



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.

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

District/Sub Division

MEWAT

Date of Inspection

16 03 2013

I. Details of Schools:

A. General

i. Name of School

SAGAR PUBLIC SCHOOL  
GHASERA

ii. Stage for which recognition applied for 0 Primary  Middle 0 High 0 Sr. Secondary

iii. Sr. Sec. stage mention stream for which recognition is sought 0 Arts 0 Commerce 0 Science

iv. Permission to establishment or up-gradation of school granted by 0 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. A3/PS/1441-44 Date 06 09 2005

v. If already recognized mention stage along with order no. and date

0 Primary 0 Middle 0 High  
0 Director 0 DEO 0 Deemed Recognized

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

B. Locational Details of School:

i. Plot No.

72 23 / 1

ii. Sector/Mchalla

iii. City/Town/Village

GHASERA

iv. HUDA/Municipal Council/ Committee/ Panchayat

PANCHAYAT

v. CD Block

NUH

vi. Assembly Constituency

NUH

vii. District

MEWAT

viii. Telephone No. with STD code

ix. Fax No.

x. Email address

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).

SAGAR EDUCATION WELFARE SOCIETY

2. Registration Details

i. Scheme of Maragement (under Rule 32)

Yes 0 No

ii. a) Registration Number & Date

0158 25 10 2004

b) Registration Authority

DISTT. REGISTRAR

iii. Number of members of managing committee

12 GGN

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  Boys  Girls  Co-Education
- ii. Approximate number of students
- iii. Affiliating Board  Bose  CBSE  ICSE  Others
- iv. Curriculum:- a) For 1-8 Class  Bose  CBSE  ICSE  Edu.Dept.
- b) For 9-12 Class  Bose  CBSE  ICSE  Others
- v. Medium of instructions  Hindi  English  Both  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)
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.

2023-62 SQM

In case of existing schools i.e. running before 31.03.2007, 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 or tie up for use of playground of any Aided School, Educational Institution, Park, Panchayat/Municipal Land, Stadium etc.

Yes  No

If yes, then Area  Distance

**B. Owner Details:**

(i) The Name of individual or Association of individuals or Trust or Society or Company of school, whose ownership vests

SAGAR EDUCATION WE  
LHARE SOCIETY

(ii) The ownership title documents attached

Yes  No

**C. Lessor's Detail:**

- (i) Name
- (ii) Address

KIRANSH/O.P. ARKASHCHAND  
VILL KHARODA PO DAULAH  
TEHSIL HANAUDE SURGAON

**D. Lessee Detail:**

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

P. ARKASHCHAND

(ii) Whether authorized by the authority running the school

(iii) Copy of resolution attached or not

Yes  No

**E. Location of land:**

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

19 Khewat Khasra 83/1 Killa Plot No.

(ii) Whether land is in one patch or more

Number of patch

(iii) If more than one patch sizar of land duly countersigned by the Tehsildar be attached

Yes  No

(iv) Whether pieces of land adjacent and easily approachable and functionally suitable?

Yes  No

### Building Details:

#### A. Existing Plan

- (i) Existing plan of building duly signed by registered  Owner/Lessee (President or Manager or Secretary)  Architect architect and owner or lessee
- (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)  sqft
- (c) Percentage of ground coverage  open ground - 78% Building (covered) - 22%
- (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  
IX-XII Class- @ 10Sq.ft./Student

Type	Lentured		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="7"/>	<input type="text" value="18"/>	x	<input type="text" value="15"/>	x	<input type="text" value="12"/>	<input type="text" value="270"/>	<input type="text" value="30"/>	<input type="text" value="270"/>
Class Room	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="text" value="3"/>	<input type="text" value="24"/>	x	<input type="text" value="18"/>	x	<input type="text" value="10.6"/>	<input type="text" value="438"/>	<input type="text" value="48"/>	<input type="text" value="144"/>
Class Room	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="text"/>	<input type="text"/>	x	<input type="text"/>	x	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Class Room	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="text"/>	<input type="text"/>	x	<input type="text"/>	x	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Class Room	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="text"/>	<input type="text"/>	x	<input type="text"/>	x	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<b>Total</b>			<input type="text"/>								

