

**CONSENT FOR COLLECTION, USE AND DISCLOSURE OF
PERSONAL INFORMATION**

1. I understand that the Guardian-in-Adoption, Singapore Public Agencies and Relevant Organisations require Personal Information belonging to me, the Child, my Household Members, and my Family for the following purposes (as the case may be):
 - (a) to assess the circumstances surrounding the proposed adoption, or the Child's eligibility for adoption (as the case may be), in Singapore, including, but not limited to, such assessment(s) that may be made for the purposes of a Home Study Report, Adoption Suitability Assessment and/or the Guardian-in-Adoption's affidavit;
 - (b) where the Child is not a citizen or permanent resident of Singapore, to assess the Child's eligibility for such pass as may be issued by the Controller of Immigration in respect of the Child, including, but not limited to, a dependent's pass for the purposes of adoption as set out under the Immigration Regulations;
 - (c) to verify my, the Child, my Household Members, and/or my Family's identity and relationship;
 - (d) to contact and/or refer me and/or the Child to participate in the Services or Scheme;
 - (e) to determine my and/or the Child's eligibility for the Services or Scheme;
 - (f) to provide me and/or the Child with the Services or Scheme;
 - (g) for data analysis, evaluation and policy-making; and
 - (h) to contact me and/or the Child to participate in relevant research studies, if applicable.

2. I further understand that:
 - (a) where appropriate, my, the Child, my Household Members and, my Family's Personal Information may be shared to serve me, the Child, my Household Members and, my Family in the most efficient and effective way unless such sharing is prohibited by law; and
 - (b) my, the Child, my Household Members and, my Family's Personal Information will not be shared with non-Singapore Public Agencies and non-Relevant Organisations.

3. I consent and agree that the Guardian-in-Adoption, Singapore Public Agencies and Relevant Organisations may collect, use and disclose my and the Child's Personal Information for the purposes stated in Paragraph 1. I also consent and agree to the disclosure of my Personal Information to law enforcement officers for any purpose connected with the performance of the relevant functions or the discharge of the relevant duties of the said officers under any written law.

4. I confirm that I have informed my Household Members and my Family that their Personal Information may be provided to the Guardian-in-Adoption, Singapore Public Agencies and Relevant Organisations for the purposes stated in Paragraph 1.
5. I confirm that I have obtained the consent of my Household Members and my Family for the Guardian-in-Adoption, Singapore Public Agencies and Relevant Organisations to collect, use and disclose their Personal Information for the purposes in Paragraph 1. I also confirm that I have obtained the consent and agreement of my Household Members and my Family to the disclosure of their Personal Information to law enforcement officers.
6. I give authorisation to the [Guardian-in-Adoption, Singapore Public Agencies and Relevant Organisations] to conduct regular reference checks into my background as and when the [Guardian-in-Adoption, Singapore Public Agencies and Relevant Organisations] require in order to assess the circumstances surrounding the proposed adoption.
7. I further consent to the interviewing of the Child by the Guardian-in-Adoption, Singapore Public Agencies, and Relevant Organisations for the purposes stated in Paragraph 1, if applicable.
8. My consent remains valid until I withdraw it in writing. I accept that it will take up to 10 working days from the date of receipt before the withdrawal of consent takes place.
9. I confirm that I have informed my Household Members and my Family that their consent remains valid until they withdraw it in writing. I also confirm that my Household Members and my Family accepts that it will take up to 10 working days from the date of receipt before the withdrawal of consent takes place.
10. I understand that if I have any questions relating to the collection, use or disclosure of my and/or the Child's Personal Information, including how I may access and correct my and/or the Child's Personal Information or withdraw my consent to the collection, use or disclosure of my and/or the Child's Personal Information, I may submit my queries via email to MSF_Adoption@msf.gov.sg.
11. I confirm that I have informed my Household Members and my Family that if they have any questions relating to the collection, use or disclosure of their Personal Information, including how they may access and correct their Personal Information or withdraw their consent to the collection, use or disclosure of their Personal Information, they may submit their queries via email to MSF_Adoption@msf.gov.sg.
12. I declare that the information that I have provided is accurate as at the time I sign this form.

Note: Please read the attached Terms of Consent and ensure that you understand the said Terms of Consent before signing this form.

