

KENDRIYA VIDYALAYA BSF, SUNDERBANI
VIDYALAYA COMMITTEES AND CLUBS (2025-26)

S.No.	Name of Committees/Clubs	Incharge	Co-Incharge/Members	Signature
1	Supervisory/Academic Committee	Mr. R.K. Srivastava, Principal		
		Ms. Monika Rani, PGT (Phy)		
		Mr. R.N. Meena, PGT (Hindi)		
2	Vidyalaya Planning Committee	Ms. Monika Rani, PGT (Phy)		
		Mr. R.N. Meena, PGT (Hindi)		
		Mr. Satish Kumar, TGT(Maths)		
3	Time-table & Arrangements	Ms. Monika Rani, PGT (Phy)	Mr. Gulshan Kumar, PGT(Maths)	
			Mr. R.N. Meena, PGT (Hindi)	
			Ms. Shaileshwari TGT AE	
4	CBSE Exam	Mr. Manish Kumar, PGT(CS)	Mr. Satish Kumar, TGT(Maths)	
5	Internal Exam	Mr. Chandan Maurya,TGT (WE)	Mr. Gulshan Kumar, PGT Maths	
6	Co-Curricular Activities (CCA)	Mr. R.N. Meena, PGT (Hindi)	PGT,Eng	
			Mr. Deshbandhu, TGT(PHE)	
			Ms. Shaileshwari,TGT(AE)	
			Mr. Ramji Lal Meena,PRT(Mus)	
7	Admission	Mr. Manish Kumar, PGT(CS)	Ms. Rinki Dadwal, PRT	
			Ms. Monika Rani, PGT (Phy)	
8	UBI Portal	Mr. Gulshan Kumar, PGT(Maths)	Mr. Satish Kumar, TGT(Maths)	
9	Computer Lab	Mr. Manish Kumar, PGT(CS)	Mr. Chandan Maurya,TGT (WE)	
10	UDISE	Mr. Manish Kumar, PGT(CS)	Mr. Satish Kumar, TGT(Maths)	
			Mr. Puneet Kumar, JSA	

11	Library	Mr. Manoj Kumar, TGT(Librarian)	Ms. Monika Gupta, PRT	
			Mr. R.N. Meena, PGT (Hindi)	
			PGT English	
12	Furniture	Mr. Chandan Maurya,TGT (WE)	Mr. Satish Kumar, TGT(Maths)	
13	CS-54	Mr. Gulshan Kumar, PGT(Maths)	Mr. Satish Kumar, TGT(Maths)	
14	Bharat Scout&Guide	Mr. Chandan Maurya,TGT (WE) SCOUT	Mr. Manoj Kumar, TGT(Librarian)	
		Ms. Shaileshwari TGT AE GUIDE		
		Ms. Ayushi Yadav, PRT BULBUL		
		Mr. Ram Lal Meena PRT Music, CUBS		
15	Mental Health & Well-being /Guidance & Counselling	Mr. Manoj Kumar, TGT(Librarian)	Nurse	
16	AKAM/EBSB	Mr. Manoj Kumar, TGT(Librarian)	TGT(Eng),	
			TGT S.St	
			Mr. Ramji Lal Meena, PRT Music	
17	Alumni	Mr. Manoj Kumar, TGT(Librarian)	Ms. Monika Rani, PGT (Phy)	
18	Achievement Records	Mr. Manish Kumar, PGT(CS)	Mr. Manoj Kumar, TGT(Librarian)	Fortnightly record submission
			Ms. Shaileshwari,TGT(AE)	
			Mr. R.N. Meena, PGT (Hindi)	
19	KAMP/VVM	Ms. Monika Rani, PGT (Phy)	PGT(Bio)	
20	INSPIRE	Mr. Chandan Maurya,TGT (WE)	Ms. Monika Rani, PGT (Phy)	
21	Science Exhibition/NCSC	Ms. Monika Rani, PGT (Phy)	PGT(Bio)	
22	Kala Utsav	Ms. Shaileshwari,TGT(AE)	Mr. Ramji Lal Meena,PRT(Mus)	
23	Youth Parliament	Mr. Manoj Kumar, TGT(Librarian)	TGT SST	
24	Olympiads	Mr. Manoj Kumar, TGT Lib. – GK OVERALL INCHARGE FOR RECORD MAINTAINANCE	Ms. Monika Rani, PGT (Phy) - SCIENCE	
			PGT English- ENGLISH	
			TGT S.St- S.ST	
			PGT CS- Comp. Mr. Gulshan Kumar, PGT(Maths)- IMO	

