

FORMAT OF CERTIFICATE TO BE ISSUED BY THE DISTRICT EDUCATION OFFICER IN RESPECT OF SCHOOLS SEEKING AFFILIATION WITH THE CENTRAL BOARD OF SECONDARY EDUCATION

(In accordance with **School Safety Policy, 2016** issued by NDMA, **Manual on Safety and Security of the Children in Schools** developed by NCPCR and the **National Building Code**)

PART – A

(This part is to be filled-up by the school and to be produced before the District Education Officer along with all supporting documents and certificates in original)

GENERAL INFORMATION

1	Name of the School: (Name should be exactly as per NOC and recognition certificate)	
2	Address of the School	
3	U-DISE code allotted to the school	
4	Name and address of the Trust/Society/Company (under Section-8) running the school	
5	Is the Trust/Society/Company duly registered with the competent registering authority and the registration is valid as on date?	
6	Proposed affiliation with CBSE for:	
7	Location of School:	
8	Is the School already affiliated to any board for Class –X or XII examination?	
9	Standard/level/class up to which the school is running:	

(Signature of Principal)**(Signature of D.E.O)**

INFORMATION REGARDING NOC AND RECOGNITION CERTIFICATE		
10	Has the School obtained No Objection Certificate from the State Government for affiliation with CBSE	
11	Number of NOC and date of issue	
12	Has the school obtained Recognition Certificate from the State Government from Class 1 to 8 th ?	
13	Number of Recognition Certificate from class 1 to 8 th and the date of issue:	
INFORMATION REGARDING LAND DETAILS AND OWNERSHIP		
14	Is the School Situated in a Single Contiguous Plot of land bounded on all sides by Pucca Boundary wall?	
15	Are both the School and Play Ground situated in single compound bounded by a single continuous boundary wall from all sides?	
16	Total Area(in square meters) in respect of 14 and 15 above on which the school is situated:	
17	The land is in the Possession of the School/Trust/Society/Company legally by a way of:	
18	Name of the Owner/Lessee of the land in respect of point -16 above:	
19	In Case the land is in the possession of the society/School by way of lease as per the State Government norms, the period of the lease:	
20	Is any public road, canal or thorough-fare, IIT line etc, passing through the land in respect of point-16 above?	
INFORMATION REGARDING ESSENTIAL SAFETY REQUIREMENTS		
21	Has the School been inspected by the Government engineer the school building been found structurally safe for running a school?	
21(a)	If yes the sat of inspection:	
22	Has the school been inspected by the officer of Government Fire Department and the school building been declared safe for school from the point of view of fire safety?	
22(a)	If yes the date of last inspection:	
23	Has the School compound been checked by the Public Health Department and the health and sanitary conditions been found to be satisfactory and the water been found safe for drinking?	
23(a)	If yes the last date of inspection:	
INFORMATION REGARDING THE STAFF		
24	Does the School have well defined Services rules and conditions for its employees as per prevalent norms of appropriate Government?	

(Signature of Principal)

(Signature of D.E.O)

25	Is the School paying salary to the teachers and other employees as the norms of the appropriate Government?	
26	Is the salary to the teachers and other employees of the school being paid through the bank by mode of electronic clearing? (Payment by cheque or cash to the individual id not allowed)	

PART-B

(This part is to be filled-up by the District Education Officer after the verifying all supporting documents and certificates in original and **visiting the school**)

File No.....

Date Of Issuance.....

1	This is to certify that the information above, Provided by the School has been verified on the basis of all supporting documents & certificates and visiting the school and the information has been found correct.	
2	Is the school recommended for affiliation? (Please ensure that the school fulfils the requirements also as per details given in Appendix along with point nos 1-26)	
3	Recommended for the Middle Class Syllabus/Secondary/Senior Secondary to CBSE?	

Signature

(Name and Stamp of Issuing DEO)
DISTRICT EDUCATION OFFICER/EQUIVALENT OFFICE
FROM EDUCATION ADMINISTRATION AT DISTRICT LEVEL
NAME OF DISTRICT _____

Counter Signature

(Name, Designation and Stamp)
DISTRICT COLLECTOR/DEPUTY COMMISSIOR (or his authorized representative*)

NAME OF DISTRICT _____

(*Not Below the rank of Group-A Gazetted Officer)

(Signature of Principal)**(Signature of D.E.O)**

PART-C			
DISTRICT EDUCATION OFFICER SHALL PUT A TICK MARK AGAINST THE COLUMN UNDER WHICH THE SCHOOL IS FULFILLING THE LAND CRITERIA			
	Name Of School	Total land area in lawful possession of School:	
SN	LOCATION OF SCHOOL	LAND REQUIREMENT	PLEASE TICK THE CONCERNED COLUMN
1	Any Where in India	Minimum 6000 Square Meters	
2	In municipal limits of cities with a population Exceeding 15 Lacks.	Minimum 4000 Square Meters	
3	In Hilly areas prescribed by the planning commissions (NITI Aayog).	Minimum 4000 Square Meters	
4	In Municipal limits of the State Capital Cities	Minimum 4000 Square Meters	
5	In the North Eastern States	Minimum 4000 Square Meters	
6	In the State of Jammu and Kashmir	Minimum 4000 Square Meters	
7	In Municipal Limits of Ghaziabad, NOIDA, Faridabad And Gurugram cities	Minimum 4000 Square Meters	
8	In the Municipal limits of Panchkula and Mohali/SAS nagar	Minimum 4000 Square Meters	
9	In the Municipal Limits class-X cities (Ahemdabad, Bengaluru, Hyderabad, Pune).Or on the Hill stations. (For Secondary Level)	Minimum 2000 Square Meters	
10	In the Municipal Limits class-X cities (Ahemdabad, Bengaluru, Hyderabad, Pune).Or on the Hill stations. (For senior Secondary Level)	Minimum 3000 Square Meters	
11	In the Municipal Limits of Chennai, Delhi, Kolkata, Mumbai Or the state of Arunachal Pradesh Or the State of Sikkim Or the Islands (For Secondary Level)	Minimum 1600 Square Meters	
12	In the Municipal Limits of Chennai, Delhi, Kolkata, Mumbai Or the state of Arunachal Pradesh Or the State of Sikkim Or the Islands (For Senior Secondary Level)	Minimum 2400 Square Meters	

Signature

(Name and Stamp of Issuing DEO)

DISTRICT EDUCATION OFFICER/NAME OF DISTRICT

(Signature of Principal)**(Signature of D.E.O)**