

**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:	2930006
2	Name of the School as per affiliation letter of CBSE:	GOOD SHEPHERD ENGLISH SCHOOL
3	Address of the School:	NO:15, MELAKASAKUDY, KARAIKAL
4	Standard/level/class up to which the school is running:	I STD to XII STD
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:	3404060 & 703
7	Name and address of the Trust/Society/ Company (under section-8) running the School as on date	GNANA BELLA EDUCATIONAL TRUST
8	Is the Trust/Society/ Company duly registered with the competent registering authority and the registration is valid as on date?	YES/NO YES
9	Purpose of present application:	Extension/ UPGRADATION
10	Location of school	NO:15, the municipal limits of MELAKASAKUDY in the municipal limits having population more than 10000. PUDUCHERRY STATE in the municipal limits of a state by KARAIKAL. PIN CODE NO: 609 603.

  
**PRINCIPAL**

GOOD SHEPHERD ENGLISH SCHOOL  
(Signature of Principal)  
(Senior Secondary)

Affiliated to CBSE - Delhi  
No.15, Melakasakudi - 609 603  
KARAIKAL

  
(Signature of D.E.O.)

/First/Second/Third Secretary (Education))

**DEPUTY DIRECTOR  
(SECONDARY EDUCATION)  
KARAIKAL**

		population less than 15 Lakhs • Outside the municipal limits of any town/city.
10	Has the school obtained Recognition Certificate from the State Government from class-1 to 8 <sup>th</sup> ?	YES/NO YES
11	Number of Recognition Certificate from class-1 to 8 <sup>th</sup> and date of issue:	NO: 22264 21-05-2009
12	Is the School affiliated to any other board besides CBSE for Class-X or XII examinations?	YES/NO (If yes name of the Board)  (Also mention whether the school is affiliated for Class-X or XII)
<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?	3 ACRES YES/NO 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/NO YES
15	Total area (in square meters) in respect of 12 and 13 above on which the school is situated:	3 ACRES 37605.
16	The land is in the possession of the school/ Trust/Society/Company legally by way of:	Sale deed/ Lease deed/Gift Deed/ etc. TRUST
17	Name of the Owner/Lessee of the land in respect of point-15 above:	MRS. JOY JOSEPHINE
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:	FROM NIL TO TOTAL YEARS
19	Is any public road, canal or thorough-fare, HT line etc. passing through the land in respect of point-14 above?	YES/NO NO If yes the details
<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/NO YES
20(a)	If yes the date of last inspection:	22-12-2018
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/NO YES
21(a)	If yes the date of last inspection:	24-05-2018
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/NO YES
22(a)	If yes the date of last inspection:	27-10-2018
<b>INFORMATION REGARDING THE STAFF</b>		

*J. Josephine*  
(Signature of Principal)


**GOOD SHEPHERD ENGLISH SCHOOL**  
(Senior Secondary)  
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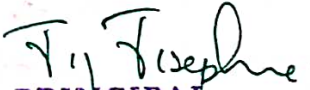
*[Signature]*  
(Signature of D.E.O.)


/First/Second/Third Secretary (Education)

**DEPUTY DIRECTOR**  
(SECONDARY EDUCATION)  
KARAIKAL

APPENDIX-III

23	Does the school have well defined service rules and conditions for its employees as per prevalent norms of appropriate Government?	YES/NO <b>YES</b>
24	Is the school paying salary to the teachers and other employees as per the norms of the appropriate Government?	YES/NO <b>YES</b>
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/NO <b>YES</b>
26	Is the school paying EPF to the teachers and other employees as per the norms of the appropriate Government?	YES/NO <b>YES</b>
<p style="text-align: center;"><b>PART-B</b></p> <p>(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) <b>KARAIKAL</b></p>		
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 extension/ <del>upgradation</del> of affiliation?	YES/NO <b>Yes</b> extension/ <del>upgradation</del>
<p style="text-align: center;"> <b>DEPUTY DIRECTOR</b> (FIRST/SECOND/THIRD SECRETARY) <b>KARAIKAL</b></p>		<p style="text-align: right;">Signature (Name and Stamp of Issuing DEO) DISTRICT EDUCATION OFFICER/NAME OF DISTRICT SECRETARY(EDUCATION)/NAME OF EMBASSY</p>
		<p style="text-align: right;">Counter Signature  (Name, Designation and Stamp) DISTRICT COLLECTOR/DEPUTY COMMISSIONER (or his authorised representative*) NAME OF DISTRICT DEPUTY CHIEF OF MISSION/AMBASSADOR/NAME OF EMBASSY (*Not Below the rank of a Group-A Gazetted Officer)</p>

  
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