

**KENDRIYA VIDYALAYA, JHUNJHUNU****Committees of Vidyalaya for Session 2026-27****All committee incharges & members are hereby directed to initiate steps to accomplish assigned task to them in time. They will follow instructions issued by KVS in this regard.**

<b>S N</b>	<b>COMMITTEE</b>	<b>CONVENOR</b>	<b>MEMBERS</b>	<b>DUTIES/RESPONSIBILITIES</b>
1	Anti-Sexual Harassment at work place	Mrs. Neelam Soni	Mrs Sunita Gothwal, H M Mrs. Yasmin (PRT, KV JJN) Mr. Tarun Joshi (PGT- English)	In Compliance to, The sexual harassment of women at workplace (prevention, prohibition and redressal) Act. 2013 this Internal complaints redressal committee is constituted for the session 2025-26, to address the complaints / grievances of women employee of this vidyalaya.
2	ACADEMIC SUPPORT (SECONDARY)	SH MAHENDRA SINGH	SH RPS Rathore SH Sanjay Kumar SH Rakesh Kumar	To give suitable guidelines for the academic improvement, organisation of various activities, to produce best academic results, faculty meetings etc
3	ACADEMIC SUPPORT (PRIMARY)	Mrs Sunita Gothwal, H M	Sh. Sheshraj Meena	To give suitable guidelines for the academic improvement, organisation of various activities, to produce best academic results, faculty meetings etc
4	ADMISSION	SH Kuldeep	SMT SONIA SAINI SH NARESH Kr	To scrutinize the registration forms for admission and carry out the process as per the Admission guidelines laid by KVS in consultation with the Principal
5	EXAMINATIONS (INTERNAL)	SH Rakesh Kumar	SH Anand Verma Mr Ravi M	To plan the schedule of Unit test, Cumulative Examination, Pre-Board and Annual Examination as per the calendar of activities. To ensure the evaluation of Internal Assessment and grading of Scholastic & co-scholastic subjects as per CBSE/KVS norms.
6	EXAMINATION (EXTERNAL – CBSE –X,XII)	SH Sanjay Kumar	Sh RPS Rathore	To conduct Board Exam as per CBSE guidelines and also to give suitable instructions for carrying out Internal Assessment and maintain records. To make staff familiar with new schemes and changes in examination patterns.
7	NIOS Examination	Sh V S Chhapola	Sh Ravi Mhayatch, S	To Conduct NIOS Examination and related activities Smoothly
8	TIME TABLE AND ARRANGEMENT	SH RPS RATHORE	Sh ANAND KUMAR SMT Sonia Saini	To prepare & execute time table as per the KVS norms. To make necessary adjustments in the time table due to administrative exigencies. To device workable & suitable assignments/remedial timetable
9	FURNITURE	SH Sanjeev Kumar	Sh Cheta Ram Sh Anil Kumar	To ensure all furniture bear serial numbers and the year of purchase. To ensure the adequacy and suitability of furniture in all the class rooms, including repair of furniture as per the rules.
10	CLEANLINESS OF VIDYALAYA BUILDING AND PREMISES (SWACHH BHARAT ABHIYAN)	Sh Pramod Poonia	Sh Naresh Kumar Mrs. YASMIN	To monitor the regular cleanliness of VIDYALAY CAMPUS and availability of essential cleaning material.
11	TOILET BOYS	Sh Pramod Poonia	Sh Anil Kumar	To monitor the regular cleanliness of Toilets and availability of essential cleaning material.

12	TOILET GIRLS	SMT SUMAN JANGIR	SMT SONIA SAINI Staff Nurse	To monitor the regular cleanliness of Toilets and availability of essential cleaning material.
13	GARDENING AND BEAUTIFICATION OF THE VIDYALAYA CAMPUS	Sh Bhawani Shankar Mali	SH ARJUN Ms Jyoti	To take care and maintain the beautification in all the areas of the Vidyalaya from time to time.
14	SCIENCE CLUB/ NATURE CLUB/ ECO CLUB/SCIENCE OLYMPIAD/NTSE/KVPY/ INSPIRE AWARD	SH J P Saini	SMT. ASHA SHARMA SH Sanjeev Kumar	Manage all the required tasks for organizing Science exhibition & other activities. Guide the students and Maintain and keep records of the SCIENCE OLYMPIAD/NTSE/KVPY etc.
