

KENDRIYA VIDYALAYA No.3, AF-II, JAMNAGAR

School Working Committees for the Session 2024-25

Various committees are being constituted for the session 2025-26 for the smooth and effective working of the Vidyalaya. All the conveners and members of the committee are instructed to execute their goals with zeal and ambition for the betterment of the Vidyalaya. They are instructed to prepare the plan for the session 2024-25 and submit to the undersigned for the approval. Your best efforts to achieve the goal is anticipated. The staff member (whose name at the top of committee) will be convener of such committee.

School Working Committee

1	Time Table & Arrangement		Sign.
	1	MS. SIMRAN I/C	
	2	MS. SUCHITRA	
	3	MR. VIJAY PRAJAPATI	
	4	MR. AJAY SHARMA	

2	Admission & RTE Implementation		Sign.
	1	MR. VINOD KUMAR I/C	
	2	MS. BINA PALEJA	
	3	MR. AJAY SHARMA	

3	Examination		Sign.
	1	DR. NIRAJ SINGH I/C	
	2	MS. ANITA CHOUDHARY	
	3	MR. KAMAL SINGH MEENA	
	4	TGT-MATHS (CONTR.)	
	5	MS.SHALINI KASHYAP I/C PRIMARY	
	6	MS. DIKSHA BHASIN	
7	MS. PREETI SAINI		

4	DISCIPLINE		Sign.
	1	MRS. PRIYANKA GOSWAMI	
	2	MR. PRATAP SINGH CHARAN	
	3	DR. NIRAJ SINGH	
	4	MS. NISHA SHEORAN	
5			

5	CCA		Sign.
	1	MRS. ARCHANA RANA I/C	
	2	MS. HEMA YADAV	
	3	MR. KAMAL SINGH MEENA	
	4	MR. NITIN BHURIYA I/C PRIMARY	
	5	MR. SHUBHENDU AWASTHI	
6			

6	ONLINE SCHOOL FEE COLLECTION & CS-54		Sign.
	1	SH. KAMLESH AMIN (OVERALL I/C)	
	2	MS. SUCHITRA (IX- XII)	
	3	MR. OM PRAKASH (VI-XII)	
	4	MS. ANJALI VERMA (I-V)	
5	COMPILATION OF CS -54 MR. OM PRAKASH		

7	ACADEMIC ADVISORY AND REMEDIAL CLASSES		Sign.
	1	SH. S.S.VAGHELA I/C	
	2	DR. NIRAJ SINGH	
	3	MS. ANAMIKA VERMA	
	4	MR. VIJAY PRAJAPATI	
	5	MS. PRIYANKA SHARMA	
	6	MR. RAJESH JETHVA	
7	MS. DARSHANA VACHHANI		

8	CBSE & External Examination		Sign.
	1	SH. PRATAP SINGH CHARAN I/C	
	2	MR. OM PRAKASH	
	3	MS. HEMA YADAV	
4			

9	PURCHASING COMMITTEE CUM PHYSICAL VERIFICATION		Sign.
	1	MR. KAMLESH AMIN I/C	
	2	SH. S.S.VAGHELA	
	3	MR. ASHOK KANANI	
	4	MR. RAJESH JETHVA	
5	MR. SWARAJ PARMAR		

10	PUBLICATION , PRINTING & SCHOOL MAGAZINE & MONTHLY E- MAGAZINE		Sign.
	1	MR. VINOD KUMAR I/C	
	2	MS. PRIYANKA GOSWAMI	
	3	MS. HEMA YADAV	
	4	MR. KAMAL SINGH MEENA	
	5	MS. ARCHANA RANA	
6	COMPUTER INSTRUCTOR		

11	Grivance & Prevention of Sexual Harassment & Child Right Protection		Sign.
	1	MS. SANTOSH RANI I/C	
	2	MS. ANAMIKA VERMA	
	3	MR. ASHOK KANANI	
	4	MS. BINA PALEJA	
5	MR. RAJESH JETHVA		

12	Adventure & Excursion Club		Sign.
	1	MR. RAJESH JETHVA I/C	
	2	MR. SWARAJ PARMAR	
3	MS. NISHA SHEORAN		

Games & Sports		Sign.
13	1 MS. NISHA SHEORAN	
	2 COACH	
	3 MR.SHUBHENDU AWASTHI	

First Aid & Health Checkup		Sign.
14	1 MS. NISHA SHEORAN I/C	
	2 MS. DARSHANA VACHHANI	
	3 MR. SWARAJ PARMAR	
	4 STAFF NURSE	

