



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/2024/01000

Dated: 16.08.2024

Circular No. 13/2024

To,

All Heads & Managers of the CBSE Affiliated Schools,

Subject:- Amendment of SARAS Manual 5.0 in r/o Clause 1.3

As per Clause 1.3 (3) and 1.3 (5) of the SARAS Manual 5.0, a school is required to inter-alia possess the following mandatory documents which are essential for seeking affiliation with the Board, under various application categories viz. Fresh Affiliation, Upgradation, Extension etc.

Clause 1.3 (3) :- “**Land Certificate** STRICTLY as per the Annexure-B. The certificate should have been issued not more than 1 year before the date of application. The Competent Authority to issue the land certificate is - DM/ADM/SDM / Tehsildar/ Naib – Tehsildar/ Registrar/ Sub-Registrar or any other equivalent authority competent to issue such certificate. The land certificate must be as per format prescribed and no other format will be acceptable. Non submission of the certificate in the prescribed format may lead to rejection of the application.”

Clause 1.3 (5) :- “**Building Safety Certificate** as per the Annexure-D of the SARAS Manual is to be issued by an officer not below the rank of an Assistant Engineer of the Government works department. The Building Safety Certificate must include details of all the buildings Blocks in the school campus and the number of floors in such building blocks in the school.”

1. The Board has been receiving written requests from schools and discussion points in various forums of the Board's stakeholders to optimize the provisions laid down in SARAS Manual 5.0 regarding land certificates and building safety certificates.

1.1 With regard to Land Certificate, it has been observed that, in certain cases, schools are running on the land which has been allotted by the Urban Land Development Authorities like DDA, HUDA, MMRDA, GMDA, TDA, BDA, GNIDA, Noida Authority, Land owning PSUs, SEZ, Industrial Development Authorities/Corporations, Project/Companies such as Power, Steel and Cement, ATOMIC Energy, SAIL, BHEL etc. Such schools are facing difficulties in getting the Land Certificate from the concerned Revenue Authorities.

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“शिक्षा केन्द्र”, 2, सामुदायिक केन्द्र, प्रीत विहार, दिल्ली-110092
“SHIKSHA KENDRA” 2, COMMUNITY CENTRE, PREET VIHAR, DELHI-110092



1.2 As regards Building Safety Certificates, it has come to the notice that in some states/cities, the PWD/Equivalent Authorities have authorized licensed/empanelled engineers to assess the structural safety of the Buildings and accordingly issue Building Safety Certificates.

2. Accordingly CBSE has, in order to alleviate the problems faced by such schools who are seeking affiliation or are already affiliated with the Board, decided to include the following changes/amendments in Clause 1.3(3) and 1.3(5) as incorporated in the SARAS Manual 5.0:-

- i. **Clause 1.3 (3) :-** *“Land Certificate STRICTLY as per the Annexure-B. The certificate should have been issued not more than 1 year before the date of application. The Competent Authority to issue the land certificate is - DM/ADM/SDM / Tehsildar/ Naib – Tehsildar/ Registrar/ Sub-Registrar or any other equivalent authority competent to issue such certificate. The land certificate must be as per format prescribed and no other format will be acceptable. Non submission of the certificate in the prescribed format may lead to rejection of the application.*

However , the Schools running on the land allotted by Urban Land Development Authorities like DDA, HUDA, MMRDA, GMDA, TDA, BDA, GNIDA, Noida Authority, Land owning PSUs, SEZ, Industrial Development Authorities/Corporations, Project/Companies such as Power, Steel and Cement, ATOMIC Energy, SAIL, BHEL etc., may submit the following in lieu of the Land Certificate issued by the revenue authorities:

“A letter or certificate from the concerned agency confirming that the school or trust has been assigned rights to run a school through sale or lease or allotment on the particular plot(s) of land along with the authority letter/allotment letter. Such certificate should have been issued not more than six months before the date of the application to the Board. This would be applicable for submitting applications under any relevant category viz. Fresh Affiliation, Upgradation, Extension, Land area correction, increase of sections etc.”

- ii. **Clause 1.3 (5) :-** *“Building Safety Certificate as per the Annexure-D of the SARAS Manual is to be issued by an officer not below the rank of an Assistant Engineer of the Government works department. The Building Safety Certificate must include details of all the buildings Blocks in the school campus and the number of floors in such building blocks in the school.*

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However, with regard to schools running in the areas/regions where Engineers have been empanelled by the concerned urban local body/planning authority/concerned department, Building Safety Certificate issued by such empaneled Structural Safety Engineer of the region where the school is situated along with the copy of the license issued by the concerned Government authority may be submitted"

3. These amendments will apply to the Land Certificate and Building Safety Certificate at all places in SARAS Manual 5.0. The Rest of the contents of SARAS Manual 5.0 will remain the same.

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


(Himanshu Gupta)
Secretary

Distribution:-

1. All Managers/ Principals of schools Affiliated to CBSE.
2. The Commissioner, Kendriya Vidyalaya Sangathan, 18 Institutional Area, Shaheed Jeet Singh Marg, New Delhi 110016.
3. The Commissioner, Navodaya Vidyalaya Samiti, B-15, Institutional Area, Sector 62, Noida 201307, District Gautam Budh Nagar, Uttar Pradesh.
4. The Commissioner, National Education Society for Tribal Students, Gate No. 3A, Jeevan Tara Building, Parliament Street, New Delhi-110001
5. Director of Education Delhi, Chandigarh, Arunachal Pradesh, Sikkim, Puducherry, A&N Island
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8. Deputy Secretary to Chairperson, CBSE for kind information to the Chairperson.
9. All Directors/Regional Directors of the Board.
10. All the Regional Officers/ CoE Heads of CBSE.
11. Joint Secretary (IT), CBSE, Preet Vihar, Delhi 92 with a request to disseminate the information further.
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