

ADOPTION HANDBOOK

for Adoption Applicants



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Feature Story

01



Mr Adam and Mdm Siti heard that children in state care can benefit from adoption.

02



They obtained a favourable Adoption Suitability Assessment*.

03



They were matched with a 11 month old girl named Hannah.

04



They agreed to the match and were excited to welcome Hannah into their family.

*Renamed from the Home Study Report.

05



They applied to adopt Hannah, with the support of their family and friends.

06



Their adoption was successful!

07



To better prepare Hannah for the day where her adoptive status will be disclosed to her, Mr Adam and Mdm Siti intentionally read to Hannah children's books that contain adoption stories.

08



Mr Adam and Mdm Siti expressed joy over adopting Hannah and described their journey as adoptive parents as a fulfilling and meaningful one.

09



Mr Adam, Mdm Siti, their family and friends, all love Hannah and are happy that she is part of the family!

10



Hannah flourished under Mr Adam and Mdm Siti's care. She enjoys classes and had even become the top student.

What is Adoption and Am I Eligible?

Adoption

The guiding principle behind adoption is the child's welfare. Hence, adoption is about finding a good family for a child. Some children are born to parents who may not be able or willing to care for them. For these children, adoption can help him/her find a loving family who would nurture him or her.

Legal Implications of Adoption

The Adoption of Children Act (ACA) 2022 is the main legislation governing the adoption of children (below 21 years old of age) in Singapore. Adoption applications are heard by the Family Justice Courts (FJC). The FJC may grant an adoption order if it is satisfied that all requirements have been met and if the order is for the child's welfare. An adoption order, if granted:

- ▶ Terminates the legal relationship between a child and his/her biological parents; and
- ▶ Creates a parent-child relationship between the child and his/her adopters; and
- ▶ Transfers all rights and responsibilities in caring for the child to the adopters.



Eligibility to Adopt in Singapore

You may wish to check against the [eligibility checker](#) on MSF website. Before commencing an adoption application, please ensure that you meet the following eligibility criteria.

Residency Status

- ▶ To adopt jointly, you or your spouse must be a Singapore Citizen (SC) OR you must both be Permanent Residents (SG-PR).
- ▶ To adopt solely, you must be a SC or SG-PR.
- ▶ You must be habitually residing in Singapore and have resided in Singapore for at least one year immediately preceding the application for the Adoption Suitability Assessment (ASA).
- ▶ If you are a SG-PR, you must ensure your home country will recognise Singapore's adoption order (if granted) and the adoption will meet your home country's legal and immigration requirements (where relevant).



Marital Status

- ▶ Joint applicants must be married under Singapore laws. If you are married outside of Singapore, the marriage must be recognised under the laws of that country and Singapore.
- ▶ Single males are not allowed to adopt a female child unless there are special circumstances to justify the adoption.
- ▶ If you are married and wish to wish to adopt on your own, you must obtain the consent of your spouse or seek the FJC's dispensation of his/her consent.



Age

- ▶ You must be at least 25 years old and at least 21 years older than the child to be adopted unless there are special circumstances to justify the adoption.



Criminal Antecedents

Persons who committed serious crimes (which are prescribed in the [Adoption of Children Regulations 2023](#)) are **not allowed to adopt, by default**.



Suitability and Readiness to Adopt

As part of the requirements for the ASA and the Guardian-in-Adoption's* investigation, you will be assessed on your suitability and readiness to adopt. Checks include (but are not limited to) the following:



- ▶ Physical health;
- ▶ Mental health;
- ▶ Financial ability to support a child;
- ▶ Caregiving ability; and
- ▶ Suitability of the home environment.

*The GIA has the general duty of safeguarding the welfare of any child for whom an adoptive parent is sought, including a child before the court.



Requirements to Adopt a Child from the People's Republic of China ("PRC")

There are different requirements for the adoption of a stepchild, relative's child and a child from a social welfare institution in the PRC. Please contact either TOUCH Community Services or Fei Yue Community Services for more information.

