

**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 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	Name of the School: (Name should be exactly as per NOC and recognition certificate)	<b>MOUNT LITERA ZEE SCHOOL</b>
2	Address of the School:	<b>Plot No. 1/216, Thalambur Main Road, Navalur Village, OMR, Chennai, Tamilnadu- 600130.</b>
3	U-DISE code allotted to the school:	<b>Registration In Process</b>
4	Name and address of the Trust/Society/Company(undersection-8) running the School	<b>SVS VIDYA MANDIR EDUCATIONAL TRUST, Plot No. 1/216, Thalambur Main Road, Navalur Village, Omr, Chennai, Tamilnadu - 600130.</b>
5	Is the Trust/Society/Company duly registered with the competent registering authority and the registration is valid as on date?	<b>YES REGISTERED</b>
6	Proposed affiliation with CBSE for:	<b>SECONDARY LEVEL</b>
7	Location of school	<b>WITHIN THE MUNICIPAL LIMITS OF CHENNAI CITY</b>
8	Is the School already affiliated to any board for Class-X or XII examinations?	<b>NO</b>

(Signature of Principal)

**For MOUNT LITERA ZEE SCHOOL  
OMR, CHENNAI.**

**Mrs. MABEN HELEN HEMALATHA**  
BSC(ZOO), BA(Eng), MA(Eng), B.Ed.,  
Principal

**CHIEF EDUCATIONAL OFFICER  
CHENGALPATTU.**

29.11.2021

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: <b>MOUNT LITERA ZEE SCHOOL.</b> Plot No. 1/216, Navalur Village, OMR, Chennai, Tamilnadu – 600130.		Total Land area in lawful possession of school: <b>7,284.34 Sq.Mt</b>	
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	<input checked="" type="checkbox"/>
2	In Municipal limits of cities with a population exceeding 15 Lakhs.	Minimum 4000 Square Meters	<input type="checkbox"/>
3	In hilly areas prescribed by the Planning Commission (NITI Aayog).	Minimum 4000 Square Meters	<input type="checkbox"/>
4	In Municipal Limits of the State Capital Cities.	Minimum 4000 Square Meters	<input type="checkbox"/>
5	In the North Eastern States.	Minimum 4000 Square Meters	<input type="checkbox"/>
6	In the state of Jammu and Kashmir	Minimum 4000 Square Meters	<input type="checkbox"/>
7	In Municipal Limits of Ghaziabad, NOIDA, Faridabad and Gurugram cities	Minimum 4000 Square Meters	<input type="checkbox"/>
8	In the Municipal Limits of Panchkula and Mohali/SAS Nagar	Minimum 4000 Square Meters	<input type="checkbox"/>
9	In the Municipal Limits Class-X cities (Ahmedabad, Bengaluru, Hyderabad, Pune). Or on the Hill Stations. (For Secondary Level)	Minimum 2000 Square Meters	<input type="checkbox"/>
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	<input type="checkbox"/>
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	<input type="checkbox"/>
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	<input type="checkbox"/>

(Signature of Principal)

**For MOUNT LITERA ZEE SCHOOL**  
OMR, CHENNAI.

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BSC(ZOO), BA(Eng), MA(Eng), B.Ed.,  
Principal

CHIEF EDUCATIONAL OFFICER  
CHENGALPATTU.

29.1.2021

## APPENDIX-II

9	Standard/level/class up to which the school is running:	From Class PREKG to VIII
<b>INFORMATION REGARDING NOC AND RECOGNITION CERTIFICATE</b>		
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:	K.Dis.No.060609/G1-S4/2020 dated 12.01.2021
12	Has the school obtained Recognition Certificate from the State Government from class-1 to 8 <sup>th</sup> ?	YES
13	Number of Recognition Certificate from class-1 to 8 <sup>th</sup> and date of issue:	001-12-S-0117-1023 Dated 12.01.2021
<b>INFORMATION REGARDING LAND DETAILS AND OWNERSHIP</b>		
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:	7,284.34 Sq.Mt
17	The land is in the possession of the school/Trust/Society/Company legally by way of:	LEASE
18	Name of the Owner/Lessee of the land in respect of point-15 above:	SVS VIDYA MANDIR EDUCATIONAL TRUST (LESSEE)
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:	Lease for 33 Years
20	Is any public road, canal or thorough-fare, HT line etc. passing through the land in respect of point-16 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:	01/11/2020
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:	04/11/2020
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:	10/11/2020


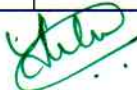


(Signature of Principal)

For **MOUNT LITERA ZEE SCHOOL**  
OMR, CHENNAI.

**Mrs. MABEN HELEN HEMALATHA**  
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Principal

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29.1.2021

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
 CORRESPONDENT <b>MOUNT LITERA ZEE SCHOOL</b> OMR, CHENNAI. Managed by <b>"SVS VIDYA MANDIR EDUCATIONAL TRUST"</b> Plot No.1/126, Thalambur Main Road, OMR, Navalur, Chennai - 600 130 (of School Correspondent)		 <b>For MOUNT LITERA ZEE SCHOOL</b> OMR, CHENNAI. <b>Mrs. MABEN HELEN HEMALATHA</b> BSC(ZOO), BA(Eng), MA(Eng), B.Ed., Principal (of School Principal)
<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>K.D.1500/3117/B1/2020</u> ..... Date of Issuance <u>29.01.2021</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 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 <b>Middle Class Syllabus/Secondary/Senior Secondary</b> to CBSE?	YES <b>RECOMMENDED FOR SECONDARY</b>
 Signature <b>CHIEF EDUCATIONAL OFFICER</b> (Name and Stamp of Issuing CEO) <b>CHIEF EDUCATION OFFICER/EQUIVALENT OFFICER</b> <b>CHENGALPATTU.</b> NAME OF DISTRICT 		

(Signature of Principal)

**For MOUNT LITERA ZEE SCHOOL**  
 OMR, CHENNAI.

**Mrs. MABEN HELEN HEMALATHA**  
 BSC(ZOO), BA(Eng), MA(Eng), B.Ed.,  
 Principal

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