

KENDRIYA VIDYALAYA, CRPF Bangrasia Distribution of Work/Duties w.e.f. 21st June 2025							
S. No.	Committee	Committee I/C	Signature	Associate I/C	Signature	Committee Members	Signature
1	Overall I/C for Secondary & Sen. Secondary Section (Class 6 to 11)	Mrs. Hemlata Soni, PGT-CS		Dr. Jyoti Tripathi, PGT-English		Note: It is the bound duty of all the teachers to support, in all respect to Mrs. Hemlata, PGT_CS and Mrs. Vaishali, Sr. PRT and their associates, specifically for proper Class Room Supervision and Observation of Classwork and Homework. The betterment of students and Institution should be on Top Priority.	
	Overall I/C for Primary Section (Class 1 to 5)	Ms. Vaishali Rokde Sr. PRT		Mr. Deepak Sahu PRT			
2	Time Table Committee	Mrs. Hemlata Soni, PGT-CS		Mr. K. L. Soni, TGT-Maths		Mr. Deepak Sahu PRT	
3	Teachers Training Committee Cum Guidance and Councelling Committee	Mrs. Hemlata Soni, PGT-CS		Mrs. Kamna Chaturvedi TGT(Eng)			
4	Vidyalaya Website Updation and Monitoring Committee and Other Technical Work Committee	Mrs. Hemlata Soni, PGT-CS		Mr. Ashutosh Garg, Comp Ins.			
5	Staff Quarters Committee	Mrs. Hemlata Soni, PGT-CS		Mr. Arun Kumar PGT(Eco.)		1. Mr. A. K. Saxena TGT-WE	
						2. Mr. Nikhil Kumar, PRT	
6	Vidylaya Plan Preparation & Publication Committee (E-Magazine, News Letter etc.)	Dr. Jyoti Tripathi PGT(Eng.)		Mrs. Kamna Chaturvedi TGT(Eng)		Dr. Mona Raguwanshi TGT(AE)	
7	Examinations Committee [Internal & External/CBSE etc] (Sr. Sec. & Sec. Sections)	Dr. Jyoti Tripathi, PGT-English		Mr. K. L. Soni, TGT-Maths		Dr. S. K. Jha, TGT-Skt	
	Internal Examination Committee (Primary Section)	Mr. Sanjeev Malviya, PRT		Mr. Nikhil Kumar PRT			
8	Admission cum TC Issuance Committee [It includes Admission Register Updation also]	Mr. Naveen Jain PGT-Hindi		Mr. Satyavan, TGT-Lib.		1. Mr. Deepak Sahu PRT	
						2. Mr. Sumit Bhargav, PRT(Music)	
9	राजभाषा कार्यान्वयन एवं पत्राचार समिति	Mr. Naveen Jain PGT-Hindi		Dr. S. K. Jha, TGT-Skt			
10	UDISE Portal, सम्मग्न Portal, Scholorship & Other State Related Matters	Mr. Naveen Jain PGT-Hindi		Mr. Arun Kumar PGT-Eco.			
11	Purchase Verification Committee	Mr. Arun Kumar PGT-Eco.		Dr. Satyavan, TGT-Lib.		1. Mr. Anand Verma TGT(PHE)	
						2. Dr. Mona Raguvanshi, TGT-AE	
12	Outsourcing Work Monitoring Committee	Mr. Arun Kumar PGT-Eco.		Mr. K. L. Soni, TGT-Maths		Dr. S. K. Jha, TGT-Skt	
13	CCA Committee	Dr. S. K. Jha, TGT-Skt		Mr. Sumit Bhargava PRT-Music		Mr. Anand Kumar Verma TGT(PHE)	
						Mr. Ajay Kumar Saxena, TGT(WE)	
						Mrs. Priyanka, PRT	
						Mrs. Shraddha Modi, PRT	
14(A)	Grivance Cell and Grivance Re-Dressal Committee (at Vidyalaya level)	Mr. Ajay Kumar Saxena TGT(WE)		Mrs. Vaishali Rokde PRT			
14(B)	RTI Committee (at Vidyalaya level)						
15	Repairing & Maintenance (including Electricity & Water Arrangement) Committee	Mr. Ajay Kumar Saxena TGT(WE)		Mr. Nikhil Kumar PRT			
16	Cleanliness Committee	Mr. Anand Kumar Verma TGT(PHE)		Mrs. Shraddha Modi PRT		Dr. Mona Raguwanshi TGT(AE)	

17	Discipline Committee (Boys)	Mr. Anand Kumar Verma TGT(PHE)		Mr. Satyavan, TGT-Lib.		All Male Teachers.	
	Discipline Committee (for Pri. Section)	Mrs. Priyanka, PRT		Mr. Sanjeev Malviya PRT		All Primary Teachers.	
18	Helpline & Discipline Committee for Girls	Mrs. Kamna Chaturvedi TGT(Eng.)		Mrs. Preeti Patwa TGT(Sci)		Mrs. Shraddha Modi, PRT	
19	Oral Reading Fluency and Other Language Realtd Programme	Mrs. Kamna Chaturvedi TGT(Eng.)		Mrs. Vaishali Rokde PRT			
20	Beautification and Gardening Committee	Dr. Mona Raguwanshi TGT(AE)		Mrs. Preeti Patwa TGT(Sci)			
21	Inspire Manak Awards & Other Science Realtd Activities	Mrs. Preeti Patwa TGT(Sci)		Mr. Nikhil Kumar PRT			
22	Scout & Guide Committee	Mr. Satyavan Richhariya TGT(Lib.)		Mrs. Preeti Patwa TGT(Sci)		Mrs. Priyanka, PRT	
	Cubs & Bulbuls Committee	Mr. Sanjeev Malviya, PRT		Mrs. Shraddha Modi PRT		1. Mr. Nikhil Kumar,PRT 2. Mr. Sumit Bhargav PRT(Music)	
23	Publication Committee (News Letter etc.) For Primary Section	Mrs. Shraddha Modi PRT		Mrs. Priyanka, PRT			
24	FLN Activities and Other Foundational & Preparatory Stage Activities	Mrs. Vaishali Rokde, PRT		Mr. Sanjeev Kumar Malviya, PRT		All Other Primary Teachers	
19	UBI Fee Portal, SAMAGAM Portal & PIMS Portal Updation and Monitoring Committee	Mrs. Vaishali Rokde, PRT		Mr. Ashutosh Garg, Comp Ins.			
20	Verification Committee for Official Documents (viz. Pay Bill's, Arrears and other calculations etc.) (Cross Verification Aspect Only)	Mr. Satyavan Richhariya TGT(Lib.)		Mr. K.L.Soni TGT (Math)			
27	Safety & Security Committee	Mr. Arun Kumar PGT-Eco.		Mr. Anand Kumar Verma, TGT-P&HE			
		Mr. Arun Kumar, PGT-Eco must prepare, immediately, Daywise Committees and put up to the undersigned on 21st June 2025 itself for approval.					

Micro Observer:

(S. K. Namdeo)
Principal