Child is from a social welfare institution in the PRC 	Adopting a relative's child 
Age <ul style="list-style-type: none"> ▶ Applicants must be at least 30 years old, and the younger of the applicants should not be more than 55 years old. ▶ Applicants adopting a child with special needs must be between 30 to 55 years old. 	
Marital Status <ul style="list-style-type: none"> ▶ Only married couples who have been married for at least 2 years can adopt jointly. ▶ If either applicant has been divorced previously, the applicants must be married for at least 5 years. ▶ Applicants who have been divorced more than 2 times are not allowed to adopt. 	
Applicant(s)' child(ren) <ul style="list-style-type: none"> ▶ Applicants should not have more than 5 children. Youngest child in the house should reach 3 years old. 	<ul style="list-style-type: none"> ▶ Applicants should be childless in their present marriage, and previous marriage (if any).
Income <ul style="list-style-type: none"> ▶ Applicants' annual household income per capita (including the adopted child) must be at least US\$10,000. The value of the applicants' net assets should be at least US\$80,000. 	
Educational History <ul style="list-style-type: none"> ▶ Applicants must have received education of at least senior high school (equivalent to GCE 'A' Level) or vocational skills training (equivalent to a National ITE Certificate). 	
Medical History <ul style="list-style-type: none"> ▶ Applicants must be physically and mentally fit. 	
Nationality <ul style="list-style-type: none"> ▶ Singapore Citizens only. 	<ul style="list-style-type: none"> ▶ At least one applicant must be a Singapore Citizen. The other applicant must be a Permanent Resident or Employment Pass holder.
Criminal Records <ul style="list-style-type: none"> ▶ Applicants must not have any criminal records for offences such as child abuse, sexual offences, violent offences, and drug or alcohol abuse. 	
Training <ul style="list-style-type: none"> ▶ Applicants are required to undergo at least 12 hours of training from an accredited agency on adoption. 	
Reference Letters <ul style="list-style-type: none"> ▶ Applicants are required to provide at least 3 reference letters from adult children (18 years old and above) from your marriage or teachers of your young children. 	

If you wish to adopt a step child from the PRC, at least one applicant must be a Singapore Citizen. The other applicant must be a PR or Employment Pass holder.

Section

02

Adoption Process at a Glance

Process

Step 1

Attend Mandatory Briefings

Pre-Adoption Briefing (PAB)

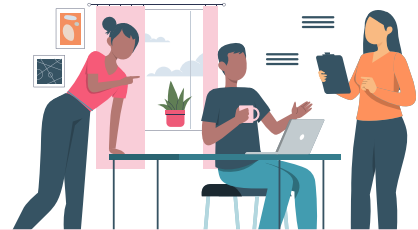
Disclosure Briefing (DB)

Each briefing has a validity period of 3 years.



Step 2

Undergo and obtain a favourable **Adoption Suitability Assessment (ASA)**. A favourable ASA is valid for 2 years. You must make an adoption application within the validity period of the PAB, DB, and ASA, whichever is earlier.



Step 3

Identify a Child to Adopt.



Step 4

Apply for a **Dependant's Pass (if you are adopting a foreign child, i.e. non-Singaporean or non-Permanent Resident)**. A DP is valid for 21 months.



Step 5

Submit Adoption Application to the FJC. You must submit an adoption application within XX.



Step 6

Attend Court Hearing at the FJC and Post-Adoption Services (if required).



Section

03

Mandatory Pre-Adoption Briefing (PAB) and Disclosure Briefing (DB)

Mandatory PAB



2 hour session

conducted by the Authorised Adoption Agencies (AAAs).



Available in 2 languages

English and Mandarin.

After attending the PAB, you will:

- ▶ Understand the adoption process and the eligibility criteria for adoption in Singapore.
- ▶ Understand your rights and responsibilities as an adoptive parent.
- ▶ Understand the needs of an adopted child and how you can parent him/her.
- ▶ Know where you can get support in your parenting journey with the adopted child.

Mandatory DB



2 hour session

conducted by the Authorised Adoption Agencies (AAAs).