Furniture		Sign.
15	1 MR. NITIN BHURIYA I/C	
	2 MR. ASHOK KANANI	
	3 MR. OM PRAKASH	
	4 MS. VARSHA	

Science Exhibition & Olympiads		Sign.
16	1 MR. PRATAP SINGH CHARAN	
	2 DR. NIRAJ SINGH	
	3 MS. SIMRAN	
	4 PGT-CHEMISTRY	
	5 MS. SUCHITRA	
	6 TGT-SCIENCE	

PA System, Pandal & Stage Management		Sign.
17	1 MR. ASHOK KANANI I/C	
	2 MS. TRAPTI PANDEY	
	3 MR. SWARAJ PARMAR	
	4 MS. KOMAL	

PA System SET UP IN THE MORNING ASSEMBLY		Sign.
18	1 MR. H.V.THAKARIYA (MONDAY TO WEDNESDAY)	
	2 MR. SACHIN KABIRA (THURSDAY TO SATURDAY)	

Sanitation, Cleanliness & Water Arrangement		Sign.
19	1 MR. VINOD KUMAR I/C	
	2 MS. ANAMIKA VERMA	
	3 MR. ASHOK KANANI	
	4 MS. NISHA SHEORAN	
	5 MR. SACHIN KABIRA	

M & R Staff Quarters		Sign.
20	1 DR. NIRAJ SINGH I/C	
	2 MR. SWARAJ	
	3 MR. NITIN BHURIYA	
	4 MS. SHALINI KASHYAP	

M & R School Building		Sign.
21	1 MR. ASHOK KANANI I/C	
	2 MR. KAMAL SINGH MEENA	
	3 MR. RAJESH JETHVA	
	4 MR. SWARAJ	

PHOTOGRAPHY, DECORATION, BEAUTIFICATION OF SCHOOL BUILDING		Sign.
22	1 MS. TRAPTI PANDEY I/C	
	2 MR. SHUBHENDU AWASTHI	
	3 MS. ANJALI VERMA	
	4 MS. PREETI SAINI	

INCOME TAX		Sign.
23	1 MR. KAMLESH AMIN I/C	
	2 MR. NAVNEET	
	3 MR. VIJAY PRAJAPATI	
	4	

CMP & RESOURCE ROOM FOR PRIMARY		Sign.
25	1 MS. SANTOSH RANI I/C	
	2 MR. RAJESH JETHVA	

PAYBILL OF REGULAR STAFF		Sign
24	1 MR. KAMLESH AMIN	
	2 DR. NIRAJ SINGH	
	3 MR. NAVNEET	

TRANSPORT MANAGEMENT		SIGN
26	1 SH. S.S. VAGHELA I/C	
	2 DR. NIRAJ SINGH	
	3 MR. RAJESH JETHVA	

Bharat Scouts & Guide		Sign.
27	1 MR. OM PRAKASH	
	2 MR. KAMAL SINGH MEENA	
	3 MR. SWARAJ PARMAR	
	4 MR. NITIN BHURIYA	
	5 MS. DARSHANA VACHHANI	

Audio - Visual & Teaching Aids		Sign.
28	1 MS. ANAMIKA VERMA I/C	
	2 MR. ASHOK KANANI	
	3 MR. SWARAJ PARMAR	
	4 MR. SHUBHENDU AWASTHI	

Ek Bharat Shreshth Bharat Club		Sign.
29	1 MS. ANITA CHOUDHARY I/C	
	2 MS. TRAPTI PANDEY	
	3 MR. SWARAJ PARMAR	
	4 MS. PRIYANKA SHARMA	
	5 MR. OM PRAKASH	

AEP , Disha Club, & Awaken Citizen Programme		Sign.
30	1 MS. PRIYANKA GOSWAMI , AEP	
	2 MS. ANAMIKA VERMA , AEP	
	3 MR. ASHOK KANANI, ACP	
	4 MS. BINA PALEJA, ACP	

Plantation, Gardning and Eco Club		Sign.
31	1 MR. PRATAP SINGH CHARAN I/C	
	2 MS. PREETI SAINI	
	3 MS. ANJALI VERMA	

