

PM SHRI Kendriya Vidyalaya Railway Colony Kharagpur
Committees for the academic year 2026-27 (w.e.f. 01.04.2026)

S.No	Name of the Committee / Department	In-Charge & Members	Duties and Responsibilities
1	Academic Advisory Committee	Ms. Subha , TGT (English) Mr. Surajit Mondal,TGT (Maths) Ms. Soma Chakraborty, PRT Mrs. Deo Peyari, PRT	<ul style="list-style-type: none"> To conduct monthly subject committee meetings after school hours as per the directions or at least once in a month To plan the academic activities in a befitting manner To implement all the academic programmes Review the Question papers that are framed in the Vidyalaya To ensure necessary directions are given to teachers to maintain high academic standards
2	Admission Committee	Mr. D Chandara TGT (AE) I/C Mr. Abhishek Saklani, TGT(P& HE) Ms. Soma Chakraborty, PRT, Asst. IC Ms. Kanchan Kumari, PRT	<ul style="list-style-type: none"> The committee shall be responsible for the preparation of the application forms as per the latest admission guidelines. Ensure that the particulars of the applicants are entered in the computers without waiting for the last minute after careful scrutiny of the forms. Prepare the Registration List, Master List and provisionally selected list and get the hard and soft copies for approval of the Chairman two days before the scheduled date for the display of the same. They shall also maintain confidentiality of the registration process and maintain high integrity. The committee should ensure that the admission details are uploaded in the website of the Vidyalaya
3	Audio-visual Committee	Mr. Praveen Kumar , TGT (WE) I/C Mrs. Aayushi Tiwari, PRT Ms. Rupika Verma, PRT (Music)	<ul style="list-style-type: none"> To maintain the stock of audio-visual equipment in the Vidyalaya and add new equipment during the current year, To ensure that necessary repair is done for the equipment.
4	Maintenance of CS-54 & office record	Mr. S. Sen, SSA Mr. Kishn Kumar, JSA	<ul style="list-style-type: none"> To compile the class wise details of fees collected every month and to submit the report for the perusal of undersigned. To ensure that the fee has been collected at correct rates and also to tally the same with the CS11 summary of daily cash collection. To submit the report on or before 10th of every month. To check the fee collected class-wise during fee collection months.
5	Arts & Crafts	Mr. D Chandra, TGT (AE) I/c Mr. Praveen Kumar, TGT (WE) Ms. Rupika Verma, PRT	<ul style="list-style-type: none"> To plan, execute and monitor the Arts and Crafts Activities.

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6	Cleanliness & Security Committee	Ms. Rupika Verma, PRT (Music) I/C Cleanliness Mr. Abhishek Saklani TGT (P& HE) I/C Security Mr. D. Chandra, TGT (AE) Asst. I/C Ms. Kanchan Kumari, PRT Mr. Sandip Nayak, TGT (SKT) (Cont.) Mrs. T. Bera, Spl. Educator Ms. Nishita Rathore, Yoga Instructor	<ul style="list-style-type: none"> To ensure that the Vidyalaya is being maintained neat and clean. To ensure that the Vidyalaya is cleaned and be present till the cleaning is over on daily basis To maintain necessary records related to monitoring of the cleanliness of the Vidyalaya. To distribute the work among the cleaning staff and ensure that the cleaning materials as required for them are being maintained and issued to them for proper cleaning of the Vidyalaya. To ensure that the cleaning staff are being supervised and work taken from them. To report about the cleanliness of the Vidyalaya every day in the morning before 9.00 AM and follow up if there are deficiencies. To verify and submit the bills of conservancy contractor for payment along with certificate to the office. To verify and check the cleaning material supplied by the contractor. To arrange all the activities related to Swachhta Pakhwada.
7	Co-curricular Activities Committee	<p>Primary Section: Ms. Soma Chakraborty, PRT I/C Ms. Rupika Verma, PRT (Music) Ms. Shreya Chakraborty, Dance coach</p> <p>Members: All the House Masters of Primary</p> <p>Secondary Section: Mrs. Seema Kumari, TGT (Hindi) I/C Ms. Subha, TGT (Eng), Asst. I/C Mr. Sandip Nayak, TGT (Skt.) (Cont.)</p> <p>Members: All the House Masters of Secondary</p>	<ul style="list-style-type: none"> To plan for the co-curricular activities in a befitting manner. To ensure that all students are motivated to participate in the competitions To ensure that all activities conducted are of desired standard. To ensure that Morning Assembly programmes are conducted as per the KVS norms and to improve the standard of the Students To ensure that prizes are procured and distributed soon after the competitions are conducted. To ensure that the common minimum programme is being conducted as per the KVS guidelines. To celebrate all important days in a befitting by proper distribution of work. To ensure that the children are made for inter-school competitions at the cluster level and selected from the beginning of the year.
8	Eco-club & Nature-club Gardening &	Mr. D. Chandra, TGT (AE), I/C Gardening and beautification, Mr. A. Saklani, TGT (P& HE), I/C- Health Club	<ul style="list-style-type: none"> To ensure that the activities as suggested by the KVS for the Eco Club are being conducted. To ensure that the members are registered for the club and the activities conducted.