Available in 2 languages

English and Mandarin.

After attending the DB, you will:

- ▶ Understand the benefits of disclosing to your child about his/her adoptive status.
- ▶ Understand how to disclose in a child-centric manner.
- ▶ Obtain suitable resources on disclosure for your parenting journey.

Section

04

Adoption Suitability Assessment (ASA)

Adoption Suitability Assessment

- ▶ A detailed social investigation that delves into your history, family circumstances in order to assess you and your spouse's suitability to adopt a child in Singapore.
- ▶ Conducted by professionals from an AAA.
- ▶ Must be completed before you can file an adoption application to the FJC.
- ▶ A favourable ASA is valid for 2 years.

Fees

Adopting a related child (i.e., biological child or step-child)

\$1,100

An additional \$315 will apply if you wish to adopt more than one child concurrently.

Adopting an unrelated child

\$2,000

For the most updated list of AAAs and application details, please refer to the MSF Adoption website. Please note that:

- ▶ You must have resided in Singapore for a continuous period of at least one year prior to applying for an ASA.
- ▶ You are not allowed to use the same ASA for subsequent adoptions even if its validity has not expired.

Section

05

Identification of Child

Who can be adopted?

The Child to be adopted must:

- ▶ Be under 21 years of age*;
- ▶ Have never been married;
- ▶ Be a resident of Singapore (i.e., Singapore Citizen, Singapore Permanent Resident, MSF Dependant's Pass holder).

*Do apply one year before your child turns 21 years old to allow sufficient time to assess your suitability to adopt before the child turns 21.

Types of Adoption

Biological Child

You wish to adopt your child with the intent to formalise your parent-child relationship with him or her.



Stepchild

You wish to formalise the parent-child relationship with your spouse's child.



Relative

You wish to adopt a relative (e.g., niece, nephew).



Unrelated Child

You wish to adopt an unrelated child. You may identify a child through your own contacts. However, you must ensure how the child was sourced, matched, and placed under your care does not contravene the laws of Singapore as well as the laws of the child's country of origin.



Child under State Care

You wish to adopt a child currently under state care, who may have suffered abuse, neglect or have been abandoned. Please inform the professional conducting your ASA that you wish to adopt a child under state care.



Documents Required

When you have identified a child to adopt, you will need to prepare the following documents:

1. Consent of Relevant Persons

You must obtain the consent of every relevant persons, who:

- ▶ is a parent or guardian of the child or protected person;
- ▶ has actual custody of the child or protected person; or
- ▶ is liable to contribute to the support of the child or protected person.



You must make reasonable efforts to obtain the consent of relevant persons. This will reduce the likelihood of the adoption proceedings being contested subsequently.

For the consent to be considered valid, you must ensure that:

- ✓ Relevant persons have read the [prescribed information available on MSF's website](#).
- ✓ Relevant persons provided their consent using the form available at [MSF's website](#).
- ✓ The consent is witnessed by 2 witnesses present at the same time, who are at least 21 years of age.
- ✓ The consent is signed before a solicitor, a commissioner for oaths, a notary public or any person for the time being authorised by law to administer oaths.

Refer to **Section 26 of the ACA 2022** for more information.

Information Provided by Relevant Persons

For the adoption of an unrelated child, the biological parents or relevant person(s) must also provide:

- ✔ Their contact details.
- ✔ An explanation of how and when they approached the agency/agent/adoptive parents.
- ✔ Reasons for placing the child for adoption.
- ✔ Details of payments received in the course of the transfer of the child. Refer to point 3 'Itemised breakdown of costs involved' for more details.
- ✔ Information on whether they have placed other biological children for adoption.
- ✔ Confirmation that they will remain contactable during the social investigation.
- ✔ Consent for the collection, use and disclosure of their personal data.



If unable to obtain the consent of the relevant person(s), you must explain the reason through an affidavit. The affidavit should detail efforts made to locate the relevant persons such as through the following channels:

- ▶ Social media;
- ▶ Friends;
- ▶ Family members;
- ▶ Last place of residence;
- ▶ Other possible means (e.g., newspaper advertisement, employers, neighbours).

