



**KENDRIYA VIDYALAYA DANAPUR CANTT. (SECOND SHIFT)
COMMITTEES FOR THE SESSION 2023-24**











The following committees are hereby constituted for smooth and effective functioning of the Vidyalaya during the academic year 2023-24. All the members of the staff are requested to extend their wholehearted co-operation. The member placed at No. 1 of each committee shall be the convener of the committee unless mentioned otherwise. The conveners are requested to hold meeting of their committee with the permission of the undersigned, prepare an action plan for the year after discussing details with the members and submit a report to the undersigned. The committees will meet at regular intervals and review the progress of their program. The convener will maintain a record of their planning, implementation and follow up of the activities. Your contribution and support in the Vidyalaya is solicited.

WISH YOU HAPPY NEW SESSION 2023-2024

M.S. Ahmad
(M.S. Ahmad) 03.23
Principal

K.V. Danapur Cantt.

1. VIDYALAYA ACADEMIC COMMITTEE (SECONDARY)

1. VIDYALAYA ACADEMIC COMMITTEE (SECONDARY)				
S.N	NAME	DESIGNATION	SIGN	DUTIES
1	SH. S.K. SINHA	PGT (GEO)		To plan and implement the whole academic Programme for the year. Prepare and implement special Programme for the academically backward and gifted children. Ensure that the split up syllabus is strictly followed by all the subject teachers and home work is assigned and correction work is done regularly and properly. Hold subject committee meeting at regular intervals. Encourage new methodologies and innovative ideas.
2	SH. NIRBHAY KUMAR	PGT (HINDI)		
3	MD SHAMIM	PGT (CHEM.)		
4	SH. S.K. CHOUDHARY	PGT (PHY.)		
5	SH. RANJIT KUMAR	PGT (MATH)		
6	SH. P.K. PATHAK	PGT (ENG)		
7	SH. UMESHANAND	TGT(SNKT)		
PRIMARY				
1	SH. B. PANDEY	HM I/C		
2	SMT. DIVYA NATH	PRT		
3	SMT. M.K. SINHA	PRT		

2. ADMISSION

S.N	NAME	DESIGNATION	SIGN	DUTIES
1	SH. S.K. SINHA	PGT (GEO) I/C	<i>[Signature]</i>	To process registration, verification and admission strictly as per KVS guidelines for admission.
2	SH. KUMAR JAYKANT	PGT (C.S)	<i>[Signature]</i>	
3	SH. RAJ KUMAR	TGT (MATH)	<i>[Signature]</i>	
4	SMT. RENU KUMARI	PRT	<i>[Signature]</i>	
5	SMT. DIVYA NATH	PRT	<i>[Signature]</i>	

3. EXAMINATIONS (INTERNAL)

S.N	NAME	DESIGNATION	SIGN	DUTIES
1	SH. M.D. SINGH	PGT (ECO.)		To plan Examination schedule well in advance, intimate the students about the dates, setting of the question papers well in time moderation finally declaration of the result. Ensure that the recordings are done properly. Arrangement and necessary materials for the smooth conduct of examination.
2	SMT. NUTAN KUMARI	PGT (BIO)		
3	SH. UMESHANAND	TGT (SANK.)		
4	SH. S.K. SINHA	TGT (SCI.)		
5	SH. R.P. RAM	TGT(HINDI)		
6	PRIMARY			To maintain and place all the records pertaining to examination before the member of panel inspection team.
1	SH. D.K. SINGH	PRT		
2	SH. ROHIT KUMAR	PRT		










4. CBSE

S.N	NAME	DESIGNATION	SIGN	DUTIES
1	SH. NIRBHAY KUMAR	PGT(HINDI)		
2	KUMAR JAIKANT	PGT(CS)		

