

Suo Motu Disclosure under Section 4(1)(b) of the RTI Act, 2005

PM SHRI Kendriya Vidyalaya CMM, Jabalpur

(i) The particulars of the school's organisation, functions and duties

School name: PM SHRI Kendriya Vidyalaya CMM, Jabalpur

KV Code: 1556

CBSE Affiliation No.: 1000024

CBSE School Code: 54094

UDISE Code: 23390218503

Managed by: Kendriya Vidyalaya Sangathan (KVS), Ministry of Education, Government of India

Address: PM Shri Kendriya Vidyalaya CMM, Ridge Road, Lekha Nagar, Jabalpur (M.P.) – 482001

Function: Imparting school education in accordance with CBSE curriculum and KVS norms

(ii) The powers and duties of its officers and staff

Principal: Shri Anupam Shukla — overall academic and administrative head of the Vidyalaya, responsible for implementation of KVS/CBSE policies, staff supervision, and school administration

Other teaching and non-teaching staff discharge duties as per their designation, under the supervision of the Principal, in accordance with the KVS Education Code

(iii) Procedure followed in decision-making, including channels of supervision and accountability

Decisions are taken in accordance with the KVS Education Code and CBSE norms

Supervisory channel: Teacher → Principal → Deputy Commissioner, KVS Jabalpur Region → Kendriya Vidyalaya Sangathan (Headquarters)

Vidyalaya Management Committee (VMC) provides institutional oversight and guidance — see [VMC details](#)

(iv) Norms set for discharge of functions

- Admission policy: KVS Admission Guidelines
- Academic calendar: Calendar of Activities
- Examination and evaluation policy: As per KVS and CBSE norms and the KVS Education Code

(v) Rules, regulations, instructions, manuals and records used by staff

- KVS Education Code
- CBSE bye-laws and curriculum guidelines
- KVS Accounts Code (for financial rules and budget matters)

(vi) Categories of documents held by the school

- Admission and enrolment records
- Student attendance and academic records
- Fee receipts and accounts
- Vidyalaya Management Committee (VMC) records
- Staff service records

(vii) Arrangement for consultation with / representation of the public in policy formulation

- Parent-Teacher Meetings (PTMs) held periodically through the academic year
- Vidyalaya Management Committee (VMC), which includes parent representation — see [VMC details](#)

(viii) Boards, councils, committees constituted by the school

- Vidyalaya Management Committee (VMC) — for member details, see VMC page

(ix) Directory of officers and employees

See Staff Details for the list of teaching and non-teaching staff with designation.

(x) Monthly remuneration of officers and employees

Pay is fixed as per Kendriya Vidyalaya Sangathan (KVS) pay scales and the KVS Accounts Code, in line with Government of India norms.

(xi) Budget allocated, plans, proposed expenditure and disbursements

Budget and financial management are governed by the KVS Accounts Code. Detailed figures may be obtained through the Public Information Officer.

(xii) Execution of subsidy programmes

The school does not administer any subsidy programme.

(xiii) Particulars of concessions, permits or authorisations granted

The school does not grant any concession, permit or authorisation, other than fee concessions admissible under applicable Government/KVS norms.

(xiv) Information held in electronic form

- [Examination results](#)
- [Circulars and notices](#)
- [Admission-related information](#)
- [Calendar of activities](#)

(xv) Facilities available to citizens for obtaining information

Front office / admission office hours: 9:00 AM to 2:00 PM

Library: For internal use of students and staff only; not open to the general public

(xvi) Names, designations and particulars of the Public Information Officer

Public Information Officer (PIO): Shri Anupam Shukla, Principal

Address: PM Shri Kendriya Vidyalaya CMM, Ridge Road, Lekha Nagar, Jabalpur (M.P.) – 482001

Phone: 0761-2601703 (O)

Email: cmmjbp@kvsrojabalpur.in

First Appellate Authority: Sh. Digg Raj Meena, Deputy Commissioner, KVS Regional Office Jabalpur

Address: KVS Regional Office Jabalpur, GCF Estate, South Civil Lines, Behind Science College, Jabalpur – 482011 (M.P.)

Phone: 0761-2678381

Email: ro.jabalpur@kvs.gov.in

(xvii) Other information

No other information at present.

For information not covered above, citizens may file an application with the Public Information Officer named at item (xvi), along with the prescribed RTI application fee, as per the RTI Act, 2005.