

APPENDIX-III

**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:	930713
2	Name of the School as per affiliation letter of CBSE:	Stella Maris English Medium School.
3	Address of the School:	Valanjavattom, P.O. Thiruvalla - 689104.
4	Standard/level/class up to which the school is running:	From Class -- to Std : X Class
5	Is the name and address of school in CBSE affiliation letter and State NOC/Recognition/U-DISE same exactly the same	Yes. YES/NO
6	U-DISE code allotted to the school:	32120900115
7	Name and address of the Trust/Society/ Company (under section-8) running the School as on date	Daughters of Mary Adoor Trust. D.M. Convent, Adoor.
8	Is the Trust/Society/ Company duly registered with the competent registering authority and the registration is valid as on date?	Yes. YES/NO
9	Purpose of present application:	Extension/Upgradation
10	Location of school	<ul style="list-style-type: none"> <li>In the municipal limits of metropolitan city</li> <li>Outside the municipal limits of town.</li> <li>In the hill areas as per planning commission norms?</li> <li>In the municipal limits of capital city of a state</li> <li>In the municipal limits of class-x cities</li> <li>On an island</li> <li>In the municipal limits of a tel-station</li> <li>In the municipal limits of city having population less than 10 Lakhs</li> <li>Outside the municipal limits of any town/city</li> </ul>

(Signature of Principal)  
**KOCHURANI ABRAHAM**  
 PRINCIPAL  
 STELLA MARIS E.M. SCHOOL  
 SCHOOL CODE - 42195  
 AFFILIATION No - 930713  
 VALANJAVATTOM, P.O., THIRUVALLA  
 ITHANAMTHITTA DIST., KERALA - 689 104



(Signature of D.E.O.)  
**ANURAG TRIPATHI**  
 SECRETARY  
 Central Board of Secondary Education  
 Preet Vihar, Delhi

(Signature of D.E.O.)  
**DIST. EDUCATIONAL OFFICER**  
**THIRUVALLA.**

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10	Has the school obtained Recognition Certificate from the State Government from class-1 to 8 <sup>th</sup> ?	No YES/NO
11	Number of Recognition Certificate from class-1 to 8 <sup>th</sup> and date of issue:	N.A.
<b>INFORMATION REGARDING LAND DETAILS AND OWNERSHIP</b>		
12	Is the school situated on a single contiguous plot of land bounded on all sides by a Pucca Boundary Wall?	Yes. YES/NO
13	Are both the School and the Play Ground situated in a single compound bounded by a single continuous Boundary Wall on all sides?	Yes. YES/NO
14	Total area (in square meters) in respect of 12 and 13 above on which the school is situated:	AREA IN SQ.M. 14001.86 Sq.m.
15	The land is in the possession of the school/ Trust/Society/Company legally by way of:	Sale deed.
16	Name of the Owner/Lessee of the land in respect of point-14 above:	Manager Stella Maris English Medium School.
17	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 TO - TOTAL YEARS
18	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>		
19	Has the school been inspected by the Government engineer and the school building been found structurally safe for running a school?	YES/NO Yes.
19(a)	If yes the date of last inspection:	17/01/2019.
20	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
20(a)	If yes the date of last inspection:	
21	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.
21(a)	If yes the date of last inspection:	23.01.2019.
<b>INFORMATION REGARDING THE STAFF</b>		
22	Does the school have well defined service rules and conditions for its employees as per prevalent norms of appropriate Government?	YES/NO Yes.

(Signature of Principal)

KOCHURANI ABRAHAM  
PRINCIPAL  
STELLA MARIS ENGLISH MEDIUM SCHOOL  
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VALANJAVATTOM, P.O., THIRUVALLA  
PATHANAMTHITTA DIST., KERALA - 689 104  
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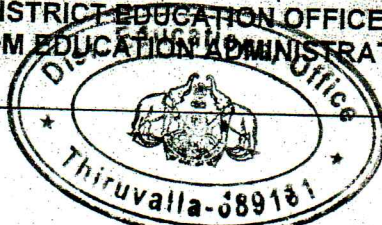
Anurag Tripathi  
ANURAG TRIPATHI, IRPS  
SECRETARY  
Central Board of Secondary Education  
Preet Vihar, Delhi


(Signature of D.E.O.)

28/1/19  
DIST. EDUCATIONAL OFFICER  
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23	Is the school paying salary to the teachers and other employees as per the norms of the appropriate Government?	YES/NO Yes
24	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 Yes
Signature with Stamp (MANAGER) <b>STELLA MARIS E.M. SCHOOL</b> <b>VALANJAVATTOM. P.O.</b> THIRUVALLA		Signature with Stamp (Principal) <b>PRINCIPAL</b> <b>STELLA MARIS E.M. SCHOOL</b> <b>VALANJAVATTOM. P.O.</b> THIRUVALLA
(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. .... Issuance..... Date of .....		
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 extension/upgradation
Signature (Name and Stamp of Issuing DEO) DISTRICT EDUCATION OFFICER/EQUIVALENT OFFICER FROM EDUCATION ADMINISTRATION AT DISTRICT LEVEL NAME OF DISTRICT		
 Counter Signature (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)		

(Signature of Principal)  
  
**KOCHURANI ABRAHAM**  
**53 PRINCIPAL**  
**STELLA MARIS E.M. SCHOOL**  
**SCHOOL CODE - 42195**  
**AFFILIATION No - 930713**  
**VALANJAVATTOM. P.O., THIRUVALLA**  
**ATHANAMTHITTA DIST., KERALA - 689 104**  
 E-mail: smaristvla@yahoo.com



(Signature of D.E.O.)  
  
**DIST. EDUCATIONAL OFFICER**  
**THIRUVALLA.**

**Anurag Tripathi**  
**ANURAG TRIPATHI, IRPS** 53/69  
**SECRETARY**  
**Central Board of Secondary Education**  
**Preet Vihar, Delhi**