5. NIOS

1	SH. A.K. YADAV	PGT(CHEM.) I/C		
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6. TIME TABLE AND ARRANGEMENT

S.N	NAME	DESIGNATION	SIGN	DUTIES
1	SMT. RANJEETA KUMARI	PGT (COM) I/C		To prepare the Time-Table well in time and in accordance with KVS rules.
2	SH. RANJIT KUMAR	PGT(MATH)		
3	SMT. SABEENA AZHAR	LIB.		To make necessary amendments to the Time-Table as per instruction from the principal based on KVS directions.
4	SMT. PINKY KUMARI	TGT(WET)		
5	SH. D.K. SINGH	TGT(HINDI)		
6	SMT. RESHMA KUMARI	TGT (MATH)		
PRIMARY				
1	SMT. DIVYA NATH	PRT		
2	DR. ARUN KUMAR	PRT		
3	SH. RAM PRAVESH KUMAR	PRT		

7. CO-CURRICULAR ACTIVITIES

S.N	NAME	DESIGNATION	SIGN	DUTIES
1	SH. P.K. PATHAK	PGT (ENG) I/C		To prepare the CCA Calendar well in advance and conduct smoothly. To maintains the result of CCA activities. To Purchase and distribution of CCA prizes & medals. To maintain CCA Activities register.
2	SH. NIRBHAY KUMAR SINGH	PGT (HINDI)		
3	SH. UMESHANAND	TGT (SANK)		
4	SH. AMIT RANJAN	PRT		
5	SMT. PRIYANKA JAIN	PRT		
6	SH. R. P. RAM	TGT (H)		

8. MORNING ASSEMBLY PROGRAMME

	NAME	DESIGNATION	SIGN	DUTIES
	SH. P.K. PATHAK	PGT (ENG)		To see that morning assembly programme is to conduct within stipulated time.
	SH. NIRBHAY KUMAR SINGH	PGT (HINDI)		To evaluate the various items of morning assembly programme on five point scale- Excellent; Verygood; Good; Average; Below Average.
3	IFFAT FATIMA	TGT(ENG)		To prepare the schedule for conducting morning assembly programme.
4	SH. UMESHANAND	TGT(SNSKT)		Class teachers of secondary, primary, must be given responsibility of conducting morning assembly programme.
5	SH. H.S. YADAV	TGT(PHE)		To arrange the PA system, musical instrument well in advance before the start of morning assembly.
6	SMT. PINKY KUMARI	TGT(WE)		
7	SH. R.P. RAM	TGT(HINDI)		
8	SH. RAJ KUMAR	ELECTRICIAN		

9. NCC

1	SH. RAJ KUMAR	TGT(MATH)		
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

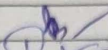
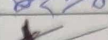


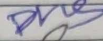

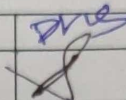
10. STUDENT COUNCIL

S.N	NAME	DESIGNATION	SIGN	DUTIES
1	SH. V.N. BHARTI	PGT (ECO)		Division of houses along with house master and Associate of house masters & distribution of students of various houses.
2	SH. P.K. PATHAK	PGT(ENG)		Selection of School Captains, Vice Captains, Sports Captains and House Captains prefects.
3				Procuring badges for Captains Monitors, prefects.
4	SH. S.K. SINHA	PGT (GEO.)		Conduct of investiture Ceremony (Badge presentation Ceremony) in the month of July.
5	SH. R.P. RAM	TGT (HINDI)		Assigning duties to all members of the Student Council House Wise.
6	IFFAT FATIMA	TGT (ENG)		Conduct of monthly meetings with the members of student's council.
				Maintenance of Students council register/record.

11. HOUSE MASTERS

S.N	NAME	DESIGNATION	SIGN	DUTIES
1	SH. BIPIN KUMAR (S)	PGT (ENG.)		To motivate students towards their house for more participation of Co-curricular activities.
2	SH. V. N. BHARTI (T)	PGT (ECO)		
3	SMT. ARTI KUMARI (A)	PGT(HISTORY)		
4	SH. S.K. CHAUDHARY	PGT(PHYS)		
PRIMARY				
1	SMT. RENU KUMARI	PRT		
2	SH. RAM PRAVESH	PRT		
3	SH. RAVI-DAS	PRT		
4	SMT. RAJNI KUMARI	PRT		

