केन्द्रीय माध्यमिक शिक्षा बोर्ड
(शिक्षा मंत्रालय, भारत सरकार के अधीन एक स्वायत्त संगठन)
CENTRAL BOARD OF SECONDARY EDUCATION
(An Autonomous Organisation under the Ministry of Education, Govt. of India)

No. CBSE/AFF/Circular-MPD/2026/

Dated: 12.01.2026
Circular No.1/2026

CIRCULAR

To, Heads of Institution
of Affiliated Schools of CBSE.

Sub: Reminder for uploading / updating prescribed mandatory Teachers' Detail on the school's website-reg.

Ref: (i)CBSE Circular Nos. CBSE/AFF./CIRCULAR/03/2021 dt. 05.03.2021, (ii) CBSE/AFF/09/2021 21.05.2021 and (iii) CBSE/AFF/Circular-MPD/2025/0008 dt.08.01.2025.

Sir/Madam,

The Board vide its circulars issued in the past as referred above has reiterated that the schools seeking affiliation with the Board shall develop and maintain its own functional website containing comprehensive information regarding the school including details i.e name of teachers along with their qualifications and upload updated self attested copies of the documents / information as a part of "Mandatory Public Disclosure" as per the format available at Appendix-IX to bring in the transparency which is also one of the essential pre-conditions for seeking affiliation with the Board.

The same is being mandated through various clauses of the Affiliation Bye-laws of the Board:

Clause : 2.3.8 "WEBSITE"
The school seeking affiliation shall develop and maintain its website providing all vital information regarding the school on the website.

Clause :2.4.9 "WEBSITE"
Every affiliated school will develop their own website containing comprehensive information such as Affiliation status, details of infrastructure, details of teachers including qualifications, number of students, address-postal and e-mail, telephone nos., copies of transfer certificates issued, etc. as may be directed by the Board from time to time. The website so created should also have information with regard to fees charged.

Clause : 14.5
The school should prepare its annual report containing comprehensive information including name, address postal and e-mail, telephone numbers, affiliation status, period of affiliation, details of infrastructures, academic calendar, details of teachers including

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qualifications, details of teachers' training, academic achievements, write up on all efforts made in the field of environment education, sports achievements, Innovations, overall results, PTA activities, important SMC decisions, number of students, etc. and post the same on school's website **before 15th September of every year**.

Clause 5.4:
The pupil teachers' ratio should not exceed 30:1 in the school. In addition to this there must be 1.5 teachers per section, excluding principal, physical education teacher and counsellor, to teach various subjects.

It has been observed that inspite of the repeated direction vide aforesaid circulars of the Board, the schools are not updating the information on regular intervals on the school's website or uploading incorrect details or invalid documents on the "Mandatory Public Disclosure". The information with respect to details of teachers & their qualification is invariably not found on the schools website or under Mandatory Public Disclosure.

The above information is critical for parents to be aware of the teaching facilities and academic infrastructure available in the school to ensure transparency in the functioning of the schools. As per clause 14.1, every school is bound to follow the Affiliation Bye Laws of the Board mutatis mutandis, thereby, making it mandatory on the part of schools to strictly comply with the directions issued by the Board with respect to information regarding qualification of teachers in its school's website as part of Mandatory Public Disclosure as per revised format of the Appendix IX latest for 15th February, 2026.

Non-compliance to aforesaid instruction shall be viewed seriously as violation of clause 12.2.3, which may lead to imposition of penalty as laid down in Chapter 12 of the Affiliation Bye laws of the Board.

This issues with the approval of the Competent Authority of the Board.

(Himanshu Gupta)
Secretary, CBSE.

Copy to:
1. The Commissioner, Kendriya Vidyalaya Sangathan, 18 Institutional Area, Shaheed Jeet Singh Marg, New Delhi-16.
2. The Commissioner, Navodaya Vidyalaya Samiti, B-15, Sector-62, Institutional Area, Noida-201309.
3. The Commissioner, National Education Society for Tribal Students, Ministry of Tribal Affairs, Government of India, Gate No.3A, Jeevan Tara Building, Parliament Street, New Delhi-110001.
4. The Secretary, Sainik Schools Society, Room No.101, D-1 Wing, Sena Bhawan, New Delhi-110001.
5. The Chairman, Odisha Adarsh Vidyalaya Sangathan, N-1/9, Near Doordarshan Kendra, PO Sainik School Nayapalli, Bhubaneswar, Odisha-751005.