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	Beautification Committee	Ms. M. Raiguru, TGT (SC) I/C, Eco club & Nature club; BIS club activities, YUVIKA, INSPIRE AWARD, STEM NTSE and all other science related activities. Mr. S. Mondal, TGT (S. St.) I/C Heritage club and Integrity club. Mr. B K Gupta , Computer Instructor – I/C Cyber club Sh. Praveen Kumar, TGT (WE)- I/C ,GRIHA Council Rating	<ul style="list-style-type: none"> The activities should start with Ban Plastics and Plant more trees from the month of April onwards
9	Computer Lab & Website Updation Committee	Mr. Sanjeev Kr. Das, I/C, Comp. Lab Mr. Praveen Kumar, TGT(WE), Member Mrs. Vishakha Chaudhary, PRT , Member Mr. Sanjeev Kr. Das, Libr. I/C Website updation, Facebook, Twitter, Youtube (All Social Media) Mr. B. K. Gupta, (Comp. Inst.) Asst. I/C All Department In-charges (Exam, CCA, Time-table, Committees, Science & SST Exhibitions , Office) to provide information on latest events.	<ul style="list-style-type: none"> To ensure that the stock of computer laboratory is being maintained in proper order. To maintain a record of the register of the use of the computer in the Vidyalaya. To maintain the website of the Vidyalaya on day to day basis. To purchase and install all required software from genuine outlets. To maintain records relating to the updation of the vidyalaya website once in a period of 10 days and positively by 2nd, 12th, & 22nd of every month. To monitor the use of Computers and Internet by the students. To check the computer laboratory and computers are maintained in clean state and ensure proper security of the computers in the Vidyalaya. To maintain the stock of computers and the virus file duly updated. To ensure that the unwanted sites access is being blocked and the computers are being used productively for the purpose of education To ensure that the computers not working are immediately attended to and necessary action for their repairs taken. To plan for the expansion and development of ICT facilities in the Vidyalaya. To ensure that the reports in respect of the computers are being sent to the Regional Office in time (ICT INFRASTRUCTURE)

