

PART 2

OPERATIONAL CLEARANCES & REGIONAL CONTACTS

Fire Safety Norms • Energy & Sustainability • Lifts & Elevators • School
Bus Fleet • Disaster Management

*Northern India Government Agency Contacts: Delhi • UP • Haryana • Punjab • Uttarakhand •
Himachal Pradesh • J&K*

Fire Safety — Clearances, Norms & NBC 2016

Mandatory at every stage: Building plan → Occupancy → Every 3 years thereafter | Non-compliance = criminal liability

NBC 2016 & State Fire Act Requirements

► STAGE 1 — Pre-construction NOC:

Before building plan approval. Mandatory for educational buildings. Submit to State Fire Services with architectural drawings.

► STAGE 2 — Occupancy / FSC:

Fire Safety Certificate (FSC) before first day of occupancy. Physical inspection by Fire Dept. All systems must be installed and tested.

► STAGE 3 — Renewal:

FSC renewal every 3 years for non-residential (school) buildings. Apply 6 months before expiry. ₹500–₹2,000 fee (state-specific).

► Fire Exit Requirements:

Minimum 2 exits per floor. Clear width ≥ 1.0 m. Exit staircase width ≥ 1.5 m for > 50 occupants. No dead-end corridors > 15 m.

► Extinguisher Norms:

ABC-type dry powder extinguishers every 200 sq.m. CO₂ for computer/server rooms. Wall-mounted at 1.2 m height. Inspect annually.

► Fire Detection System:

Smoke detectors in library, computer lab, store rooms. Heat detectors near kitchens. Manual Call Points (MCP) on each floor.

► Sprinkler System:

Mandatory for buildings > 15 m height. For ground+2 floor primary schools: not mandatory but recommended for library and kitchen areas.

► Fire Water Tank:

Minimum 2,000 litres reserve for schools. Replenishment rate 1,000 litres/min. Overhead tank + terrace tank configuration preferred.

► Mock Drills:

CBSE + NDMA mandate: fire evacuation drill minimum twice a year. Record must be maintained and shown during CBSE inspection.

Fire Dept. NOC — State Contacts (North India)

Delhi Fire Services

NOC Portal: dfs.delhi.gov.in

Online Application: services.india.gov.in

Address: 205, Barakhamba Rd, New Delhi 110001

☎ 011-23221000 / 101 (Emergency)

UP Fire Services

Directorate: fire.up.gov.in

Online NOC: upfireservices.in

HQ: 1 Gokhle Marg, Lucknow 226001

☎ 0522-2236000

Haryana Fire Services

Dept. of Fire & Emergency: haryana.gov.in

Online: saralharyana.gov.in (search 'Fire NOC')

HQ: Sector 17, Chandigarh

☎ 0172-2710011

Punjab Fire Services

Punjab Fire & Emergency: punjab.gov.in

Online: punjab.gov.in/fire_services

HQ: SCO 40-41, Sector 17D, Chandigarh

☎ 0172-2700620

Himachal Pradesh

State Fire & Emergency: hpfirenoc.hp.gov.in

NOC portal: fires.hp.gov.in

☎ 0177-2811212

Uttarakhand

UK Fire Service: fire.uk.gov.in

NOC: eudhyog.uk.gov.in

HQ: Dehradun

☎ 0135-2717055

Energy Audit, ECBC Compliance & Sustainability

Mandatory for buildings with ≥ 100 kW connected load | Solar rooftop incentives available

⚡ ECBC 2024 — Energy Conservation Building Code

Applicable to buildings with connected load ≥ 100 kW or contract

demand ≥ 120 kVA — most medium/large schools qualify.

- Prescribes minimum standards for: Building Envelope (U-values, shading), HVAC, Lighting (LPD), Hot Water, and Renewable Energy.
- ECBC 2024 (updated from 2017) is mandatory in states that have adopted it: Delhi, Haryana, UP, HP, Punjab, Rajasthan — verify state notification status.
- Compliance certificate required before Occupancy Certificate from local authority in many states.
- Non-ECBC compliant schools face denial of OC and penalty under Energy Conservation Act 2001 (amended 2022).

☀️ Solar Rooftop — Incentives & Net Metering

- PM Surya Ghar Yojana (2024): Subsidies for rooftop solar — but primarily for residential; schools/trusts can avail MNRE commercial schemes.
- Renewable Purchase Obligation (RPO): Many states mandate 10–15% of energy from renewables for large consumers — schools with >100 kW load may be covered.
- Net Metering available in all Northern states: Delhi (BYPL/BRPL), UP (UPPCL), Haryana (DHBVN/UHBVN), Punjab (PSPCL).
- Rooftop solar sizing: Primary school (300 students): typically 25–40 kWp covers 30–40% of electricity needs.