12. SUBJECT COMMITTEE CONVENORS

CO-ORDINATOR					
	NAME	DESIGNATION	SUBJECT	SIGN	DUTIES
	SH. S.K. CHOUDHARY	PGT (PHY)	SCIENCE		Subject conveners should convene the meeting with member of their own faculty in the last working day of every month. Minutes of the meeting are to be submitted to the Principal on the last day of the month.
2	SH. S.K. SINHA	PGT (GEO)	SOCIAL SCIENCE		
3	SH. NIRBHAY KUMAR	PGT (HINDI)	HINDI		
4	SH. P.K. PATHAK	PGT (ENG)	ENGLISH		
5	SH. RANJIT KUMAR	PGT (MATH)	MATH		
6	KUMAR JAIKANT	PGT(CS)	CS & AI		
PRIMARY					
1	SH. D. JHA	PRT			
2	SMT. PRIYANKA JAIN	PRT			

13. MINUTES OF STAFF MEETINGS (BILINGUAL)

S.N	NAME	DESIGNATION	SIGN	DUTIES
1	SH. P.K. PATHAK	PGT (ENG)		To maintain the register containing the minutes of all the staff meetings. All the details regarding the meeting must be maintained accurately. The minutes should be circulated among the staff members for their signature.
2	SH. NIRBHAY KUMAR	PGT (HINDI)		




14. WEBSITE UPDATION (BILINGUAL)/SHALA DARPAN/ UBI PORTAL

S.N	NAME	DESIGNATION	SIGN	DUTIES
1	SH. KUMAR JAYKANT	PGT (C.S) I/C		To maintain updated data in all respect.
2	SH. RAJ KUMAR	TGT (MATH)		
3	SH. SUBIR SINHA	TGT (SCI)		






15. DISCIPLINE/ SAFETY AND SECURITY IRO COVID -19

S.N	NAME	DESIGNATION	SIGN	DUTIES
1	SH. H.S. YADAV	P.ET		
2	MD. SHAMIM	PGT (CHEM)		
3	SH. V.N. BHARTI	PGT (ECO)		
4	SH. KUMAR JAYKANT	PGT (C.S)		
5	SMT. RANJITA KUMARI	PGT (COMM)		
6	SMT. ARTI KUMARI	PGT (HIST)		
7	SH. SUDHIR KUMAR Singh	TGT (Math)		
8	SMT. IRA KUMARI	TGT (SCI)		
9	SH. R.P. RAM	TGT		
10	SMT. PINKI KUMARI	WET		
11	SMT. PRIYANKA JAIN	PRT		
12	GAMES COACH	(CONT.)		
13	GAMES COACH	(CONT.)		




16. FURNITURE

	NAME	DESIGNATION	SIGN	DUTIES
1	SH. R.P. RAM	TGT (HINDI)		To maintain the record of room wise/Dept. wise distribution of furniture. To take initiative to see that the broken furniture is repaired regularly.
2	SMT. PNIKI KUMARI	WET		To Prepare the list of broken furniture which are to be condemned. To see that the school furniture is to be replaced in class-rooms/Dept. after school functions like - sports day, Republic day, Annual Day, Independence day or any other functions.
3	SH. H.S. YADAV	P.ET		To see any shortages, deficiency of furnitures and report to the Principal. To ensure regularly that no furniture is lying in the corridors or in the open space. To store and stock the broken or old furniture properly. To maintain the stock register.







17. PURCHASING/CONDEMNATION

S.N	NAME	DESIGNATION	SIGN	DUTIES
1	SH. S.K. SINHA	PGT(GEO)		To Sign the quotations received by post or email.
2	MD SHAMIM	PGT (CHEM)		To carryout market survey whenever required.
3	SH. H.S. YADAV	P.ET		To check and sign the Comparative Statement.
4	SH. B. PANDEY	HM		
5	SMT. PINKI KUMARI	WET		



18. OFFICIAL LANGUAGE IMPLEMENTATION COMMITTEE (RAJBHASHA)

S.N	NAME	DESIGNATION	SIGN	DUTIES
1	SH. NIRBHAY KUMAR	PGT (HINDI)		To send quarterly report to the KVS RO Patna.
2	SH. R.P RAM	TGT (HINDI)		To take initiative to see that correspondence is made in Hindi.
3	SH. D.K. SINGH	TGT (HINDI)		