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10	Discipline Committee	Mr. Abhishek Saklani, TGT (P& HE) I/C Mr. S. Mondal, TGT (S. St.) Asst. I/C MEMBERS Ms. Shubha, TGT (Eng) Mr. D. Chandara, TGT (AE) Mrs. N. Negi, PRT Ms. Soma Chakraborty, PRT & All Class Teachers	<ul style="list-style-type: none"> To check for the discipline of the students To ensure that the students come to school in proper uniform To minimise the late coming of the students to the Vidyalaya. To ensure that there is proper discipline among the students while coming to the morning assembly and while going back to classes after the assembly To ensure that the students assemble for lunch suitably and maintain discipline during the lunch. To ensure that students disperse for their home after the day's work in a disciplined manner. To utilise the student council for the purpose of ensuring better discipline
11	Excursion/Adventure Club Committee. (Tourism club)	Mr. D. Chandara , TGT (AE) – I/C Mr. A. Saklani, TGT (P& HE), Asst. I/C Ms. Rupika Verma, PRT (Music) Mrs. Vishakha Chaudhary, PRT Ms. Nishita Rathore, Yoga Instructor	<ul style="list-style-type: none"> To plan for educational tours to places of educational interest as per the Guidelines of the KVS To plan for the primary level to nearby places of educational interest
12	Editorial Board for (School Magazine, Brochure, News Letter etc)	Ms. Subha. TGT(Eng) – I/C Ms. Seema Kumari, TGT (Hin)-Asst. IC Mr. D. Chandra, TGT (AE), Mrs. Deopeyari, PRT Ms. Soma Chakraborty, PRT Mr. S. Roy , TGT(SKT) Mr. B. K. Gupta , Comp. Inst.	<ul style="list-style-type: none"> To make children prepare class manuscript magazine To keep a collection of photographs handy for publication in the Vidyalaya magazine To motivate children to write for the Vidyalaya magazine To ensure that the magazine is being printed and released by due date. To ensure that the student editorial board is formed in the beginning of the year i.e., in the month of April and the work for magazine is started well in time. To keep proper record of the work done
13	Examination Committee	CBSE: Mr. Surajit Mondal, TGT(S.St.) - I/C Mr. Sanjeev Kr. Das, Asst.I/C	<ul style="list-style-type: none"> The committee shall be responsible for the preparation of examination calendar and circulate the same in time - before 1st April 2013. The requirements for the conduct of the examination shall be ordered well in time planning for the entire academic year in two lots for the First Term and for the second term The Question papers for any examination should be ready at least one week before the commencement of the examination. All the teachers should be directed to set the question papers based on blue print and

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	Examination Committee	<p>Secondary section: Mr. Surajit Mondal, TGT(S.St.) - I/C Mr. Sanjeev Kr. Das, Asst.I/C</p> <p>Primary section: Mrs. Vishakha Chaudhary , PRT - I/C Mrs. Deopeyari, PRT – Asst. I/C</p>	<p>also the marking scheme should be submitted.</p> <ul style="list-style-type: none"> • The Question papers shall be prepared manually and submitted for the approval of the subject committee and the same shall be computerised by the teachers and soft copy handed over well in time. • The examination duties shall be allotted systematically without any bias or favour. • The dates for the submission of the evaluated answer scripts shall be systematically followed and the teachers in default shall be reported in time. • The analysis of the results of the examination should be done as per the KVS guidelines and handed over the undersigned within one week after the completion of the examination. • The plan for the CCE should be well communicated to the teachers, parents and the students. • Necessary training programme for the same shall be arranged. • The progress report as per the KVS guidelines shall be prepared timely and distributed. Necessary records of the examination shall be kept handy for inspection any time by the Principal and the members of the inspection committee and also the Mentoring Principal when they visit the Vidyalaya.
14	First Aid Committee	Mr. A. Saklani, TGT (P & HE)- I/C Mrs. M. Raiguru, TGt (Sci), Asst. IC , Nurse	<ul style="list-style-type: none"> • To ensure that First Aid required for the Vidyalaya is procured and maintained in at least two places and necessary first aid given to the students as and when required. • To ensure that every class especially in primary has a first-aid kit.
15	Furniture (Including Repair and maintenance)	Mr. A. Saklani, TGT (P& HE) - I/C Mr. S. Mondal, TGT (S.St.) Asst. IC Mr. D. Chandra, TGT (AE) Ms. Rupika Verma, PRT (Music)	<ul style="list-style-type: none"> • To maintain class-wise inventory of the Vidyalaya. • To report for damaged furniture • To ensure that the requirement of furniture for the Vidyalaya is presented in time and items procured • To ensure that the stock register is being maintained in a proper fashion and as per the new guidelines. • To identify the items for condemnation and also new furniture is procured by helping in the invitation of tenders / quotations • To ensure that the furniture is being repaired as per the needs.

