

**Procedure for issue Certificate of “Green School”**

1. Interested schools may apply for green auditing in the prescribed format (Annexure - I);
2. After receiving the application filled in all respect the Board will provide the “Green School Score Card” to fill and return it to this Board within a month;
3. The School may improve their green performance to secure better “Star” as per the “Green School Score Card”;
4. “Green School Score Card” will maintain transparency in the award procedure;
5. After filling the “Green School Score Card” and improve the green performance, they will return the filled “Green School Score Card” to the Board (along with the processing charges of Rs. 1000/- (One thousands only));
6. A committee may be notified as below:-
  - (i) Member Secretary – Chairman of the Committee;
  - (ii) Board Analyst, BSPCB, Patna, Member;
  - (iii) An Environmental Engineer, BSPCB, Patna, Member;
  - (iv) A nominated officer from the CBSE, Patna, Member;
  - (v) A nominated member from Environment, Forest and Climate Change Department, GoB, Member; and
  - (vi) Scientist, BSPCB - Convenor.
7. The Chairman of committee shall nominate the Audit Team of 2 or more members;
8. The Audit Team shall visit the School for verification of their declarations in “Green School Score Card”;
9. The Audit Team shall submit the report on the same day or next day of visit with their remarks. (in the prescribed format)
10. The committee shall finalize the scoring and will recommend the stars of the award as per the score list.
11. The Chairman, BSPCB will issue the “Green School Award” Certificate along with the Signature of the Member Secretary and Board Analyst.