You may wish to seek legal assistance if you need help with the preparation of the consent and affidavit. You may wish to visit [The Law Society of Singapore](#) which has a listing of qualified lawyers.



2. All Official Identification Documents of the Child

You must obtain and ensure that all original documents regarding the child's identity have been verified as authentic. These documents include:

- ▶ Birth Certificate of child (Original & Translated to English, where applicable).
- ▶ Passport of child (all pages).



3. Itemised Breakdown of Costs Involved (if any) in the Transfer of the Child

Only payments permitted under the ACA Regulations and Court-sanctioned payments by the FJC are permitted in the adoption application. If you have incurred costs during the transfer of the child, you must provide a detailed cost breakdown of the amount with documentary proof of original receipts, contracts, and/or agreements for all payments.

Please include the following information:

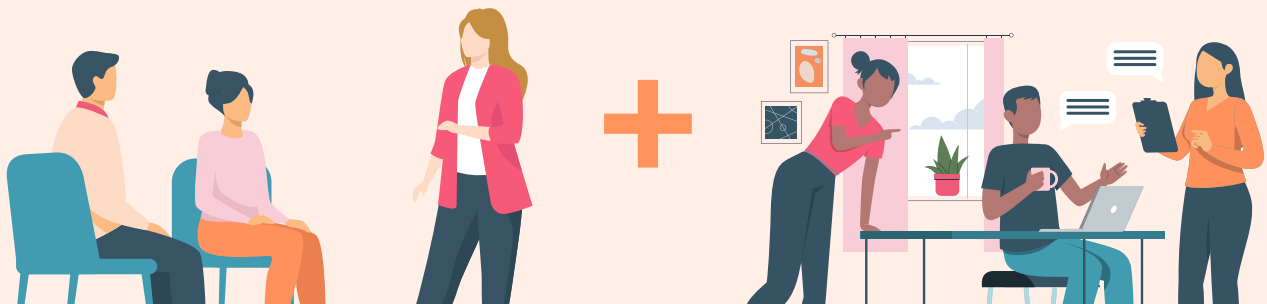
- ▶ Published rates by the adoption agency/agent for the adoption application.
- ▶ List of all items or services included under each acceptable payment category (see Page 11).
- ▶ Payment made for each item/service.
- ▶ Justification for how the amount was decided.
- ▶ Documentary proof/official receipts for all the listed items.
- ▶ Provide justification(s) such as an official quotation or published rates if the amount is based on estimates.



Please refer to the list below for permitted payment categories under section 55(2) of the ACA 2022:

Any payment to an authorised adoption agency for any one or more of the following adoption-related services:

- ▶ PAB;
- ▶ DB;
- ▶ Any assessment by the AAA for the purposes of preparing an ASA.



Any payment to defray —

- ▶ Any cost related to the necessary care of a biological mother and her child provided in connection with, and before or after, the delivery of the child;
- ▶ Any medical expenses incurred for the delivery of the child;
- ▶ The cost of satisfying the subsistence needs of the child, including any medical expenses incurred for medical services rendered to the child;
- ▶ The cost of any caregiver engaged to care for the child;
- ▶ The cost of any medical assessment of any of the following persons:
 - ▷ Any person who desires to adopt a child;
 - ▷ Any biological parent of the child;
 - ▷ The child;
- ▶ Any traveling expenses or cost of accommodation incurred for the transfer of the physical custody of the child to a person who desires to adopt a child; or
- ▶ Any administration, legal or application fees incurred (whether in or outside Singapore) in the course of obtaining immigration facilities, registering or re-registering the child's birth or obtaining an adoption order (whether in or outside Singapore) in respect of the child.



Any other payment or other reward that may be prescribed by the regulations.

You must seek the GIA's approval to make any payments outside the permitted categories. It is an offence to make payments for services outside of the permitted categories.

Dependant's Pass (DP)

The Dependant's Pass (DP) is an immigration pass issued to a foreign child by the Controller of Immigration for the purposes of adoption upon an application by the potential adopter. The DP authorises or permits the child to remain in Singapore until the adoption proceedings has been completed.

