

PM SHRI KENDRIYA VIDYALAYA, CRPF, MOKAMAGHAT

COMMITTEE FOR ACADEMIC SESSION - 2024-25

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| S.N. | Name of Committee | Signature | Work Assigned |
|------|---|-----------|---|
| 1 | Academic | | 1.To look after the Academic Activities of the Vidyalaya as per KVS Guidelines. 2. Subject / Syllabus Coverage. 3.Suject Committee Meeting. 4 Other relevent work |
| | 1. Mr.N.K.Jha -PGT(Hindi)- I/C | | |
| | 2.Mr. Deepu Kumar-PGT(CS) | | |
| | 3.Mrs.Priyanka Chauhan-PRT | | |
| 2 | CPD Training | | To look after the CPD Training Activities of the Vidyalaya . |
| | 1. Mr.N.K.Jha -PGT(Hindi)- I/C | | |
| | 2.Mr. Deepu Kumar-PGT(CS) | | |
| | 3.Mrs.Priyanka Chauhan-PRT | | |
| 3 | PM Shri Scheme | | 1.To look after the PM Shri Scheme Activities of the Vidyalaya as per KVS Guidelines. 2.Other relevent work as per KVS Norms. |
| | 1.Mr.Deepu Kumar - PGT(CS) | | |
| | 2.Mr.N.K.Jha- PGT(Hindi) | | |
| | 3.Mrs. Anuradha -PGT(Eng) | | |
| | 4.Mr.Nikhil Pratap Singh-PRT | | |
| | 5.Mr.Rajeev Kumar- SSA | | 1.To maintain Cash book /Ledger as per direction of KVS. 2.To Check all the ceiling in different heads of account. 3.To ensure all necessary entries in PM Shri Portal on time. |
| 4 | Examination (CBSE) | | To manage all work related to CBSE, AISSE/AISSCE Examination and IX-XI Registration. |
| | 1. Mr.Deepu Kumar-PGT(CS)-I/C | | |
| | 2.Mr.Sandeep Kumar - TGT(Lib) | | |
| | 3.Mr.Nikhil Pratap Singh - PRT | | |
| 5 | Examination (Internal) | | 1.To manage all work related to Internal Examination. 2.Preparation of Question Papers, Result Register,Report Card,Moderation etc. 3.Implimentation of Exam Guidelines by CBSE /KVS. 4.Keeping CBSE/Home Exam Records and Result Analysis of all Classes . 5. Organize PTM as per KVS guidelines |
| | 1. Mr. Sunil Kr.Jaiswara -PGT- I/C | | |
| | 2.Mrs. Dolly Singh-PGT(Chem) | | |
| | 3.Mr.Ram Gyan Yadav -TGT(Hindi) | | |
| | Primary Section | | |
| | 1. Mrs.Meenakshi Ahlawat-PRT-I/C | | |
| | 2.Mr.Pankaj - PRT | | |
| 6 | Admission | | Complete Admission Process as per KVS Guidelines for fresh and KV'S TC. |
| | 1. Mrs.Dolly Singh-PGT(Chem)-I/C | | |
| | 2.Mr. Deepu Kumar -PGT(CS) | | |
| | 3.Ms.Deepika Gupta -TGT(Hindi) | | |
| | 4.Mr.Pankaj Kumar -PRT | | |
| 7 | Time Table Secondary Section | | To Prepare Vidyalaya Time Table for Classes VI to XII. |
| | 1. Mr.N.K.Jha -PGT(Hindi)- I/C | | |
| | 2.Mr.Sunil - TGT(Maths) | | |
| 8 | Time Table Arrangements | | 1.To Manage Daily arrangement for Teachers in their absence. 2.Verification of Monthly Attendance of Contractual Teachers. 3.Keep Records |
| | 1. Mr.J.P.Singh - TGT(Maths)- I/C | | |
| | 2.Mr.Ram Gyan Yadav -TGT(Hindi) | | |
| | 3.Mr.Sunil - TGT(Maths) | | |
| | Time Table Primary Section | | |
| | 1. Mrs.Meenakshi Ahlawat-PRT-I/C | | 1.To Prepare Time Table for Classes Bal Vatika to V . 2.To Manage Daily Arrangement |
| | 2.Mr.Pankaj - PRT | | |