15	SOCIAL SCIENCE CLUB (EBSB) & INTEGRITY CLUB	Mrs Neelam Soni	SH. Sanjeev Kumar Sh Bhawanishankar Sh Ullash Chand	Manage & arrange all the required tasks for organizing SST (EBSB) exhibition/activities.
16	MAINTENANCE AND REPAIR OF SCHOOL BUILDING AND CONTINUOUS SUPPLY OF DRINKING WATER	SH ARJUN GORA	SH BHAWANI SHANKAR MALI SMT SUMAN JANGIR SH SURJEET	To carry out maintenance & repair work of buildings including toilets, surroundings and play field.
17	MEDICAL CHECKUP AND HEALTH & HIEGINE OF STUDENTS	SH Pramod Poonia	SMT ASHA SHARMA SH SURJEET NURSE	To provide first aid to students in case of Emergency and regular health check-up of the students. To guide the students for proper hieGINE, nutrition and balanced diet.
18	EDUCATIONAL TOURS / EXCURSION	SH S Kulhari	SH Pramod Poonia Mrs Sunita Gothwal	To check out and implement Annual plan for EDUCATIONAL TOURS / EXCURSION of the students as per the codel provisions in consultation with the class teachers/ Principal
19	VOCATIONAL GUIDANCE / COUNSELLING / ARRANGING GUEST LECTURE	SH Lokesh Saini	SH ARJUN GORA Mr Naresh Kumar	To conduct counselling workshops/seminars. To maintain & update display board and a corner to keep these activities ongoing for various programmes.
20	SPORTS COMMITTEE	SH. Pramod Poonia	SH KULDEEP Mrs Sonia Saini SH NARESH KUMAR	conducting games and sports activities as per given time table. To Identify the talented students participating at the Cluster, Regional and National Level Games in order to give them special training and to maintain record. To conduct FIT india activities
21	STUDENTS COUNCIL COMMITTEE	SH MAHENDRA SINGH	SH TARUN JOSHI SH Pramod Poonia ALL HOUSE MASTERS	To select SPL, House captains and other members of the council for carrying out their usual work in consultation with the Principal, to implement pass system. Systematic/orderly movement of students for assembly checking of late comers.
22	ALLOTMENTMENTAND REPAIR & MAINTENANCE OF VIDYALAYA STAFF QUARTERS	SH Tarun Joshi	SH Pramod Poonia Ms JYOTI SH DAYANAND	To carry out maintenance & repair work of Staff Quarters and Allotment the quarters as per rules.
23	DISCIPLINE COMMITTEE FOR SEC & SR. SEC	SH Pramod Poonia	SH RPS RATHORE SMT ASHA SHARMA YOGA INSTRUCTOR SPORTS COACH	To ensure the congenial atmosphere by maintaining gentle movement of students and dealing the cases of indiscipline of students if any. A separate file is to be maintained.
24	LIBRARY COMMITTEE AND READERS CLUB	Mr Bhawani Shankar Mali	SH V S CHHAPOLA SH TARUN JOSHI SMT SUNITA GOTHWAL	To procure text books and reference books recommended by KVS/CBSE as per the recommendation of faculty members. To organize class Library and to present book review. To assist Primary wing in Library activities in light of CMP. TO ORGANISE BOOK DONATION, BOOK FAIR ACTIVITIES
25	IMPLEMETATION OF RAJ BASHA	SH V S CHHAPOLA	SH CHETA RAM SH. Surendra Singh JSA	To conduct quarterly meetings of Rashtrabhasha and to submit quarterly reports to the Regional Office. To plan for IMPLEMETATION OF RAJ BASHA at vidyalaya level.

26	SCOUTS / GUIDES CUB-BULBUL	& SH M Bunkar	All SM/GC/FL/CM	To enroll Scouts & Guides, Cubs and Bulbuls and to organize testing camps, troop meetings as per the Annual Schedule of activities prepared at unit level in light of APRO.
27	CCA & MORNING ASSEMBLY/MAGAZINE AND STUDENT'S DIARY	SH Tarun Joshi	SH RAVI MHAYATCH Mrs JYOTI	To organize Inter House competitions effectively and to celebrate all the days of National Importance / Occasions with the assistance of House Masters and other experts in a planned manner. To organise daily morning assembly with full participation of the students.