A foreign unrelated child can only be placed under your care after obtaining an In-Principle Approval (IPA) letter for the DP from MSF. Any person who contravenes this shall be guilty of an offence and shall be liable on conviction (see Section 10, pages 18-19).

Validity and Fees Involved for a DP

Validity

21 months

Cost

- ▶ \$330 for application and processing fees.
- ▶ \$30 for visa (for child to enter Singapore, if applicable).

DP Application

Step 1

When [applying for a DP](#), submit all required documents on the MSF website. Incomplete applications will not be processed.



Step 2

You will receive an acknowledgement receipt and MSF may contact you if required.



Step 3

Your application will be processed within 20 working days **upon complete submission of documents**.



Step 4

MSF will notify you in writing (via email) of the outcome of the DP application.



Step 5

If the DP application is successful, an IPA letter will be issued to you within the same email with the payment amount and method within.

Please indicate your child's full name and FIN number in the comments during payment and send a screenshot of the completed payment to <https://go.gov.sg/adoptionenquiries> so that we can verify your transaction.



Step 6

You will be instructed to submit the relevant forms (e.g., acknowledgment form, immigration forms). Upon successful submission, an e-DP will be issued.

You will receive an email notification to retrieve the child's electronic DP. If you do not receive the email notification within 2 weeks, please contact <https://go.gov.sg/adoptionenquiries> for assistance.



You must apply to adopt the Child in the FJC within 3 weeks from the date of issuance of the e-DP.

DP Extension

- ▶ The DP will only be renewed for valid reasons. If an extension is required, please [apply to MSF](#) to extend your DP at least 1 month prior to the expiry date.
- ▶ Each extension is valid for 6 months.
- ▶ Please approach ICA immediately if your child's DP has expired.

All DP extension applications will be processed within 20 working days, **upon complete submission of documents.**

Under the Immigration Act, **it is an offence to overstay after the expiry/termination of an immigration pass, including the DP.** To avoid the risk of overstaying, please apply for and obtain the appropriate immigration pass before the expiry/termination of your child's DP.

If the FJC does not make the adoption order, you are required to contact MSF at <https://go.gov.sg/adoptionenquiries> to return the child's physical DP or cancel the child's electronic DP. You are required to undertake the necessary arrangements at your own cost.



Section

07

Adoption Application to the FJC

Once the DP has been issued, please file the adoption application with the FJC through a lawyer or as a litigant-in-person (if you do not wish to engage a lawyer and intend to self-represent).

If you are applying to the FJC through a lawyer, please check with your lawyer for more information on how to submit an adoption application to the FJC. If you are applying as a litigant-in-person (if you wish to self-represent), you may approach CrimsonLogic (to see Section 11 for relevant link) for more information.

The GIA has the duty to safeguard the welfare of the child being considered for adoption. The GIA will appoint an assessor from an AAA as well as an officer from MSF to conduct a social investigation regarding your family and the child's status and circumstances.



You are required to cooperate with the appointed assessor or MSF officer and provide the information requested. They may also require you to attend interviews at the MSF's office or any other premises and conduct home visits to assess your home environment.



Upon completion of the social investigation, the GIA will prepare an affidavit with its recommendations for submission to the FJC.



Court Hearing at the FJC & Post-Adoption

Attendance for Court Hearing(s) at the FJC

You are required by the FJC to attend at least one hearing before the GIA completes its investigations. You or your lawyer must be present during the Court hearing of the case.

Any issues relating to the application will be highlighted during the hearing(s). You may be required to amend any errors in the application, file further affidavits, or provide further documents in support of your application. If the consent of relevant persons cannot be obtained and their consent is not dispensed with, you will be required to serve the application on these relevant persons. They may be required to attend the hearing(s). The GIA or Director-General of Social Welfare may also be required to attend in some circumstances.

