APPENDIX - II

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)	RICHMOND GLOBAL SCHOOL
2	ADDRESS OF THE SCHOOL	N.S. ROAD, MIANWALI NAGAR, PASCHIM VIHAR, DELHI – 110087
3	U-DISE CODE ALLOTTED TO THE SCHOOL	07070305815
4	NAME AND ADDRESS OF THE TRUST/SOCEITY/COMPANY (UNDER SECTION-8) RUNNING THE SCHOOL	MATA KRISHNAWANTI MEMORIAL EDUCATIONAL SOCIETY (REGD.)
5	IS THE TRUST/SOCIETY/COMPANY DULY REGISTERED WITH THE COMPETENT REGISTERING AUTHORITY AND THE REGISTRATION IS VALID AS ON DATE?	YES
6	PROPOSED AFFILIATION WITH CBSE FOR	SENIOR SECONDARY SCHOOL
7	LOCATION OF THE SCHOOL	IN MUNICIPAL LIMITS OF CITIES WITH A POPULATION EXCEEDING 15 LAKH
8	IS THE SCHOOL ALREADY AFFILIATED TO ANY BOARD FOR CLASS-X OR XII EXAMINATIONS?	AFFILIATED TO CLASS XTH NOT XIITH
9	STANDARD/LEVEL/CLASS UP TO WHICH THE SCHOOL IS RUNNING	NURSERY-X

(SIGNATURE OF PRINCIPAL)

Principal
Richmondd Global School
NS Road, Mianwali Nagar, Opp. Inder Enclave
Paschim Vihar, New Delhi-110087

(SIGNATURE OF D.E.O)

APPENDIX - II

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	1256-31-12-2008
12	HAS THE SCHOOL OBTAINED RECOGNITION CERTIFICATE FROM THE STATE GOVERNMENT FROM CLASS – 1 TO 8TH ?	YES
13	NUMBER OF RECOGNITION CERTIFICATE FROM CLASS-1 TO 8TH AND DATE OF ISSUE	DDE/WB/Z-17/489 TO 92 – 05/10/2007
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 COMPUND BOUNDED BY A SINGLE CONTINOUS BOUNDARY WALL ON A SIDES?	YES
16	TOTAL AREA (IN SQUARE METERS) IN RESPECT OF 14 AND 15 ABOVE ON WHICH THE SCHOOL IS SITUATED.	4856.4 SQ.MTR
17	THE LAND IS IN THE POSSESSION OF THE SCHOOL/TRUST/SOCIETY/COMPANY/LEGALY BY WAY OF	LEASE DEED
18	NAME OF THE OWNER / LESSEE OF THE LAND IN RESPECT OF POINT-16 ABOVE.	MATA KRISHNAWANTI MEMORIAL EDUCATIONAL SOCIETY (REGD)
19	IN CASE THE LAND IS IN THE POSSESSION OF THE SOCEITY / SCHOOL BY WAY OF LEASE AS PER STATE GOVERNMENT NORMS, THE PERIOD OF THE LEASE	28 YRS
20	IN ANY PUBLIC ROAD, CANAL OR THOROUGH-FARE, HT LINE ETC. PASSING THROUGH THE LAND IN RESOECT OF POINT – 16 ABOVE?	NO
INFORMATION REGARDING ESSENTIAL SAFETY REQUIREMENTS		
21	HAS THE SCHOOL BEEN INSPECTED BY THE GOVERNMENT EGINEER AND THE SCHOOL BUILDING BEEN FOUND STRUCTURALLY SAFE FOR RUNNING A SCHOOL?	YES
21 (a)	IF YES THE DATE OF LAST INSPECTION	03-10-2024
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	11.03.2026
23	HAS THE SCHOOL COMPUND 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	16.09.2026
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

(SIGNATURE OF PRINCIPAL)

Principal
Richmondd Global School
MS Road, Mianwali Nagar, Opp. Inder Enclave

(SIGNATURE OF D.E.O)

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

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.....DATE OF ISSUANCE.....30/10/2026

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 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 ?	SENIOR SECONDARY
	RECOMMENDED FOR ALL STREAMS.	

SIGNATURE
(NAME AND STAMP OF ISSUING DEO)
DISTRICT EDUCATION OFFICER / NAME OF DISTRICT

Dy. Director of Education
Zone-XVII Distt. West-B
G-Block, Vikas Puri, New Delhi-18

(SIGNATURE OF PRINCIPAL)

Principal
Richmondd Global School
NS Road, Mianwali Nagar, Opp. Inder Enclave
Paschim Vihar, New Delhi-110087

(SIGNATURE OF D.E.O)

PART-C			
DISTRICT EDUCATION OFFICER SHALL PUT A TICK MARK AGAINST THE COLOUMN UNDER WHICH THE SCHIIL IS FULLFILLING THE LAND CRITERIA			
NAME AND ADDRESS OF THE SCHOOL		TOTAL LAND AREA IN LAWFUL POSSESSION OF SCHOOL	
S.NO.	LOCATION OF SCHOOL	LAND REQUIREMENT	PLEASE TICK THE CONCERNED COLUMN
1	ANY WHERE IN INDIA	MINIMUM 6000 SQUARE METERS	
2	IN MUNICIPAL LIMITS OF CITIES WITH A POPULATION EXCEEDING 15 LAKH	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, BENGLURU, HYDERABAD, PUNE) OR ON THE HILL STATIONS (FOR SECONDARY LEVEL)	MINIMUM 2000 SQUARE METERS	
10	IN THE MUNICIPAL LIMITS OF CLASS-X CITIES (AHMEDABAD, BENGLURU, HYDERABAD, PUNE) OR ON THE HULL STATIONS (FOR SENIOR SECONDARY LEVEL)	MINIMUM 3000 SQUARE METERS	
11	IN THE MUNICIPAL LIMITS OF CHENNAI, DELHU, KOLKATA AND MUMBAI OR THE STATE OF ARUNACHAL PRADESH ON THE STATE OF SIKKIM OR THE ISLANDS (FOR SECONDARY LEVEL)	MINIMUM 1600 SQUARE METERS	
12	IN THE MUNICIPAL LIMITS OF CHENNAI, DELHU, KOLKATA AND MUMBAI OR THE STATE OF ARUNACHAL PRADESH ON THE STATE OF SIKKIM OR THE ISLANDS (FOR SENIOR SECONDARY LEVEL)	MINIMUM 2400 SQUARE METERS	

(SIGNATURE OF PRINCIPAL)

Principal
Ridhima Public School
NS Road, Mianwali Nagar, Opp. Inder Enclave
Paschim Vihar, New Delhi-110087

SIGNATURE
(NAME AND STAMP OF ISSUING DEO)
DISTRICT EDUCATION OFFICER / NAME OF DISTRICT
(SIGNATURE OF D.E.O.)

Dy. Director of Education
Zone-XVI, Distt. West-B
G-Block, Vikas Puri, New Delhi-18