

KVS REGIONAL OFFICE : VARANASI

Work Distributuion: Acad Section - 20.08.2025

SL	Sh. Naresh Kumar, AC	Sh. Vijay Kumar Solanki, AC
1	PM Shri Activities	Admission & Local Transfer
2	Sports-RSM / NSM / SGFI	UDISE Portal
3	Samagam Portal	Samagam Portal - Reports of allotted work
4	BS&G, NCC	JIGYASA - PRIKRITI / SLATE / JNNSMEE / NCSC / NTSE / KVPY / SAKURA / Foreign Programmes / Spic Macay / Routes to Root etc.
5	Examination - External, Internal Conduct & compilation of results / Shortage of attendance	AEP / Guidance & Counselling / ACP
6	Tarunotsava	Maths / Green & Different Olympiads
7	CBSE Related Correspondance / Affiliation etc.	Deputation of Teachers to foreign countries / ZIETs etc.
8	Handling of Social Medial Accounts / Maintenance / Monitoring of Website of Regional Office & KVs	Incentive Awards, National Awards for Teachers / INSPIRE Manak Award
9	E-content & Distribution of Study Material / Split Up Syllabus Pustakophar	EBSB / Kala Utsav / Veergatha
10	Youth Parliament	Training & In-service Course / Workshops
11	My LIFE Portal	Rajbhasha
12	Atal Tinkering Lab	Basic Amenities Potable Drinking Water / Swachh Bharat & Fire Fighting Issues etc.
13	CBL /ORF / LAT / FLN	Celebration of important Days
14	Alumni Portal	NFTW / Post Matric & Pre Matric Scholarship to students
15	Vidyanjali Portal	Change of D.O.B. / Correction of Name of Students
16	Pariksha Pe Charcha / Pariksha Parv /Yoga Day Celebration	NCERT- Innovation & Experimentation Award
17	Third Language or Foreign Language / Sanskrit etc.	Adventure & Educational Excursion
18	ICT / e-Classroom / Monthly Report / Enrolment / RTE	Appointment and Engagement of Contractual Teachers
19	NIOS & Permission for External Exams	Publication - Newsletter, souvenir etc.
20	Organization of Miscellaneous Competitions	De-worming & Health Related Programmes
21	Vocational Education / Skill Education	Complaint of above mentioned work or concerned KVs
22	PRERNA / PRASHAST 2.0 Portal / YUVIKA	Parliament Question / NEP Implementation
23	Complaint of above mentioned work or concerned KVs	Deputation of teachers in KVs
24	Parliament Question / NEP Implementation	Miscellaneous Matters / Any Other Work Allotted by the Deputy Commissioner
25	BaLA beautification of Vidyalaya	Principal's Conference / D.C. Conference
26	Miscellaneous Matters / Any Other Work Allotted by the Deputy Commissioner	Academic / Administrative Supervision and Monitoring of allotted KVs / Vidyalaya Plan, Assessment Tool of KVs allotted
27	Principal's Conference / D.C. Conference	
28	Academic / Administrative Supervision and Monitoring of allotted KVs / Vidyalaya Plan, Assessment Tool of KVs allotted	

ANY OTHER MATTER AS ALLOTTED BY DC . The above allotted work will be done by the concerned person & files should also be maintained accordingly. Besides the above work, the employee will perform duties & complete work assigned by the competent authority as per requirement.

In Case of any Assistant Commissioner proceeds on tour / leave, the Assistant Commissioner available at station shall look after the work of the concerned A.C. to ensure smooth and effective functioning so that no work gets hampered or delayed.

(Dr. Sukriti Raiwani)

(Deputy Commissioner)

KVs to be monitored & supervised by Sh. Naresh Kumar, A.C.	KVs to be monitored & supervised by Sh. Vijay Kumar Solanki, A.C.
1. Bamrauli, Prayagraj, 2. IIIT Jhalwa, Prayagraj, 3. New Cantt. Prayagraj, S1 & S2, 4. Old Cantt. Prayagraj, 5. IFFCO Phulpur, Prayagraj, 6. Chitrakoot, 7. Amhat Sultanpur, 8. Kauhar, Amethi, 09. Deoria, 10. Mau, 11. Ballia, 12. Chero Salempur, 13. Mirzapur, 14. Bhadohi, 15. Chopan, 16 Pt. DDU Nagar, 17 Jaunpur, 18. KV 39 GTC Varanasi, 19. Aayer, Varanasi 20. Chakiya Changauli	1. AFS Gorakhpur, 2. HURL Gorakhpur, 3. Gonda, 4. Gangrani Kushinagar, 5. Siddharthnagar, 6. Basti S1&S2, 7. Azamgarh, 8. NTPC Rihand Nagar, 09. NTPC Shaktinagar, 10. COD Chheoki, Prayagraj, 11. AFS Manauri, Prayagraj, 12. ITI Naini, Prayagraj, 13. CRPF Prayagraj, 14. Ghazipur, 15. Maharajganj, 16. DLW Varanasi, 17. BHU Varanasi S1&S2, 18. ITI Mankapur 19. No.4 Varanasi 20. Sant. Kabirnagar
 (Dr. Sukriti Raiwani) Deputy Commissioner	