



GOVERNMENT OF HARYANA / हरियाणा सरकार

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

विद्या, संस्कृति एवं विकास  
Education, Culture and Development



तमसो मा ज्योतिर्गमय  
From Darkness lead me to Light

Off.: 30 Bays Building, 3rd Floor, Sector 17-B, Chandigarh - 160017 (India) Tel: 91(0172)-2701333 Fax: 91(0172)-2701347  
कार्यालय: 30 बेज बिल्डिंग, तृतीय तल, सेक्टर 17-बी चण्डीगढ़ - 160017 (भारत) दूरभाष : 91 (0172) 2701333 फैक्स 91 (0172) 2701347  
e-mail: edusecondary@hry.nic.in

**Inspection Performa for Inspection of Private Schools for recognition.**  
(Note: - (✓) tick mark the circle for appropriate information)

District/Sub Division

REWARA

Date of Inspection

12 08 2013

**1. Details of Schools:**

**A. General**

i. Name of School

SAINI PUBLIC SCHOOL  
DELHI GATE REWARA

ii. Stage for which recognition applied for  Primary  Middle  High  Sr. Secondary  
iii. Sr. Sec. stage mention stream for which recognition is sought  Arts  Commerce  Science

iv. 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. \_\_\_\_\_ Date \_\_\_\_\_

v. If already recognized mention stage along with order no. and date  Primary  Middle  High  
 Director  DEO  Deemed Recognized

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

**B. Locational Details of School:**

- Plot No.
- Sector/Mohalla
- City/Town/Village
- HUDA/Municipal Council/ Committee/ Panchayat
- CD Block
- Assembly Constituency
- District
- Telephone No. with STD code
- Fax No.
- Email address

DELHI GATE REWARA  
REWARA  
REWARA  
REWARA  
REWARA  
9416356001

**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).

SAINI SABHA REWARA

**2. Registration Details**

i. Scheme of Management (under Rule 32)

Yes  No

ii. a) Registration Number & Date

-227 26 09 2010

b) Registration Authority

REGISTRAR OFFICE  
31 HARYANA

iii. Number of members of managing committee

31

- 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.
- b) For 9-12 Class 0 Bose 0 CBSE 0 ICSE 0 Others
- 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 story buildings)	Rural/Urban/ Controlled areas (for double story buildings)
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	2250 Square meters
		4000 Square meters	3000 Square meters

**Total Land Area**

Acre  Kanal  Marla  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 or school whom ownership vests
- (ii) The ownership title documents attached. 0 Yes 0 No

**C. Lessor's Detail:**

- (i) Name SAHNI PUBLIC CLERK SCHOOL
- (ii) Address DEEHI-GATE REWARI

**D. Lessee Detail:**

- (i) Name of the lessee (President or Secretary or Manager) SAHNI SADMA REWARI
- (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. 126 2435 Khewat  Khasra  Killa  Plot No.
- (ii) Whether land is in one patch or more.  Number of patch 19-19
- (iii) If more than one patch siza of land duly countersigned by the Tehsildar be attached)  Yes 0 No 1-10
- (iv) Whether pieces of land adjacent and easily approachable and functionally suitable? 0 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  
 IX-XII Class- @10Sq.ft./Student

Type	Lentred	Total Room	Size (in ft.)	Area (Sq.Ft. each room)	No of Students to be adjusted	Total No of Student
Class Room	0 Yes 0 No	<input type="text" value="11"/>	<input type="text" value="24"/> x <input type="text" value="18"/> x <input type="text" value="11"/>	<input type="text" value="432"/>	<input type="text" value="432"/>	<input type="text" value="248"/>
Class Room	0 Yes 0 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	0 Yes 0 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	0 Yes 0 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	0 Yes 0 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" value="11"/>				<input type="text" value="248"/>

