

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

(In accordance with the **School Safety Policy, 2016** issued by the NDMA, **Manual on Safety and Security of 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.	Affiliation Number allotted by CBSE to the school	
2.	Name of the school as per affiliation letter of CBSE	
3.	Address of the school	
4.	Standard/Class/Level up to which the school is running	
5.	Is the name and address of the school in CBSE affiliation letter and State NOC/ Recognition/U-DISE same exactly the same.	
6.	U-DISE Code allotted to the school	
7.	Name & Address of the Trust/Society/ Company (under Section-8) running the school	
8.	Is the Trust/Society/Company duly registered with the Competent registering authority and the registration is valid as on date?	
9.	Purpose of present application	
10.	Location of school	

11.	Has the school obtained Recognition Certificate from the State Govt. from Class 1 to 8?	
12.	Number of Recognition Certificate from Class-1 to 8 <sup>th</sup> and date of issue.	
<b>INFORMATION REGARDING LAND DETAILS AND OWNERSHIP</b>		
13.	Is the school situated on a single contiguous plot of land bounded on all sides by a Pucca Boundary Wall?	
14.	Are both the school and the Play Ground situated in a single compound bounded by a single continuous Boundary Wall on all sides?	
15.	Total Area (in Square Meters) in respect of 13 & 14 above on which the school is situated:	
16.	The land is in possession of the school/ Trust/Society/Company legally by way of	
17.	Name of the owner/lessee of the land in respect of Point No.15 above	
18.	In case, the land is in the possession of the Society/ School by way of lease as per State Government norms, the period of the lease	
19.	Is any public road, canal or thoroughfare, HT line etc. passing through the land in respect of point-16 above?	
<b>INFORMATION REGARDING ESSENTIAL SAFETY REQUIREMENTS</b>		
20.	Has the school been inspected by the Government Engineer and the school building been found structurally safe for running a school?	
20(a)	If yes, the date of last inspection	
21.	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?	
21(a)	If yes, the date of last inspection	

22.	Has the school compound been checked by the public health department and the health and sanitary conditions been found satisfactory and the water has been found safe for drinking?	
22(a)	If yes, the date of last inspection	
<b>INFORMATION REGARDING THE STAFF</b>		
23.	Does the school have well defined service rules and conditions for its employees as per prevalent norms of appropriate Government?	
24.	Is the school paying salary to the teachers and other employees as per the norms of the appropriate Government?	
25.	Is the salary to the teachers and other employees paid through the bank by mode of electronic clearing?	
SIGNATURE & STAMP OF MANAGER		SIGNATURE & STAMP OF PRINCIPAL