

NS(2)/49014/2019/DPI

Office of the Director of Public Instruction  
Thiruvananthapuram, Kerala State  
Dated: 18.02.2019

**FORMAL PRIOR RECOGNITION LETTER**

Certified that the No Objection Certificate had been issued to M/s. **BROOK INTERNATIONAL SCHOOL, RAJAGIRI, SASTHAMCOTTA, KOTTARAKKARA DISTRICT** functioning under **VIVA TRUST, RAJAGIRI, SASTHAMCOTTA** from the Government of Kerala Vide. **G.O..Lr..No. 11027/N3/2006/G.Edn. dated. 04.03.2006** for getting CBSE affiliation. The Manager of the school submitted the application for Formal Prior Recognition Letter from the State Government to renew the affiliation of CBSE . The District Educational Officer Kottarakkara reported that the school has been functioning efficiently with all amenities and they have obtained Fitness Certificate of the school buildings for the academic year **2018-19**.

In this circumstances Formal Prior Recognition Letter is hereby issued by Director of Public Instruction, Thiruvananthapuram, Kerala State to **M/s. Brook International School, (Aff:No.930717) Rajagiri, Sasthamcotta, Kottarakkara District** for the purpose of producing before the CBSE Board, New Delhi for the extension of Provisional affiliation upto Senior Secondary level.



**Jessy Joseph**  
**Additional Director of Public Instruction**  
**(General)**

FORMAT OF CERTIFICATE TO BE ISSUED BY THE DISTRICT EDUCATION OFFICER IN RESPECT OF SCHOOLS ALREADY AFFILIATED WITH THE BOARD AND SEEKING EXTENSION/UPGRADATION OF AFFILIATION WITH THE CENTRAL BOARD OF SECONDARY EDUCATION

(In accordance with School Safety Policy, 2016 issued by the NDMA, Manual on Safety and Security of Children in Schools developed by NCPCR and the National Building Code)

**PART-A**

(This part is to be filled-up by the school and to be produced before the District Education Officer along with all supporting documents and certificates in original)

**GENERAL INFORMATION**

1	Affiliation Number allotted by CBSE to the school:	930717
2	Name of the School as per affiliation letter of CBSE:	BROOK INTERNATIONAL SCHOOL
3	Address of the School:	Rajagiri, Sasthamcotta Kollam - 690521
4	Standard/level/class up to which the school is running:	I - XII
5	Is the name and address of school in CBSE affiliation letter and State NOC/Recognition/U-DISE same exactly the same	YES
6	U-DISE code allotted to the school:	32131100414
7	Name and address of the Trust/Society/ Company (under section-8) running the School as on date	VIVA TRUST Rajagiri, Sasthamcotta Kollam - 690521
8	Is the Trust/Society/ Company duly registered with the competent registering authority and the registration is valid as on date?	YES
9	Purpose of present application:	Extension
10	Location of school  School is located in Rajagiri, Sasthamcotta of Kollam district.  Outside the Municipal limits of town/city.	



PRINCIPAL  
Signature of Principal  
BROOK INTERNATIONAL SCHOOL  
CBSE AFF. No: 930717  
SASTHAMCOTTA - 690 521  
Mob: 9447205687



Usha Devi Antherjanam K.S  
Signature of D.E.O.  
DISTRICT EDUCATIONAL OFFICER  
KOTTARAKARA

10	Has the school obtained Recognition Certificate from the State Government from class-1 to 8 <sup>th</sup> ?	Under process
11	Number of Recognition Certificate from class-1 to 8 <sup>th</sup> and date of issue:	
12	Is the School affiliated to any other board besides CBSE for Class-X or XII examinations?	NO

