

**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:	930706
2.	Name of the School as per affiliation letter of CBSE:	St. Xavier's Public School
3.	Address of the School:	Pothanicad P. O., Pothanicad. Pin. 686671 Ernakulam Dist., Kerala.
4.	Standard/level/class up to which the school is running:	From Class 1 to 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:	32080700410
7.	Name and address of the Trust/Society/ Company (under section-8) running the School as on date	KOTHAMANGALAM DIOCESE EDUCATIONAL AND CHARITABLE 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
10.	Location of school	Outside the municipal limits of any town/city
11.	Has the school obtained Recognition Certificate from the State Government from class-1 to 8th?	APPLIED
12.	Number of Recognition Certificate from class-1 to 8th and date of issue:	N. A.
13.	Is the School affiliated to any other board besides CBSE for Class-X or XII examinations?	NO

**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 13 and 14 above on which the school is situated:	AREA IN SQ.M. 8751

(Signature of Principal)  
**ST. XAVIER'S PUBLIC SCHOOL**  
 POTHANICAD-686 671  
  
**MANAGER**  
**ST. XAVIER'S PUBLIC SCHOOL**  
 POTHANICAD - 686 671



(Signature of D.E.O.)  
  
 മിസ്റ്റർ വിദ്യാഭ്യാസ ഓഫീസർ  
 തൃക്കാശ്ശേരി - 686 691  
**ST. XAVIER'S PUBLIC SCHOOL**  
 POTHANICAD-686 671  
**ST. XAVIER'S PUBLIC SCHOOL**  
 Pothanicad, Pin : 686 671  
 School Code : 75655  
 Ernakulam Dist., Kerala  
 sxspothanicad@yahoo.co.in

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:	KOTHAMANGALAM DIOCESE 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:	FROM 2005 TO 2104 TOTAL YEARS - 99
20.	Is any public road, canal or thorough-fare, HT line etc. passing through the land in respect of point-15 above?	NO
<b>INFORMATION REGARDING ESSENTIAL SAFETY REQUIREMENTS</b>		
21.	Has the school been inspected by the Government engineer and the school building been found structurally safe for running a school?	YES
21(a)	If yes the date of last inspection:	05.07.2018
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:	05.07.2018
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:	14.12.2018
<b>INFORMATION REGARDING THE STAFF</b>		
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
27.	Is the school paying EPF to the teachers and other employees as per the norms of the appropriate Government?	YES
<p style="text-align: center;"><b>ST. XAVIER'S PUBLIC SCHOOL</b>                  Pothanicad                  School Code: 42206                  Ernakulam (Dist.)                  Kerala                  Pin Code: 686671                  sxpspothanicad@yahoo.co.in</p>		
<p style="text-align: center;"><i>(Signature of Manager)</i>  <b>MANAGER</b>                  ST. XAVIER'S PUBLIC SCHOOL                  POTHANICAD - 686671</p>		<p style="text-align: center;"><i>(Signature of Principal)</i>  <b>PRINCIPAL</b>                  ST. XAVIER'S PUBLIC SCHOOL                  POTHANICAD - 686671</p>

*(Signature of Principal)*

**PRINCIPAL**  
**ST. XAVIER'S PUBLIC SCHOOL**  
**POTHANICAD-686 671**  
*(Signature of Manager)*  
**MANAGER**  
**ST. XAVIER'S PUBLIC SCHOOL**  
**POTHANICAD - 686 671**

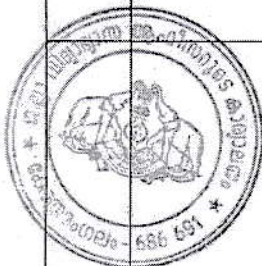


*(Signature of D.E.O.)*

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**PRINCIPAL**  
**ST. XAVIER'S PUBLIC SCHOOL**  
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<b>PART-B</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.: <u>B5/3582/18</u> Date of Issuance: <u>31/1/19</u>	
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 of affiliation? <span style="float: right;">YES <input checked="" type="checkbox"/></span>
<p><i>T.N. Ambikavally</i> <span style="margin-left: 20px;">Signature</span></p> <p>(Name and Stamp of Issuing Officer)</p> <p><b>DISTRICT EDUCATION OFFICER / EQUIVALENT OFFICER FROM EDUCATION ADMINISTRATION</b></p> <p><b>AT DISTRICT LEVEL</b></p> <p><b>NAME OF DISTRICT</b></p> <p>Counter Signature</p>	
<p>(Name, Designation and Stamp)</p> <p><b>DISTRICT COLLECTOR/DEPUTY COMMISSIONER</b></p> <p>(or his authorised representative*)</p> <p><b>NAME OF DISTRICT</b></p> <p>(*Not Below the rank of a Group-A Gazetted Officer)</p>	



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*[Signature]*  
 (Signature of Principal)  
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*[Signature]*  
**MANAGER**  
**ST. XAVIER'S PUBLIC SCHOOL**  
**POTHANICAD - 686 671**



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

*[Signature]*  
 (Signature of Principal)  
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