

**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	Name of the School: (Name should be exactly as per NOC and recognition certificate)	MADE EASY SCHOOL
2	Address of the School:	MADE EASY SCHOOL Near Sector 58-59 Village Bandhwari Gurugram
3	U-DISE code allotted to the school:	6184100143
4	Name and address of the Trust/Society/ Company(under section-8) running the School	SURAJMAL EDUCATIONAL FOUNDATION
5	Is the Trust/Society/ Company duly registered with the competent registering authority and the registration is valid as on date?	Yes & is valid till its closure
6	Proposed affiliation with CBSE for:	Secondary
7	Location of school	In the municipal limits of city having population more than 15 Lakhs
8	Is the School already affiliated to any board for Class-X or XII examination	NO
9	Standard/level/class up to which the school is running:	From Class I to VIII

INFORMATION REGARDING NOC AND RECOGNITION CERTIFICATE

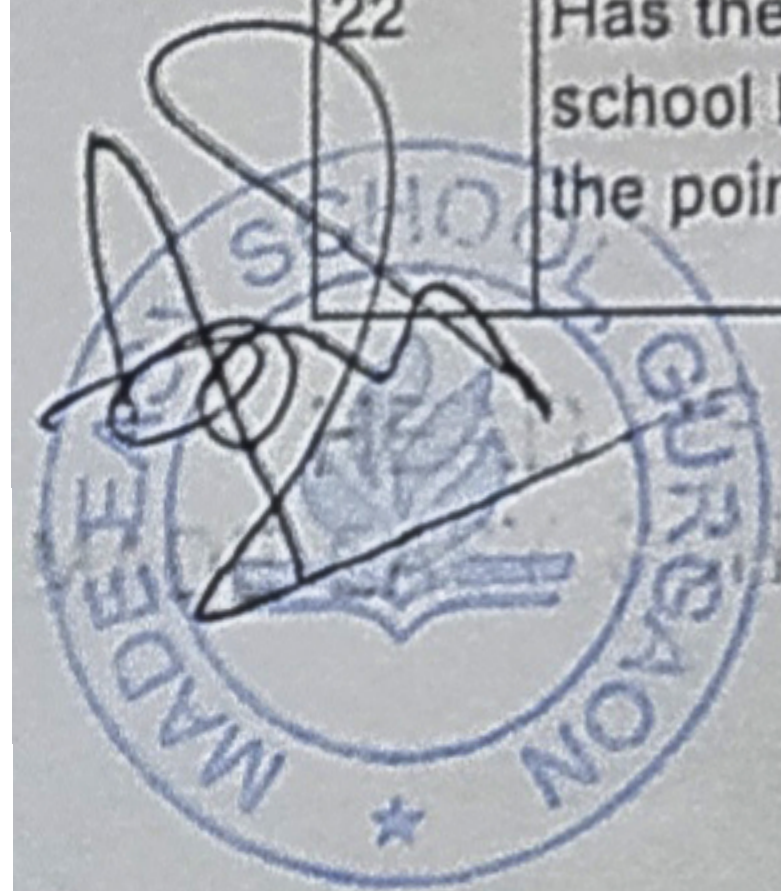
10	Has the school obtained No Objection Certificate from the State Government for Affiliation with CBSE?	YES
11	Number of NOC and date of issue:	23/30-2017 PS (E-1) 22.06.2020
12	Has the school obtained Recognition Certificate from the State Government from class-1 to 8 th ?	YES
13	Number of Recognition Certificate from class-1 to 8 th and date of issue:	4473/GGM/8th/BOSE/2020, 3rd Jan 2020

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 14 and 15 above on which the school is situated:	20234.25
17	The land is in the possession of the school/ Trust/Society/Company legally by way of:	Sale Deed
18	Name of the Owner/Lessee of the land in respect of point-15 above:	SURAJMAL EDUCATIONAL FOUNDATION
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:	NA
20	Is any public road, canal or thorough-fare, HT line etc. passing through the land in respect of point-16 above?	NO

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?	YES
21(a)	If yes the date of last inspection:	24-Sep-18
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



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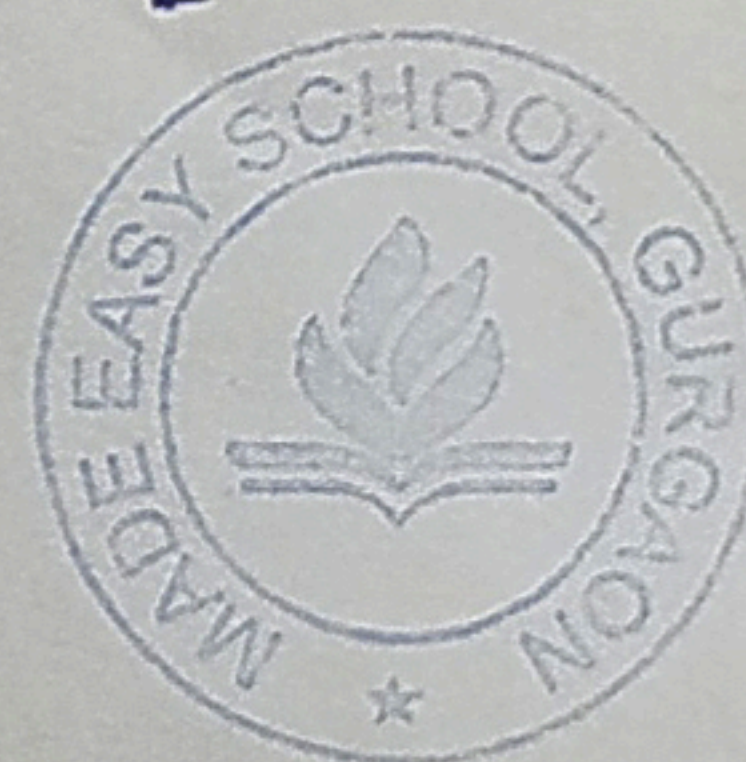
application.

