

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

(In accordance with **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:	1630012
2	Name of the School as per affiliation letter of CBSE:	Our Lady of Fatima Convent Secondary School
3	Address of the School:	Ajit Nagar, Patiala
4	Standard/level/class up to which the school is running:	From Class LKG to Class X
5	Is the name and address of school in CBSE affiliation letter and State NOC/Recognition/U-DISE same exactly the same	YES
6	U-DISE code allotted to the school:	03170514503
7	Name and address of the Trust/Society/ Company(under section-8) running the School as on date	Seraphina Educational Society St. Mary's Convent Clement Town, Dehradun-248002
8	Is the Trust/Society/ Company duly registered with the competent registering authority and the registration is valid as on date?	YES
9	Purpose of present application:	Extension
10	Location of school	In the municipal limits of city having population less than 15 Lakhs


(Signature of Principal)


विद्यालय प्रमुख (D.E.O.)
(Signature of D.E.O.)

APPENDIX-III

10	Has the school obtained Recognition Certificate from the State Government from class-1 to 8 th ?	YES
11	Number of Recognition Certificate from class-1 to 8 th and date of issue:	SSA/2012/Provisional Recognition/0766 Date: 21/06/2019
12	Is the School affiliated to any other board besides CBSE for Class-X or XII examinations?	NO

INFORMATION REGARDING LAND DETAILS AND OWNERSHIP

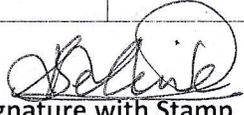
13	Is the school situated on a single contiguous plot of land bounded on all sides by a Pucca Boundary Wall?	School is situated on two Sides with NO Pucca Boundary wall.
14	Are both the School and the Play Ground situated in a single compound bounded by a single continuous Boundary Wall on all sides?	" NO
15	Total area (in square meters) in respect of 13 and 14 above on which the school is situated:	7689 SQ.M.
16	The land is in the possession of the school/ Trust/Society/Company legally by way of:	Sale deed
17	Name of the Owner/Lessee of the land in respect of point-16 above:	The Franciscan Sisters of the Most Blessed Sacrament
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:	N A
19	Is any public road, canal or thorough-fare, HT line etc. passing through the land in respect of point-15 above?	YES 30 feet pocket road between two buildings of the school

INFORMATION REGARDING ESSENTIAL SAFETY REQUIREMENTS

20	Has the school been inspected by the Government engineer and the school building been found structurally safe for running a school?	YES
20(a)	If yes the date of last inspection:	06-06-2019
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?	YES
21(a)	If yes the date of last inspection:	19-05-2019
22	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 has been found safe for drinking?	YES
22(a)	If yes the date of last inspection:	01-03-2018


(Signature of Principal)


(Signature of Officer)

INFORMATION REGARDING THE STAFF		
23	Does the school have well defined service rules and conditions for its employees as per prevalent norms of appropriate Government?	YES
24	Is the school paying salary to the teachers and other employees as per the norms of the appropriate Government?	YES
25	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 individuals is not allowed)	NO
26	Is the school paying EPF to the teachers and other employees as per the norms of the appropriate Government?	YES
 Signature with Stamp (of School Manager) Our Lady of Fatima Convent Sec. School Ajit Nagar, Patiala-147001		 Signature with Stamp (of School Principal) Principal Our Lady of Fatima Convent Secondary School Ajit Nagar, Patiala-147001
PART-B		
(This part is to be filled-up by the District Education Officer after verifying all supporting documents and certificates in original and visiting the school)		
File No. <u>77-4/1(C) 2019/269</u> Date of Issuance <u>2-7-2019</u>		
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 extension/upgradation of affiliation?	YES/NO Extension/Upgradation
		 (Name and Stamp of Issuing DEO) DISTRICT EDUCATION OFFICER/NAME OF DISTRICT
 Manager Our Lady of Fatima Convent Sec. School Ajit Nagar, Patiala-147001		Counter Signature
 Principal Our Lady of Fatima Convent Secondary School Ajit Nagar, Patiala-147001		(Name, Designation and Stamp) DISTRICT COLLECTOR/DEPUTY COMMISSIONER (or his authorised representative*) NAME OF DISTRICT (*Not Below the rank of a Group-A Gazetted Officer)