##### Others Room

Office of Head	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="text" value="0"/>	<input type="text" value="15"/>	x	<input type="text" value="15"/>	x	<input type="text" value="10"/>
Staff Rom	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="text" value="0"/>	<input type="text" value="19"/>	x	<input type="text" value="15"/>	x	<input type="text" value="11"/>
Office Room	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="text"/>	<input type="text"/>	x	<input type="text"/>	x	<input type="text"/>
Library	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="text" value="0"/>	<input type="text" value="10"/>	x	<input type="text" value="11"/>	x	<input type="text" value="12"/>
Physics Lab	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="text"/>	<input type="text"/>	x	<input type="text"/>	x	<input type="text"/>
Bio Lab	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="text"/>	<input type="text"/>	x	<input type="text"/>	x	<input type="text"/>
Science Lab	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="text" value="0"/>	<input type="text" value="10"/>	x	<input type="text" value="11"/>	x	<input type="text" value="12"/>
Computer Lab	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="text" value="0"/>	<input type="text" value="15"/>	x	<input type="text" value="12"/>	x	<input type="text" value="12"/>
Store Room	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="text"/>	<input type="text"/>	x	<input type="text"/>	x	<input type="text"/>

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 - 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 does provide ramp then it should arrange the classes for the handicapped students at the ground floor.  Yes  No If No, Size

(i) Provision for laboratory

- Science  Biology  Multimedia
- Chemistry  Physics  Other
- Composite Science  Math
- Geography  Computers
- Functional English  Music

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

0	1
---	---
- (b) Number of toilets for the boys 

0	2
---	---
- Total toilets 

0	3
---	---

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  No If yes, Amount 1 Lakh rupees

Stage	Class	Rs.
Primary	I-V	50,000
Middle	I-VIII	1,00,000
Secondary	I-X	1,50,000
Senior Secondary	I-XII	2,00,000

6. Certificates —

- |   |   |  |   |                             |
|---|---|--|---|-----------------------------|
| 1 | Ownership of Land                           | Sub Divisional Magistrate.   | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No |
| 2 | Construction of Building                    | District town planner/ municipality/registered architect/ empanelled architect                           | <input type="checkbox"/> Yes            | <input type="checkbox"/> No |
| 3 | Safety of Building                          | Public works Department/ Municipality/ Registered Engineer/empanelled Engineer                           | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No |
| 4 | Fire Safety                                 | Fire Officer, authorized agency by Central Government or State Government                                | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No |
| 5 | Hygienic                                    | Chief Medical Officer, Senior Medical Officer, empanelled Medical Officer                                | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No |
| 6 | No Objection Certificate regarding land use | Municipal area: municipality/municipal council/local authority.  | <input type="checkbox"/> Yes            | <input type="checkbox"/> No |
|   |   | Out side municipality area like urban area/ controlled area/rural area: As notified under relevant laws. | <input type="checkbox"/> Yes            | <input type="checkbox"/> 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  Yes  No
9. Fee structure —  Yes  No

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

10. School Record (under rule 28)

11. General report regarding —

- 1. No business premises in any part of building of schools.  Yes  No
- 2. Furniture and equipment are adequate and suitable for institution  Yes  No
- 3. Salary of teachers and non-teaching staff are paid regularly as notified by the school.  Yes  No
- 4. School building or other structure or ground are not used during day or night for commercial or residential purpose (except separate residence for employees of school) or communal, political or non-education activity of any kind.  Yes  No
- 5. There is no thoroughfare or public passage through any part of school premises.  Yes  No
- 6. Sanitary arrangements at school are adequate and kept in good order.  Yes  No
- 7. Drinking water arrangement adequate.  Yes  No
- 8. Provisions of electricity fitting and electric fans in each class rooms.  Yes  No
- 9. No teacher or student is completed to attend a class or religious instruction (except in minority school)  Yes  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  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/-, for 10<sup>th</sup> Rs. 5000/- & for 12<sup>th</sup> Rs. 10,000/- 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 amended from time to time and guidelines issued by the Department. We, therefore, recommend that the school be granted recognition/upgradation from Class ..... to Class ..... in Arts, Science and Commerce Streams (wherever applicable).

OR

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

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

1-8th

We, therefore recommend rejection of the request for recognition/up gradation applied for Class ..... <sup>1st</sup> Class. 8th.

DEEO

9/9/13

BEO

MC/Sarpanch

Ch. ASHRAF KHAN  
Sarpanch Gram Panchayat  
Gandhigram Ghasera  
Block Nuh (Mewat) 122100

16.3.13.