After the GIA's social investigations have been completed and the affidavit has been filed, the FJC may choose to make a decision or adjourn the case, pending further information on the adoption application, at the hearing. The number of hearings an applicant is required to attend will depend on the number of issues to be addressed. The FJC will usually fix a Court hearing within a month of the filing of the GIA's affidavit. You may refer to the [FJC's website](#) for more information.



✓ If an Adoption Order is Granted

Once the FJC has made its decision on the adoption application, the DP cannot be extended. You will need to approach ICA for a valid immigration pass before your child's current DP expires.

If required, the FJC may also order your family to receive post-adoption services (e.g., counselling, mediation).

ICA will be informed by the FJC so that a new Birth Certificate for the child can be issued. You or your lawyer will receive a letter from ICA to collect the Birth Certificate. You will have to apply separately to ICA if you intend to apply for long term immigration facilities (e.g., Singapore Citizenship or Permanent Residency) for the child.

✗ If an Adoption Order is Not Granted

If the FJC dismisses your adoption application, you are required to undertake the necessary arrangements to return the child to his/her family at your own cost (if applicable).

Post-Adoption Matters

Immigration & Citizenship Matters (Post-Adoption Order)

Immigration & Citizenship matters are overseen by Immigration & Checkpoint Authorities (ICA). Please approach ICA should you require more information.

Student's Pass

- ▶ If your child is currently attending school or has enrolled into a school in Singapore, you can apply to ICA for a Student's Pass (STP) for your child.
- ▶ Processing time: Up to 2 weeks.
- ▶ You are strongly advised to apply for the STP early to avoid any lapse between the expiry/cancellation of the DP and commencement of the STP.
- ▶ Otherwise, your child may face the risk of being de-registered from school if your child does not hold a valid STP after the expiry/cancellation of the DP.
- ▶ More information on the STP can be found [here](#).



Singapore Citizenship or Permanent Residence

If you wish to apply for Singapore Citizenship or Permanent Residence for your child, you may wish to find out more via the respective links below.

Permanent Residence (PR)

Generally, the processing time for [PR applications](#) may take up to 6 months.

Singapore Citizenship (SC)

Generally, the processing time for [SC applications](#) may take up to 12 months.



Long Term Visit Pass

- ▶ If your child is not attending school but wish to continue staying in Singapore, you may apply for a Long-Term Visit Pass (LTVP).
- ▶ Processing time: Up to 6 weeks.
- ▶ More information on the LTVP can be found [here](#).



Short Term Visit Pass

- ▶ If your child's DP is expiring while awaiting the STP/LTVP application outcome, you must apply for a Short-Term Visit Pass (STVP) for your child to continue staying in Singapore. You should not wait until the DP has expired to do so.
- ▶ Processing time: three working days.
- ▶ More information on the STVP can be found [here](#).



Important Things to Note

Under the Immigration Act, it is an offence to overstay after the expiry/termination of an immigration pass, including the DP. To avoid overstaying, please apply for and obtain the appropriate immigration pass before the expiry/cancellation of your child's DP.

There is a longer processing time for SC and PR applications. You are advised to consider applying for a STP or LTVP while waiting for the outcome of your child's SC/PR application.

If the Court makes an Adoption Order, and the child's new birth certificate issued by ICA reflects a change in name, you should obtain a new foreign travel document (TD) before the expiry of your child's DP. If this new TD cannot be issued before the expiry of your child's DP, you may submit the application for other immigration passes under your child's old TD before the expiry of the DP.

For further enquiries on SC, PR, LTVP, STP and STVP applications, you can contact ICA via their hotline (**6391 6100**) or [website](#).

Provisions for the Muslim Adoptive Child

If you are a Muslim wishing to adopt, the Islamic law states that an adopted child does not get a share in his/her adoptive parent's estate if a Muslim adopter passes away. A Muslim adoptive parent who wishes to provide for his or her adoptive Muslim child after his or her demise may do the following:



- ▶ Give the child a gift in his or her lifetime;



- ▶ Make a Will (can bequeath up to one-third share of his estate under his Will);



- ▶ Make a CPF nomination;



- ▶ Buy relevant insurance policy and include the child as a nominee;



- ▶ Provide property held in joint-tenancy or tenancy-in-common, etc.

