

**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

|    |   |  |
|----|---|--|
| 01 | Name of the School:<br>(Name should be exactly as per NOC and recognition certificate)  | CONCORDIA PUBLIC SCHOOL  |
| 02 | Address of the School:  | No. 763, MELAKADU, NEAR ALAGU NAGAR, KARAKKOTTAI (PO), MANNARGUDI, THIRUVARUR (DT), TAMILNADU.<br>PIN CODE - 614013. |
| 03 | U-DISE code allotted to the school:   | 33200605364  |
| 04 | Name and address of the Trust/Society/ Company (under section-8) running the School   | ARANMAATCHI CHARITABLE TRUST   |
| 05 | Is the Trust Society Company duly registered with the competent registering authority and the registration is valid as on date? | YES  |
| 06 | Proposed affiliation with CBSE for:   | Secondary  |
| 07 | Location of school  | Outside the municipal limits of any town/city.   |
| 08 | Is the School already affiliated to any board for Class-X or XII examinations?  | NO   |
| 09 | Standard/level/class up to which the school is running:   | From Class LKG to Class 8  |

## INFORMATION REGARDING NOC AND RECOGNITION CERTIFICATE

|    |   |                                |
|----|---|--------------------------------|
| 10 | Has the school obtained No Objection Certificate from the State Government for Affiliation with CBSE? | YES                            |
|    | Number of NOC and date of issue:  | No. 4966/D1/2022<br>30/12/2022 |
|    | Has the school obtained Recognition Certificate from the State Government from class-I to 8th?        | YES                            |
|    | Number of Recognition Certificate from class-I to 8th and date of issue:                              | No. 4966/D1/2022<br>30/12/2022 |

Principal  
CONCORDIA PUBLIC SCHOOL  
No.763, Melakadu  
Karakkottai (Po) - 614 013  
Mannargudi (Tk), Thiruvavarur (Dt)

Correspondent  
CONCORDIA PUBLIC SCHOOL  
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Signature of the Principal

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Signature of the DEO

District Educational Officer  
(Private Schools)  
Thiruvavarur - 610 004



| 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:  | 12700 Sq. Mtrs   |
| 17  | The land is in the possession of the school/ Trust/ Society/ Company legally by way of:   | LEASE DEED   |
| 18  | Name of the Owner/Lessee of the land in respect of point-16 above:  | 1. Mrs. M. UDHAYABANU<br>2. Mr. J. LENIN<br>3. Mr. SENTHIL ARUMUGAM VEMBU<br>4. Mr. NALLIAHRAJ VICTOR PRIYA SURESH<br>5. Mrs. RAYMOND SAMUEL REMI BALA<br>6. Mr. MANICKAM SELVA RATHNAVEL<br>7. Mrs. V. MARY DHAYALENINA |
| 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:   | <b>33 YEARS</b><br>From <b>01.04.2022 to 01.04.2055</b>  |
| 20  | Is any public road, canal or thoroughfare, 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:   | 15.03.2025   |
| 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:   | 01.03.2025   |
| 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 been found safe for drinking? | YES  |
| 23 (a)  | If Yes the date of last inspection:   | 02.01.2025   |

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Signature of the DEO

District Educational Officer  
(Private Schools)  
Thiruvavur - 610 004

| INFORMATION REGARDING THE STAFF   |   |   |
|---|---|---|
| 24  | Does the School have well defined Services 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 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?<br>(Payment by cheque or cash to the individual is not allowed)                         | YES   |
| <p style="text-align: center;"><i>A. J. J.</i><br/><b>CONCORDIA PUBLIC SCHOOL</b><br/>No.763, Melakadu<br/>Karakkottai (Po) - 614 013<br/>Mannargudi (Tk), Thiruvarur (Dt)<br/>Signature with stamp<br/>(of School Manager)</p>   |   | <p style="text-align: center;"><i>[Signature]</i><br/><b>Principal</b><br/><b>CONCORDIA PUBLIC SCHOOL</b><br/>No.763, Melakadu<br/>Karakkottai (Po) - 614 013<br/>Mannargudi (Tk), Thiruvarur (Dt)<br/>Signature with stamp<br/>(of school principal)</p> |
| PART-B  |   |   |
| (This part is to be filled-up by the <b>District Education Officer</b> after the verifying all the supporting documents and certificates in original and <b>visiting the school</b> )   |   |   |
| File No. <u>00533/A1/2025</u>   | Date of Issuance : <u>22.03.2025</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?<br>(Please ensure that the school fulfils the requirements also as per details given in Appendix along with point nos 1-26)  | ✓<br>YES/NO   |
| 3   | Recommended for the Middle-Class Syllabus/Secondary/Senior Secondary to CBSE?   | SECONDARY   |
| <p>Signature<br/><i>[Signature]</i><br/>District Educational Officer<br/>(Private School)<br/>Name and Stamp of Issuing DDO<br/>00533/2025</p> <p>DISTRICT EDUCATION OFFICER / EQUIVALENT OFFICE FROM EDUCATION<br/>ADMINISTRATION AT DISTRICT LEVEL<br/>NAME OF THE DISTRICT <u>THIRUVARUR</u></p> |   |   |


*[Signature]*  
**Principal**  
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*[Signature]*  
**Correspondent**  
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| PART-C   |   |   |                                     |
|--|---|---|-------------------------------------|
| DISTRICT EDUCATION OFFICER SHALL PUT A TICK MARK AGAINST THE COLUMN UNDER WHICH THE SCHOOL IS FULFILLING THE LAND CRITERIA |   |   |                                     |
|  | Name address of the School:<br><b>CONCORDIA PUBLIC SCHOOL</b><br>No. 763, MELAKADU, NEAR ALAGU NAGAR,<br>KARAKKOTTAI (PO), MANNARGUDI,<br>THIRUVARUR (DT), TAMILNADU.<br>PIN CODE - 614013. | Total land area in lawful possession of School:<br><br><i>12,700 Sq. Metres</i> |                                     |
| S. No.   | LOCATION OF SCHOOL  | LAND REQUIREMENT  | PLEASE TICK THE CONCERNED COLUMN    |
| 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 commissions (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).<br>Or on the Hill stations. (For Secondary Level)   | Minimum 2000 Square Meters  | <input type="checkbox"/>            |
| 10   | In the Municipal Limits Cass-X cities (Ahmedabad, Bengaluru, Hyderabad, Pune).<br>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, Mumbai Or the state of Arunachal Pradesh Or the State of Sikkim Or the Islands<br>(For Secondary Level)                                 | Minimum 1600 Square Meters  | <input type="checkbox"/>            |
| 12   | In the Municipal Limits of Chennai, Delhi, Kolkata, Mumbai Or the state of Arunachal Pradesh Or the State of Sikkim Or the Islands<br>(For Senior Secondary Level)                          | Minimum 2400 Square Meters  | <input type="checkbox"/>            |

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 Mannargudi (Tk), Thiruvavarur (Dt)

Signature  
 District Educational Officer  
 (Private Schools)  
 Thiruvavarur - 614 001  
 NAME AND STAMP OF ISSUING D.E.O.  
 DISTRICT EDUCATION OFFICER / EQUIVALENT OFFICE FROM  
 EDUCATION ADMINISTRATION AT DISTRICT LEVEL  
 NAME OF THE DISTRICT THIRUVARUR