

Conditions for associations authorized under the Intercountry Adoption Intermediation Act (1997:192)

Name of the association

The name of the association, both in Swedish and in translation, shall indicate that the association is an adoption association.

Competence

The association shall be directed and staffed by persons qualified by their ethical standards and by training or experience to work in the field of intercountry adoption.

Information

The association shall supply information clearly showing how an adoption is carried through with assistance from the association and the rules pertaining to a person applying for intercountry adoption intermediation through the association. The information shall include particulars of the association's fees charged to the applicants (adoption fee, membership fee, application fee/register fee etc.) and also estimated costs of travel, living etc. for the applicants.

Register

The association shall keep a register of persons applying for intercountry adoption intermediation.

The applicants shall be registered at specific and comparable points of time, for example in the order in which the applications or, where relevant, the application fees are received by the association.

The register shall be kept in such a way as to be inaccessible to unauthorized persons.

Documentation

The association shall satisfy the following in its documentation of the intermediation work.

- The documentation of the intermediation work shall be done by arranging and keeping of drawn up and received documents.
- All the handling of matters concerning individuals shall be documented. Also particulars not directly concerning an individual adoption matter, for example particulars about the intermediation contact an association has in a certain country, shall be documented.
- The documentation shall comprise sufficient, essential and correct information and also information about who has made a specific note and when the note was made.
- Documentation about each country shall be collected separately and should be dispensed respectively between the intermediation contacts.
- Particulars belonging to each intermediation matter shall be documented and collected separately.
- The documents shall be kept in such a way so that unauthorized persons may not have access to them.

Charges from the applicants

In connection with the association's decision about intermediation, the association can invoice, at the most, half of the estimated adoption fee. The remaining amount may be invoiced, at the earliest, when the applicants have accepted to adopt a specific child.

Decisions concerning intercountry adoption intermediation

The association may intermediate adoption only for persons who have obtained permission under Chap. 6 Section 12 of the Social Services Act (2001:453) to receive a foreign child into their home with a view to adoption.

The association shall communicate its decision concerning adoption intermediation to the applicants.

If the association has decided to refuse adoption intermediation in a particular case, the applicants shall be informed of their possibility of having the decision reviewed by MIA.

The adoption procedure

As soon as a certain child has been proposed for adoption, the association shall inform the applicants to this effect and supply them with the supportive documentation needed in order for them to decide their standpoint and in order for the social welfare committee to be able to consider whether the adoption procedure shall be allowed to continue.

The association is responsible for the applicants receiving the requisite documents from abroad in order to be able where appropriate to complete the adoption in Sweden.

The association shall call upon the applicants to complete the adoption at the earliest possible opportunity and inform the child's country of origin of the completion of the adoption.

The association shall ensure that reports concerning the child's development are sent to the relevant agencies to the extent prescribed by the authorities in the country of origin or otherwise agreed on.

Co-operation with other countries

New contacts in a country for which the association is authorized shall be notified to MIA.

The association shall consult with MIA before entering into a written agreement with an intermediation contact abroad.

The association shall co-operate with any other association authorized for the same country.

Accounting and reporting

The association's financial year shall coincide with the calendar year.

For the auditing of the association's accounts, the association shall engage a public accountant approved or authorized by the Supervisory Board of Public Accountants.

Before the 1st of June every year the association shall send to MIA

- an annual statement of account including an annual report
- the minutes of the annual meeting
- a report about each country

The annual statement of account shall conform to MIA's guidelines for financial reporting (see appendix).

The association shall supply monthly particulars to MIA of the children who have arrived in Sweden through its intermediation.

The association's planned developing co-operation, aid or any other kind of support to a receiving part abroad shall, before it is commenced, be notified to MIA on the form "Notification of developing co-operation, aid and support abroad".

These conditions were adopted by the Swedish Intercountry Adoptions Authority, MIA, on the 14th of April 2011 and are to be appended to awards of authorization as stipulated in Section 7 of the Intercountry Adoption Intermediation Act (1997:192). These conditions replace the conditions that were adopted on the 4th of June 2007 by MIA. The conditions adopted on the 4th of June 2007, however, continue to be valid for authorizations that have already been approved, but only until those authorizations have been withdrawn or the period of authorization has expired.

Appendix: "Guidelines for financial reporting" (*The appendix is not included here*)