



GOVERNMENT OF HARYANA / हरियाणा सरकार

Office of Director School Education, Haryana  
 विद्यालय शिक्षा निदेशालय, हरियाणा

शिक्षा, संस्कृति एवं विकास  
 Education, Culture and Development



From Darkness lead me to Light

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 कार्यालय: 30 बेज बिल्डिंग, तृतीय तल, सेक्टर 17-बी चण्डीगढ़, -160017 (भारत) दूरभाष : 91 (0172) 2701333 फैक्स: 91 (0172) 2701347  
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**Inspection Performa for Inspection of Private Schools for recognition, under RTE Rules 2011.**

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

District/Sub Division

JIND / SAFIDON

Date of Inspection

21 / 11 / 2013

**1. Details of Schools:**

**A. General**

i. Name of School

HINDU HIGH SCHOOL SINGHANA

ii. Stage for which recognition applied for  Primary  Middle

iii. Permission to establishment or up-gradation of school granted by  Director  DEO

Note: The schools running in the State before 31.03.2007 as recognized or deemed recognized or temporarily recognized or unrecognized shall be deemed to have been permitted under this rule for the purpose of recognition or up gradation.

No. 24/01-PSST(4) Date 25 / 08 / 2005

iv. If already recognized mention stage along with order no. and date  Primary  Middle

No. \_\_\_\_\_ Date \_\_\_\_\_

**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 Constituency

vii. District

viii. Telephone No. with STD code

ix. Fax No.

x. Email address

SINGHANA  
 SINGHANA  
 SAFIDON  
 SAFIDON  
 JIND  
 9416228759  
 - - - - -  
 - - - - -

**2. Details of Authority to run the school**

**1. Name**

Individual or association of individuals or trust created under the Indian Trust Act, 1882 (2 of 1982), or society registered under Societies Act, 1860 or company registered under Companies Act, 1956 (1 of 1956).

GRAMIN SHIKSHA SUDAR SAMITI SINGHANA

**2. Registration Details**

i. Scheme of Management (under Rule 32)  Yes  No

ii. a) Registration Number & Date

0784 27 07 1998

b) Registration Authority

REGISTRAR SAMITI HARYANA

- iii. Number of members of managing committee
- iv. Composition of managing committee  Yes 0 No
- v. Copy of bye-laws attached  Yes 0 No

**C. Type of School/Curriculum:**

- i. Type of school 0 Boys 0 Girls  Co-Education
- ii. Approximate number of students
- iii. Affiliating Board  Bose 0 CBSE 0 ICSE 0 Others
- iv. Curriculum:- a) For 1-8 Class  Bose 0 CBSE 0 ICSE 0 Edu.Dept.
- v. Medium of instructions 0 Hindi 0 English  Both 0 Others

**Land Details:**

**A. Area Details:**

School	New schools established after commencement of Haryana School Education Rules, 2003 i.e. after 30.04.2003	Existing schools running as recognized or unrecognized before commencement of Haryana School Education Rules, 2003 i.e. before 31.03.2007	
	Rural/Urban/ Controlled areas	Rural/Urban/ Controlled areas (for single storey building)	Rural/ Urban/ Controlled areas (for double storey building)
Primary	0.5 Acre	500 Square meters	350 Square meters
Middle	1.0 Acre	800 Square meters	600 Square meters
Secondary	2.0 Acre	2000 Square meters	1500 Square meters
Senior Secondary (i) Arts and Commerce (ii) Arts/ Commerce and Science	2.0 Acre	3000 Square meters 4000 Square meters	2250 Square meters 3000 Square meters

**Total Land Area**

Acre  Kanal  Marla  Sqm.

In case of existing schools i.e. running before June 2011, these schools shall provide or make arrangement for adequate play ground within the radius of 500 meter according to the number of students. These schools may use the playground of Government schools within one Kilometer range of the up for use playground of any Aided School, Educational Institution, Park, Panchayat/Municipal Land, Stadium etc.