🔧 DG Set Compliance

- Diesel Generators require registration with State Pollution Control Board (SPCB/DPCC in Delhi).
- CPCB Norms 2020: DG sets installed after Dec 2020 must meet emission standards; acoustic enclosure mandatory for sets > 7.5 kVA.
- Delhi: Stack height must be min 3 m above roof level or 6 m above ground (whichever is higher). Acoustic enclosure must achieve < 75 dB at 1 m.
- Annual Consent to Operate (CTO) from SPCB/DPCC required. Delhi: apply via dpcc.delhigovt.nic.in.
- Fuel storage (HSD): requires petroleum licence from Dist. Controller under Petroleum Act if $> 2,500$ litres.

🔍 Energy Audit & BEE Compliance

- BEE (Bureau of Energy Efficiency): Schools are not designated consumers under PAT scheme, but voluntary energy audit is strongly recommended.
- Accredited Energy Auditors: List available at beeindia.gov.in — hire a BEE-accredited auditor for baseline assessment.
- Typical school energy split: Lighting 35%, HVAC/fans 40%, Computers/AV 15%, Pumps/misc 10%.
- LED lighting mandatory in all new construction under Energy Conservation Act 2022 provisions.
- Water Audit: Not legally mandated but Delhi Jal Board and UP Jal

BEE: beeindia.gov.in | **MNRE (Solar):** mnre.gov.in | **Delhi SPCB (DG Consent):** dpcc.delhigovt.nic.in | **UP PCBO:** pcb.up.nic.in | **Haryana SPCB:** hspcb.gov.in

Lifts & Elevators — Installation, Licensing & Safety

Mandatory for buildings > 15 m height | New IS 17900 code from Dec 2025 replaces IS 14665

When is a Lift Mandatory / Recommended?

► **Mandatory (NBC 2016):**

Buildings > 15 m height must have a passenger lift. For > 30 m: stretcher lift mandatory. Schools with ground + 4 upper floors: lift required.

► **Fire Lift:**

Buildings > 15 m must have a fire lift capable of carrying min 8 persons, with ARD (Automatic Rescue Device) and 2-hour fire rating.

► **BIS Standards (2025):**

IS 17900 (Dec 2025) replaces IS 14665, IS 15785, IS 14671. Comprehensive performance-based framework. Older installed lifts must be retrofitted progressively.

► **Installation Approval:**

Submit drawings to State Electrical Inspectorate. A Licensed Electrical Contractor must execute the installation. Third-party inspection before commissioning.

► **Licensing:**

Two separate licences: (a) Installation Licence (pre-installation), (b) Operating Licence (post-inspection). States: Delhi — Electrical Inspector; UP — CEI; Haryana — Electrical Inspectorate Panchkula.

► **Annual Inspection:**

Government inspector inspects annually. Licence renewal mandatory. Operating without valid licence: criminal liability on school management.

► **Insurance:**

Third-party liability insurance: ₹25 L–₹1 Cr per incident. Include lift in overall school building insurance policy.

► **Maintenance:**

Comprehensive AMC (Annual Maintenance Contract) with OEM or authorized company mandatory. AMC records must be maintained for inspection.

☎ Lift Licensing Authorities — North India

Delhi — Delhi Lift & Escalator Act 2007

Electrical Inspector, Govt. of Delhi

Shram Shakti Bhawan, Rafi Marg, New Delhi | labour.delhi.gov.in

☎ 011-23379669

Uttar Pradesh — UP Lifts & Escalators Act 2010

Chief Electrical Inspector, UP

Shakti Bhawan, Lucknow 226001 | uppcl.org / cei.up.gov.in

☎ 0522-2887601

Haryana — Haryana Lift Rules 2009

Electrical Inspectorate, Haryana

UHL Building, Sector 17, Panchkula | herc.gov.in / haryana.gov.in

☎ 0172-2587401

Punjab — Punjab Lifts Act 1976

Chief Electrical Inspector, Punjab

Plot No. 3, Sector 18B, Chandigarh | punjab.gov.in/cei

☎ 0172-2702636

Himachal Pradesh — HP Lift Rules 2009

Electrical Inspectorate, HP

Shimla 171002 | hp.gov.in/electrical

☎ 0177-2621700

Uttarakhand — UK Lift Act (following central norms)

Chief Electrical Inspector, UK

Dehradun 248001 | uk.gov.in/electrical

☎ 0135-2714199

School Bus Fleet — Legal Compliance & Operating Norms

MV Act 1988 • AIS-052 Body Standard • Supreme Court Guidelines (2017) • BNS 2023

Vehicle Standards (AIS-052 & MV Rules)

— Automotive Industry Standard for school bus body.