##### Others Room

Office of Head	<input checked="" type="radio"/> Yes 0 No	<input type="text" value="19"/> x <input type="text" value="18"/> x <input type="text" value="11"/>
Staff Rom	<input checked="" type="radio"/> Yes 0 No	<input type="text" value="19"/> x <input type="text" value="18"/> x <input type="text" value="11"/>
Office Room	<input checked="" type="radio"/> Yes 0 No	<input type="text" value="24"/> x <input type="text" value="18"/> x <input type="text" value="4"/>
Library	<input checked="" type="radio"/> Yes 0 No	<input type="text" value="19"/> x <input type="text" value="18"/> x <input type="text" value="11"/>
Phyacs Lab	0 Yes 0 No	<input type="text"/> x <input type="text"/> x <input type="text"/>
Bio Lab	0 Yes 0 No	<input type="text"/> x <input type="text"/> x <input type="text"/>
Science Lab	<input checked="" type="radio"/> Yes 0 No	<input type="text" value="24"/> x <input type="text" value="18"/> x <input type="text" value="11"/>
Computer Lab	0 Yes 0 No	<input type="text" value="24"/> x <input type="text" value="18"/> x <input type="text" value="11"/>
Store Room	0 Yes 0 No	<input type="text" value="9"/> x <input type="text" value="18"/> 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 - 6' width.  Yes 0 No If No, Size
- b) for Existing School- 4'6" width. Additional stair after linear distance of 100'  Yes 0 No If No, Size

#### v) Ramp

- a) for new School - 6' width. 0 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. 0 Yes 0 No If No, Size

Ramp is available only at ground floor.

#### (i) Provision for laboratory

- Science
- Chemistry
- Composite Science
- Geography
- Functional English

- Biology
- Physics
- Math
- Computers
- Music
- Multimedia
- Other

(ii) Drinking water facility (Mode of water supply)

(iii) Toilets and Urinals separate for boys and girls

(a) Number of toilets for the girls

(b) Number of toilets for the boys

Total toilets

Yes  No

Yes  No

0	5
1	1
1	6

Mode Base Well

**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:-

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

Yes  No If yes, Amount

6,50,000/-

**6. Certificates -**

- 1 Ownership of Land Sub Divisional Magistrate.
- 2 Construction of Building District town planner/ municipally/registered architect/ empanelled architect
- 3 Safety of Building Public works Department/ Municipality/ Registered Engineer/empanelled Engineer
- 4 Fire Safety Fire Officer, authorized agency by Central Government or State Government
- 5 Hygienic Chief Medical Officer, Senior Medical Officer, empanelled Medical Officer
- 6 No Objection Certificate regarding land use Municipal area: municipally/municipal council/local authority

- Yes  No
- Yes  No
- Yes  No
- Yes  No
- Yes  No
- Yes  No

Out side municipality area like urban area/ controlled area/rural area: As notified under relevant law.

Yes  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 -**

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

- Yes  No
- Yes  No
- Yes  No
- Yes  No
- Yes  No
- Yes  No

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

**11. General report regarding -**

1. No business premises in any part of building of schools.
2. Furniture and equipment are adequate and suitable for institution
3. Salary of teachers and non-teaching staff are paid regularly as notified by the school.
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.
5. There is no thoroughfare or public passage through any part of school premises.
6. Sanitary arrangements at school are adequate and kept in good order.
7. Drinking water arrangement adequate.
8. Provisions of electricity fitting and electric fans in each class rooms.
9. No teacher or student is completed to attend a class or religious instruction (except in minority school)
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
- Yes  No
- Yes  No
- Yes  No
- Yes  No
- Yes  No
- Yes  No
- Yes  No
- Yes  No
- 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)

0 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.

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

*Sar*  
20/11/13  
District Elementary Education Officer  
Rewari

*S. Chandra*  
Block Education Officer  
Rewari

MC/Sarpanch  
*P. Lata Sain*  
PREM LATA SAIN  
Municipal Council  
Municipal Council  
REWARI