19. VIDYALAYA PATRIKA&STUDENT'S DIARY

S.N	NAME	DESIGNATION	SIGN	DUTIES
1	SH. P.K. PATHAK	PGT(ENG)		Class teachers of class III to XII will identify the children with talent. These talents are to be nurtured.
2	SMT. I. FATIMA	TGT (ENG)		Editorial board will collect the article from the students. Articles are to be arranged section wise(English, Hindi, Sanskrit, Drawing and Painting etc.)
3	SH. UMESHANAND	TGT (SANK.)		
4	SH. R.P. RAM	TGT (HINDI)		
5	SH. D.K. SINGH	TGT (HINDI)		
PRIMARY				
1	SH. AMIT RANJAN	PRT		Articles are to be screened, proof reading must be done and selected article should find a place in the VidyalayaPatrika.
2	SMT. PRIYANKA JAIN	PRT		The editorial board should make concerted effort to bring about the school magazine in time. Student's diary must be circulated among students in the first week of April.



20. TEACHING AIDS & GEOGRAPHY LAB

NAME	DESIGNATION	SIGN	DUTIES
SH. S.K. SINHA	PGT (GEO) I/C		
SH. R.C. MAHTO	TGT (SST)		

21. CLEANLINESS (Swachchh Vidyalaya Abhiyaan)

S.N	NAME	DESIGNATION	SIGN	DUTIES
1	SH. V.N. BHARTI	PGT (ECO)		<p>To ensure the cleanliness of the class rooms, corridor, toilets and other common areas.</p> <p>To ensure the provision of dustbins in all the class rooms.</p> <p>To appraise the Principal about the cleanliness of school building from time to time.</p> <p>To make the arrangements to dispose the garbage and miscellaneous trash collected in Vidyalaya Building and other parts of campus.</p> <p>To clear the wild bushes and thorny plants that are growing in different parts of school campus.</p> <p>To ensure cleanliness of open drains for smooth flow of water during the rainy seasons.</p> <p>To ensure cleanliness of area around the staff quarters.</p>
2	SH. RANJEET KUMAR	PGT (MATH)		
3	SMT. RANJEETA KUMARI	PGT (COMM.)		
4	SMT. PINKI KUMARI	TGT (WET)		
5	SH. H.S. YADAV	P.ET		
6	SH. AMIT RANJAN	PRT		
7	SMT. RENU KUMARI	PRT		
8	SMT. M.K. SINHA	PRT		

22. GARDENING AND BEAUTIFICATION OF THE VIDYALAYA CAMPUS

S.N	NAME	DESIGNATION	SIGN	DUTIES
1	MD SHAMIM	PGT (CHEM)		<p>To supervise the work of people deployed under Horticulture and beautification of Vidyalaya campus.</p> <p>To procure ornamental plants and other fruit bearing plants in consultation with Principal.</p> <p>To ensure watering of all potted plants and other plants growing in the Vidyalaya campus.</p> <p>Preparation of placards in different areas of garden.</p> <p>Numbering of trees and potted plants.</p> <p>To motivate the children for gardening and beautification.</p> <p>To develop medicinal plant garden in the campus.</p> <p>To display the quotations in the corridors and class rooms.</p> <p>To decorate the corridor and common areas with paintings photographs of National leaders, Scientists.</p> <p>To ensure the display of material in the bulletin boards.</p>
2	SMT. NUTAN KUMARI	PGT (BIO)		
3	SH. SUBIR SINHA	TGT (SCI.)		
4	SH. ROHIT KUMAR	PRT		