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16	Games-Sports & Yoga	Mr. A. Saklani, TGT (P& HE) I/C Mr. S. Mondal, TGT (S.st). Mrs. Ayushi Tiwari , PRT Ms. Kanchan Kumari, PRT Ms. N Ishita Rathore , Yoga Instructor	<ul style="list-style-type: none"> • To ensure overall sports and games development in the Vidyalaya • To prepare a calendar of activities for sports. • To ensure that the necessary materials required for the Vidyalaya are procured as per the norms and maintained. • To ensure that the competitions are being conducted for the different houses and prizes distributed in time. • To ensure that the sports and games activities are planned for the year for the different classes as per the latest guidelines and students practiced for the same . • To submit a calendar of activities before April 1st week and follow the same • To ensure that the competitions in the case of Primary are being conducted as per the requirement of KVS and the requirement of common minimum Programme attained. • To ensure that the prizes for the competitions are being distributed timely for the various competitions conducted.
17	AEP, ACP & Guidance – Counselling Committee	Mr. D. Chandra, TGT(AE) I/C (ACP), Mrs. M. Raiguru, (Sci) I/C AEP Mr. Praveen Kumar, TGT(WE) I/C FCP Ms. Tanushree Bera, Spl. Educator	<ul style="list-style-type: none"> • To ensure career guidance talk every week • To ensure that the necessary guidance lectures are being arranged for the students from IX onwards. • To ensure that the students requiring guidance as identified for, are being given guidance • To ensure that the guidance materials are being collected and displayed in a guidance corner in the Vidyalaya.
18	House Masters And Associates	<p>SHIVAJI HOUSE Mr. S. Mondal, TGT (S.St.) Ms. Nishita Rathore , Yoga Instructor Mrs. N. Negi, PRT Mrs. Cynthia Panda, PRT Smt. Sushama Sahu, PRT</p> <p>TAGORE HOUSE Mr. Sanjeev Kr. Das, Libr.</p>	<ul style="list-style-type: none"> ○ • To conduct and co-ordinate assembly and other activities in CCA and sports • To develop a competitive spirit among the students. • To prepare the students for the different competitions • To conduct and co-ordinate assembly and other activities in CCA and sports • To develop a competitive spirit among the students • To prepare the students for the different competitions • To maintain the house notice boards (display boards) is maintained properly and the contents therein changed every month during the last week of the month so that fresh matters remain during the next month.

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		<p>Ms. Mamata Rout, TGT (Maths) Mrs. Vishakaha Chaudhary, PRT Mrs. Suranjana Basu, PRT Ms. Sneha Verma, PRT</p> <p>ASHOKA HOUSE Mr. Praveen Kumar , TGT(WE) Mr. B. K. Gupta, Comp. Instr. Mrs. Deopeyari , PRT Ms. Tanima Shit, PRT Ms. Tanushree Bera, Spl. Educator</p> <p>RAMAN HOUSE Mrs. M. Raiguru, TGT (Sci) Mr. Sandip Nayak , TGT (Skt.) Mrs. Ayushi Tiwari, PRT Ms. Kanchan Kumari , PRT Nurse</p>	<ul style="list-style-type: none"> • To conduct and co-ordinate assembly and other activities in CCA and sports • To develop a competitive spirit among the students. • To prepare the students for the different competitions • To conduct and co-ordinate assembly and other activities in CCA and sports • To develop a competitive spirit among the students • To prepare the students for the different competitions • To maintain the house notice boards (display boards) is maintained properly and the contents therein changed every month during the last week of the month so that fresh matters remain during the next month.
19	<p>Library Committee & Readers Club</p>	<p>Mr. Sanjeev Kr. Das, Libr - I/C Ms. Shubha, TGT (Eng) Ms. Seema Kumari, TGT (Hindi) Mrs. Deopeyari, PRT Ms. Soma Chakraborty, PRT & Student members</p>	<ul style="list-style-type: none"> • To plan for the purchase of library books for Primary and Secondary • To ensure that proper class library system exists in the Vidyalaya. • To ensure that library books are being used to an optimum extent.
20	<p>Mathematics Club</p>	<p>Ms. Mamata Rout , TGT (Math) Mrs. Aayushi Tiwari , PRT Ms. Shubha (Stock IC)</p>	<ul style="list-style-type: none"> • To create an interest among the students in the subject of mathematics • To conduct lectures and seminars on mathematics. • To conduct workshops to prepare necessary mathematics models

