

# केन्द्रीय विद्यालय ओखा, पोर्ट

## वार्षिक समिति की सूची-सत्र-2024-25

विद्यालय को न केवल सुचारू रूप से चलाने, बल्कि विद्यालय के लक्ष्यों एवं उपलब्धियों को निश्चित समय सीमा में प्राप्त करने हेतु वर्ष-2024-25 के लिए निम्नलिखित वार्षिक समितियां तैयार की गई हैं | उक्त जिम्मेदारियाँ आपको बहुत बड़ी अपेक्षाओं के साथ सौंपी जा रही हैं | जिसे ईमानदारी एवं निष्ठापूर्वक पूर्ण करने का प्रयास करेंगे |

SR. NO.	NAME OF THE COMMITTEE	NAME OF THE IN-CHARGE & MEMBERS	SIGNATURE
1	<b>TIME TABLE &amp; ARRANGEMENT</b>	Mrs. Renu Baheti I/C Sh. Shrawan Lal Yadav Sh. Brijraj Meena Sh. Parveen Kumar I/C Sh. Rakesh Kumar	1..... 2..... 3..... 4..... 5.....
2	<b>ADMISSION COMMITTEE</b>	Sh. Kuldeep Kumar I/C Sh. Surender Gahlot Sh. Sanjay Jangid Sh. Parveen kumar	1..... 2..... 3..... 4.....
3	<b>INTERNAL EXAMINATION &amp; PTM</b>	Sh. S. L. Yadav I/C (Secondary) Sh. Anil Parmar Mrs. Pooja I/C (Primary) Sh. Parveen Kumar	1..... 2..... 3..... 4.....
4	<b>CBSE EXAM COMMITTEE</b>	Mrs. Renu Baheti I/C Sh. Shrawan Lal Yadav Sh. Anil Parmar	1..... 2.....
5	<b>SCOUT &amp; GUIDE CUBS &amp; BULBUL</b>	Sh. Mehul Kumar (I/C Scout) Sh. Sanjay Jangid Mrs. Nisha Parmar (I/C Guide) Sh. Rakesh Kumar (I/C Cubs ) Mrs. Rekha Yadav (I/C Bulbul)	1..... 2..... 3..... 4.....
6	<b>CMP - RESOURCE ROOM PRIMARY SECTION</b>	Sh. Mehul Kumar I/C	1..... 2.....
7	<b>FURNITURE DEPARTMENT</b>	Sh. Mehul Makwana I/C Sh. Brijraj Meena	1..... 2.....
8	<b>CCA COMMITTEE</b>	Sh. Chetdan Charan I/C (Secondary) Mrs. Nisha Parmar Sh. Sanjay Jangid Mr. Rakesh Kumar I/C (Primary) Ms. Pooja  <b>(Mr. Abdul Javed Sheikh to prepare Sports Calendar)</b>  All the House Masters and associate House Master	1..... 2..... 3..... 4..... 5..... 1.....

9	PA SYSTEM & AUDIO VISUAL AIDS	Sh. Brijraj Meena I/C Mrs. Nisha Parmar Sh. Karmveer Sh. Parveen Kumar	1..... 2..... 3..... 4.....
10	QUARTER ALLOTMENT COMMITTEE	Sh. Sharwan Lal Yadav I/C Sh. Brijraj Meena Mrs. Nisha Parmar	1..... 2..... 3.....
11	UBI PORTAL CS- 54 (I to XI)	Mrs. Renu Baheti I/C Sh. Tushar All the Class Teachers (I to XII) to fill CS – 54	1..... 2.....
12	MAINTENANCE AND REPAIR (SCHOOL)	Sh. Sanjay Jangid I/C	1..... 2.....
13	CCT COMMITTEE VIDHYANJALI PORTAL	Sh. Anil Parmar I/C All Science and Maths Teachers	1..... 2.....
14	BEAUTIFICATION OF SCHOOL CAMPUS & BUILDING	Sh. Sanjay Jangid I/C Mrs. Renu Baheti PGT (Biology) All the Staff Members	1..... 2..... 3.....
15	LIBRARY COMMITTEE	Sh. Karmveer I/C Mrs. Pooja	1..... 2.....
16	POSH & POCSO	Mrs. Renu Baheti I/C Sh. Suresh Kumar Meena Mrs. Nisha Parmar Mrs. Rekha Yadav Sh. Rakesh Kumar	1..... 2..... 3..... 4..... 5.....
17	RAJBHASHA COMMITTEE	Sh. Suresh Kumar Meena I/C Sh. Chetdan Charan All the Staff Members	1..... 2.....
18	ICT & WEBSITE COMMITTEE SOCIALMEDIA- FACEBOOK, TWITTER	Mrs. Renu Baheti I/C Sh. Suresh Kumar Meena (Rajbhasha/Hindi Website) Sh. Tushar ( <b>To submit photos &amp; videos of different events</b> ) Sh. Mehul Makwana (CMP) Sh. Chetdan Charan (CCA) Sh. Kuldeep Kumar <b>(to submit Admission data)</b> Computer Instructor	1..... 2..... 3..... 4..... 5..... 6.....
19	a) PHOTOGRAPHY, VIDEOGRAPHY b) PRINT & ELECTRONIC MEDIA- TV / NEWSPAPER	Sh. Tushar Mohan I/C (a) Sh. Sanjay Jangid (a) Sh. Chetdan Charan (b) Sh. Kuldeep Kumar (b)	1..... 2..... 3..... 4.....
20	SECURITY AND CONSERVANCY	Sh. Suresh Kumar Meena I/C Sh. Chetdan Charan Sh. Rakesh Kumar Sh. Tushar Mohan	1..... 2..... 3..... 4.....