Post-Adoption Services

Court-Ordered Services

Upon the application of the GIA, as per Section 45 of the ACA 2022, the Court may order you, any relevant person of the child and/or the child to participate in mediation, counselling, psychotherapy or any other assessment, programme, or treatment.

You may be required to enter a bond to comply with the order.

Parenting Resources

[Families For Life Parenting \(FFLP\)](#) provides comprehensive parenting resources to support families in raising happy and healthy children. FFLP has evidence-based articles, videos, tipsheets and activities on topics ranging from child development, child health and learning to positive parenting techniques and family bonding etc.

Other Services Within the Community

If you require further assistance, you may wish to contact your nearest [Social Service Agency](#).

Offences prescribed under the Adoption of Children Act (ACA) 2022

We draw your attention to the following offences under the ACA 2022, and that these offences apply during and after adoption process.

Relevant Sections in the ACA 2022	Nature of Offence	Penalty
43(5)	Failure to comply with order for removal of child upon unsuccessful adoption application.	Imprisonment for a term not exceeding 3 years or fine not exceeding \$10,000 or both. For repeat offender: Imprisonment for a term not exceeding 6 years or fine not exceeding \$20,000 or both.
48(4)	Publication or broadcast of information or pictures of children involved in adoption proceedings.	Fine not exceeding \$5,000. For repeat offender: Fine not exceeding \$10,000.
51(4), 51(5)	Publication or broadcast of information or pictures of children for adoption, etc.	Fine not exceeding \$5,000. For repeat offender: Fine not exceeding \$10,000.
54(4)	Adoption agency not publishing amounts to be paid to or through them, or requiring persons to pay amounts not published.	Imprisonment for a term not exceeding 12 months or fine not exceeding \$5,000 or both. For repeat offender: Imprisonment for a term not exceeding 12 months or fine not exceeding \$10,000 or both.
55(3)	Making, giving, receiving or agreeing to make, give or receive payments or rewards not permitted.	Imprisonment for a term not exceeding 3 years or fine not exceeding \$10,000 or both. For repeat offender: Imprisonment for a term not exceeding 6 years or fine not exceeding \$20,000 or both.
56(2)	Use of fraud, duress, undue influence or other improper means to obtain consent to adoption, etc.	Imprisonment for a term not exceeding 3 years or fine not exceeding \$10,000 or both. For repeat offender: Imprisonment for a term not exceeding 6 years or fine not exceeding \$20,000 or both.
57(5)	Applicants residing or spending time with a child for whom an adoptive parent is sought, when they have not obtained a favourable Adoption Suitability Assessment (ASA) and (for foreign children) in-principle approval for a Dependant's Pass.	Imprisonment for a term not exceeding 3 years or fine not exceeding \$10,000 or both. For repeat offender: Imprisonment for a term not exceeding 6 years or fine not exceeding \$20,000 or both.
57(10)	Failure to comply with a court order to deliver the child to the physical custody of a suitable person in a case of premature placement.	Imprisonment for a term not exceeding 3 years or fine not exceeding \$10,000 or both. For repeat offender: Imprisonment for a term not exceeding 6 years or fine not exceeding \$20,000 or both.

Relevant Sections in the ACA 2022	Nature of Offence	Penalty
59	Providing false information, etc., in connection with ASA or Guardian-in-Adoption's affidavit.	Imprisonment for a term not exceeding 12 months or fine not exceeding \$5,000 or both. For repeat offender: Imprisonment for a term not exceeding 12 months or fine not exceeding \$10,000 or both.
60	Failing to report offences to the Guardian-in-Adoption.	Imprisonment for a term not exceeding 12 months or fine not exceeding \$5,000 or both. For repeat offender: Imprisonment for a term not exceeding 12 months or fine not exceeding \$10,000 or both.
64	Obstructing the Guardian-in-Adoption or an authorised officer conducting investigations into suspected ACA offences.	Imprisonment for a term not exceeding 12 months or fine not exceeding \$5,000 or both. For repeat offender: Imprisonment for a term not exceeding 12 months or fine not exceeding \$10,000 or both.
65	Providing false information etc to the Guardian-in-Adoption or an authorised officer exercising enforcement powers.	Imprisonment for a term not exceeding 12 months or fine not exceeding \$5,000 or both. For repeat offender: Imprisonment for a term not exceeding 12 months or fine not exceeding \$10,000 or both.