23. GUIDANCE & COUNSELLING

	NAME	DESIGNATION	SIGN	DUTIES
	SH. S.K. SINHA	PGT (GEO)		To monitor the counseling programme of the Vidyalaya and ensure proper maintenance of records. Arrange counseling sessions (personality development, career counseling etc.) in groups in a planned manner. Counselor
	SH. RANJIT KUMAR	PGT (MATH)		
3	SMT. RANJEETA KUMARI	PGT (ECO)		
4	SH. NIRBHAY KUMAR	PGT (HIND)		
5	SH. KUMAR JAYKANT	PGT (C.S)		
6	SH. P.K. PATHAK	PGT (ENG)		
7	SH. ARTI KUMARI	PGT (HIST)		
8	SH. A.K. YADAV	PGT (CHEM)		
9	SMT. NUTAN KUMARI	PGT (BIO)		
10	SH. V.N. BHARTI	PGT (ECO)		

24. AEP

S.N	NAME	DESIGNATION	SIGN	DUTIES
1	SMT. NUTAN KUMARI	PGT (BIO)		
2	SMT. IRA KUMARI	TGT (SCI)		
3	SMT. I. FATIMA	TGT (ENG)		
4	SH. SUBIR SINHA	TGT (SCI)		
5	SH. K. KHAN	TGT (SCI)		
6	SH. S.K. CHOUDHARY	PGT (PHY.)		

25. SCOUTS & GUIDES/ CUBS & BULBUL

S.N	NAME	DESIGNATION	SIGN	DUTIES
1	SH. V.N. BHARTI	PGT (ECO)		To ensure minimum enrolment (50%) in the movement before 31st August. To organize investiture ceremony for the new recruits. To conduct the parade after school hours and class on every Thursday. To train the students for Pratham / Dwitiya / Tritiya / Raj Puraskar / Rastrapati / Prathamcharan / Dwitiya charna / Tritiya Charan / ChaturdhaCharan To issue the merit certificate after the conduct of test. Celebration of thinking day To procure the uniform for Scouts / Guides who are involved in Guard of Honor.
2	SMT. RESHMA KUMARI	TGT(MATH)		
3	SH. AMRENDRA KR.	PRT		
4	SH. AMIT RANJAN	PRT		
5	SMT. RENU KUMARI	PRT		

26. PHOTOGRAPHY

S.N	NAME	DESIGNATION	SIGN	DUTIES
1	SMT. PINKI KUMARI	TGT(WET)		To ensure the photography/Video grapy as important occasions days/ functions.
2	SH. H.S. YADAV	TGT(P&HE)		
3	SH. R.P. RAM	TGT(HINDI)		

27. CLUBS

NAME OF CLUB	NAME OF TEACHER	POST	SIGN	DUTIES
INTEGRITY	SH. V.N. BHARTI	PGT (ECO)		Conduct regular meetings with the members of the club.
	SH. R.P. RAM	TGT (HIN)		
	SMT. I. FATIMA	TGT (ENG)		
2 READERS	SH. BIPIN KUMAR	PGT(ENG)		Conduct regular (weekly/Monthly) activities according to the nature of club.
	SH. P.K. PATHAK	PRT (ENG)		
	SH. NIRBHAY KUMAR	PGT (HIND)		
	SH. UMESHANAND	TGT (SANS)		
3 LITERARY	SH. NIRBHAY KUMAR	PGT (HINDI)		Maintain a record/register of the activities conducted and attendance of the students.
	SH. D.K. SINGH	TGT (HINDI)		
	UMESHANAND	TGT (SANS)		
	SH. RANJEET KUMAR	PGT (MATH)		
	SH. RAJ KUMAR	TGT (MATH)		
5 SCIENCE	MD SAMIM	PGT(CHEM)		
	SMT. NUTAN KUMARI	PGT (BIO)		
	SH. S.K. CHOUDHARY	PGT (PHY)		
6 NATURE CLUB/ ECO CLUB	SMT. NUTAN KUMARI	PGT (BIO)		
	SH. K. KHAN	TGT (SCI)		
	SH. SUBIR SINHA	TGT (SCI.)		

