

**GOVERNMENT OF HARYANA
DEPARTMENT OF SCHOOL EDUCATION**

Inspection Proforma for Inspection of Private Schools for grant of recognition

(Note 1 :- [✓] tick mark the circle for appropriate information)

Note 2 :- Member Secretary to sign each page of the inspection report.

Date of Inspection

14 02 2013
DD MM YYYY

District

SIRSA

Sub Division

ELLENABAD

I. Details of School:

A. General

i. Name of School

NEEMLA PUBLIC SCHOOL

ii. Stage for which recognition applied for

Primary Middle High Sr. Sec.

iii. For Sr. Sec. Stage, mention the stream/streams for which recognition is sought.

Arts Commerce Science

iv. Permission for establishment or upgradation of school granted by (copy to be attached)

Director DEO

v. If already recognized mention the stage along with order no. and date (copy to be attached)

No. Date

Primary Middle High

Director DEO Recd. Recognized

No. Date

Urban Rural

B. Locational Details of School:

i. Plot No.

ii. Sector/ Mohalla

iii. City / Town / Village

iv. HUDA / Municipal Council / Committee / Panchayat

v. CD Block

vi. Assembly Contingency

vii. District

viii. Telephone Number with STD Code

ix. Fax Number -

x. E-Mail address

NEEMLA
PANCHAYAT
ELLENABAD
ELLENABAD
SIRSA
9813726362

C. Type of School/ Curriculum:

i. Type of School

Boys Girls Co-Education

ii. Number of students to be admitted

211

iii. Affiliating Board

BOSE CBSE ICSE Others

iv. Curriculum:

a) For 1-8th Class

BOSE CBSE ICSE Edu. Dept.

b) For 9-12th Class

BOSE CBSE ICSE Others

v. Medium of instruction-

Hindi English Both Others

2. Details of Authority to run the school

i. Name

Individual or association of individuals or trust created under the Indian Trust Act, 1882 (2 of 1902), or society registered under Societies Act, 1860 or company registered under Companies Act, 1956 (1 of 1956)

NEEMLA EDUCATION SOCIETY

2. Registration Details

i. Scheme of Management: whether submitted

Yes No

ii. a. Registration Number & Date

SIRSA 08 04 2010
DISTRICT REG. FIRM SOCIETY SIRSA

ii. b. Registration Authority

iii. Composition of managing committee: whether submitted

Yes No

iv. Number of members of managing committee

11

Copy of Bye-Laws: whether submitted

Yes No

e of the School: _____

3. Land Details (Refer to Rule - 30):

A. Area Details:

Total Land Area:

Sqm. 447.3 Acre 1.1 Kanal 8.8 Marla 176

Yes No

Whether playground provided:

If Yes, Then

Area 3626.22 Sq. m. Distance from school —

B. Location of land

i. Khewat/Khasra No./Killa No./Plot No.

Khewat 134 Khasra 156 Killa 63 Plot No. —

ii. Whether land is in one patch or more

Number of patch 01 19

iii. If more than one patch size of land duly countersigned by the Tehsildar be attached

Yes No

iv. Whether pieces of land adjacent & easily approachable and functionally suitable?

Yes No

C. Owner Details

i. The Name of individual or Association of individuals or Trust or Society or Company or School whom ownership vests

BHAGI RAM
SURENDER SINGH
NARESH KUMAR

ii. The ownership Title document attached

Yes No

D. Lessor Details

i. Name

ii. Address

VINOD KUMAR
VPO - NEEMLA
SIRSA
PRESIDENT

E. Lessee Details

i. Name of the lessee (President or Secretary or Manager)

ii. Whether authority letter attached:

Yes No

iii. Copy of resolution attached or not

Yes No

iv. Copy of Lease deed attached or not

Yes No

Note: In case the land is on lease hold it should be atleast 20 years regd. Irrevocable lease deed.

4. Building Details:

A. Building Plan

i. Building plan whether attached and duly signed by registered architect and owner or lessee

Yes No

ii. Covered Area

(a) Ground coverage - (it should be conforming to urban Development Department, Town and country planning Department, Panchayat and Development Department whichever is applicable)

8838.375 Sq. Ft.

(b) Total covered area (if more than one floor)

12225.375 Sq. Ft.

(c) Percentage of ground coverage

15.76 Sq. Ft.

(d) FAR (Floor area ratio) (for new Schools)

— : —

(e) Building safety certificate from PWD / MC / Regd. Engg. (copy to be attached)

Yes No

(f) Fire safety certificate from Fire brigade. (copy to be attached)

Yes No

(g) Hygiene certificate from CMO / SMO / empanelled medical officer. (copy to be attached)

Yes No

B. Room Details:

i. Total No. of Rooms

14

ii. Number of Class Room (One class room for each section)

08

Size of Class Room
(a) for new school -
(b) for 'existing school'.

