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APPENDIX - III

**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 NCPDR and the National Building Code)

**PART - A**

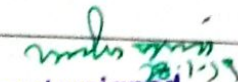
(This part is to be filled-up by the school and to be produced before the District Education Office along with all supporting documents and certificates in original)

**GENERAL INFORMATION**

11.	Affiliation Number allotted by CBSE to the school	1631169
12.	Name of the School as per affiliation letter of CBSE	Sri Hemkunt Sahib Senior Secondary School
13.	Address of the school /*	VPO: Fatehgarh Panjtoor, Teh: Dharamkot Distt: Moga, Punjab - 142 043
14.	Standard/Level/Class up to which the school is running	Senior Secondary (From Nursery to XII Class)
15.	Is the name & address of school in CBSE affiliation letter and State NOC/Recognition/U-DISE same exactly the same.	YES
16.	U-DISE code allotted to the school	03100205207
17.	Name and address of the Trust/Society/Company (under section 8) running the school as on date.	Shree Hemkunt Sahib Educational Trust, Kot Ise Khan, Distt. Moga
18.	Is the Trust/Society/Company duly registered with the competent registering authority and the registration is valid as on date?	YES
19.	Purpose of present application.	Extension
20.	Location of school	Outside the municipal limits of District Moga (Punjab)

  
(Signature of Principal)

Principal  
Sri Hemkunt Sahib Sen. Sec. School  
Fatehgarh Panjtoor (Moga)

  
Countersigned  
Distt. Education Officer (SE)  
Moga  
(Signature of D.E.O.)  
/First/Second/Third Secretary (Education)

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27.	Has the school obtained Recognition Certificate from the State Government from Class-I to 8 ?	YES
28.	Number of Recognition Certificate from Class-I to 8 and date of issue.	RTE/21
29.	Is the school affiliated to any other Board besides CBSE for class X or XII examinations?	NO

**INFORMATION REGARDING LAND DETAILS & OWNERSHIP**

30.	Is the school situated on a single contiguous plot of land bounded on all sides by a Pucca Boundary Wall?	YES
31.	Are both the school and the Play Ground situated in a single compound bounded by a single continuous Boundary Wall on all sides?	YES
32.	Total area (in square meters) in respect of 12 & 13 above on which the school is situated.	6347 SQ. M.
33.	The land is in the possession of the school/Trust/Society/Company Legally by way of.	Lease Deed
34.	Name of the Owner/Lessee of the land in respect of point 15 above.	Shree Hemkunt Sahib Educational Trust, Kot Ise Khan, Distt. Moga
35.	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.	99 Years From 2005 to 2104
36.	Is any public road, canal or thorough-fare, HT line etc., passing through the land in respect of point 14 above?	NO

**INFORMATION REGARDING ESSENTIAL SAFETY REQUIREMENTS**

37.	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	04.04.2018
38.	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	28.03.2018
39.	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	11.07.2018

(Signature of Principal)

*[Signature]*  
Principal  
Sri Hemkunt Sahib Sen. Sec. School  
Fatehgarh Panjtoor (Moga)

**Countersigned**  
**Distt Education Officer (SE)**  
**Moga**

*[Signature]*  
(Signature of D.E.O.  
/First/Second/Third Secretary (Education))

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INFORMATION REGARDING THE STAFF		
40.	Does the school have well defined service rules & conditions for its employees as per prevalent norms of appropriate Government?	YES
41.	Is the school paying salary to the teachers and other employees as per the norms of the appropriate Government?	YES
42.	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)	YES
43.	Is the school paying EPF to the teachers and other employees as per the norms of appropriate Government?	YES
<b>PART - B</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)		
Fill No..... 07 .....		Date of Issuance... 28-1-19 .....
3.	This is to certify that the information above, provided by the school has been verified on the basis of all supporting documents and certificates & visiting the school and the information has been found correct.	
4.	Is the school recommended for extension/upgradation of affiliation?	Yes
		<p><i>(Handwritten Signature)</i> 28-1-19 Countersigned <b>Distt. Education Officer (SE)</b> Moga (Name &amp; Stamp of Issuing DEO) District Education Officer/Name of District First/Second/Third Secretary (Education)/ Name of Embassy</p>
		<p>Counter Signature  (Name, Designation &amp; Stamp) District Collector/Deputy Commissioner (or his authorized representative*) Name of District Deputy Chief of Mission/ Ambassador/ Name of Embassy (*Not Below the rank of a Group-A Gazetted Officer)</p>

(Signature of Principal)

Principal  
Sri Hemkunt Sahib Sen. Sec. School  
Fatehgarh Panjtoor (Moga)

(Signature of D.E.O.)  
/First/Second/Third Secretary (Education)

*(Handwritten Signature)*  
28-1-19  
Countersigned  
**Distt. Education Officer (SE)**  
Moga