27. OLYMPIADS / NCSC / JLN. / SFO / INSPIRE

S.N	NAME OF TEACHER	POST	NAME OF OLYMPIAD	SIGN	DUTIES
1	SH. RANJEET KUMAR	PGT (MATH)	OVER ALL/SOF		
2	SMT. NUTAN KUMARI	PGT (BIO)	NCSC / JLN / GREEN		
3	SH. A.K. YADAV	PGT (CHEM)	SC. OLYMPIAD		
4	SH. P.K. PATHAK	PRT (ENG)	ENGLISH		
5	MD. SHAMIM	PGT (CHEM)	INSPIRE AWARD		
6	SH. UMESHANAND	TGT (SNKT)	INMO / SFO		

28. FIRST AID & MEDICAL CHECKUP

S.N	NAME	DESIGNATION	SIGN	DUTIES
1	SH. K. KHAN	TGT (SCI)		<p>To procure the required number of medical cards in the beginning of the academic session.</p> <p>To distribute the medical cards to the class teachers based on strength.</p> <p>To arrange the medical checkup twice in a year (in the month of August and Feb)</p> <p>To ensure the follow up action after the medical checkup.</p>
2	SMT. IRA KUMARI	TGT (SCI)		

9. CMP/RESOURCE ROOM/ READING CARDS/QTLY NEWS LETTER/XEROXING OF WORKSHEETS & RECORDING

N	NAME	DESIGNATION	SIGN	DUTIES
2	SH. B. PANDEY	HM		To ensure the implementation of CMP as per KVS norms.
3	SMT. PRIYANAKA JAIN	PRT		To take the requirement of TLM from teachers well in advance every month.
4	SH. RAM PRAVESH	PRT		To ensure the distribution of TLM to all the teachers as per requirements.
5	MISS. RENU KUMARI	PRT		To maintain a register of TLM ordered by the teachers, TLM procured month wise. TLM distributed to the teachers every month based on their requirement.
	SH. ROHIT KUMAR	PRT	Rohit	

30. LIBRARY

S.N	NAME	DESIGNATION	SIGN	DUTIES
1	SMT. S. AZHAR	LIB.		The meeting is to be convened at least once in a month.
2	SH. S.K. SINHA	PGT (GEO)		Committee will submit the list of books to be procured subject wise in the beginning of academic session.
3	SH. NIRBHAY KUMAR	PGT (HIND)		Books review
4	SMT. RANJEETA KUMARI	PGT (ECO)		To inculcate reading habits among the staff & children.
5	SMT. IFFAT FATIMA	TGT (ENG)		To organize books exhibition on important occasions.

31. MAINTENANCE AND REPAIR OF SCHOOL BUILDING/STAFF QUARTERS

S.N	NAME	DESIGNATION	SIGN	DUTIES
1	SMT. PINKI KUMARI	WET		To maintain a register related with deficiencies noted in the Vidyalaya building and staff quarters.
2	SH. H.S. YADAV	P.ET		To undertake maintenance of school building and staff quarters on war footing basis.
				To ensure the proper functioning of Aqua-guard installed in school buildings.
				To ensure the cleaning of overhead tanks in school building and staff quarters.




32. SAFETY & SECURITY / DISASTER MANAGEMENT

S.N	NAME	DESIGNATION	SIGN	DUTIES
1	SMT. ARTI KUMARI I/C	PGT (HIST)		Conduct regular drills by trained security personnel / NDRF to make the students aware of the security measures and disaster management techniques.
2	SH. S.K. SINHA	PGT (GEO)		
3	SMT. RANJEETA KUMARI	PGT (ECO)		
4	SH. NIRBHAY KUMAR	PGT (HIND)		
5	SH. H.S. YADAV	P.ET		Ensure that the safety equipment in the school, like fire extinguishers, are in good and working condition.
6	SH. M.D. SINGH	PGT (ECO)		
PRIMARY				
1	SH. SANJAY KR. SINGH	PRT		
2	SMT. M.K. SINHA	PRT		
3	SH. ROHIT KUMAR	PRT	Rohit	




33. QUARTER ALLOTMENT COMMITTEE

NAME	DESIGNATION	SIGN	DUTIES
SAME COMMITTEE AS FIRST SHIFT			<p>To prepare a panel of teacher who are eligible for the allotment of quarters (Type- I, II, III) as per KVS norms in the beginning of the academic session.</p> <p>To allot the quarters to the eligible staff as per the panel prepared and approved by the chairman VMC.</p> <p>To monitor the maintenance & repair of the staff quarters.</p>