Personal Data Matters

To reduce multiple collection of information and to ensure an accurate assessment of your eligibility and suitability to adopt a child and the child's eligibility for adoption and/or other processes, the Guardian-in-Adoption (GIA), Singapore Public Agencies and Relevant Organisations may collect, use, or disclose your, your household members', your family's and the child-to-be-adopted's (if applicable) personal information.

Such collection, use or disclosure of personal information may be for any of the purposes stated in the Information Sharing Consent Form that you will sign*.

Do also note that under the Adoption of Children Act (ACA) 2022, the GIA may direct you to submit any relevant information or document, for the purpose of the GIA conducting an investigation on an adoption application. Further, an Authorised Adoption Agency,

any Government department, any statutory body, any authorised officer, any police officer, and/or any other body or person that may be prescribed by the regulations may disclose relevant information to the GIA, and vice-versa, for the purpose of carrying out any function or duty under the ACA or any written law. You may refer to s 29 and s 71 of the ACA for more information.

In addition to the Personal Data Protection Act 2012, there are strict policies, processes, and safeguards in place to ensure the proper use and protection of personal data, including (but not limited to):

- ▶ Restricted access to personal data;
- ▶ Secure storage of personal data; and
- ▶ Regular audit of data management.

You may write in to <https://go.gov.sg/adoptionenquiries> if you have any queries regarding the collection, use or disclosure of your personal information.

* (a) to assess your eligibility and suitability to adopt a child, 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 your, the Child, your Household Members, and/or your Family's identity and relationship;

(d) to contact and/or refer you and/or the Child to participate in the Services or Scheme;

(e) to determine your and/or the Child's eligibility for the Services or Scheme;

(f) to provide you, your Household Members, and/or your Family, and/or the Child with the Services or Scheme;

(g) for data analysis, evaluation and policy-making; and

(h) to contact you, your Household Members, and/or your Family and/or the Child to participate in relevant research studies, if applicable.



In collaboration with the Family Justice Courts and
Immigration & Checkpoints Authority.

MSF develops the "heartware" for Singapore through our policies,
community infrastructure, programmes and services. Our mission is to
nurture resilient individuals, strong families, and a caring society.

APKIM Center For Social Services (ACOSS)

Email: info@apkim.com
Telephone: 6295 1011
Website: www.apkim.sg

Fei Yue Community Services

Email: adoption@fyfcs.org
Telephone: 6416 2188
Website: www.fyfcs.org

Lutheran Community Care Services

Email: adoption@lccs.org.sg
Telephone: 6441 3906
Website: www.lccs.org.sg

TOUCH Community Services

Email: adoption@touch.org.sg
Telephone: 6709 8425
Website: www.touch.org.sg

MSF Adoption

Email: <https://go.gov.sg/adoptionenquiries>
Telephone: 1800 111 2222
Website: [https://www.msf.gov.sg/
what-we-do/adoption/home](https://www.msf.gov.sg/what-we-do/adoption/home)

Family Justice Courts (FJC)

Website: [www.judiciary.gov.sg/
family/file-adoption-order](http://www.judiciary.gov.sg/family/file-adoption-order)

**FJC – Filing via eLit through a lawyer or
as a litigant-in-person through CrimsonLogic**

Website: [www.judiciary.gov.sg/
services/elitigation](http://www.judiciary.gov.sg/services/elitigation)

Legal Aid Bureau (LAB)

Telephone: 1800 325 1424
Website: www.lab.gov.sg

Immigration and Checkpoints Authority (ICA)

Telephone: 6391 6100
Website: www.ica.gov.sg/contact-us