24' X 18' X 10' @ 10 Sq. ft./Student
I-VIII Class @ 9 Sq. ft. / Student
IX-XI Class @ 10 Sq. ft. / Student

Total Rooms	Lentred	Size in ft.			Area (Sq. ft. each room)	No. of Students to be accommodated	Total No. of Student
		L	B	H			
<u>08</u>	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	<u>24</u>	X <u>18</u>	X <u>10.5</u>	<u>432</u>	<u>40</u>	<u>320</u>
	Yes <input type="checkbox"/> No <input type="checkbox"/>		X	X			
	Yes <input type="checkbox"/> No <input type="checkbox"/>		X	X			
	Yes <input type="checkbox"/> No <input type="checkbox"/>		X	X			
	Yes <input type="checkbox"/> No <input type="checkbox"/>		X	X			
Total							

Name of the School: _____

Other Rooms

Office of Head	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>	24	X	18	X	10.5	No. of books to be provided <input type="text"/>
Staff Room	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>	24	X	18	X	10.5	
Office Room	Yes	<input type="checkbox"/>	No	<input checked="" type="checkbox"/>		X		X		
Library	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>	24	X	18	X	10.5	
Physics Lab	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>		X		X		
Chemistry Lab	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>		X		X		
Biology Lab	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>		X		X		
Composite Science lab	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>	40	X	20	X	10.5	
Computer Lab	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>	24	X	28	X	10.5	
Commerce Room	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>		X		X		
Store Room	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>	24	X	18	X	10.5	

iii. Verandah

- a. for new school - 8' for single loaded & 10' for double loaded ft.
 b. for 'existing school' - 6' for single loaded & 8' for double loaded ft.

iv. Stairs

- a. for new school - 6' width Yes No If No, Size
 b. for 'existing school' - 4'6" width. Additional stair after linear distance of 100' Yes No If No, Size

v. Ramp

- a. for new school - 6' width Yes No If No, Size
 b. for 'existing school' - 6' width. If the school has not provided ramp then it should arrange the classes for the handicapped students at the ground floor. Yes No If No, Size

vi. Provision for laboratory

- Composite Science Lab Physics Music
 Functional English Chemistry Multimedia
 Mathematics Biology Others (Specify)
 Geography Computers

vii. Drinking water facility

Yes No Mode of water supply

viii. Electricity facility

Yes No

ix. Furniture for students

Yes No

x. Open space for morning assembly

Yes No

xi. Boundary wall

Yes No

a. Number of toilets for the girls

b. Number of toilets for the boys

Total Number of toilets

5. Staff statement attached?

(A) Whether teachers are suitably trained with minimum qualifications Yes No

(B) Whether pay scales would be same as provided in Appendix A attached with Haryana School Education Rule-2003 Yes No

If No, Then Specify the pay scales.

i. Head of the institution (Principal/ Head Master)

ii. Lecturers

iii. Master/ Mistress

iv. Teachers (JBT/D&V/Language/PTI)

v. Non-Teaching Staff (Clerk/Lab assistant/Class IV)

(C) Rules & Regulations for staff (Rule 162) Yes No

(D) Written agreement with teachers (Rule 161) Yes No

6. Fee structure

a. Class-wise fee and funds (no funds except Red Cross, CWF and Sports funds) Yes No

b. Whether fee is charged according to the (Rule 15B & 159) Yes No

iii. Whether displayed on the notice board. Yes No

iv. Whether receipt is issued. Yes No

Name of the School: _____

7. School Record maintained (Rule 28) Yes No

8. Affidavit attached (Rule 28) Yes No

9. Financial Statement (by C.A.) Yes No

i. Bank Balance (Attested copy of passbook / Statement) _____

10. Processing Fee + Form Fee Yes No

For 5th Rs. 1000/- for 10th Rs. 5000/-
for 8th Rs. 2500/- for 12th Rs. 10,000/-
(Plus Rs. 500/- fee of the form)

Details of Draft

Draft No. 304294
Bank Name SBI SIRSA
File No. _____

Dated 18/3/13
Payable at Panchkula

Recommendations (strike out whichever is not applicable):

We the members of the inspection committee, have satisfied over selves that the school fulfills all conditions of recognition/ upgradation laid down in Haryana School Education Rules, 2003 amended from time to time and guideline issued by the Department. We, therefore, recommend that the school be granted recognition/ upgradation subject to the following:

5

2/1/13
Block Elementary Education Officer
Ellenabad

सरपंच, मनी देवी
ग्राम पंचायत, नीमना
खण्ड ऐलनाबाद (सिरसा)

Handy
Distt. Elementary Education Officer
SIRSA

Note: The recommendations, amongst other things, should specifically mentioned the stage upto which the school is to be recognized and the number of students that can be admitted in the school.

Or

We find that school is not fit for recognition/ upgradation and has the following deficiencies/ discrepancies:

- 1.
- 2.
- 3.
- 4.
- 5.
- 6.

We, therefore recommend rejection of the request for recognition/ upgradation applied for class 7 to 8 2/1/13