34. SUGGESTION BOX/ GENERAL GRIEVANCE OF STUDENTS

S.N	NAME	DESIGNATION	SIGN	DUTIES
1	SMT. NUTAN KUMAR	PGT (BIO)		<p>Box meant for general complaints/suggestion, should be opened fortnightly.</p> <p>Register for recording the complaints / suggestions should be maintained.</p> <p>If any complaint related to immoral behavior towards students or corporal punishment or tarnishing the image of the students, abusing the students on caste, creed, religion or family background or on personal appearance or threatening the students to join the private tuitions or forcing them to bring the eatables or eating their tiffin and asking some students to blame or abuse slow learners or comment on family background and occupation of the parents is received by the committee, then enquire carefully.</p>
2	SMT. PINKI KUMARI	WET		
3	SMT. IRA KUMARI	TGT (SCI)		
4	SH. SUBIR SINHA	TGT (SCI)		



35. EDUCATIONAL TOURS / EXCURSION

S.N	NAME	DESIGNATION	SIGN	DUTIES
1	SMT. ARTI KUMARI I/C	PGT (HIST)		<p>To plan education tours / excursions for all the classes as per KVS norms</p> <p>To ensure the safety of the students during the journey period and their stay at the venue.</p> <p>To provide hygienic food / potable water to the students who are participating in tour programme.</p>
2	SH. M.D. SINGH	PGT (ECO)		
3	SH. R.C. MAHTO	TGT (SST)		

36. STAFF ROOM

S.N	NAME	DESIGNATION	SIGN	DUTIES
1	SH. SUBIR SINHA	TGT (SCI)		
2	SMT. ARTI SRIVASTAVA	TGT (HINDI)		

37. RTI

S.N	NAME	DESIGNATION	SIGN	DUTIES
1	SH. S.K. SINHA	PGT (GEO)		
2	SH. NIRBHAY KUMAR	PGT (HINDI)		
3	SMT. REKHA SINHA	JSA		

38. POSCO ACT

S.N	NAME	DESIGNATION	SIGN	DUTIES
1	SMT. NUTAN KUMARI	PGT (BIO)		If any complaint related to immoral behavior towards students is received by the committee, then enquire carefully.
2	SMT. ARTI SRIVASTAVA	TGT (HIND)		
3	SH. SUBIR KUMAR SINHA	TGT(SCI)		
4	SMT. RENU KUMARI	PRT		

39. SC / ST / MINORITIES / WOMEN'S GRIEVANCE CELL

S.N	NAME	DESIGNATION	SIGN	DUTIES
1	SMT. RANJITA KUMARI	PGT(COMM)		
2	SH. R.P.RAM	TGT (HIN)		
3	SMT. S. AZHAR	LIB.		
4	SH. RAJ KUMAR	TGT(MATH)		

40. SCIENCE EXHIBITION / NCSC / INSPIRE

S.N	NAME	DESIGNATION	SIGN	DUTIES
1	SH. MD. SHAMIM	PGT (CHEM)		
2	SH. A.K. YADAV	PGT (CHEM)		
3	SMT. NUTAN KUMARI	PGT (BIO)		
4	SH. S.K. CHOUDHARY	PGT (PHY)		

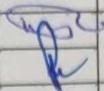
41. SOCIAL SCIENCE EXHIBITION

S.N	NAME	DESIGNATION	SIGN	DUTIES
1	SH. S.K. SINHA	PGT(GEO)		
2	SMT. ARTI KUMARI	PGT (HIST)		
3	SH. M.D. SINGH	PGT (ECO)		
4	SMT. RANJEETA KUMARI	PGT (ECO) Comm		
5	ALL TGT (SST)			
6	ALL TGT (ENG)			
7	ALL TGT (HINDI / SANK)			
8	SH. P.K. PATHAK	PGT (ENG)		
9	SH. V.N. BHARTI	PGT(ECO)		
10	SH. NIRBHAY KUMAR	PGT (HIND)		
11	SH. UMESHANAND	PGT (SANSKRIT)		