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6. The Director of School Education, Andhra Pradesh, 3rd Floor, B Block, Anjaneya Towers, VTPS Rd, Bhimaraju Gutta, Ibrahimpatnam, Andhra Pradesh-521456.
7. The Director of Education, Directorate of Education, Govt. of NCT of Delhi, Old Secretariat, Delhi-110054.
8. The Director of Public Instructions (Schools), Union Territory Secretariat, Sector 9, Chandigarh-160017.
9. The Director of School Education, Govt. of Arunachal Pradesh, Itanagar-791111.
10. The Director of Education, Govt of Sikkim, Gangtok, Sikkim-737101.
11. The Director of Education, Govt of A&N Islands, Port Blair-744101.
12. The Director of School Education, Ladakh, Room No.101-102, Ground Floor, Council Secretariat, Kurbathang, Kargil Ladakh.
13. The Director, Sambhota Tibetan Schools Society, Dharmshala, Himachal Pradesh.
14. The Additional Director General of Army Education, A-Wing, Sena Bhawan, DHQ, PO-New Delhi-110001.
15. The Secretary AWES, Integrated Headquarters of MoD (Army), FDRC Building No.202, Shankar Vihar (Near APS), Delhi Cantt-110010.
16. The Commodore (Naval Education), Directorate of Naval Education, Naval Headquarters, Ministry of Defence, West Block-V, RK Puram New Delhi-110066.
17. The Secretary, Atomic Energy Education Society, Western Sector, Anushaktinagar, Mumbai - 400094, Maharashtra.
18. DS to Chairperson, CBSE.
19. Secretary/Controller of Examinations/All Directors, CBSE.
20. All Regional Directors/Regional Officers of CBSE with the request to send this circular to all the Heads of the affiliated schools of the Board in their respective regions.
21. All Joint Secretary/Deputy Secretary/Under Secretary/Assistant Secretary, CBSE.
22. All Head(s)/In-Charge(s), Centre of Excellence, CBSE.
23. In-Charge, IT Unit with the request to put this Circular on the CBSE Affiliation Website.
24. In-Charge, Library.
25. Record File.

Secretary, CBSE.

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APPENDIX – IX
REVISED FORMAT

MANDATORY PUBLIC DISCLOSURE

A: **GENERAL INFORMATION:**

SL NO.	INFORMATION	DETAILS
1	NAME OF THE SCHOOL	KENDRIYA VIDYALAYA DIBRUGARH
2	AFFILIATION NO.(IF APPLICABLE)	200053
3	SCHOOL CODE (IF APPLICABLE)	39306
4	COMPLETE ADDRESS WITH PIN CODE	NEAR D C OFFICE PO C R BUILDING, CHOWKIDINGHEE DIBRUGARH - 786003
5	PRINCIPAL NAME & QUALIFICATION:	JYOTIRMAYA JOSHI, M.SC, B.ED, DOEACC 'A' LEVEL
6	SCHOOL EMAIL ID	kvdibrigarh1@gmail.com
7	CONTACT DETAILS (LANDLINE/MOBILE)	7351628299

B: **DOCUMENTS AND INFORMATION:**

SL NO.	DOCUMENTS/INFORMATION	UPLOAD DOCUMENTS
1	COPIES OF AFFILIATION/UPGRADATION LETTER AND RECENT EXTENSION OF AFFILIATION, IF ANY	On website
2	COPIES OF SOCIETIES/TRUST/COMPANY REGISTRATION/RENEWAL CERTIFICATE, AS APPLICABLE	VMC detail on website
3	COPY OF NO OBJECTION CERTIFICATE (NOC) ISSUED, IF APPLICABLE, BY THE STATE GOVT./UT	No uch document provided
4	COPIES OF RECOGNITION CERTIFICATE UNDER RTE ACT, 2009, AND IT'S RENEWAL IF APPLICABLE	
5	COPY OF VALID BUILDING SAFETY CERTIFICATE AS PER THE NATIONAL BUILDING CODE	On website
6	COPY OF VALID FIRE SAFETY CERTIFICATE ISSUED BY THE COMPETENT AUTHORITY	Applied for

