

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)	St. Benedict's (E.M) High School
2	Address of the School:	K. Tadepalli, Vijayawada Rural, NTR(Dt), 520012
3	U-DISE code allotted to the school:	28161600207
4	Name and address of the Trust/Society/ Company (under section- 8) running the School	The Benedictine Fathers, Navajeevan Ashram, Jakkampudi- 520012
5	Is the Trust/Society/ Company duly registered with the competent registering authority and the registration is valid as on date?	14-Oct-1987
6	Proposed affiliation with CBSE for:	Secondary
7	Location of school	Rural Area
8	Is the School already affiliated to any board for Class-X or XII examinations?	YES, Board of Secondary Education, AP
9	Standard/level/class up to which the school is running:	Nursery to 10 th class

[Signature]
Deputy Educational Officer
(Signature of Principal)
VIJAYAWADA. (A.P.)
11/9/20

Principal
St. Benedict's (E.M) High School
Kothuru Tadepalli, Vijayawada Rural,
NTR (Dt). Andhra Pradesh

[Signature]
(Signature of D.E.O.)
District Educational Officer
N.T.R.District, VIJAYAWADA
12/9/2020

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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: <u>Rc. No. 3222/B3/2026</u>	<u>Dt: 16/09/2026</u>
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:	11785/E3/2018, Dt: 15/10/2018 (VI to X)

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:	20,719.90 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:	R.C DIOCESE of Hyderabad, Deccan Society
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:	Perpetual Lease
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:	01-May-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:	08-July-2026
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:	22-July-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
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(Signature of Principal)
VIJAYAWADA (A.P.)

Principal

St. Benedicts (E.M) High School
Kothuru Tadepalli, Vijayawada Rural,
NTR (Dt) Andhra Pradesh

(Signature of D.F.O.)
District Educational Officer
N.T.R. District, VIJAYAWADA

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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
27	Is the school paying EPF to the Teachers and other employees as per the norms of the appropriate Government.	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..17/09/2026

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)	YES
3	Recommended for Middle Class Syllabus/Secondary/Senior Secondary to CBSE?	Secondary

Signature
(Name and Stamp of Issuing DEO)
DISTRICT EDUCATION OFFICER/NAME OF DISTRICT

Deputy Educational Officer
(Signature of Principal)
VIJAYAWADA. (A.P.)

11/9/26

Principal

St. Benedicts (E.M) High School
Kothuru Tadepalli, Vijayawada Rural,
NTR (Dt). Andhra Pradesh

(Signature of D.E.O.)
District Educational Officer
N.T.R.District, VIJAYAWADA

17/9/2026

SELF CERTIFICATION PROFORMA

Category of application: Fresh Affiliation upto Secondary Level

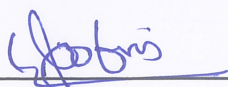
We (i) Fr.Jobin Joseph(Principal) and (ii) Fr.N.Jayaraju(Manager/signing Authority) of the school St.Benedict's E.M High School Certify that:

1	The following uploaded Documents are Genuine Valid
*	No Objection Certificate:3222/B3/2026 Date:16.09.2026
*	NOC issuing Authority:DISTRICT EDUCATIONAL OFFICER, NTR DISTRICT,A.P
*	Trust/ Society/ Company Registration No: 305 of 1987
*	Trust/ Society/ Company Registration Issuing Authority: THE BENEDICTINE FATHERS , Navajeevan Ashram, Jakkampudi-520012
*	Recognition Certificate No:12428/E2/2018, Dt. 17.12.2018(LKG & UKG), 11541/E2/2018, dt:09/10/2018 (I to V), 11785/E3/2018, dt:15/10/2018 (VI to X).
*	Recognition Issuing Authority: REGIONAL JOINT DIRECTOR OF SCHOOL EDUCATION KAKINADA
*	Recognition Expiry Date: 15/10/2028
*	Fire Safety Certificate No: R.C.NO:- File No: 331199/NTR/RFO/2026, Dated: 08/07/2026
*	Fire Safety Certificate Issuing Authority: DIRECTOR GENERAL, STATE DISASTER RESPONSE & FIRE SERVICES, A.P, VIJAYAWADA
*	Fire Safety Certificate Expiry date: 08-07-2027
*	Building safety issuing authority (not below the rank of Asst.Engineer in PWD): R&B, DEPUTY EXECUTIVE ENGINEER, Vijayawada
*	Building safety Certificate: ANNEXURE-D
*	Building Certificate Expire Date: 01-05-2028
*	Land Certificate: RC.B/557/2026, Dt:04/08/2026
*	Land Certificate Issuing Authority: TAHSILDAR, Vijayawada Rural Mandal
*	Land Certificate is in name of School/ Society/ Trust/ Company Duty signed by Authorized signatory:
2	That mandatory Public disclosure has been displayed on the school's website and its link has been filled in the part – A of the affiliation application
3	We have uploaded/ submitted all the self attested documents/ information on the school's web portal and link in the application and same are true and genuine
4	Submission of Wrong system generated DEO Certificate/Self undertaking certificate or deliberate misrepresentation or fraud may result in summarily rejection of application
5	Submission of fraudulent / deliberate misrepresentation / fraud undertaking with internet to obtain affiliation through wrongful means may also lead to penal action against Principal, Manager and authorized signatory of society

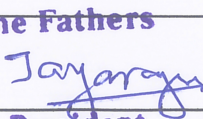
Name and Signature(s):

For The Benedictine Fathers

Principal:



Authorized Signatory:



Manager/Authorized signatory

Date:18/09/2026

Place: - K.Tadepalli, Vijayawada Rural-520012

Principal

**St. Benedicts (E.M) High School
Kothuru Tadepalli, Vijayawada Rural,
NTR (Dt). Andhra Pradesh**

Manager

**St. Benedicts (E.M) High School
Kothuru Tadepalli, Vijayawada Rural,
NTR (Dt). Andhra Pradesh**