- Highway Yellow colour with 150 mm green horizontal stripe all around; 'SCHOOL BUS' on all four sides.
- Maximum vehicle age: 12 years. Beyond this, bus must be replaced — no exceptions.
- Speed Governor: Tamper-proof, capped at 40 km/h. AIS-140 certified GNSS GPS tracker mandatory.
- CCTV cameras: Minimum 1 internal + 1 external (rear). Footage retained 60 days. Submit to police on demand.
- Window grills: Horizontal grills on all windows to prevent children leaning out.
- Emergency exits: 2 nos. — clearly marked, operable from inside and outside.
- First Aid Box, Fire Extinguisher (ABC type) inside bus.
- School bags space: Rack under each seat.

Registration, Permit & Fitness

- Contract Carriage / Educational Institution Bus permit: Under Section 66, MV Act.
- Fitness Certificate: Section 56, MV Act — annual renewal. Bus must clear fitness test at authorised testing station.
- Pollution Control Certificate (PUC): Required. BS-VI norm compliance for all new buses from 2020.
- Insurance: Comprehensive + Third-Party. 'School bus' endorsement mandatory on policy.
- Valid registration in the school's name or licensed fleet operator's name — not in driver's name.
- Driver: Minimum 5 years HMV licence, no conviction for rash/drunken driving, annual medical fitness, police verification.
- Conductor/Attendant: Mandatory — one per bus. Female attendant required if girl students are on board.
- Background verification: Police character certificate for driver + attendant. Renewed every 2 years.
- Signage: School name, telephone number on exterior. Route card displayed.
- Night runs: Blue bulbs required inside bus.

Legal Obligations & State RTO Contacts

- Supreme Court SLP (2017): Mandates CPCVT, RTI, and State RTI for attendant for all school buses.
- BNS 2023 (Bharatiya Nyaya Sanhita, in force from 1 July 2024): Criminal provisions apply to school bus safety violations.
- Parents' right: Any parent/guardian may travel on the school bus to check safety norms.
- Route: Fixed, approved route must be maintained. Route change requires fresh RTO endorsement.
- Annual report: Schools must file annual compliance report with RTO on school bus safety.
- Delhi RTO (HQ): rto.delhi.gov.in | ☎ 011-23379669
- UP Transport: uptransport.upsdc.gov.in | ☎ 0522-2237565
- Haryana Transport: haryanatransport.gov.in | ☎ 0172-2546969
- Punjab Transport: punjabtransport.gov.in | ☎ 0172-2700345
- UK Transport: transport.uk.gov.in | ☎

⚠ A school bus operating without valid permit, fitness certificate, GPS or CCTV is liable for seizure by RTO and criminal action against the school principal/management under BNS 2023.

School Disaster Management Plan (SDMP)

NDMA National School Safety Policy 2016 | Mandatory under DM Act 2005 | Seismic Zone IV/V — North India

North India Hazard Profile

Hazard Type	States / Regions Affected
Seismic Zone IV (High)	Delhi, Jammu, Punjab foothills, Dehradun, Shimla, Srinagar, Chandigarh
Seismic Zone V (Very High)	J&K (most), Uttarakhand (NW), HP (Kinnaur, Lahaul-Spiti)
Flash Floods / Cloudbursts	Uttarakhand, HP, J&K — schools must have SDMP flood protocols
Industrial Hazards (Chemical)	NCR, Mathura, Panipat — schools near industrial areas: additional HAZAN plan

- Fire Risk
- SDMP Mandatory Components (NDMA 2016 Guidelines):
- All North India schools — a highest daily risk; dual fire + Hazard, Vulnerability & Capacity Assessment (HVCA) of the school building and site (earthquake SDMP required)
 - School Safety Focal Point Teacher designated; Emergency Contact Tree maintained
 - Evacuation Plan: posted in every classroom; assembly point marked in playground
 - Mock Drills: Fire drill + Earthquake drill minimum twice a year; records maintained
 - Non-Structural Mitigation: Secure heavy furniture/shelves; no glass items at child height
 - Structural Assessment: Building certified as per NBC seismic zone requirements
 - First Aid Station: Trained first-aider on every floor; well-stocked kit; AED recommended
 - District integration: SDMP linked to District DM Plan (DDMP) and shared with DDMA

DM Authorities — North India

NDMA (National)

ndma.gov.in
011-26701700
NIDM: nidm.gov.in

Delhi DDMA

delhiddma.gov.in
011-23438252
DISTC: 1077 (Emergency)

UP SDMA

sdma.up.gov.in
0522-2237465
SFQC: 1070

Haryana SDMA

hsdma.hic.in
0172-2583111
1800-180-2129

Punjab SDMA

punjab.gov.in/sdma
0172-2701370
Dial 112 (Emergency)

