

**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 Officer along with all supporting documents and certificates in original)

**GENERAL INFORMATION**

1	Affiliation Number allotted by CBSE to the school:	1630239
2	Name of the School as per affiliation letter of CBSE:	SAFFRON CITY SCHOOL
3	Address of the School:	KOTLA BAJWARA, P.O. MANUPUR, FATEHGARH SAHIB
4	Standard/level/class up to which the school is running:	<b>I TO XII CLASS</b>
5	Is the name and address of school in CBSE affiliation letter and State NOC/Recognition/U-DISE same exactly the same	<b>YES</b>
6	U-DISE code allotted to the school:	03080304903
7	Name and address of the Trust/Society/ Company (under section-8) running the School as on date	SARDAR KARAM SINGH MEMORIAL TRUST, V.P.O KISHANGARH, KHANNA.
8	Is the Trust/Society/ Company duly registered with the competent registering authority and the registration is valid as on date?	<b>YES</b>
9	Purpose of present application:	EXTENSION OF CBSE AFFILIATION
10	Location of school	<b>Outside the municipal limits of town.</b>
11	Has the school obtained Recognition Certificate from the State Government from class-1 to 8 <sup>th</sup> ?	<b>YES</b>
12	Number of Recognition Certificate from class-1 to 8 <sup>th</sup> and date of issue:	RTE/RECOGNITION/2021/ 155583 DT.13/05/2021
13	Is the School affiliated to any other board besides CBSE for Class-X or XII examinations?	<b>NO</b>
<b>INFORMATION REGARDING LAND DETAILS AND OWNERSHIP</b>		
14	Is the school situated on a single contiguous plot of land bounded on all sides by a Pucca Boundary Wall?	<b>YES</b>
15	Are both the School and the Play Ground situated in a single compound bounded by a single continuous Boundary Wall on all sides?	<b>YES</b>
16	Total area (in square meters) in respect of 13 and 14 above on which the school is situated:	<b>12950 SQ.M</b>

  
 Principal  
 Saffron City School  
 (Signature of Principal)  
 Kotla Bajwara, Fatehgarh Sahib

  
 District Education Officer (S.E.)  
 Fatehgarh Sahib  
 (Signature of D.E.O.)

**APPENDIX-III**



17	The land is in the possession of the school/ Trust/Society/Company legally by way of:	Lease deed
18	Name of the Owner/Lessee of the land in respect of point-16 above:	Sardar Karam Singh Memorial 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:	<b>28.07.2000 to 27.07.2099</b> <b>99 years.</b>
20	Is any public road, canal or thorough-fare, HT line etc. passing through the land in respect of point-15 above?	<b>NO</b>

**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?	<b>YES</b>
21(a)	If yes the date of last inspection:	02.08.2022
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?	<b>YES</b>
22(a)	If yes the date of last inspection:	18.03.2023
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?	<b>YES</b>
23(a)	If yes the date of last inspection:	28.03.2023

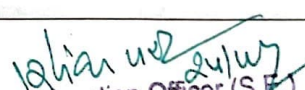
**INFORMATION REGARDING THE STAFF**

24	Does the school have well defined service rules and conditions for its employees as per prevalent norms of appropriate Government?	<b>YES</b>
25	Is the school paying salary to the teachers and other employees as per the norms of the appropriate Government?	<b>NO</b>
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)	<b>YES</b>
27	Is the school paying EPF to the teachers and other employees as per the norms of the appropriate Government?	<b>YES</b>

 <b>Signature with Stamp</b> <b>(of School Manager)</b>	 <b>Principal</b> <b>Saffron City School</b> <b>Signature with Stamp</b> <b>Kotla Bajwara, Fatehgarh Sahib</b> <b>(of School Principal)</b>
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**Principal**  
**(Signature of School Principal)**  
**Kotla Bajwara, Fatehgarh Sahib**

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



**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. L-1/8(23)2023-1104..... Date of Issuance 06-4-2023.....

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**  
**extension**

*John us 20/04*  
District Education Officer (S.E.)  
Fatehgarh Sahib **Signature**  
**(Name and Stamp of Issuing DEO)**  
**DISTRICT EDUCATION OFFICER/NAME OF DISTRICT**

*John*  
Principal  
Saffron City School  
(Signature of Principal)  
Kotla Bajwara, Fatehgarh Sahib

(Signature of D.E.O.)