**INFORMATION REGARDING LAND DETAILS AND OWNERSHIP**

13	Is the school situated on a single contiguous plot of land bounded on all sides by a Pucca Boundary Wall?	YES
14	Are both the School and the Play Ground situated in a single compound bounded by a single continuous Boundary Wall on all sides?	YES
15	Total area (in square meters) in respect of 13 and 14 above on which the school is situated:	10117 SQ.M
16	The land is in the possession of the school/ Trust/Society/Company legally by way of:	Sale deed
17	Name of the Owner/Lessee of the land in respect of point-16 above:	Fr. Dr. G. Abraham Thalathil
18	In case the land is in the possession of the society/school by way of lease as per State Government norms, the period of the lease:	N.A
19	Is any public road, canal or thorough-fare, HT line etc. passing through the land in respect of point-15 above?	NO

**INFORMATION REGARDING ESSENTIAL SAFETY REQUIREMENTS**

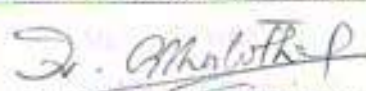


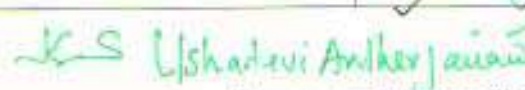


20	Has the school been inspected by the Government engineer and the school building been found structurally safe for running a school?	YES
20(a)	If yes the date of last inspection:	21/1/2019
21	Has the school been inspected by the officer of Government Fire Department and the school building been declared safe for school from the point of view of fire safety?	YES
21(a)	If yes the date of last inspection:	28/01/2018
22	Has the school compound been checked by the public health department and the health and sanitary conditions been found to be satisfactory and the water has been found safe for drinking?	YES



Principal  
 BROOK INTERNATIONAL SCHOOL  
 CBSE AFF. No: 930717  
 SASTHAMGOTTA - 690 521  
 Ph: 934326597




Uth  
 24-01-2019  
 Ushadar Antherjanam KS  
 (Signature of D.E.O.)  
 DISTRICT EDUCATIONAL OFFICER  
 KOTTARAKARA

22(a)	If yes the date of last inspection:	16/12/2018
<b>INFORMATION REGARDING THE STAFF</b>		
23	Does the school have well defined service rules and conditions for its employees as per prevalent norms of appropriate Government?	YES
24	Is the school paying salary to the teachers and other employees as per the norms of the appropriate Government?	YES
25	Is the salary to the teachers and other employees of the school being paid through the bank by mode of electronic clearing? (Payment by cheque or cash to the individuals is not allowed)	YES
26	Is the school paying EPF to the teachers and other employees as per the norms of the appropriate Government?	YES
 Dr. GEORGE ABRAHAM THALOTHIL BROOK INTERNATIONAL SCHOOL Sasthamcotta Kerala India 690 521		 PRINCIPAL BROOK INTERNATIONAL SCHOOL CODE AFF. No: 930717 SASTHAMCOTTA - 690 521 Mob: 9447205687
<b>PART-B</b>		
(This part is to be filled-up by the District Education Officer after verifying all supporting documents and certificates in original and visiting the school)		
File No. <u>B1/419/19</u>		Date of Issuance <u>24/01/19</u>
1	This is to certify that the information above, provided by the school has been verified on the basis of all supporting documents & certificates and visiting the school and the information has been found correct.	
2	Is the school recommended for extension/ <del>upgradation</del> of affiliation? <input checked="" type="checkbox"/>	
		 Signature (Name and Stamp of Issuing DEO) DISTRICT EDUCATIONAL OFFICER (NAME OF DISTRICT) KOTTARAKARA
 No. 117103/19 IKDis Kottarakkara Dated: 25-01-19		Counter Signature  (Name, Designation and Stamp) DISTRICT COLLECTOR (General) & B. RADHAKRISHNAN Deputy Collector & District Commissioner for his authorised representative*) Additional District Magistrate NAME OF DISTRICT KOTTARAKARA (*Not Below the rank of a Group-A Gazetted Officer)

  
 PRINCIPAL  
 (Signature of Principal)  
 BROOK INTERNATIONAL SCHOOL  
 CODE AFF. No: 930717  
 SASTHAMCOTTA - 690 521  
 Mob: 9447205687



  
 Ushadevi Anilker janiaw  
 (Signature of D.E.O.)  
 DISTRICT EDUCATIONAL OFFICER  
 KOTTARAKARA