42. The school should not start Class IX/X/XI/XII (as the case may be) without written approval of the Board. The Board shall not be responsible for any consequences in case class IX/X/XI/XII are started without obtaining the prior approval of the Board and without following the Affiliation Byelaws.
43. It is mandatory for every affiliated school to become a member in the local Sahodaya of CBSE schools.
44. In case of established violation of Affiliation Bye laws, directions given in the circulars and any of the above mentioned conditions by the school, the school would be liable for disaffiliation under Chapter V, Rule No. 17 of Affiliation Bye-laws.
45. Some of the important rules to be adhered to by the school were given above for drawing specific attention of the school authorities. However, the school authorities are required to acquaint themselves with the rules contained in Affiliation, Examination Bye-laws and circulars issued by the Board from time to time. Any laxity in following rules/instructions of the Board will lead to action against school as per Rule 17 of Affiliation Bye-laws.
46. The school is required to contact the concerned Regional Office of CBSE for allotment of school number and password for online Registration of candidates.
47. Concerned Regional Office is requested to allot the School number and create new email id of school (SchoolNumber@cbseshiksha.in), this will be used for all online activities and official communication with the Board. For example, if school number is 99999, then email ID will be 99999@cbseshiksha.in. Password for first time login for new email ID will be shared to you on school's email ID/ Mobile number of Principal given at the time of applying online for affiliation.
48. School is requested for :-
- This email ID will be used for communication with CBSE only.** Do not use this email ID with other people or organisations.
 - This email ID is not to be printed on the school letter head,** to avoid its circulation in the public.
 - If there is a change of the Principal, proper handing over of this email ID** (User ID and Password) be done between outgoing and incoming Principal.
 - All the examination related work and all CBSE related correspondence will be done on this email ID only.**
 - Schools are requested to complete the process and use the email ID** as per above instructions.
49. The affiliation of the school is subject to the fulfillment of the following special conditions. The school is required to comply with the conditions mentioned below and report specific compliance with documentary and photographic evidence **ONLINE** within a period of 30 days from the date of this letter. In case of non compliance of the these conditions the school will be liable for action as per rules:-
- * The number of section in school are restricted to 20 as per class rooms reported by IC. The school to renew all mandatory certificates from time to time.

Deputy Secretary

Encl: as stated above.

This is a computer-generated document. No signature is required.



22(a)	If yes the date of last inspection:	09-Aug-19
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-Aug-19

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?	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

[Signature]
Signature with Stamp of
School Manager

[Signature]
Signature with Stamp of
District Education Officer

Authorised Signatory

PART-B

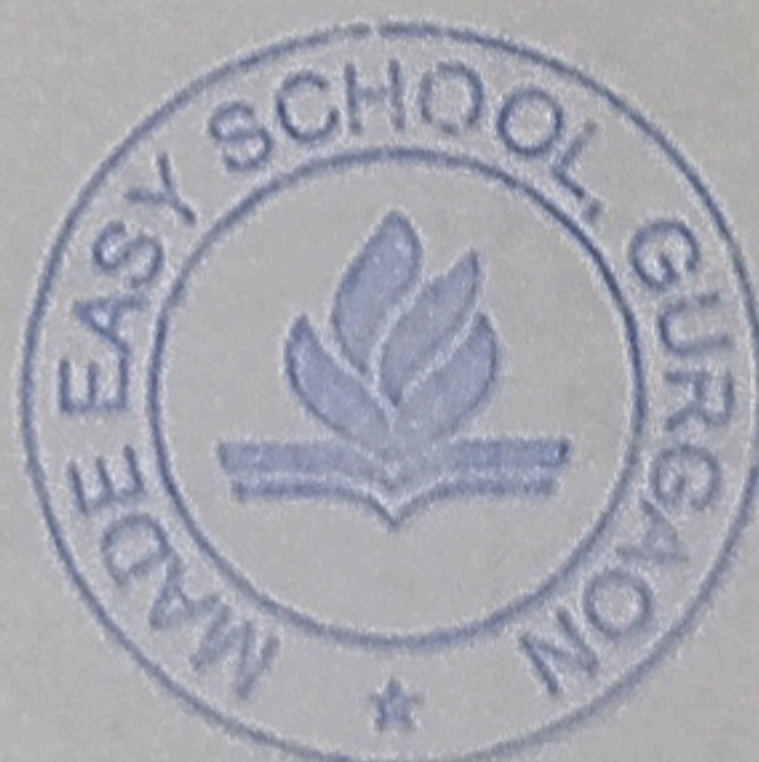
(This part is to be filled-up by the District Education Officer after verifying all supporting documents and certificates in original and visiting the school)