25	Raj Bhasha / NARAKAS	Mr. R.N. Meena, PGT (Hindi)	PGT Eng, TGT Skt.	
			Mr. Puneet Kumar, JSA	
26	Daily Consolidated Attendance	Ms. Shaileshwari,TGT(AE)	Nurse	
27	GEM	Mr. Manish Kumar, PGT(CS)	Mr. Puneet Kumar, JSA	
28	ACP	Mr. Satish Kumar, TGT(Maths)	Mr. Manoj Kumar, TGT(Librarian)	
29	AEP	PGT(Bio)	Nurse	
30	Eco Club (Secondary)	PGT(Bio)	PGT Chem	
	Eco Club (Primary)	Ms. Anju Paliwal, PRT	Ms. Ayushi Yadav, PRT	
31	Heritage Club	Mr. Manoj Kumar, TGT(Librarian)	Ms. Shaileshwari,TGT(AE)	
			TGT S.ST	
32	Literary Club	Mr. R.N. Meena, PGT (Hindi)	All language teachers	
33	Science Club	Ms. Monika Rani, PGT (Phy)	PGT Chem	
			PGT(Bio)	
			Mr. Chandan Maurya,TGT (WE)	
			Mr. Manish Kumar, PGT(CS)	
34	Maths Club	Mr. Gulshan Kumar, PGT(Maths)	Mr. Satish Kumar, TGT(Maths)	
35	Sports committee	Mr. Deshbandhu, TGT(PHE)	Ms. Shaileshwari, TGT(AE)	
			Mr. Manoj Kumar, TGT(Librarian),	
			TGT SKT.	
36	Discipline	Mr. Deshbandhu, TGT(PHE)	All Class Teachers	
		Mr. Gulshan Kumar PGT Maths		
		Ms. Monika Rani, PGT (Phy)		
		Ms. Shaileshwari, TGT(AE)		
37	Cleanliness and Beautification Committee	Mr. Deshbandhu, TGT(PHE)	NURSE	15 day's audit report submission
		Mr. Manoj Kumar, TGT(Librarian)		
		Ms. Shaileshwari, TGT(AE)		
		Mr. Chandan Mourya, TGT (WE)		

38	Website updation/E-Content/ E-Classroom/DIKSHA	Mr. Manish Kumar, PGT(CS)	Ms. Monika Rani, PGT (Phy) Mr. RN Meena PGT Hindi PGT English	
39	Training record maintenance- CPD	Mr. Manoj Kumar, TGT(Librarian)	Mr. Puneet Kumar, JSA	
40	Excursion Committee	Mr. Chandan Maurya, TGT (WE)	Mr. Manoj Kumar, TGT(Librarian), TGT AE	
41	Building maintenance & repair committee	Mr. Chandan Maurya,TGT (WE)	Mr. Manoj Kumar, TGT(Librarian)	
			Ms. Shaileshwari, TGT(AE)	
42	Vidyanjali	Ms. Monika Rani, PGT (Phy)	Mr. Satish Kumar, TGT(Maths)	
			Mr. Gulshan Kumar, PGT(Maths)	
43	Vidyalaya Magazine	Mr. R.N. Meena, PGT (Hindi)	Mr. Manoj Kumar, TGT(Librarian)	
			Mr. Manish Kumar, PGT(CS)	
			Ms. Monika Gupta, PRT	
			All concerned Teachers	
44	Subject Committee Convenor			
	Science	Ms. Monika Rani, PGT (Phy)	ALL CONCERNED TEACHERS	
	Languages	Mr. R.N. Meena, PGT (Hindi)		
	Miscellaneous	Mr. Chandan Maurya,TGT (WE)		
	Maths	Mr. Gulshan Kumar, PGT(Maths)		
45	TLM	Ms. Monika Rani, PGT (Phy)		
		Mr. R.N. Meena, PGT (Hindi)		
		Mr. Gulshan Kumar, PGT(Maths)		
46	PTM Committee	Mr. Gulshan Kumar, PGT(Maths)	Ms. Monika Rani, PGT (Phy)	
			Ms. Monika Gupta, PRT	
			All Class Teachers	
47	Photography/MEDIA	Mr. Chandan Maurya,TGT (WE)	Mr. Manish Kumar, PGT(CS)	
		Mr. R.N. Meena, PGT (Hindi)	Ms. Shaileshwari, TGT(AE)	

48	Celebration Committee	Mr. Deshbandhu, TGT(PHE)	Ms. Shaileshwari,TGT(AE)	
			Mr. R.N. Meena, PGT (Hindi), Nurse	
49	Prize Distribution Committee	Mr. R.N. Meena, PGT (Hindi) Incharge	Ms. Shaileshwari,TGT(AE)	
		Mr. Deshbandhu, TGT(PHE)	PGT Eng	
50	Complaint & Redressal Committee at School Level	Ms. Monika Rani, PGT (Phy)		
		Mr. Deshbandhu, TGT(PHE)		
		Ms. Shaileshwari,TGT(AE)		
51	SAATHI Portal	Mr. Manish Kumar, PGT(CS)	Ms. Monika Rani, PGT (Phy)	
52	Staff Secretary	Mr. Manoj Kumar, TGT(Librarian)	Mr. R.N. Meena, PGT (Hindi)	
53	Transfer Portal Incharge	Mr. Manish Kumar, PGT(CS)	Mr. Gulshan Kumar, PGT(Maths)	
			Mr. Puneet Kumar, JSA	
			Mr. Sandeep Sharma, Comp. Inst.	
54	Pension Portal	Mr. Puneet Kumar, JSA	Mr. Sandeep Sharma, Comp. Inst.	
55	Samagam Portal	Mr. Manoj Kumar TGT Lib.	Mr. Manish Kumar PGT CS	
56	School Innovation Council, SIC	Mr. Manish Kumar PGT CS	Ms. Monika Rani, PGT (Phy)	
			PGT BIO, PGT CHEM	

NOTE:

1. All the teachers are requested to note down their respective duties and plan accordingly.
2. Submit the action plan for the same to the undersigned latest by 28 March, 2025.
3. All the teachers will take over their respective charges/duties by 31 March,2025.
4. In case of any clarification regarding duties, kindly contact Supervisory Committee.

SIGNATURE OF PRINCIPAL