Yes 0 No  
If yes, then Area  Distance

**B. Owner Details:**

- (i) The Name of individual or Association of individuals or Trust or Society or Company or school whom ownership vests
- (ii) The ownership title documents attached.  Yes 0 No

**C. Leasor's Detail:**

- (i) Name
- (ii) Address

**D. Lessee Detail:**

- (i) Name of the lessee (President or Secretary or Manager)  SAATI SH KUMAR MANAB
- (ii) Whether authorized by the authority running the school
- (iii) Copy of resolution attached or not  Yes 0 No

**E. Location of land:**

- (i) Khewat/Khasra No./Killa No./Plot No.  Khewat  Khasra  Killa  Plot No.
- (ii) Whether land is in one patch or more.  Number of patch
- (iii) If more than one patch sizra of land duly countersigned by the Tehsildar be attached)  Yes 0 No
- (iv) Whether pieces of land adjacent and easily approachable and functionally suitable?  Yes 0 No

### Building Details:

#### A. Existing Plan

(i) Existing plan of building duly signed by registered architect and owner or lessee  Owner/Lessee (President or Manager or Secretary)  Architect

#### (ii) Covered Area

(a) Ground coverage-(for New Schools: it should be conforming to Urban Development Department, Town and Country Planning Department, Panchayat and Development Department whichever is applicable

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

(c) Percentage of ground coverage

(d) FAR (Floor area ratio) (For New Schools)  :

#### B. Rooms Details:

i) Total No. of Rooms

ii) Number of Class Rooms (one class room for each section)

#### Size of Class Room

a) for new School - 24'x18'x10' @ 10Sq.ft./Student  
 b) for Existing School -  
 I-VIII Class- @ 9 Sq.ft./Student

Type	Lentered		Total Room	Size (in ft.)			Area (Sq.Ft. each room)	No of Students to be adjusted	Total No of Student	
Class Room	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="text" value="4"/>	<input type="text" value="18"/>	x	<input type="text" value="20"/>	x	<input type="text" value="11"/>	<input type="text" value="1440"/>	<input type="text" value="160"/>
Class Room	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="text" value="4"/>	<input type="text" value="18"/>	x	<input type="text" value="14"/>	x	<input type="text" value="11"/>	<input type="text" value="1008"/>	<input type="text" value="112"/>
Class Room	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="text" value=""/>	<input type="text" value=""/>	x	<input type="text" value=""/>	x	<input type="text" value=""/>	<input type="text" value=""/>	<input type="text" value=""/>
Class Room	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="text" value=""/>	<input type="text" value=""/>	x	<input type="text" value=""/>	x	<input type="text" value=""/>	<input type="text" value=""/>	<input type="text" value=""/>
Class Room	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="text" value=""/>	<input type="text" value=""/>	x	<input type="text" value=""/>	x	<input type="text" value=""/>	<input type="text" value=""/>	<input type="text" value=""/>
<b>Total Rooms</b>			<input type="text" value="8"/>							

#### Others Room

Office of Head	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="text" value="3"/>	x	<input type="text" value="11"/>	x	<input type="text" value="11"/>		
Staff Rom	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="text" value="1"/>	x	<input type="text" value="11"/>	x	<input type="text" value="11"/>		
Office Room	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No	<input type="text" value="1"/>	x	<input type="text" value="11"/>	x	<input type="text" value="11"/>		
Library	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="text" value="2"/>	x	<input type="text" value="14"/>	x	<input type="text" value="14"/>		
Composited Lab	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="text" value="2"/>	x	<input type="text" value="14"/>	x	<input type="text" value="14"/>		
Computer/Eduset Room	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="text" value="2"/>	x	<input type="text" value="11.7"/>	x	<input type="text" value="11"/>		
Store Room	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No	<input type="text" value="1"/>	x	<input type="text" value="11.7"/>	x	<input type="text" value="11"/>		

No. of books available

#### iii) Veranda

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) Stair

a) for new School - 8ft' 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 does provide ramp then it should arrange the classes for the handicapped students at the ground floor.  Yes  No If No, Size

*off claim attached*

- (i) Drinking water facility (Mode of water supply)  Yes 0 No
- (ii) Toilets and Urinals separate for boys and girls  Yes 0 No
  - (a) Number of toilets for the girls 

