

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)	the down town school
2	Address of the School:	Hathisila, Chandrapur Road, Khankar, Opposite Saraighat Press, Guwahati-781026
3	U-DISE code allotted to the school:	18270411909
4	Name and address of the Trust/Society/Company (under section-8) running the School	down town Charity Trust
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:	Up-gradation to Senior Secondary Level
7	Location of school	In the municipal limits of city having population less than 15 lakhs.
8	Is the School already affiliated to any board for Class-X or XII examinations?	Yes

down town Charity Trust

Ganiasi Datta Trustee


Inspector of Schools,
Kamrup (M) District Circle,
Guwahati, Assam

9	Standard/level/class upto which the school is running:	From Nursery to X
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:	E-500127/398, dated - 12/06/2024
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:	DEEO/K(M) Private School/2019/37
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:	11371 Sqr.mtr
17	The land is in the possession of the school/Trust/Society/Company legally by way of:	Trust
18	Name of the Owner/Lessee of the land in respect of point-15 above:	down town Charity Trust
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:	03-07-2026
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:	26-04-2023
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:	25-03-2026
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

down town Charity Trust

Ganasi Datta


 Inspector of Schools,
 Kamrup (M) District Circle,
 Guwahati, Assam

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 with Stamp (of School Manager)	Signature with Stamp (of School Principal)
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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. PL/Misc/2020/14/PL/ Date of Issuance 24/07/2026

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 land requirements also as per details given in Appendix-A along with point nos. 1-26)	<u>Recommended.</u>
3	Recommended for Middle Class Syllabus/Secondary/Senior Secondary to CBSE? ☒	<u>Sec. Secondary</u>
	 Inspector of Schools, Kamrup (M) District Circle, Guwahati, Assam Name and Stamp of Issuing D.E.O. (DISTRICT EDUCATION OFFICER)/EQUIVALENT OFFICER FROM EDUCATION ADMINISTRATION AT DISTRICT LEVEL NAME OF DISTRICT: _____	

down town Chiranjy Trust

Gouri ase Deetla Trustee

Principal
The down town school
Guwahati, Assam