

**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 :                                                                             | 1631259                                                                                                                           |
| 2  | Name of the school as per affiliation letter of CBSE :                                                                          | <b>Navneet Public Senior Secondary School</b>                                                                                     |
| 3  | Address of the school :                                                                                                         | Village Narmana, Tehsil Nabha, District Patiala (Punjab)-147201                                                                   |
| 4  | Standard/level/class upto which the school is running :                                                                         | Senior Secondary Level                                                                                                            |
| 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 :                                                                                            | 03170411803                                                                                                                       |
| 7  | Name and address of the Trust/Society/Company (under section-8) running the school as on date                                   | Shri Guru Teg Bahadur Charitable and Educational Society, Village Narmana Tehsil Nabha, District Patiala (Punjab)                 |
| 8  | Is the Trust/Society/Company duly registered with the competent registering authority and the registration is valid as on date? | YES vide Registration No. DIC/PTA/2582 of 2006-07 dated 25.01.2007                                                                |
| 9  | Purpose of present application :                                                                                                | Extension of Affiliation                                                                                                          |
| 10 | Location of the school :                                                                                                        | The school is located at Village Narmana, Tehsil Nabha, District Patiala (Punjab) i.e. outside Municipal limits of Nabha city.    |
| 10 | Has the school obtained Recognition Certificate from the State Government from class-1 to 8 <sup>th</sup> ?                     | Yes                                                                                                                               |
| 11 | Number of Recognition Certificate from class-1 to 8 <sup>th</sup> and date of issue :                                           | Recognition No. SSA/2020/RTE/PROVISIONAL RECOGNITION/0041 vide Letter No. SSA/RTE/2020/ 2413188 Dated 29.09.2020 upto 31.03.2023. |
| 12 | Is the School affiliated to any other board besides CBSE for Class-X or XII examinations?                                       | No, school is now affiliated to CBSE only upto Senior Secondary Classes.                                                          |

**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?                        | Yes                                                                                                                                                                                                                                                                                                                                                                                                                 |
| 14 | Are both the school and the Play Ground situated in a single compound bounded by a single continuous Boundary Wall on all sides? | Yes                                                                                                                                                                                                                                                                                                                                                                                                                 |
| 15 | Total area (in square meters) in respect of 13 and 14 above on which the school is situated:                                     | 2.08 Acres or 8417.461312 Sq.mtr                                                                                                                                                                                                                                                                                                                                                                                    |
| 16 | The land is in the possession of the school/Trust/Society/Company legally by way of :                                            | Land is in the possession of the society by way of Regd. Land Lease Deed(s) bearing lease deed no. 2300 Book No.1 Cover No.2764 dated 24.09.2007, lease deed no. 5420 Book No.1 Cover No.0 dated 21.03.2013 and lease deed no. lease deed no. 864 Book No.1 dated 14.06.2017 for a period of 30 years, 99 years and 30 years respectively registered in the office of Sub-Registrar, Nabha, Distt. Patiala (Punjab) |

*Gaitari Devi*

Principal

Principal,  
Navneet Public Sen. Sec. School,  
NARMANA (Nabha).

*Harinder Kumar*  
District Education Officer (S.E.)  
Patiala  
Signature of D.E.O.

*Gaitari Devi*

Principal,  
Navneet Public Sen. Sec. School,  
NARMANA (Nabha).

*Sukhwinder Singh*  
Manager-cum-Gen. Secretary  
Navneet Public Sr. Sec. School  
NARMANA (Patiala)