28	POCSO ACT GRIEVANCE OF STUDENTS (CORPORAL PUNISHMENT, RAGING/BULLYING)/SUGGESTION BOX & NAEP	Mrs. Neelam Soni	SH Pramod Poonia SMT SUMAN JANGIR SMT SUNITA GOTHWAL	1. TO MONITOR IMPLEMENTATION OF POCSO ACT. 2. To conduct programmes as per the guidelines given in the training. To maintain & update display board and a corner to keep these activities ongoing for various programmes.
29	GRIEVANCES CELL FOR SC/ST/OBC/MINORITIES AND DIFFERENTLY ABLED	SH MAHENDRA SINGH	SH CHETA RAM SMT SUNITA GOTHWAL	Maintain and keep records of the SC/ST/OBC/Minorities and Differently abled students grievances and their disposal
30	STAFF GRIEVANCE CELL COMMITTEE	SH MAHENDRA SINGH	SMT SONIA SAINI SMT SUNITA GOTHWAL	Maintain and keep records of the Staff grievances and their disposal
31	MATHS OLYMPIAD	SH RPS RATHORE	ALL TGT- MATHS	Guide to students for participation and Maintain and keep records of the Maths Olympiads.
32	SPOKEN ENGLISH, ENGLISH OLYMPIAD ETC	SH TARUN JOSHI	SH SUMAN JANGIR Sh. RAVI MAHYACH	TO GUIDE STUDENTS FOR SPEAKING THE ENGLISH AND HELP IN IMPROVING THE COMMUNICATION IN ENGLISH
33	FUNCTIONING OF CMP AND PRIMARY LIBRARY	SH SUNITA GOTHWAL	SH JYOTI POONIA	FUNCTIONING OF CMP AND PRIMARY LIBRARY AND PRESENT BOOK REVIEW
34	FLN	SMT SUNITA GOTHWAL	SH SHESH RAJ MEENA SH. SURJEET	Maintain and keep records of the Back to Basis and EQUIP
35	WEBSITE UPDATION COMMITTEE	SH Lokesh Saini	SH ARJUN GORA	Maintain and Update the Vidyalaya Website in all Aspect. All committee incharges should handover the relevant information for uploading on website to incharge well in time
36	ALUMINI COMMITTEE	SH MAHENDRA SINGH	SH RPS RATHORE SMT.SUNITA GOTHWAL	regular registration of allumini and conduct of allumini meet.
37	Subject Committee Conveners	Science:& Maths- Sh RPS Rathore	All Science & Maths Teachers	TIME TO TIME ORGANISING THE SUBJECT COMMITTEE MEETING AND FOLLOW UP ACTIONS
		Language and humanities:- Sh V S Chhapola	All language and Humanities Subject Trs	TIME TO TIME ORGANISING THE SUBJECT COMMITTEE MEETING AND FOLLOW UP ACTIONS
		Commerce:- Sh Mahendra Singh	Sh Kuldeep	TIME TO TIME ORGANISING THE SUBJECT COMMITTEE MEETING AND FOLLOW UP ACTIONS
		Primary Section:- Smt Sunita Gothwal	All PRTs	TIME TO TIME ORGANISING THE SUBJECT COMMITTEE MEETING AND FOLLOW UP ACTIONS
38	CHECKING AND VERIFICATION OF WORK OF OUTSOURCING AGENCIES/CONTRACTORS	SH KULDEEP	SH Mahendra Bunkar Mrs Yasmin	To monitor the services of security and cleanliness in consultation with the agencies concerned REGULARLY CHECKING AND VERIFICATION OF WORK OF OUTSOURCING AGENCIES/CONTRACTORS
39	VERIFICATION OF CASH BOOK AND PAY BILLS	SH KULDEEP		TO VERIFY ENTERIES IN CASH BOOK AND PAY BILLS
40	PM SHRI Project	Sh Arjun Gora	Sh Mahendra Singh, Sh Lokesh saini Smt Sonia Saini, Smt Sunita Gothwal	To plan and execute the work following guidelines issued to implement the Project PM SHRI
41	UBI fee portal	Sh Lokesh Saini	Mr Surendra Singh Class/Co Class Trs	All To update portal as per directions issued by KVS
42	Soil Health Programme	Mr J P saini	1 Mr S Kulhari Mrs Asha Sharma	2 To Implement Project in Vidyalaya following set norms by KVS