Uttarakhand SDMA

usdma.uk.gov.in
0135-2710334
1070 (State FOC)

HP SDMA

hpsdma.hic.in
0177-2624981
1077

J&K SDMA

jksdma.hic.in
0194-2473001
1070

Northern India — Complete Government Agency Directory for School Setup

Delhi • Uttar Pradesh • Haryana • Punjab • Himachal Pradesh • Uttarakhand • J&K | Updated June 2025

Category	Agency	Portal / URL	Phone
School Edu — Delhi	Directorate of Education (DoE)	edudel.nic.in	011-23890179
School Edu — UP	DISE / Basic Shiksha Parishad	upmsp.edu.in / bsaup.com	0522-2466765
School Edu — Haryana	Dept. of Elementary Education	schooleducationharyana.gov.in	0172-2560246
School Edu — Punjab	Dept. of School Education	ssapunjab.org	0172-2664796
School Edu — HP	Dept. of Education, HP	himachal.nic.in/education	0177-2656920
School Edu — Uttarakhand	Dept. of School Education	ukdse.in	0135-2669063
School Edu — J&K	J&K School Education Dept.	jkschoolcommunities.in	0194-2473840
CBSE Regional (North)	CBSE Regional Office, Delhi	cbse.gov.in	011-22509256-59
Land — Delhi	Delhi Development Authority (DDA)	dda.gov.in	011-24626990
Land — UP	UP Housing & Dev. Board (UPHDB)	uphdb.gov.in	0522-2236499
Land — Haryana	HSIIDC / HRERA	hsiidc.org.in	0124-2399800
Land — Punjab	PUDA / GMADA	puda.gov.in	0172-2215300
Municipal/Building — Delhi	MCD / South Delhi MC	mcdonline.nic.in	1533
Municipal/Building — Lucknow UP	Lucknow Nagar Nigam / LDA	lda.up.nic.in	0522-2611350
Municipal/Building — Chandigarh	Municipal Corporation, Chandigarh	www.mcchd.in	0172-2700442

Master Compliance Checklist — Before Day 1 of Classes

Every item below must be in place before admissions open | File originals; maintain certified copies on premises

Entity & Legal

- ☐ Society/Trust Registration Certificate
- ☐ PAN & Income Tax 12AB Registration
- ☐ 80G Registration (for donor eligibility)
- ☐ Property title / lease deed in entity name
- ☐ Affidavit re: non-proprietary character

State / Education Dept.

- ☐ Essentiality Certificate (DoE/State)
- ☐ State Recognition Certificate (Cl. I–V: local body)
- ☐ Approved Scheme of Management (DoE)
- ☐ Land Use Certificate (educational purpose)
- ☐ No-Objection Certificate from State Edu Dept.

Building & Safety

- ☐ Sanctioned Building Plan (Municipal authority)
- ☐ Building Completion / Occupancy Certificate
- ☐ Health & Sanitary Certificate
- ☐ Water Testing Report (Jal Board)
- ☐ Electrical Safety Certificate (Chief Electrical Insp.)

Fire & Emergency

- ☐ Pre-construction Fire NOC (Stage 1)
- ☐ Fire Safety Certificate / FSC (Stage 2 — occupancy)
- ☐ Fire extinguishers installed & certified
- ☐ Evacuation Plan posted in all rooms
- ☐ School Disaster Management Plan (SDMP) filed

Energy & Environment

- ☐ DG Set Consent to Operate (SPCB/DPCC)
- ☐ ECBC Compliance Certificate (if applicable)
- ☐ Solar Net Metering agreement (DISCOM)
- ☐ PUC for DG Set / all vehicles
- ☐ Rainwater harvesting system (Delhi/Haryana mandatory)

Lift & Elevators

- ☐ Lift Installation Licence (Electrical Inspector)
- ☐ Lift Operating Licence (post-inspection)
- ☐ Third-party liability insurance for lift
- ☐ AMC with OEM/authorised company
- ☐ IS 17900 compliance certificate

School Transport

- ☐ Contract Carriage Permit (RTO) per bus
- ☐ Fitness Certificate (annual — Section 56 MV Act)
- ☐ GPS (AIS-140) & CCTV installed & functional
- ☐ Speed Governor certified & sealed
- ☐ Driver background check + medical fitness

CBSE & Academic

- ☐ CBSE Provisional Affiliation Certificate
- ☐ Reserve Fund FDR (CBSE joint names)
- ☐ Annual Mandatory Disclosure published on website
- ☐ Staff service agreements (CBSE format)
- ☐ Anti-ragging & POCSO committee formed