|                                                                                                                                                                                                                                                                                                  |                                                                                                                                                                                                                       |                                                                                                                                                                                                                      |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 17                                                                                                                                                                                                                                                                                               | Name of the Owner/Lessee of the land in respect of point-15 above:                                                                                                                                                    | Shri Guru Teg Bahadur Charitable and Educational Society, Village Narmana, Tehsil Nabha, District Patiala (Punjab)                                                                                                   |
| 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 :                                                                                  | On lease for 30 years & 99 years respectively                                                                                                                                                                        |
| 19                                                                                                                                                                                                                                                                                               | Is any public road, canal or thorough-fare, HT line etc. passing through the land in respect of point-14 above?                                                                                                       | No                                                                                                                                                                                                                   |
| <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?                                                                                   | Yes, by Executive Engineer, Panchayati Raj Lok Nirman Division, Patiala vide Certificate No.6510 Dt.18.09.2020                                                                                                       |
| 20(a)                                                                                                                                                                                                                                                                                            | If yes the date of last inspection :                                                                                                                                                                                  | 18.09.2020                                                                                                                                                                                                           |
| 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 by the Fire Safety Officer, Nabha vide Fire Safety Certificate bearing No.18912 dated 14.09.2020.                                                                                                                |
| 21(a)                                                                                                                                                                                                                                                                                            | If yes the date of last inspection :                                                                                                                                                                                  | 11.09.2020                                                                                                                                                                                                           |
| 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, by Asstt. Health Officer O/o Civil Surgeon, Patiala, Distt. vide Certificate No.260 Dt.02.12.2020.                                                                                                              |
| 22(a)                                                                                                                                                                                                                                                                                            | If yes the date of last inspection :                                                                                                                                                                                  | 09.11.2020                                                                                                                                                                                                           |
| <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?                                                                                    | 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)                             | Yes, transferred through Bank by ECS mode.                                                                                                                                                                           |
| 26                                                                                                                                                                                                                                                                                               | Is the school paying EPF to the teachers and other employees as per the norms of the appropriate Government?                                                                                                          | Yes, vide EPF account no. PBCHD11392116000 and doing regular deduction of EPF by following provisions of the EPF department                                                                                          |
| <p style="text-align: center;"> <i>Sukhwinder Singh</i><br/> <b>Manager-cum-Gen. Secretary</b><br/> <b>Navneet Public Sr. Sec. School</b><br/> <b>NARMANA (Patiala)</b><br/>         Signature with Stamp<br/>         (of School Manager/Chairman)       </p>                                   |                                                                                                                                                                                                                       | <p style="text-align: center;"> <i>Haitai Devi</i><br/> <b>Principal,</b><br/> <b>Navneet Public Sen. Sec. School,</b><br/> <b>NARMANA (Nabha).</b><br/>         Signature of School Principal with Stamp       </p> |
| <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)                                                                                                                                   |                                                                                                                                                                                                                       |                                                                                                                                                                                                                      |
| File No. — <u>9-41(C) 2020/547</u>                                                                                                                                                                                                                                                               |                                                                                                                                                                                                                       | Date of issuance — <u>18/12/2020</u>                                                                                                                                                                                 |
| 1                                                                                                                                                                                                                                                                                                | This is to certify that the information above, provided by the School has been verified on the basis of all supporting documents and certificates and visiting the school and the information has been found correct. |                                                                                                                                                                                                                      |
| 2                                                                                                                                                                                                                                                                                                | Is the school recommended for extension/ upgradation of affiliation?                                                                                                                                                  | Yes, recommended for extension of affiliation.                                                                                                                                                                       |
| <p> <i>Haitai Devi</i><br/> <b>District Education Officer (S.E.)</b><br/>         Signature<br/>         (Name and Stamp of Issuing DEO)<br/> <b>DISTRICT EDUCATION OFFICER/EQUIVALENT OFFICER</b><br/> <b>FROM EDUCATION ADMINISTRATION AT DISTRICT LEVEL</b><br/> <b>NAME OF DISTRICT</b> </p> |                                                                                                                                                                                                                       |                                                                                                                                                                                                                      |
| <p> <b>Counter Signature</b><br/>         (Name, Designation and Stamp)<br/> <b>DISTRICT COLLECTOR/DEPUTY COMMISSIONER</b><br/>         (or his authorized representative*)<br/> <b>NAME OF DISTRICT</b><br/>         (*Not Below the rank of a Group-A Gazetted Officer)       </p>             |                                                                                                                                                                                                                       |                                                                                                                                                                                                                      |

*Haitai Devi*  
**District Education Officer (S.E.)**  
**Patiala**

*Haitai Devi*  
**Principal,**  
**Navneet Public Sen. Sec. School,**  
**NARMANA (Nabha).**

*Sukhwinder Singh*  
**Manager-cum-Gen. Secretary**  
**Navneet Public Sr. Sec. School**  
**NARMANA (Patiala)**