

**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:	2430212
2	Name of the School as per affiliation letter of CBSE:	SWAMI VIVEKANANDA VIDYAMANDIR
3	Address of the School:	PURUSHOTTAMPUR SINGUR, HOOGHLY
4	Standard/level/class up to which the school is running:	PG to X
5	Is the name and address of school in CBSE affiliation letter and State NOC/Recognition/U-DISE same exactly the same	✓
6	U-DISE code allotted to the school:	19121608703
7	Name and address of the Trust/Society/ Company (under section-8) running the School as on date	PURUSHOTTAMPUR SWAMI VIVEKANANDA VIDYAMANDIR D.A.
8	Is the Trust/Society/ Company duly registered with the competent registering authority and the registration is valid as on date?	✓
9	Purpose of present application:	Extension Upgradation ✓
10	Location of school	<p>Is the school located in the limits of metropolitan city or in the limits of municipal corporation or in the limits of notified area committee or in the limits of village panchayat or in the limits of gram panchayat or in the limits of capital city of a State or in the limits of district or in the limits of a hill station or in the limits of a notified area?</p>

  
**Principal**  
**Swami Vivekananda Vidyamandir**  
**Singur, Hooghly**

  
**Chairman**  
**Swami Vivekananda Vidyamandir**  
**Purushottampur, Singur, Hooghly**

*Sugata Mondal*

**Principal**  
(Signature of Principal)

Swami Vivekananda Vidyamandir  
Purushottampur, Singur, Hooghly

  
 (Signature of D.E.O.)

/First/Second/Third Secretary (Education)  
District Inspector of Schools  
Secondary Education

		population 100% staff ✓ outside ✓ any townships ✓
10	Has the school obtained Recognition Certificate from the State Government from class-1 to 8 <sup>th</sup> ?	✓ YES/NO
11	Number of Recognition Certificate from class-1 to 8 <sup>th</sup> and date of issue:	135-52(5)/60-26/15 (Part-1b) dt-08.02.17
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)

**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/NO
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
15	Total area (in square meters) in respect of 12 and 13 above on which the school is situated:	AREA IN SQ.M
16	The land is in the possession of the school/ Trust/Society/Company legally by way of:	✓ YES/NO
17	Name of the Owner/Lessee of the land in respect of point-15 above:	
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 2016 TO 2046 TOTAL YEARS 30 yrs
19	Is any public road, canal or thorough-fare, HT line etc. passing through the land in respect of point-14 above?	YES/NO ✓ If yes the details

**INFORMATION REGARDING ESSENTIAL SAFETY REQUIREMENTS**

20	Has the school been inspected by the Government engineer and the school building been found structurally safe for running a school?	✓ YES/NO
20(a)	If yes the date of last inspection:	12/12/2016
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
21(a)	If yes the date of last inspection:	21/11/2016
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
22(a)	If yes the date of last inspection:	20/12/2016

**INFORMATION REGARDING THE STAFF**

*Sugata Mondal*

(Signature of Principal)

Swami Vivekananda Vidyamandir  
Purushottampur, Singur, Hooghly

**Principal**  
**Swami Vivekananda Vidyamandir**  
Singur, Hooghly

*[Signature]*  
(Signature of D.E.O.)

/First/Second/Third Secretary (Education)

District Inspector of Schools  
\* Secondary Education  
Hooghly  
**Chairman**

**Swami Vivekananda Vidyamandir**  
**Purushottampur, Singur, Hooghly**

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

Signature with Stamp  
 Manoj K. Chatterjee  
 (of School Manager)

Sugata Mondal  
 Signature  
 (of School Principal)

**Swami Vivekananda Vidyamandir**  
**Purushottampur, Singur**  
 Hooghly, W.B.  
**PART-B**  
 Swami Vivekananda Vidyamandir  
 Purushottampur, Singur  
 Hooghly, W.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..... 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/upgradation of affiliation?  
 YES/NO

Signature  
 (Name and Stamp of Issuing DEO)  
**DISTRICT EDUCATION OFFICER/NAME OF DISTRICT**  
**FIRST /SECOND /THIRD SECRETARY(EDUCATION)/NAME OF EMBASSY**

District Inspector of Schools  
 # Secondary Education  
 Hooghly

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)

Principal  
**Swami Vivekananda Vidyamandir**  
**Singur, Hooghly**

Manoj K. Chatterjee  
 Chairman

Sugata Mondal  
 Principal

(Signature of Principal)  
 Swami Vivekananda Vidyamandir  
 Purushottampur, Singur, Hooghly

**Swami Vivekananda Vidyamandir**  
**Purushottampur, Singur Hooghly**  
 (Signature of D.E.O.)  
 /First/Second/Third Secretary (Education),  
 District Inspector of Schools  
 # Secondary Education  
 Hooghly