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21	Official Language Committee (Vidyalaya Rajbhasha Karyanvayan Samiti)	Ms. Seema Kumari, TGT (Hindi) I/C Ms. Aayushi Tiwari, PRT Mr. Kishn Kumar, JSA	<ul style="list-style-type: none"> To help in implementing the official language To ensure that all correspondence received in Hindi is replied in Hindi To ensure that all name boards are having bilingual All registers have the name in Hindi All Files are having Hindi names as well
22	PTA / PTM	Ms. Soma Chakraborty, PRT – I/C Mr. S. Mondal, TGT (S. St.) - Asst. I/C	<ul style="list-style-type: none"> To prepare a schedule for PTA. To arrange and co-ordinate the parent teacher meetings. To arrange for the executive committee meeting and to revive the same. To maintain the records relating to the parent teacher meetings.
23	Purchase Committee	Mr. D. Chandra, TGT(AE) Mr. Sanjeev Kr. Das, Libr. Mrs. Shubha, TGT (Eng) Mr. Surajit Mondal, TGT(S.St.) Mr. Praveen Kumar, PRT Ms. Soma Chakraborty, PRT	<ul style="list-style-type: none"> To co-ordinate all the purchases of the Vidyalaya. To ensure that no excess purchases are made for the Vidyalaya To monitor the purchases to be made for the Vidyalaya. To ensure that proper records of the items purchased are being maintained.
24	Science Club	Mrs. M. Raiguru, TGT (Sci) Ms. Vishakha Chaudhury, PRT	<ul style="list-style-type: none"> To ensure that an environment of science exists in the Vidyalaya and the activities are conducted. To motivate children to prepare exhibits for the Science Exhibition and to ensure that they are being prepared in time.
25	Scouts & Guides / Cubs & Bulbuls	Mr. D. Chandra, TGT (AE) – IC Scout Mr. P. Kumar, TGT(WE) Mr. S. K. Das, Libr. Mrs. Seema Kumari, TGT(Hin),-IC Guide Mrs. M Raiguru, TGT(Sci) Ms. Soma Chakraborty, PRT, IC (Cubs and Bulbul) Mrs. Vishakha, PRT. Ms. Rupika Verma , PRT (Music)	<ul style="list-style-type: none"> To ensure that the Programme of activities are planned for the whole year in advance. To ensure that the reports are being sent periodically To ensure that the scouts, guides, cubs and bulbuls maintain proper records in respect of the scout activities. To plan for various camps and testing programmes To receive the guests/VIPs with colour party

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26	Student Health Check UP Committee	Mr.Abhishek Saklani, TGT (P& HE) I/C. Mrs. M. Raiguru, TGT (Sci) – Asst. I/C Ms. Rupika Verma, PRT(Music) Ms. _____, Nurse And all class teachers	<ul style="list-style-type: none"> To ensure that student health check-up is conducted twice a year (September and February) To maintain necessary records related to all the students.
27	RTI/RTE/ UDIES/ Statistics	Ms. Shubha TGT (Eng) – I/C (RTI) Ms. Soma Chakraborty , PRT-IC(RTE) Mrs. Ayushi Tiwari, PRT Mr. B. K. Gupta, Comp. Instr.	<ul style="list-style-type: none"> To provide all important statistics to all departments in respect of the students or teachers of the Vidyalaya to agencies such as NCERT, Sarvashikshaabhyan, Education Department, Scholarship authorities etc. To maintain the vital statistics in the Principals Room To provide information to the website committee and monitor these details are also available in the school website
28	Subject Committees	Languages: Ms. Subha, TGT (Eng)-I/C Ms. Seema Kumari, TGT (Hindi) Mr. S. Nayak, TGT (Skt.) Sciences & Mathematics : Mrs. M. Raiguru, TGT (Sc) Ms. Mamata Routh, TGT (Maths) Mr. S. Mondal, TGT (S.St.) Primary: Mrs. Deopeyari, PRT- IC. & All Primary teachers	<ul style="list-style-type: none"> To plan for the work of the year and month effectively. To plan for activity based teaching in the Vidyalaya. To recommend for suitable remedial action to be taken for different students To ensure that the academic problems faced by the teachers are solved.
29	SUPW / Photography	Mr. Praveen Kumar, TGT (WE)– I/C Mr. D. Chandra, TGT (AE) , Mr. B. K. Gupta, Comp. Inst.	<ul style="list-style-type: none"> To ensure that the important events of the Vidyalaya are being covered using digital photograph and uploaded into the website.
30	PA System	Mr. Praveen Kumar, TGT(WE)- I/C Ms. Rupika Verma, PRT (Music)	<ul style="list-style-type: none"> To ensure that the PA system is maintained for the morning assembly and for all important functions.
31	Teaching Aids/ NIPUN/ FLN	Mrs. Deopeyari, PRT – I/C Ms. Soma Chakraborty, PRT Mrs. Ayushi Tiwari, PRT	<ul style="list-style-type: none"> To ensure that the stock of teaching aids is maintained. To maintain that the same is issued to the staff as per their requirements. To procure that necessary teaching aids are being maintained for the Vidyalaya for secondary and Primary for common minimum Programme.