7	COPY OF THE DEO CERTIFICATE SUBMITTED BY THE SCHOOL FOR AFFILIATION/UPGRADATION/EXTENSION OF AFFILIATIONOR SELF CERTIFICATION BY SCHOOL	Affliation granted upto 2030
8	COPIES OF VALID DRINKING WATER, HEALTH AND SANITATION CERTIFICATES AND WATER TESTING REPORT	On school website

NOTE: THE SCHOOLS NEEDS TO UPLOAD THE SELF ATTESTED COPIES OF ABOVE LISTED DOCUMETNS BY CHAIRMAN/MANAGER/SECRETARY AND PRINCIPAL. IN CASE, IT IS NOTICED AT LATER STAGE THAT UPLOADED DOCUMENTS ARE NOT GENUINE THEN SCHOOL SHALL BE LIABLE FOR ACTION AS PER NORMS.

C: **RESULT AND ACADEMICS**:

S.NO.	DOCUMENTS/INFORMATION	UPLOAD DOCUMENTS
1	FEE STRUCTURE OF THE SCHOOL	On the website
2	ANNUAL ACADEMIC CALANDER.	On the website
3	LIST OF SCHOOL MANAGEMENT COMMITTEE (SMC)	On the website
4	LIST OF PARENTS TEACHERS ASSOCIATION (PTA) MEMBERS	NA
5	LAST THREE-YEAR RESULT OF THE BOARD EXAMINATION (AS PER APPLICABLILITY)	On the website

RESULT CLASS: X

S.NO.	YEAR	NO. OF REGISTERED STUDENTS	NO. OF STUDETNS PASSED	PASS PERCENTAGE	REMARKS
1	2026	35	35	100	
2	2025	26	25	96.16	
3	2024	30	30	100	

RESULT CLASS: XII

S.NO.	YEAR	NO. OF REGISTERED STUDENTS	NO. OF STUDETNS PASSED	PASS PERCENTAGE	REMARKS
1	2026	22	22	100	
2	2025	51	51	100	
3	2024	58	52	89	

D: **STAFF (TEACHING):**

S. No.	INFORMATION	NUMBER/STRENGTH	NAME AND QUALIFICATIONS
1.	PRINCIPAL	1	JYOTIRMAYA JOSHI, M.SC, B.ED., DOEACC 'A' LEVEL
2.	VICE PRINCIPAL	0	NA
3.	HEADMISTRESS/HEADMASTER	0	NA
4.	TOTAL NO. OF TEACHERS		**UPLOAD LIST/DETAILS**
	▪ PGT	11	On Oasis Portal
	▪ TGT	07	On Oasis Portal
	▪ PRT	06	On Oasis Portal
5.	TEACHERS SECTION RATIO		
6.	DETAILS OF SPECIAL EDUCATOR	NA	NA
7.	DETAILS OF COUNSELLOR & WELLNESS TEACHER	NA	NA

E: **SCHOOL INFRASTRUCTURE:**

S. No.	INFORMATION	DETAILS
1.	TOTAL CAMPUS AREA OF THE SCHOOL (IN SQR MTR)	4500 SQM
2.	NO. AND SIZE OF THE CLASSSROOM (IN SQR MTR)	16, 40 SQM
3.	NO. AND SIZE OF LABORATORIES INCLUDING COMPUTER LABS (IN SQR MTR)	3, 49 SQM
4.	NO. AND SIZE OF LIBRARY (IN SQR MTR)	01, 40 SQM
5.	INTERNET FACILITY (YES/NO)	YES
6.	NO. OF GIRLS TOILETS	2
7.	NO. OF BOYS TOILETS	2
8.	NO. OF CWSN TOILETS	1
9.	LINK OF YOU TUBE VIDEO OF THE INSPECTION OF SCHOOL COVERING THE INFRASTRUCTURE OPF THE SCHOOL	PROVIDE LINK

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