

APPENDIX- III

FORMAT OF CERTIFICATE TO BE ISSUED BY THE DISTRICT EDUCATION OFFICER IN RESPECT OF SCHOOL 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)

1	Affiliation Number allotted by CBSE to the school	1530286
2	Name of the School as per affiliation letter of CBSE	Jyothi Convent School
3	Address of the School	Jyothi Convent School At Gelpur, Via Madhav Nagar, Dist Bhadrak - 756181
4	Standard / level/ class upto which the school is running	1 to 10
5	Is the name and address of school in CBSE affiliation letter and state NOC / Recognition/U-DISE name exactly the same.	Yes
6	U-DISE code allotted to the school:	21090207551
7	Name and address of the Trust/ Society/ Company (under section-8) running the school as on date.	Roman Catholic Diocese of Balasore (Navjeevan Education Trust)
8	Is the Trust /Society/ Company duly registered with the competent registering authority and the registration is valid as on date?	Yes
9	Purpose of present application	Extension of affiliation
10	Location of School	Outside the municipal limits of any town /city

[Handwritten Signature]
28/09/2026
Signature of Principal

PRINCIPAL
JYOTHI CONVENT SCHOOL
AT/P.O. GELPUR, VIA, MADHAV NAGAR
BHADRAK ODISHA, PIN-756181

Signature of D.E.O

[Handwritten Signature]

Manager
Jyothi Convent School
Bhadrak, 756181

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10	Has the school obtained Recognition Certificate from the state Government from class- 1 to 8 th ?	Yes
11	Number of recognition Certificate from class -1 to 8th	12370 31/12/2022
12	Is the School affiliated to any other board besides CBSE for class- X or XII examination?	No
INFORMATION REGARDING LAND DETAILS AND OWNERSHIP		
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 contiguous boundary wall on all sides?	Yes
15	Total area (in square meters) in respect of 13 and 14 above on which school is situated:	8093.71Sq. Mtrs
16	The land is in 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 -16 above:	Jyothi Convent School
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 lease:	No
19	Is any public road, canal or thorough fare, HT line etc passing through the land in respect of point -15 above?	Yes
INFORMATION REGARDING ESSENTIAL SAFETY REQUIREMENTS		
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:	10/09/2026
21	Has the school been inspected by the officer of Government Fire Department and the school building been declared safe for school building been declared safe for school from the point of view of fire safety?	Yes
21 a)	If 'yes' the date of the last visit:	04/10/2024
22	Has the school compound been checked by the public health and sanitary and the water has been found safe for drinking?	Yes

Principals
28/09/2026
PRINCIPAL
JYOTHI CONVENT SCHOOL
AT/P.O. GELPUR, VIA, MADHAV NAGAR
CHADRAK ODISHA, PIN-756181

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22 a)	If 'yes' the date of last inspection:	29-08-2026
INFORMATION REGARDING THE STAFF		
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
25	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 in not allowed)	Yes
26	Is the school paying EPF to the teachers and other employees as per the norms of the appropriate Government?	Yes

29/09/2026
PRINCIPAL
JYOTHI CONVENT SCHOOL
 AT/P.O. GELPUR, VIA, MADHAV NAGAR
 BHADRAK ODISHA, PIN-756181

29/09/2026
Manager
Jyothi Convent School
 Bhadrak-756181, Odisha

PART- B

(This part is to be filled by the District Education Officer after verifying all supporting document and certificates in Original and visiting the school)

File No Date

1	This is to certify that the information above, provided by the school has been verified on the basis of all supporting documents and certificates and visiting the school and the information has been found correct.	
2	Is the school recommended for extension /upgradation of affiliation?	
Signature Name and Stamp of issuing D.E.O. DISTRICT EDUCATION OFFICER/ NAME OF DISTRICT		

29/09/2026
 Signature of Principal

PRINCIPAL
JYOTHI CONVENT SCHOOL
 AT/P.O. GELPUR, VIA, MADHAV NAGAR
 BHADRAK ODISHA, PIN-756181

(Signature of D.E. O.)