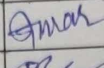
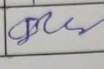
42. ALUMINI COMMITTEE

S.N	NAME	DESIGNATION	SIGN	DUTIES
1	SH. V.N. BHARTI	PGT(ECO)		
2	SH. KUMAR JAYKANT	PGT (C.S)		
3	SH. K. KHAN	TGT (SCI)		
4	SMT. IRA KUMARI	TGT(SCI)		
5	SH.R.C. MAHTO	TGT (SST)		

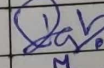
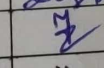
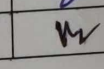
43. CANTEEN COMMITTEE

NAME	DESIGNATION	SIGN	DUTIES
SH. H.S. YADAV	P.ET		
SH. R.P.RAM	TGT(HINDI)		
OTHER MEMBERS IN F.S.			

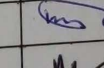
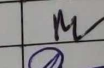
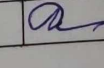
44. G. SUIT

S.N	NAME	DESIGNATION	SIGN	DUTIES
1	SH. RAJ KUMAR	TGT (MATH)		
2	SH. D.K. SINGH	TGT(HINDI)		

45. PISA

S.N	NAME	DESIGNATION	SIGN	DUTIES
1	SH. RANJEET KUMAR	PGT (MATH)		
2	IFFAT FATIMA	TGT (ENG)		
3	SMT. PINKI KUMARI	WET		

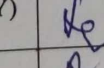
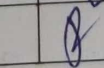
46. SANITIZATION COMMITTEE

S.N	NAME	DESIGNATION	SIGN	DUTIES
1	SH. H.S. YADAV	PET		
2	SMT. PINKI KUMARI	TGT (WET)		
3	SH. AMRENDRA KUMAR	PRT		

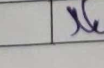
47. GOOGLE SHEET

S.N	NAME	DESIGNATION	SIGN	DUTIES
1	KUMAR JAIKANT	PGT(CS)		
2	SMT. REKHA SINHA	JSA		





48. EBSB / AKAM

S.N	NAME	DESIGNATION	SIGN	DUTIES
1	SMT. ARTI KUMARI	PGT(HISTORY)		
2	SH. R.C. MAHTO	TGT(SST)		

49. PM SHREE / UDISE ETC.





S.N	NAME	DESIGNATION	SIGN	DUTIES
1	SMT. NUTAN KUMARI	PGT(BIO) I/C		

50. EXTERNAL EXAM.



	NAME	DESIGNATION	SIGN	DUTIES
	DR. S.K. SINHA	PGT(GEO)		
	SH. M.D. SINGH	PGT(ECO)		
3	SH. RAJ KUMAR	TGT(MATH)		
4	SH. ARJUN KUMAR	SUBSTAFF		

05. SH. R.R.V. PAINECH PGT (GEO) F.S. 8-20
06. " MAHESH PD. SUBSTAFF (F.S.)


51. RAJ BHASA

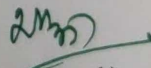
S.N	NAME	DESIGNATION	SIGN	DUTIES
1	SH. NIRBHAY KUMAR SINGH	PGT(HINDI)		
2	SH. R.P. RAM	TGT(HINDI)		
3	SH. D.K. SINGH	TGT(HINDI)		
4	SMT. ARTI SRIVASTVA	TGT(HINDI)		

52. Jr. Science Lab

S.N	NAME	DESIGNATION	SIGN	DUTIES
1	SH. K. KHAN	TGT(SCI.)		
2	SMT. IRA KUMARI	TGT(SCI)		
3	SH. S.K. SINHA	TGT(SCI)		

53. A.C.P.

S.N	NAME	DESIGNATION	SIGN	DUTIES
1	SH. R.C. MAHTO	TGT(SST)		


(M.S.Ahmad)
Principal
K.V. Danapur Cantt.