



*Extraordinary*  
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**PART I** - Orders and Notifications by the Governor of West Bengal, the High Court, Government Treasury, etc.

**GOVERNMENT OF WEST BENGAL**  
School Education Department  
Law Branch

**NOTIFICATION**

715-SE/S/10M-52/13(Part-II) — 30<sup>th</sup> July, 2015 — In terms of GO No. 491-SL/5S-264/12 dated 20.03.2013, a considerable number of schools (D.A. getting school not included) have submitted their options within stipulated time as specified in the aforesaid Government Order for conversion of their administrative status from Recognized Non-Government Aided Secondary Schools into Recognised Government Sponsored Secondary Schools.

2. The Government has received representations to extend the time limit as specified in the aforesaid Government Order. Having considered the issue, the Governor is pleased to order the District Inspector of Schools (SE) to accept options from the willing schools for converting their administrative status from “Non-Government Aided Schools (D.A. getting schools not included)” to “Government Sponsored Schools”.

3. The procedure shall be as follows:

- i) The willing schools shall submit their options in the prescribed Proforma from the date of issuance of this Notification in the official Gazette to the concerned District Inspector of Schools (SE) to the above effect to convert their administrative status from Non-Government aided schools to Government sponsored schools so as to extend the facilities for development of these schools.
- ii) On receipt of option duly valid, the District Inspector of Schools (SE) concerned shall submit the same (hard copies and soft copies thereof) to the office of the Commissioner of School Education, West Bengal within fifteen days with his recommendations /comments.

- iii) On receipt of proposal from the District Inspector of Schools (SE) concerned, the Commissioner of School Education, West Bengal shall submit the same (hard copies and soft copies thereof) to the School Education Department, Government of West Bengal within 15 days from the date of receipt of proposal from the District Inspector of Schools (SE) concerned with his recommendations /comments.
- iv) On receipt of the above from the Commissioner of School Education, West Bengal, the School Education Department, Government of West Bengal will forward recommendation to the West Bengal Board of Secondary Education for issuance of altered recognition memo from the said Board in favour of the schools as per their valid option.

By Order of the Governor,

**ARNAB ROY**

*Secretary to the Govt. of West Bengal*

**Annexure - I****Proforma of the resolution to be adopted by the School Managing Committee****(Not applicable for D.A. getting Schools)**

1. The Managing Committee/Ad-hoc Committee/Administrator of .....  
 School (Jr. High, High, HS) having Index No. ....situated at.....  
 Block ..... Circle ..... Sub- Division .....  
 P.O. .... District.....  
 Pin Code ..... in its meeting dated ..... under decision  
 No..... (hereinafter referred to as said school) has considered the conversion of  
 administrative status of the said school from Recognized Non-Government Aided School to Recognized  
 Government Sponsored School governed by the Management of Sponsored Institutions (Secondary)  
 Rules, 1972 framed under the West Bengal Board of Secondary Education Act, 1963 and after having  
 considered the pros and cons of the issue, the Managing Committee/Ad-hoc Committee/Administrator  
 of said school has resolved to convert the administrative status of the said school from Recognized  
 Non-Government Aided School to Recognized Government Sponsored School governed by the  
 Management of Sponsored Institutions (Secondary) Rules, 1972 framed under the West Bengal Board  
 of Secondary Education Act, 1963.
3. The validity of present Managing Committee of the said school exists upto .....
4. There is no litigation in respect of the formation of the Managing Committee governing the school
5. The existing Managing Committee of the said school has "No Objection" to hand over the entire  
 charge of the school to the newly constituted Managing Committee under the Management of Sponsored  
 Institutions (Secondary) Rules, 1972 or any other committee set up by the School Education  
 Department, Government of West Bengal to the above effect of the above option exercised by the  
 existing Managing Committee.

Full signature with date and office seal:-

(a) President\* .....

(b) Secretary / Administrator .....

(c) Head master / Head mistress / Teacher-in-Charge .....

**Annexure - II****Form for expressing willingness for****Conversion of "Non Govt. Aided Schools" into "Govt. Sponsored School"****School Details**

1. District : .....
2. Block/Municipality : .....
3. Circle : .....
4. Name of School : .....  
(As per recognition memo)
5. Recognition Order No. with date
  - i) As 2-class school : .....
  - ii) As 4-class school : .....
  - iii) As High school : .....
  - iv) As Higher Secondary school : .....
6. Status of the school : (Put tick mark) High school / Higher Secondary school
7. UDISE Code : .....
8. Index No. : WBBSE ..... WBCHSE .....
9. Address : .....  
P.S. ....  
PIN ..... Phone No. ....
10. Annexure - I attached : Yes / No.
11. Is there any litigation in respect of Formation of Managing Committee exist (If yes, attach copy of petition and Court's orders. if any) : Yes / No.
12. No. of students upto to Class X  
For Class XI & XII (if HS school) : .....
13. No. of Teachers upto to Class X & No of vacant posts.  
for Class XI & XII (if HS school) : .....
14. No. of Non-teaching staff & No of vacant posts. : .....
15. Status of Land : Area of land , Dag No., Khatian No., Plot No. Mouza, JL etc. Owner by :  
.....

Signature

Head of the Institution with seal

(Name in block letter)

**Annexure - III**

**Declaration of the Owner of Land**

We, the ..... & ..... of the  
..... Society /Organisation agree to hand over the ownership-  
of the land ,building and other moveable and immoveable property of the existing aided school to the authority of the  
newly constituted Government Sponsored school.

Full signature with date and office seal:-

(a) President\* .....

(b) Secretary .....

..... Society /Organisation