File No. 4-2/2020/2794 Date of Issuance 26-06-2020

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 affiliation? (Please ensure that the school fulfils land requirements also as per details given in Appendix-A along with point nos. 1-26)	YES
3	Recommended for Middle Class Syllabus/Secondary/Senior Secondary to CBSE?	SECONDARY
	Signature (Name and Stamp of Issuing DEO) DISTRICT EDUCATION OFFICER/NAME OF DISTRICT	

[Signature]
Dist. Elementary Education Officer
Gurugram

26/06/20



DISTRICT EDUCATION OFFICER SHALL PUT A TICK MARK AGAINST THE COLUMN UNDER WHICH THE SCHOOL IS FULFILLING THE LAND CRITERIA

Name and Address of the school:

Total Land area in lawful possession of school:

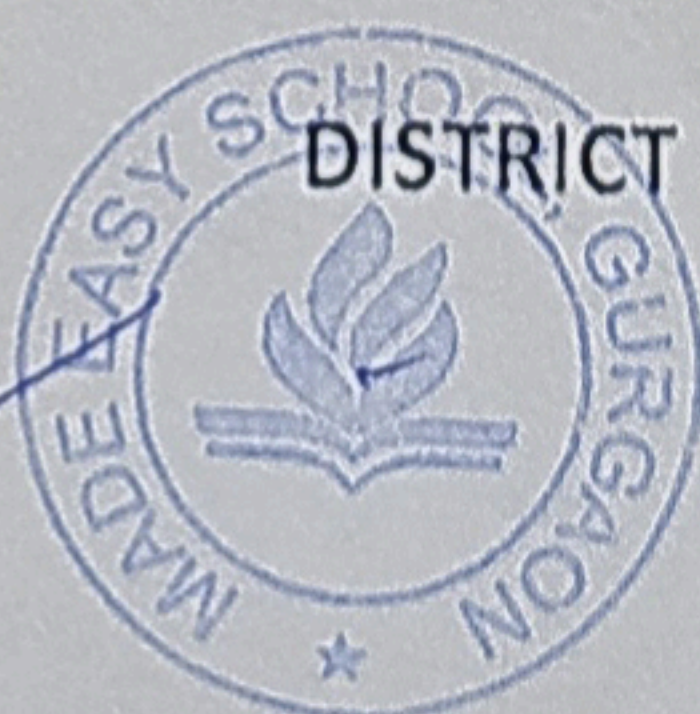
SN	LOCATION OF SCHOOL	LAND REQUIREMENT	Please Tick the column in which the School is fulfilling requirement
1	Any Where in India	Minimum 6000 Square Meters	
2	In Municipal limits of cities with a population exceeding 15 Lakhs.	Minimum 4000 Square Meters	
3	In hilly areas prescribed by the Planning Commission (NITI Aayog).	Minimum 4000 Square Meters	
4	In Municipal Limits of the State Capital Cities.	Minimum 4000 Square Meters	
5	In the North Eastern States.	Minimum 4000 Square Meters	
6	In the state of Jammu and Kashmir	Minimum 4000 Square Meters	
7	In Municipal Limits of Ghaziabad, NOIDA, Faridabad and Gurugram cities	Minimum 4000 Square Meters	✓
8	In the Municipal Limits of Panchkula and Mohali/SAS Nagar	Minimum 4000 Square Meters	
9	In the Municipal Limits Class-X cities (Ahmedabad, Bengaluru, Hyderabad, Pune). Or on the Hill Stations. (For Secondary Level)	Minimum 2000 Square Meters	
10	In the Municipal Limits Class-X cities (Ahmedabad, Bengaluru, Hyderabad, Pune). Or on the Hill Stations. (For Senior Secondary Level)	Minimum 3000 Square Meters	
11	In the Municipal Limits of Chennai, Delhi, Kolkata and Mumbai Or the state of Arunachal Pradesh. Or the state of Sikkim Or the Islands. (For Secondary Level)	Minimum 1600 Square Meters	
12	In the Municipal Limits of Chennai, Delhi, Kolkata and Mumbai Or the state of Arunachal Pradesh. Or the state of Sikkim Or the Islands. (For Senior Secondary Level)	Minimum 2400 Square Meters	

Signature

(Name and Stamp of Issuing DEO)

DISTRICT EDUCATION OFFICER/NAME OF DISTRICT

HEAD OF SCHOOL
(Signature of Principal)



Elementary Education Officer
Gurugram
24/06/20