** (yes or no) |
| Table 1, Payment Line No       |       |       |       |       |
| *(If you made multiple payments please use additional rows)* |

1. At any time, were you requested or required to make a payment, either directly or through an intermediary (*e.g.*, your AAB), which you were told was for the purpose of supporting **particular children’s institutions (*e.g.,* orphanages)** in the country of origin of your child (*e.g.*, a payment to the institution where your child was living for the maintenance costs of your child)?

[ ]  I don’t know

[ ]  No

[ ]  Yes: please identify, by Payment Line No (see the far-left column of Table 1), the relevant payment(s) from Table 1. Then please complete Table 3 below. Provide as much information as you can in relation to each relevant payment:

For column 2 (“Requested by whom”), please indicate if any payments were made through a group or association (i.e., a collective payment). If so, identify the group or association.

For columns 3 and 4 (“Requested / Paid at what stage of the adoption procedure”), please specify whether the payment was *requested* or *paid*:

* Before your application was sent to the country of origin of your child (“Before application”)
* After your application was sent to the country of origin but before you were matched with your child (“After application”)
* After you were matched with your child but before the final adoption decision was made (“After matching”)
* After the final adoption decision was made but before you came back to [NAME OF THE RECEIVING STATE] (“After decision”)
* After finalisation of your adoption and your return to [NAME OF THE RECEIVING STATE] (“After return”)
* Other

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| **TABLE 3 – Particular children’s institutions (*e.g.*, orphanages)** |
| **Table 1****Payment Line No** | **Requested by whom?** | ***Requested* at what stage of the adoption procedure?** | ***Paid* at what stage of the adoption procedure?** | **If you adopted through an AAB, were they aware of this payment?** (yes or no) |
| Table 1, Payment Line No       |       |       |       |       |
| *(If you made multiple payments please use additional rows)* |

1. At any time, were you requested or required to make a payment which you were told was for the purpose of **supporting the projects of your AAB** in the country of origin of your child (aimed at improving children’s well-being in that country)?

[ ]  I don’t know

[ ]  No

[ ]  Yes: please identify, by Payment Line No (see the far-left column of Table 1), the relevant payment(s) from Table 1. Then please complete Table 4 below. Provide as much information as you can in relation to each relevant payment:

For columns 2 and 3 (“Requested / Paid at what stage of the adoption procedure”), please specify whether the payment was *requested* or *paid*:

* Before your application was sent to the country of origin of your child (“Before application”)
* After your application was sent to the country of origin but before you were matched with your child (“After application”)
* After you were matched with your child but before the final adoption decision was made (“After matching”)
* After the final adoption decision was made but before you came back to [NAME OF THE RECEIVING STATE] (“After decision”)
* After finalisation of your adoption and your return to [NAME OF THE RECEIVING STATE] (“After return”)
* Other

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| **TABLE 4 – Project (s) of your AAB** |
| **Table 1****Payment Line No** | ***Requested* at what stage of theadoption procedure?** | ***Paid* at what stage of theadoption procedure?** |
| Table 1, Payment Line No       |       |       |
| *(If you made multiple payments please use additional rows)* |

1. At any time, did you make any **gift(s) of material good(s)** (*i.e.*, *non*-monetary gifts), whether requested or not, to any authority, body or person in relation to your child’s adoption?

[ ]  No

[ ]  Yes: please complete Table 5. Provide as much information as you can.

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| **TABLE 5 – Gift(s) of material good(s) (*i.e.*, *non*-monetary gifts)** |
| **Who, if anyone, requested the gift(s)?** | **When was the gift(s) requested?** | **Was it described as mandatory** (*i.e.*, you had to give it) **or voluntary** (*i.e.*, optional) | **To whom did you give the gift(s)?** | **For what purpose?** | **What did you give?** | **When did you make this gift(s)?** | **What was the approximate monetary value of the gift(s)?** | **If you adopted through an AAB, were they aware of this gift?** (yes or no) |
|       |       |            |       |       |       |       |       |       |
| *(If you made multiple gifts please use additional rows)* |

1. Was the total amount you paid for the adoption of your child approximately the same as the **amount you were initially quoted** (*e.g.*, by us or by your AAB)? (If you were quoted only some amounts but not others, please respond regarding those quoted amounts.)

[ ]  Not applicable – I was not quoted any amount initially. Please briefly describe what, if anything, you were told at the beginning regarding the amount(s) you would have to pay:

[ ]  Yes - the amount quoted and the amount paid were approximately the SAME.

[ ]  No - the amount paid was significantly MORE than I / we were quoted. If possible, please explain:

[ ]  No - the amount paid was significantly LESS than I / we were quoted. If possible, please explain:

If you have ticked “no”, please complete Table 6 below, providing as much information as you can (some of the information may duplicate what is already in Tables 2, 3, or 4).

