<u>PM SHRI KENDRIYA VIDYALAYA DUNGARPUR (RAJ.)</u> <u>Committees for the Session 2024-25</u>

All teachers are directed to go through the list of committees formulated for session 2024-25 and duties of the committee.

1. All the In-charge and members of the various departments / committees will be fully responsible for maintaining the assigned duties activities and prescribed programme. In case of any difficulty, undersignedmust be contacted.

2. All the in – charge and members of the various departments/committees are free to take their own decision to achieve excellence in activities, if necessary, they can contact the Principal. The duties are tentative and can be altered at any time considering the smooth functioning of the activities in the interest of the Vidyalaya.

3. All these committees will come in force with effect from 18.04.2024.

S. N Name of Comm		DUTIES OF COMMITTEE	
S. N 1	 November 30. Maintenance of Register of data required for submission to KVS (HQ). Responsibility of Core team is to coordinate and direct the supporting staff for smooth execution of the work Every month Enrolment of the Vidyalaya has to be collected and checked 	Admission to all classes throughout the year including RTE as per KVS norms.	
		 Monthly review Meetings on admissions done. This work has to be continued till November 30. Maintenance of Register of data required for submission to KVS (HQ). Responsibility of Core team is to coordinate and direct the supporting staff for a smooth execution of the work Every month Enrolment of the Vidyalaya has to be collected and checked by the department and submit the same to the Principal – This has to be done a day prior to 	
		This has to be done a day prior to last working day of the month. Any work assign by the Principal related to department/ Committee	