01
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  - (b) Number of toilets for the boys 

01
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Mode Water supply & Submersible

Total toilets

01
01
02

**5. Pledge Money**

Pledge money atleast equal to six months basic pay of the staff but in no case less than the amount as mentioned below, shall be deposited in the name of Director School Education (by designation), in the shape of fixed deposit or bank guarantee not less than a period of three years:—

Yes 0 No If yes, Amount

100000-

Stage	Class	Rs.
Primary	I-V	50,000
Middle	I-VIII	1,00,000

**6. Certificates -**

- 1 Ownership of Land of Tehsildar  Yes 0 No
- 2 Construction of Building District town planner/ municipality/registered architect/empanelled architect  Yes 0 No
- 3 Safety of Building Public works Department/ Municipality/ Registered Engineer/empanelled Engineer  Yes 0 No
- 4 Fire Safety Fire Officer, authorized agency by Central Government or State Government  Yes 0 No
- 5 Hygienic Chief Medical Officer, Senior Medical Officer, empanelled Medical Officer  Yes 0 No
- 6 No Objection Certificate regarding land use Municipal area:  Yes 0 No  
 Out side municipality area like urban area/ controlled area/rural area:  Yes 0 No  
 As notified under relevant laws:  Yes 0 No

Note: - The schools running in the state before 31.03.2007 as recognized or deemed recognized or temporarily recognized or unrecognized shall not require to attach certificate referred above at Sr No. 6 i.e. no objection certificate regarding land use with application for the purpose of recognition or up gradation.

**7. Staff statement**

**8. Rules and Regulations for staff under rule 162**

- 9. Fee structure -  Yes 0 No
  - i) class-wise fee and funds (no funds except Red Cross, CWF and Sports Fund)  Yes 0 No
  - ii) to be displayed on the notice board  Yes 0 No
  - iii) issue of fee receipt  Yes 0 No
  - iv) fees charged is according to the facilities provided by the school  Yes 0 No

**10. School Record (under rule 28)**

**11. General report regarding -**

- 1. No business premises in any part of building of schools.  Yes 0 No
- 2. Furniture and equipment are adequate and suitable for institution.  Yes 0 No
- 3. Salary of teachers and non-teaching staff are paid regularly as notified by the school.  Yes 0 No
- 4. School building or other structure or grounds are not used during day or night for commercial or residential purpose (except separate residence for employees of school) or communal, political or non-educational activity of any kind.  Yes 0 No
- 5. There is no thoroughfare or public passage through any part of school premises.  Yes 0 No
- 6. Sanitary arrangements at school are adequate and kept in good order.  Yes 0 No
- 7. Drinking water arrangement adequate.  Yes 0 No
- 8. Provisions of electricity fitting and electric fans in each class rooms.  Yes 0 No
- 9. No teacher or student is completed to attend a class or religious instruction (except in minority school).  Yes 0 No
- 10. No complain/inquiry pending against school building management committee seeking recognition. An undertaking in this effect that land building in this effect that land building is free from litigation be submitted.  Yes 0 No

**12. Audit Report (as per rule 30)**

✓ Yes 0 No

**13. Processing Fee + Form Fee**(For 5<sup>th</sup> Rs. 1000/-, for 8<sup>th</sup> Rs. 2500/-, plus Rs. 500/- fee of the form)

✓ Yes 0 No

**14. Recommendations: -**

We the members of the Inspection Committee, have satisfied ourselves that the school fulfills all conditions of recognition/upgradation laid down in Haryana School Education Rules, 2003/RTE Rules 2011 amended from time to time and guidelines issued by the Department. We, therefore, recommend that the school be granted recognition/upgradation from Class I to Class VII.

*Recommended* OR

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

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

We, therefore recommend rejection of the request for recognition/up gradation applied for Class ..... to Class.....

Dist. Elementary Education Officer  
JIND

BEO/BEEO

MC/Sarpanch

खण्ड शिक्षा अधिकारी  
सफीदों (जीन्द)

सरपंच *Harish Kumar*  
ग्राम पंचायत सिंघाना  
खण्ड सफीदों (जीन्द)

