

**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:	<b><u>1930312</u></b>
2.	Name of the School as per affiliation letter of CBSE:	<b>ALAGU JOTHI ACADEMY</b>
3.	Address of the School:	<b>NO.3 , MELAIYUR POOMPUHAR MAIN ROAD KARUVAZHAKKARAI (PO) TRANQUEBAR (TK) NAGAPATTINAM (DT) PIN-609304</b>
4.	<b>Standard</b> /level/class up to which the school is running:	<b>FROM CLASS JKG TO XII CLASS</b>
5.	Is the name and address of school in CBSE affiliation letter and State NOC/Recognition/U-DISE exactly the same	<b>YES</b>
6.	U-DISE code allotted to the school:	<b>33190800904</b>
7.	Name and address of the <b>Trust</b> /Society/ Company(under section-8) running the School as on date	<b>ALAGU JOTHI EDUCATIONAL TRUST</b>
8.	Is the <b>Trust</b> /Society/ Company duly registered with the competent registering authority and the registration is valid as on date?	<b>TRUST (FROM 27.03.2008 PAN-AACTA2267P</b>
9.	Purpose of present application:	<b>EXTENSION OF AFFILIATION</b>
10.	Location of school	<ul style="list-style-type: none"> <li>• In the municipal limits of metropolitan city</li> <li>• In the municipal limits of city having population more than 15 Lakhs</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 hill station</li> <li>• In the municipal limits of city having population less than 15 Lakhs • Outside the municipal limits of any town/city.</li> </ul>

  
PRINCIPAL,

**ALAGU JOTHI ACADEMY,**  
Poompuhar Main Road, No.3 Melaiyur,  
Karuvazhakkarai-609 304,  
Tranquebar Tk.,Mayiladuthurai Dt.

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

  
**PRINCIPAL,**  
**ALAGU JOTHI ACADEMY,**  
Poompuhar Main Road, No.3 Melaiyur,  
Karuvazhakkarai (PO), Tranquebar (Tk)  
Nagai (Dt) - 609 304.


11.	Has the school obtained Recognition Certificate from the State Government from class-1 to 8th?	-
12.	Number of Recognition Certificate from class-1 to 8th and date of issue:	-
<b>INFORMATION REGARDING LAND DETAILS AND OWNERSHIP</b>		
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:	SCHOOL AREA-41925.43 SQM BUILT UP AREA-2791.28 SQM AREA OF PLAY GROUND-39133.71 SQM
16.	The land is in the possession of the school/ Trust/Society/Company legally by way of:	SALE DEED
17.	Name of the Owner/Lessee of the land in respect of point-14 above:	KANNAN.A
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:	-
19.	Is any public road, canal or thorough-fare, HT line etc. passing through the land in respect of point-14 above?	NIL
<b>INFORMATION REGARDING ESSENTIAL SAFETY REQUIREMENTS</b>		
20.	Has the school been inspected by the Government engineer and the school building been found structurally safe for running a school?	YES
20(a)	If yes the date of last inspection:	04.02.2021
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
21(a)	If yes the date of last inspection:	18.06.2021
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
22(a)	If yes the date of last inspection:	04.11.2020
<b>INFORMATION REGARDING THE STAFF</b>		
23.	Does the school have well defined service rules and conditions for its employees as per prevalent norms of appropriate Government?	YES
24.	Is the school paying salary to the teachers and other employees as per the norms of the appropriate Government?	YES


*C. Nehru*  
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 Nagai (Dt) : 609 304.

*[Signature]*  
**PRINCIPAL,**  
**ALAGU JOTHI ACADEMY,**  
 Poombuhar Main Road, No.3 Melaiyur,  
 Karuvazhakkurai-609 304,  
 Tranquebar Tk., Mayiladuturai Dt.

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)

PAID THROUGH BANK ONLY

  
Signature with Stamp S.O  
(of School Manager)

  
Signature with Stamp  
(of School Principal)  
ALAGU JOTHI ACADEMY,  
Poompuhar Main Road, No. 3 Melaiyur,  
Karuvazhakkurai (PO), Tranquebar (Tk)  
Nagai (Dt) - 609 304.

**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..... P.C. no. 4907..... Date  
13/8/2021 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 extension/upgradation of Affiliation

**COUNTER SIGNED**

  
S. J. Educational Officer  
Nagapattinam.  
SIGNATURE  
Name and Stamp of Issuing D.E.O. / EQUIVALENT OFFICER  
(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 authorized respective\*)  
Name of district  
(\* Not below rank of group -A Gazetted officer)

  
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