

**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 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 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)	ST STEPHENS PUBLIC SCHOOL
2	Address of the School:	TILIPARA, UKHRA (P.O), PASCHIM BARDHAMAN (DIST), WEST BENGAL 19260102101
3	U-DISE code allotted to the school:	
4	Name and address of the Trust running the School	ST STEPHENS EDUCATIONAL AND CHARITABLE TRUST, UKHRA (P.O), PASHIM BARDHAMAN (DIST) WEST BENGAL
5	Is the Trust duly registered with the competent registering authority and the registration is valid as on date?	YES,
6	Proposed affiliation with CBSE for:	SECONDARY
7	Location of school	OUTSIDE THE MUNICIPAL LIMITS OF DURGAPUR
8	Is the School already affiliated to any board for Class-X or XII examinations?	NO

St. Stephens Public School
Ukhra

Shomita Ghosh
Principal
(Signature of Principal)

11/09/2024
District Inspector of Schools (S. E.)
Paschim Bardhaman

9	Standard/level/class up to which the school is running:	FROM NURSERY TO CLASS-8
INFORMATION REGARDING NOC AND RECOGNITION CERTIFICATE		
10	Has the school obtained No Objection Certificate from the State Government for Affiliation with CBSE?	YES
11	Number of NOC and date of issue:	30-SC/AIS/NOC 28/6/2024
12	Has the school obtained Recognition Certificate from the State Government from class-1 to 8 th ?	YES
13	Number of Recognition Certificate from class-1 to 8 th and date of issue:	AIS/RTE/COMMITT/55 /2019 DATED-28/6/2024
INFORMATION REGARDING LAND DETAILS AND OWNERSHIP		
14	Is the school situated on a single contiguous plot of land bounded on all sides by a Pucca Boundary Wall?	YES
15	Are both the School and the Play Ground situated in a single compound bounded by a single continuous Boundary Wall on all sides?	YES
16	Total area (in square meters) in respect of 14 and 15 above on which the school is situated:	9145.99SQ.M
17	The land is in the possession of the school/ Trust legally by way of:	LEASE DEED
18	Name of the Owner/Lessee of the land in respect of point-15 above:	ST STEPHENS EDUCATIONAL AND CHARITABLE TRUST
19	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:	A)7/3/2018 TO 7/3/2048-30YRS B)7/3/2018 TO 7/3/2048-30YRS C)8/4/2022 TO 8/4/2052-30YRS D)22/2/2018 TO 22/2/2048- 30YRS
20	Is any public road, canal or thorough-fare, HT line etc. passing through the land in respect of point-16 above?	NO
INFORMATION REGARDING ESSENTIAL SAFETY REQUIREMENTS		
21	Has the school been inspected by the Government engineer and the school building been found structurally safe for running a school?	YES

(Signature of **St Stephens Public School**
Ukhra)

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Principal

(Signature of D.E.O.)
District Inspector of Schools (S.F.)
Paschim Bardhaman

21(a)	If yes the date of last inspection:	17/6/2023
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?	YES
22(a)	If yes the date of last inspection:	5/8/2023
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 has been found safe for drinking?	YES
23(a)	If yes the date of last inspection:	4/7/24
INFORMATION REGARDING THE STAFF		
24	Does the school have well defined service rules and conditions for its employees as per prevalent norms of appropriate Government?	YES
25	Is the school paying salary to the teachers and other employees as per the norms of the appropriate Government?	YES
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 individuals is not allowed)	YES

St. Stephens Public School
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(Signature of Principal)

11/09/2024

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<u>PART-B</u>	
(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.....	
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 land requirements also as per details given in Appendix-A along with point nos. 1-26)
	YES
3	Recommended for Middle Class Syllabus/Secondary/Senior Secondary to CBSE?
	SENIOR SECONDARY
Signature (Name and Stamp of Issuing DEO) DISTRICT EDUCATION OFFICER/NAME OF DISTRICT	

St. Stephens Public School
Ukhra

Shomita Ghosh
Principal

(Signature of Principal)

11/09/2024

(Signature of D.E.O.)
District Inspector of Schools (S. E.)
Paschim Bardhaman

DISTRICT EDUCATION OFFICER SHALL PUT A TICK MARK AGAINST THE COLUMN UNDER WHICH THE SCHOOL IS FULFILLING THE LAND CRITERIA

Name and Address of the school:

Total Land area in lawful possession of school:

SN	LOCATION OF SCHOOL	LAND REQUIREMENT	Please Tick the column in which the School is fulfilling requirement
1	Any Where in India	Minimum 6000 Square Meters	✓
2	In Municipal limits of cities with a population exceeding 15 Lakhs.	Minimum 4000 Square Meters	
3	In hilly areas prescribed by the Planning Commission (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 (Ahmedabad, Bengaluru, Hyderabad, Pune). Or on the Hill Stations. (For Secondary Level)	Minimum 2000 Square Meters	
10	In the Municipal Limits Class-X cities (Ahmedabad, Bengaluru, Hyderabad, Pune). Or on the Hill Stations. (For Senior Secondary Level)	Minimum 3000 Square Meters	

(Signature of Principal)

(Signature of D.E.O.)

[Signature]
District Inspector of Schools (S. Div)
Paschim Bardhaman

[Signature]
11/09/2024

11	In the Municipal Limits of Chennai, Delhi, Kolkata and 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 and 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
PASCHIM BARDHAMAN (DIST)
WEST BENGAL

St. Stephens Public School
Ukhra

Shomta Ghosh
Principal

(Signature of Principal)

11/09/2024
(Signature of D.E.O.)
District Inspector of Schools (S. E.)
Paschim Bardhaman