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| S.N. | Name of Committee | Signature | Work Assigned |
|------|---|-----------|--|
| 9 | CCA | | |
| | Secondary Section | | 1.Morning Assembly and Student Council. |
| | 1.Mrs.Anuradha - PGT(Eng)- I/C | | 2.Organised CCA Activities. |
| | 2.Ms.Dipika Gupta-TGT(Hindi)-Co-I/C | | 3. To prepare |
| | 3.Mr.Sumanta Gangopadhya -TGT(Eng)-Co-I/C | | Wall Magazine and School Diary. |
| | Primary Section | | 4. Keep Records. |
| | 1.Mrs.Priyanka Chauhan - PRT-I/C | | 5. Other Relevant Work as per |
| | 2.Ms.Priyanka Tiwari-PRT-CO-I/C | | instruction of KVS. |
| | 3.Mr.M.K.Mishra - PRT(Music) | | |
| 10 | Vidyalaya Patrika/ E -Magzine | | |
| | 1.Mrs.Anuradha - PGT(Eng)- I/C | | Collection of Materials from Students and Staff (April to July). Printing of Vidyalaya Magzine/e magzine in last week of August. |
| | 2.Ms.Dipika Gupta -TGT(Hindi) | | |
| | 3.Mr.Sumanta Gangopadhyay - TGT(Eng) | | |
| | 4.Dr.Vinita Kumari - TGT(Skt) | | |
| | 5.Mr.Mrityunjay Kumar -TGT(Art) | | |
| | 6.Mrs.Priyanka Chauhan -PRT | | |
| | 7.Ms.Pooja Singh- PRT | | |
| | 8.Computer Instructor | | |
| 11 | E-News Letter | | |
| | 1.Mrs.Priyanka Chauhan - PRT -I/C | | Ensure Publishing of Quartely Newsletter choosing a Partcular theme as per KVS Guidelines. |
| | 2.Mr.Pankaj - PRT | | |
| | 3.Ms.Nidhi Saxena -PRT | | |
| | 4.Mr.Rajeev Kumar - PRT | | |
| | 5.Mr.Nikhil Pratap Singh-PRT | | |
| | 6.Computer Instructor | | |
| 12 | Raj Bhasha | | |
| | 1.Mr.N.K.Jha -PGT(Hindi)- I/C | | Execution of the Polocy of the Govt. of India at Vidyalaya level and Policies of KVS. |
| | 2.Mr.Ram Gyan Yadav -TGT(Hindi) | | |
| | 3.Ms.Dipika Gupta - TGT(Hindi) | | |
| | 4.Mrs. Meenakshi Ahlawat - PRT | | |
| | 5.Mr.Nikhil Pratap Singh-PRT | | |
| | 6.Mr.Vijay Kumar - JSA | | |
| 13 | Furniture | | |
| | 1.Mr.Ravi Kumar -TGT(So.Sc) - I/C | | 1.To procurement of furniture & fixtures with their maintenance as per the KVS norms. |
| | 2.Mr.Amitabh Jha - TGT-(So.Sc) | | 2.To make |
| | 3.Mr.Sunil - TGT (Maths) | | condemnation if required and arrangement for |
| | 4.Mr.S.K.Meena - PRT | | repair as per KVS norms. |
| | 5.Vijay Singh Rathore - PRT | | |