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32	Maintenance & Repairs of School Building,Electricity, Water Supply etc.	Mr. Praveen Kumar, TGT (WE) I/C Mr. D. Chandra , TGT (AE),Asst. I/C Mr. A. Saklani, TGT (P& HE) Mr. S.K. Das, Libr Ms. Rupika Verma, PRT (Music)	<ul style="list-style-type: none"> • To ensure that periodical maintenance of school building and furniture is being attended to on need basis every month. • To ensure that the carpentry works required for the Vidyalaya are being taken up on need basis by maintaining a register for the same. • To ensure that the proper materials needed for the cleaning of the Vidyalaya plant are planned and procured and supplied in time.
33	Anti-Bullying Committee	Ms. Shubha, TGT (Eng)- IC M Raiguru, TGT (sci) Mr. S. Mondal, TGT (S.st.) Mrs. N. Negi, PRT Mrs. Deopeyari, PRT Respective Class Teacher/Subject Teacher	<ul style="list-style-type: none"> • Development and review of School Bullying Prevention Plan. • Development and implementing bullying prevention programmes. • Developing training programmes for staff, students, and parents. • Creating awareness through various programmes. • Being vigilant and observing signs of bullying and responding quickly and sensitively • Names and contact numbers of members of the committee should be clearly displayed everywhere in the school premises, etc. • Regularly monitoring of the complaint /suggestion box and feedback received. • Parents must be motivated to support the school in bullying-prevention efforts.
34	Student council & Alumni Association	Mr. A. Saklani, TGT (P & HE)-IC Ms.Seema Kumari, TGT (Hindi) - Asst. I/C Mr. S. K. Das, Libr. (Student Alumni)	<ul style="list-style-type: none"> • To form the Student Council under consultation with other teachers. • To conduct monthly meetings of Student Council and keep its record. • To implement the recommendation of Student Council as per norms of the KVS • To form the Alumni Association. • To conduct meetings of Alumni Association and keep its record. • To maintain Alumni Register and its Updating.
35	Time-table Committee	Mr. Mr. S. K. Das , Libr.– IC Mr. B. K. Gupta, Comp. Inst Mrs. Ayushi Tiwari, PRT – Asst. IC Ms. N. Negi, PRT	<ul style="list-style-type: none"> • The committee is responsible for the arrangement work on day to day basis • The committee is to ensure that the time-table is unbiased and ensure proper and work and rest for the teachers and students. • The committee shall ensure that no class is left free on any day by proper checking of the completed time table. • The committee shall also ensure that the teachers allotted arrangement work shall always engage the classes and no classes remains vacant. • The copies of the time-table shall be placed in the Principal’s room, Office, Staff Room • The arrangement work shall be circulated timely daily by the sub-staff allotted in the committee and in the absence of the particular sub-staff alternative arrangement shall