For columns 3 and 4 (“Requested/Paid at what stage of the adoption procedure”), please specify whether the payment was *requested* or *paid*:

* Before your application was sent to the country of origin of your child (“Before application”)
* After your application was sent to the country of origin but before you were matched with your child (“After application”)
* After you were matched with your child but before the final adoption decision was made (“After matching”)
* After the final adoption decision was made but before you came back to [NAME OF THE RECEIVING STATE] (“After decision”)
* After finalisation of your adoption and your return to [NAME OF THE RECEIVING STATE] (“After return”)
* Other

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| **TABLE 6 – Payments significantly MORE or LESS than quoted** |
| **Table 1****Payment Line No** | **Requested by whom?** | ***Requested* at what stage of the adoption procedure?** | ***Paid* at what stage of the adoption procedure?** | **Amount initially quoted** | **Amount finally paid** | **If you adopted through an AAB, were they aware of this payment?**(yes or no) |
| Table 1      Payment Line No       |  |  |       |       |        |       |
| *(If you made multiple payments please use additional rows)* |

1. At any time, were you requested or required to make a **payment**, either directly or through an intermediary (*e.g.*, your AAB), which seemed to you **inappropriate** in any way and / or which you believe may have influenced the intercountry adoption process?

[ ]  I don’t know

[ ]  No

[ ]  Yes:

* Payment(s) No(s)       of Table 1 seemed inappropriate and / or I / we believe that they may have influenced the intercountry adoption process.
* If possible, please explain why this / these payment(s) seemed inappropriate to you and / or why you believe it / they may have influenced the intercountry adoption process:
* If these payments are not included in Tables 2, 3 or 4 above (and hence you have not already provided the additional information sought in those questions in relation to these payments), please complete Table 7 below.

For columns 3 and 4 (“Requested / Paid at what stage of the adoption procedure”), please specify whether the payment was *requested* or *paid*:

* Before your application was sent to the country of origin of your child (“Before application”)
* After your application was sent to the country of origin but before you were matched with your child (“After application”)
* After you were matched with your child but before the final adoption decision was made (“After matching”)
* After the final adoption decision was made but before you came back to [NAME OF THE RECEIVING STATE] (“After decision”)
* After finalisation of your adoption and your return to [NAME OF THE RECEIVING STATE] (“After return”)
* Other

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| **TABLE 7 – Inappropriate payments** |
| **Table 1****Payment line No** | **Requested by whom?** | ***Requested* at what stage of the adoption procedure?** | ***Paid* at what stage of the adoption procedure?** | **If you adopted through an AAB, were they aware of this payment?** (yes or no) |
| Table 1, Payment Line No       |       |       |       |       |
| *(If you made multiple payments please use additional rows)* |

1. During the course of the adoption procedure of your child, did you ever encounter any **action, request or information**, either in our State or in the State of origin, which in your view might indicate **wrongdoing** (whether relating to the financial aspects of the adoption, or otherwise)?

[ ]  Yes: please describe in as much detail as possible what worried you:

[ ]  No

[ ]  I am not sure. Please explain:

1. What, if anything, **could have** **improved** your experience in relation to the financial aspects of your child’s adoption?
2. Are there any **other comments** you would like to provide concerning the financial aspects of your child’s adoption?
1. See “[Conclusions and Recommendations](https://assets.hcch.net/docs/141b4f5c-89d1-497c-914e-301bed40a892.zip) adopted by the Council on General Affairs and Policy of the Conference (8-10 April 2014)”, Recommendation No 18, and “[Note on the Financial Aspects of Intercountry Adoption](https://assets.hcch.net/upload/wop/note33fa2015_en.pdf)”, drawn up by the Experts’ Group on the Financial Aspects of Intercountry Adoption, Permanent Bureau, 2014 (“Note”), section 8.4. [↑](#footnote-ref-1)
2. See “[Conclusions and Recommendations](https://assets.hcch.net/docs/679bd42c-f974-461a-8e1a-31e1b51eda10.pdf) adopted by the Council on General Affairs and Policy of the Conference (15-17 March 2016)”, Recommendation No 31. [↑](#footnote-ref-2)
3. *Ibid*. Available on the “[Adoption Section](https://www.hcch.net/en/instruments/conventions/specialised-sections/intercountry-adoption/)” of the Hague Conference website at < [www.hcch.net](http://www.hcch.net) >. [↑](#footnote-ref-3)
4. As national laws and practices differ with regard to the confidentiality and protection of personal information, States may vary the text to conform with national law and practice. [↑](#footnote-ref-4)
5. States that, under Article 22(2), authorise approved (non-accredited) bodies or persons to carry out functions should include an additional box for parents to indicate if such approved (non-accredited) bodies or persons assisted with the adoption. Also, such States should, as appropriate, revise the references to “AAB” in each of the Tables to also include references to the approved bodies. [↑](#footnote-ref-5)
6. See Introduction, note 1. [↑](#footnote-ref-6)