



HEM SHEELA MODEL SCHOOL

(Run by HEMCHANDRA SHEELABATI MEMORIAL EDUCATIONAL TRUST) Affiliated to CBSE No. 2430063

APPENDIX-III

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 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	2430063
2.	Name of the School as per affiliation of CBSE	Hem Sheela Model School
3.	Address of the School	J.N. Avenue, Durgapur; Dist: Paschim Bardhaman, Pin: 713214, West Bengal
4.	Standard/level/class up to which the school is running	Class - XII
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:	19093502304
7.	Name and address of the Trust/Society/Company (under section 8) running the School as on date	Hemchandra Sheelabati Memorial Educational Trust
8.	Is the Trust/Society/ Company, duly registered with the competent registering authority and the registration is valid as on date?	Yes
9.	Purpose of present application:	Extension of Affiliation with CBSE
10.	Location of the School	In the Municipal limits of city having population less than 15 lakhs.

A. Choudhury
(Signature of Principal)

Principal
Hem Sheela Model School
Durgapur - 713 214

A. Choudhury
Principal
Hem Sheela Model School
Durgapur - 713214



R. M.
Secretary
Hemchandra Sheelabati Memorial
Educational Trust

[Signature]
(Signature of D.E.O.)
Officer-in-charge
Education
Paschim Bardhaman

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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

Bm azumder

Signature with stamp
(of School Manager)

A. Choudhury

Signature with stamp
(of School Principal)

Principal
Hem Sheela Model School
Durgapur - 713 214

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. Renewal/Edn/04 date of
Issuance 04/04/2019

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?

[Signature]

Signature

(Name and Stamp of Issuing DEO)

DISTRICT EDUCATION OFFICER/NAME OF DISTRICT
FORM EDUCATION ADMINISTRATION AT DISTRICT LEVEL
NAME OF DISTRICT

Officer-in-charge
Education
Paschim Bardhaman



A. Choudhury

Principal
Hem Sheela Model School
Durgapur - 713214

[Signature]
Secretary
Hemchandra Sheelabati Memorial
Educational Trust
Durgapur

Counter Signature

[Signature]
Addl. District Magistrate
Paschim Bardhaman

(Name, Designation and Stamp)
DISTRICT COLLECTOR/DEPUTY COMMISSIONER
(or his authorised representative*)
NAME OF DISTRICT

(*Not Below the rank of a Group-A Gazetted Officer)



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11.	Has the school obtained Recognition Certificate from the State Government from class-1 to 8 th ?	NA
12.	Number of Recognition Certificate from class-1 to 8 th and date of issue:	NA
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 12 and 13 above on which the school is situated:	80937.12 M ²
16.	The land is in the possession of the school/ Trust/Society/Company legally by way of:	TRUST
17.	Name of the Owner/Lessee of the land in respect of point-14 above:	SAIL (Steel Authority of India Ltd.)
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:	33 YEARS - 1996 to 2029
19.	Is any public road, canal or thorough-fare, HT line etc. passing through the land in respect of point-14 above?	NO
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
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
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
INFORMATION REGARDING THE STAFF		
23.	Does the school have well defined service rules and conditions for its employees as per prevalent norms of appropriate Government?	YES

A. Choudhury
(Signature of Principal)

A. Choudhury
Principal
Hem Sheela Model School
Durgapur - 713214

Principal
Hem Sheela Model School
Durgapur - 713 214



[Signature]
Secretary
Hemchandra Memorial Educational Trust
Durgapur, Paschim Bardhaman
(Signature of D.E.O.)