PTA		Sign.
32	1 DR. NIRAJ SINGH I/C	
	2 MS. ANITA CHOUDHARY	
	3 MS. SANTOSH RANI	
	4 MS. SHALINI KASHYAP	

Library		Sign.
33	1 MS. BINA PALEJA	
	2 MS. VARSHA	
	3 MS. DIKSHA BHASIN	

Staff Quarter Allotment		Sign.
34	1 DR. NIRAJ SINGH I/C	
	2 MS. SIMRAN	
	3 MR. NAVNEET	

राजभाषा		Sign.
35	1 MR. VINOD KUMAR I/C	
	2 MS. HEMA YADAV	
	3 MS. PRIYANKA SHARMA	
	4 MR. KAMAL SINGH MEENA	
	5 MS. PREETI SAINI	

Verification of Salary of Contractual staff & Conservancy		Sign.
36	1 MS. SIMRAN (CONTR.)	
	2 MR. NAVNEET (CONTR.)	
	3 MR. AJAY SHARMA (CONTR.)	
	4 SH. S.S.VAGHELA (CONSERVANCY)	
	5 MR. RAJESH JETHVA (CONSERVANCY)	
	6 MR. NAVNEET (CONSERVANCY)	

Staff Club		Sign.
37	1 MR. RAJESH JETHVA I/C	
	2 MS. ARCHANA RANA	
	3 MS. SUCHITRA	

PISA /CCT		Sign.
38	1 MS. SUCHITRA I/C	
	2 MR. PARTAP SINGH CHARAN	
	3 DR. NIRAJ SINGH	
	4 MS. PRIYANKA GOSWAMI	
	5 MS. SIMRAN	
	6 PGT (CHEMISTRY)	
	7 TGT (SCIENCE)	

SAFETY & SECURITY		Sign.
39	1 MR. S.S.VAGHELA I/C	
	2 MR. PRATAP SINGH CHARAN	
	3 MR. ASHOK KANANI	
	4 MS. PRIYANKA GOSWAMI	
	5 MS. KOMAL	
	6 MS. VARSHA	

GUIDANCE & COUNSELLING		Sign.
40	1 MS. BINA PALEJA	
	2 MS. PRIYANKA SHARMA	
	3 MS. SANTOSH RANI	
	4 SPECIAL EDUCATOR	

HOUSE MASTER & ASSOCIATE HOUSE MASTER				Sign.
41	HOUSE	HOUSE MASTER	ASSOCIATE HOUSE MASTER	
	1 SHIVAJI	MS. TRAPTI PANDEY	MS. PRIYANKA SHARMA MS. PRIYANKA GOSWAMI MS. ANIMIKA VERMA	
	2 TAGORE	MR. OM PRAKASH	MR. ASHOK KANANI SH. S.S.VAGHELA MR. VINOD KUMAR	
	3 ASHOKA	SUCHITRA	MS. NISHA SHEORAN DR. NIRAJ SINGH MS. SIMRAN	
4 RAMAN	MR. VIJAY PRAJAPATI	MS. ANITA CHOUDHARY MR. PRATAP SINGH CHARAN MR. KAMLESH AMIN		

LABORATORIES		Sign.
42	1 PHYSICS LAB - MR. DHIREN KALATHIA	
	2 CHEMISTRY - MR. H.V. THAKARIYA	
	3 COMPUTER LAB - MR. H.V. THAKARIYA	
	4 BIOLOGY - MR. SACHIN KABIRA	
	5 LIBRARY - MR. SACHIN KABIRA	

UDISE UPDATION		Sign.
43	1 MR. RAJESH JETHVA I/C	
	2 MS. DARSHANA VACHHANI	
	3 MS. KOMAL	

WORKSHOP AND TRAINING CO-ORDINATOR		Sign.
44	1 MR. KAMLESH AMIN I/C	
	2 DR. NIRAJ SINGH	
	3 MS. HEMA YADAV	
	4 MR. RAJESH JETHVA	