Signature of relevant person <input type="checkbox"/> I understand and agree to the collection, use and disclosure of my and the Child’s Personal Information as set out in this form. <input type="checkbox"/> I confirm that my Household Members and my Family understand and agree to the collection, use and disclosure of their Personal Information as set out in this form. <input type="checkbox"/> I have read and understood the Terms of Consent as set out in this form.	Date
Interpreter (<i>if applicable</i>): Name: NRIC No.:	

Terms of Consent

1. I understand and agree that these terms used in the consent form have the following definitions:

- a) **“Adoption Suitability Assessment”** refers to an Adoption Suitability Assessment, under section 14 of the Adoption of Children Act 2022 (“ACA”), which is issued by an Authorised Adoption Agency under section 10 of the ACA.
- b) **“Authorised Adoption Agency”** refers to an adoption agency or a fostering agency that is authorised by the Minister for Social and Family Development under section 10 of the ACA.
- c) **“Child”** refers to the child in respect of whom an adoption application is to be made.
- d) **“Family”** refers to my immediate family members related to me by blood marriage (including step-children) or legal adoption, whether or not they live together with me.
- e) **“Guardian-in-Adoption”** refers to the Guardian-in-Adoption appointed under section 8 of the ACA;
- f) **“Guardian-in-Adoption’s affidavit”** refers to the affidavit required to be filed by the Guardian-in-Adoption under section 27 of the ACA.
- g) **“Home Study Report”** refers to a report –
 - i) applied for by two (2) individuals or an individual before the date of commencement of section 11 of the ACA;
 - ii) issued before, on or after that date by an adoption agency accredited by the Ministry of Social and Family Development for the purposes of conducting assessments to the suitability of persons to adopt a child; and
 - iii) containing an assessment as to whether the two (2) individuals or individual

(as the case may be) issued with the report are or is suitable to adopt a child.

- h) **“Household Members”** refers to persons residing in the same place of residence as me.
- i) **“Personal Information”** includes the following but is not limited to:
 - i) Attendance at any adoption-related programmes, including but not limited to counselling, workshops and briefings;
 - ii) Criminal history (e.g. criminal convictions, charges);
 - iii) Circumstances of the current proposed adoption (e.g. reasons for putting the Child for adoption);
 - iv) Status of any other ongoing adoption proceedings;
 - v) Information relating to previous adoption proceedings (e.g. previous adoption orders granted, previous adoption applications made in respect of my children and the reasons for any withdrawal, cancellation or rejection of such applications);
 - vi) Demographic information (e.g. bio-data comprising name, identification number, address, contact number, marital status, date of birth, sex, nationality, race, religion, family/household structure and relationships);
 - vii) Education information (e.g. schooling records, pre-school enrolment, bursaries, tuition);
 - viii) Employment and training information (e.g. current and past employment details, training subsidies, business ownership, vocational training information, National Service information and any other information relating to any work (whether paid or unpaid), training or other similar programmes performed or undergone);
 - ix) Financial and social assistance data (e.g. financial and social assistance history; income supplements; social worker case reports; and assessments for eligibility/suitability and details of services by Singapore Public Agencies, Relevant Organisations, social service, and community agencies);
 - x) Financial data (e.g. source of income, maintenance information, insurance coverage, investments, bankruptcy status, loans status, bank account details such as balance, transactions, number of savings and current accounts);
 - xi) Housing information (e.g. electricity, gas and water utilities, details on ownership of private property, details of home ownership, rental housing, and open market HDB rental);
 - xii) Immigration Records;
 - xiii) Income information (e.g. last drawn salary);
 - xiv) Information relating to and derived from CPF Account(s) and CPF contributions (e.g. CPF Account(s) balance, CPF contribution details, CPF lumpsum withdrawal details, CPF monthly pay-outs);
 - xv) Information relating to medical, psychiatric and psychological health (e.g. medical reports, functional assessment reports, healthcare bills and assistance, means-tests results on subsidy rates, medical condition, diagnosis and history, assessments by social workers, psychologists or other professionals, counselling records and records of intervention);
 - xvi) Information relating to participation in any scheme administered by the CPF Board (e.g. Dependent Protection Scheme, Silver Support Scheme, CPF Investment Scheme, CPF amount used for housing);

- xvii) Future family and care plans (e.g. plans to have more children and whether adoption will be considered for these children);
 - xviii) Future care plans for the Child (where the signatory is contesting the adoption application);
 - xix) Records of adoption-related payments; and
 - xx) Other information (e.g. investigations and case records by Singapore Public Agencies that may include, but are not limited to, information as to personal protection orders or child protection records, credit reports, and other information provided for the evaluation and administration of social services and public assistance scheme).
- j) **“Services or Scheme”** refer to services, programmes, treatments, and activities provided by any Singapore Public Agency or Relevant Organisation, in connection with the proposed adoption.
- k) **“Singapore Public Agencies”** includes, (a) the Government, including the Ministry of Social and Family Development, any other ministry, department, agency, or organ of State, (b) any tribunal appointed under any written law, (c) any statutory body, but excludes a Town Council established under section 4 of the Town Councils Act 1988.
- l) **“Relevant Organisations”** refer to an Authorised Adoption Agency or any other organisation which has been authorised by a Singapore Public Agency to (a) collect, use or disclose Personal Information for the purposes stated in Paragraph 1 and/or (b) to provide the Services or Scheme. New organisations may be included from time to time.
2. This consent shall be governed by and construed in accordance with the laws of the Republic of Singapore.

More Information

The list of Relevant Organisations can be found at <https://www.msf.gov.sg/what-we-do/adoption/about/data-collection> and shall be updated from time to time by the Ministry of Social and Family Development.