21	<b>LOCAL PURCHASE COMMITTEE/TENDER PUBLISHING &amp; RECORDS</b>	Mrs. Renu Baheti I/C Sh. Sanjay Jangid Sh. Chetdan Charan Sh. Mehul Makwana Sh. Brijraj Meena	1..... 2..... 3..... 4..... 5.....
24	<b>MEDICAL CHECK-UP / FIRST AID</b>	Sh. Abdul Javed Sheikh I/C Mrs. Pooja Sh. Surendar Gahlot Mrs. Nisha Parmar PGT, Biology	1..... 2..... 3..... 4.....
25	<b>DISCIPLINE COMMITTEE</b>	Sh. Suresh Kumar Meena I/C Sh. Abdul Javed Sheikh Mrs. Renu Baheti Sh. Chetdan Charan Sh. Mehul Makwana <b>All the Class Teachers</b>	1..... 2..... 3..... 4..... 5.....
27	<b>SPORTS COMMITTEE</b>	Sh. Abdul Javed Sheikh I/C Sh. Mehul Makwana	1..... 2.....
28	<b>CLEANLINESS COMMITTEE</b>	Sh. Surendar Gahlot I/C Mrs. Renu Baheti Sh. Karmveer Sh. Rakesh Kumar Sh. Tushar Mohan Sh. Mehul Makwana	1..... 2..... 3..... 4..... 5..... 6.....
29	<b>ACADEMIC ADVISORY COMMITTEE &amp; CAREER GUIDANCE &amp; COUNSELLING</b>	Mrs. Renu Baheti I/C Sh. Suresh Kumar Meena Sh. Sharwan Lal Yadav Sh. Surender Gahlot Sh. Kuldeep Kumar Sh. Ravi Mahawar Shri Mehul Makwana	1..... 2..... 3..... 4..... 5.....
30	<b>LANGUAGE LAB</b>	Sh. Kuldeep Kumar I/C TGT English	1..... 2.....
31	<b>DIGITAL MAGZINE AND NEWS LETTER PUBLICATION COMMITTEE</b>	Mrs. Nisha Parma I/C Sh. Sanjay Jangid Sh. Rakesh Kumar Sh. Parveen Kumar	1..... 2..... 3..... 4.....
33	<b>STAFF WELFARE COMMITTEE, GRIEVANCE REDRESSAL STAFF MEETINGS – SEATING ARRANGEMENTS, MINUTES OF STAFF MEETINGS STAFF PROGRAMME, ARRANGEMENTS – LIKE GET-TOGETHERS, FAREWELLS, CELEBRATIONS ETC.</b>	Shri Chetdan Charan I/C Sh. Rakesh Kumar Sh. Shrawan Lal Yadav	1..... 2..... 3.....
34	<b>SPIC MACAY &amp; OTHER REGIONAL / NATIONAL LEVEL CULTURAL ACTIVITIES</b>	Mrs. Nisha Parmar Sh. Sanjay Jangid	1..... 2.....

35	<b>ALUMNI ASSOCIATION</b>	Sh. Surender Gahlot I/C Sh. Parveen Kumar Mrs. Nisha Parmar	1..... 2..... 3.....
38	<b>DISASTER MANAGEMENT</b>	Sh. Shrawan Lal Yadav I/C Mrs. Renu Baheti Sh. Sanjay Jangid Sh. Rakesh Kumar	1..... 2..... 3..... 4.....
39	<b>SC / ST WELFARE</b>	Sh. Suresh Kumar Meena I/C Sh. Tushar Mohan	1..... 2.....
40	<b>CORPORAL PUNISHMENT MANAGEMENT COMMITTEE ( CPMC)</b>	Sh. Sharvan Lal Yadav I/C Sh. Gajendar Singh Rathore Sh. Mehul Makwana	1..... 2..... 3.....
	<b>INTERNAL COMPLAINT COMMITTEE</b>	Sh. Suresh Kumar Meena I/C Mrs. Renu Baheti Mrs. Nisha Parmar Sh. Chetdan Charan	1..... 2..... 3..... 4.....
41	<b>WATER COMMITTEE</b>	Sh. Parveen Kumar I/C Sh. Anil Parmar	1..... 2.....
42	<b>DEPARTMENTS</b>	1. Physics – Sh. Anil Parmar I/C 2. Chemistry – Sh. Surender Gahlot I/C 3. Biology – PGT (Biology) 4. Computer – Mrs. Renu Baheti I/C 5. Music – Mrs. Nisha Parmar 6. WE – Sh. Brijraj Meena 7. Sports – Sh. Abdul Javed Sheikh 8. Art – Sh. Sanjay Jangid 9. Language Lab – Sh. Kuldeep K 10. Library – Sh. Karmveer 11. CMP – Sh. Mehul M	1..... 2..... 3..... 4..... 5..... 6..... 7..... 8..... 9..... 10.....

**Note:**

1. For classes I to XI - Mass PT & Community Song Practice will be held every Wednesday in the Zero Period.
2. For classes VI to XII – Club Activities including Scout & Guide will be held every 3<sup>rd</sup>, 4<sup>th</sup> & 5<sup>th</sup> (whenever it occurs) Wednesday in the Zero Period.

PRINCIPAL