PROBLEM, SUGGESTION AND WELFARE OF THE STUDENTS		Sign.
45	1 MS. SANTOSH RANI	
	2 SH. SURJEET SINGH VAGHELA	

STAFF ROOM-SECONDARY		Sign.
46	1 MS. PRIYANKA GOSWAMI I/C	
	2 MS. ANAMIKA VERMA	

TC PREPARATION		Sign.
47	1 MR. NAVNEET	
	2 MR. DHIREN KALATHIA	
	3 MS. VARSHA	

MINUTES OF THE MEETINGS		Sign.
48	1 MR. VINOD KUMAR	
	2 MS. ARCHANA RANA	

INTEGRITY CLUB		Sign.
49	1 MS. ANITA CHOUDHARY I/C	
	2 MS. HEMA YADAV	

ECO CLUB		Sign.
50	1 MR. PRATAP SINGH CHARAN I/C	
	2 MS. ANJALI VERMA	
	3 MS. PREETI SAINI	

SCIENCE CLUB		Sign.
51	1	MR. PRATAP SINGH CHARAN
	2	DR. NIRAJ SINGH
	3	PGT - CHEMISTRY
	4	TGT - SCIENCE

MATHS CLUB		Sign.
52	1	MS. SIMRAN
	2	MS. SUCHITRA
	3	TGT - MATHS

READING CLUB & NEWSPAPER		Sign.
53	1	MS. BINA PALEJA
	2	MS. VARSHA
	3	MS. DIKSHA BHASIN

Alumni Association		Sign.
54	1	MS. DARSHANA VACHHANI I/C
	2	MR. ASHOK KANANI
	3	MS. BINA PALEJA

UPDATION OF VIDYALAYA WEBSITE		Sign.
55	1	MR. KAMLESH AMIN I/C
	2	MR. SHUBHENDU AWASTHI
	3	MS. ANJALI VERMA
	4	MR. NAVNEET

PM SHREE COMMITTEE		SIGN
56	1	SH. S.S. VAGHELA
	2	MR. PRATAP SINGH CHARAN
	3	DR. NIRAJ SINGH
	4	MR. ASHOK KANANI
	5	MR. NAVNEET

PIMS PORTAL		SIGN
57	1	MR. SHUBHENDU AWASTHI
	2	MR. NAVNEET

DISPLAY BOARD & THOUGHTS		SIGN
58	1	MS. TRAPTI PANDEY I/C
	2	MS. ARCHANA RANA I/C
	3	I/C OF HOUSE (STAR)
	4	CLASS TEACHER
	5	I/C OF DEPARTMENT

MAINTAINANCE OF ATTENDANCE REGISTER		SIGN
59	1	MR. VIJAY PRAJAPATI
	2	MR. AJAY SHARMA

INNOVATION		SIGN
60	1	MR. KAMLESH AMIN
	2	MR. PARTAP SINGH CHARAN
	3	DR. NIRAJ SINGH
	4	MS. SIMRAN
	5	MS. PRIYANKA GOSWAMI
	6	MR. VINOD KUMAR

DISPLAY BOARD & THOUGHTS (OTHER AREA)		SIGN
61	1	MR. PRATAP SINGH CHARAN (GARDEN AREA)
	2	MS. NISHA SHEORAN (PLAY GROUND)
	3	MR. ASHOK KANANI (WATER POINTS)
	4	MS. SHALINI KASHYAP (TOILET POINTS GIRLS)
	5	MR. AJAY SHARMA (TOILER POINT BOYS)

MODEL LESSONS		SIGN
62	1	SH. S.S.VAGHELA (ECO.)
	2	MR. PRATAP SINGH CHARAN (SCIENCE)
	3	MS. PRIYANKA GOSWAMI (ENGLISH)
	4	MR. VINOD KUMAR (HINDI)
	5	MS. SIMRAN (MATHS)
	6	MS. ANITA CHOUDHARY (SST)

RTI		SIGN
63	1	MS. PRIYANKA GOSWAMI I/C
	2	MR. AJAY SHARMA

ACADEMIC CO - ORDINATORS		SIGN
64	1	SH. S.S.VAGHELA I/C
	2	MS. SHALINI KASHYAP (I-II)
	3	MR. RAJESH JETHVA (III-V)
	4	MS. SUCHITRA (VI- VII)
	5	MR. PRATAP SINGH CHARAN (VIII-IX)
	6	MS. PRIYANKA GOSWAMI (X-XII)

Coordinators will supervise the day to day teaching follow up of monitoring tools, Split up syllabus/Curriculum, C.W.H.W. notebooks, Projects, Acad,Records,remedial work, completion of syllabus, revision, attendance, class room maintainance, etc. and submit regular reports to I/C Academic.