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			<p>be made to circulate the same in time and display a copy in the notice board.</p> <ul style="list-style-type: none"> • The copy of the circulated arrangement work shall be handed over to the Principal on daily basis and kept in a file. • To frame the time table and monitor the changes in the same. • To ensure that necessary arrangement is being in the absence of teachers and report of defaulters • To ensure that the class attendance is marked by the teachers in the absence of the regular teacher • To display the time table in the Principal's room and the staff room for reference • To ensure that the class teacher are properly allocated and the alternative arrangements done in the event of the transfer of the teachers • To prepare the Assignment Time table and also make necessary arrangements for the conduct of Fas, Unit tests and other Examinations.
36	Music	Ms. Rupika Verma, PRT (Music) Ms. Shreya Dance Coach	<ul style="list-style-type: none"> • To ensure that the musical instruments are maintained for the morning assembly and for all important functions
37	UBI & PIMS Work	Mrs. Vishakha Chaudhary, PRT, IC Ms. Aayushi Tiwari, PRT Mr. B. K. Gupta, Comp. Instr.. and all Class teachers	<ul style="list-style-type: none"> • To ensure the entry of correct data on proper time.
38	Competitive examinations, Quiz Competitions, Science Exhibitions Science & Mathematics Olympiad	Mr. S. Mondal, TGT (S.st.) Mrs. M. Raiguru, TGT (Sc) Ms. Seema Kumari, TGT (Hindi) Ms. Mamata Rout, TGT (Maths) Mrs. Deopeyari, PRT Mrs. Vishakha Chaudhary, PRT	<ul style="list-style-type: none"> • To ensure organised the events successfully. • Examinations related to NTSE, KAMP, IOQM etc. to be organised successfully.
39	Integrity Club & EBSB	Mr. S. Mondal, TGT (S.st.) – IC Ms. Shubha , TGT (Eng) Mr. D. Chandra, TGT (AE), Kala Utsav	<ul style="list-style-type: none"> • To organise different activities.
40	Disaster Management	Mr. Praveen Kumar, TGT (WE), IC Mr. D. Chandra, TGT (AE), Asst. IC	<ul style="list-style-type: none"> • To Plan and act whenever any such incident occurs. • Yearly renewing of AMC of aqua guard, Building safety certificate, Fire safety certificate

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	Committee	Mr. A. Saklani, TGT (P & HE) Mrs. Vishakha Chaudhary, PRT Ms. Kanchan Kumari, PRT	etc. <ul style="list-style-type: none"> Organizing mock drill for students and staff members every year.
41	GeM purchase	Mr. P. Kumar , TGT (WE)- I/C Mr. D. Chandra, TGT (AE) Mr. S. K. Das, Libr Mr. Kishn Kumar, JSA Mr. A. Saklani, TGT(P& HE)	<ul style="list-style-type: none"> To purchase as per need from GeM To complete all GeM related process in time.
42	CCT corner and Quiz	Ms.Soma Chakraborty, PRT -IC Pry Mrs. M. Raiguru, TGT (Sc)- IC Sec & all class teachers.	<ul style="list-style-type: none"> To prepare and update CCT corner in each class To prepare student with CCT quiz for the morning assembly.
43	SCHOOL INNOVATION COUNCIL	Mr. P. Kumar TGT(WE) Mrs. M. Raiguru , TGT (Sci) Mr. D. Chandra, TGT(AE)	<ul style="list-style-type: none"> To conduct all activities related to school innovation council.
44	PMSHRI COMMITTEE	Sh. D. Chandra, TGT (AE) Ms. Shubha, TGT (Eng) Mr. S K Das, Libr. Ms. Soma Chakraborty,. PRT Mr. Subir Sen, SSA	<ul style="list-style-type: none"> To co-ordinate and complete the related works of PMSHRI schools.
45	Accounts committee	Ms. Shubha, TGT (Eng) Mr. S. K. Das, Libr. Mr. P. Kumar, TGT (WE) Mr. Subir Sen , SSA Mr. Kishn Kumar, JSA	<ul style="list-style-type: none"> To Verify and solve problems related to Accounts.
46	STEM Committee	Mrs. M. Raiguru, TGT (Sci) Mr. P. Kumar, TGT (WE) Ms. Mamata Rout, TGT (Maths)	<ul style="list-style-type: none"> To organize all activities related to STEM.
47	Samagam Portal	Mr. S. K. Das, Libr.- IC Mr. Kishn Kumar, JSA & All class teachers.	<ul style="list-style-type: none"> To complete all works related to samagam portal in time