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| S.N. | Name of Committee | Signature | Work Assigned |
|------|--|-----------|---|
| 14 | ICT / Website Updation /Shala Darpan / Sr.Comp. Lab | | 1.To Manage Computer Labs and purchase accessories as per KVS Norms If required. 2.Uploding & Updation of Vidyalaya Website. 3.Ensure Promotion and other updates in the SHALA DARPAN software as per KVS guidelines. |
| | 1.Mr.Deepu Kumar- PGT(CS)- I/C | | |
| | 2.Mr.Rajnish Shukla-TGT(WE) | | |
| | 3.Mr.Ravi Kumar - TGT (So.Sc) | | |
| | 4.Priyanka Chauhan - PRT | | |
| | 5.Mr.Nikhil Pratap Singh - PRT | | |
| | 6.Computer Instructor | | |
| 15 | Junior Computer Lab | | To Manage and smooth functioning only. |
| | 1.Nikhil Pratap Singh- PRT- I/C | | |
| | 2.Mr.V.S.Rathore | | |
| | 3.Computer Instructor | | |
| 16 | UBI Fee Portal | | Verification of Data in UBI Portal and keep updates and assistance to the Class Teachers. |
| | 1.Mr.Deepu Kumar- PGT(CS)- I/C | | |
| | 2.Mr.Nikhil Pratap Singh - PRT | | |
| | 3.Mr.Rajeev Kumar- SSA | | |
| 17 | CMP | | 1.Looking after and execution of Common Minimum Programme as per the KVS guidelines. 2.Record Keeping. |
| | 1.Mrs.Meenakshi Ahlawat - PRT-I/C | | |
| | 2.Mrs.Priyanka Chauhan-PRT | | |
| | 3.Ms.Nidhi Saxena - PRT | | |
| | 4.Mr.Rajeev Kumar - PRT | | |
| 18 | Games & Sports | | 1.To Manage Morning Assembly. 2.To Conduct different indoor / outdoor Sports Activities / Yoga under games and sports as per KVS guidelines. 3.To Procurement Materials of Games & Sports as per the KVS norms. |
| | 1.Mr.A.K.Singh- TGT(PHE)-I/C | | |
| | 2.Mr.J.P.Singh- TGT(Maths) | | |
| | 3.Mr.Ravi Kumar- TGT(So.Sc) | | |
| | 4.Dr.Vinita Kumari -TGT(Skt) | | |
| | 5. Games Coach | | |
| | Primary Section | | |
| | 1.Mr.Vijay Singh Rathore- PRT-I/C | | |
| | 2.Mr.S.K.Meena- PRT | | |
| | 3.Ms.Puja Singh - PRT | | |
| | 4.Ms.Priyanka Tiwari-PRT | | |
| 19 | Residential Accomodation of Staff and Maintenance | | 1.Allotment & Handing - Taking over of Quarter as per KVS norms. 2. Other Associated Work related to Quarter maintenance. 3.Record Keeping. |
| | 1.Mrs. Dolly Singh-PGT-Chem)-I/C | | |
| | 2.Ms.Anjali - PGT(Bio) | | |
| | 3.Mr.Rajnish Shukla - TGT(WE) | | |
| | 4.Mr.Ram Gyan Yadav - TGT(Hindi) | | |
| | 5.Mr.Vijay Singh Rathore - PRT | | |
| | 6.Mr.Vijay Kumar - JSA | | |

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| S.N. | Name of Committee | Signature | Work Assigned |
|------|---|-----------|--|
| 20 | Vidyalaya Maintenance Committee & School Safety Advisory Committee | | 1.Maintenance of Vidyalaya Building, Electric Resources and Audit Electric Consumption. 2.Purchasing of required materials according to need of the Vidyalaya by following purchasing procedure as per KVS norms. 3.Ensure the Safety and Security of Infrastructure in the Vidyalaya. Also follow the procedure to get the Certificate of Safety and Security as per KVS norms. |
| | 1.Mr.Rajnish Shukla - TGT- I/C | | |
| | 2.Dr.Vinita Kumari - TGT | | |
| | 3.Mr.Ravi Kumar -TGT | | |
| | 4.Mr.V.S.Rathore - PRT | | |
| | 5.Mr.S.K.Meena - PRT | | |
| 21 | Water, Sanitation and Cleanliness | | 1.To Ensure supply of drinking water and Cleanliness of water points. 2.Up-keep and Maintenance of Toilets & Hand Wash structure will be maintained in good condition. 3.To Develop awareness, to keep Vidyalaya and its campus clean 4. Organize ' Swachhta Pakhwada' clean up drives as per ' Swachhta Abhiyan' . |
| | 1.Mr.Rajnish Shukla - TGT(WE)- I/C | | |
| | 2.Dr.Vinita Kumari-TGT(Skt) | | |
| | 3.Mr.J.P.Singh-TGT(Maths) | | |
| | 4.Mr.Mrityunjay Kumar-TGT(Arts) | | |
| | 5.Ms.Deeksha Kumari-TGT(Sc) | | |
| | 6.Mr.Rajeev Kumar - PRT | | |
| | 7.Ms.Priyanka Tiwary-PRT | | |
| 22 | Teaching Aid | | 1.To Ensure proper utilization of resources available in the Vidyalaya. 2.Purchasing of Teaching Aid as per KVS norms. 3.Record Keeping. |
| | 1.Mr.Amitabh Jha-TGT(So.Sc) -I/C | | |
| | 2.Mr.Ravi Kumar- TGT(So.Sc) | | |
| | 3.Mrs.Deeksha Kumari-TGT (Sc) | | |
| | 4.Mr. Rajeev Kumar-PRT | | |
| | 6.Ms.Nidhi Saxena- PRT | | |
| 23 | Library Committee | | 1.To Manage library and purchase Books and prper utilization of Library Funds 2.Record Keeping. |
| | 1.Mr.Sandeep Kumar- TGT(Lib)-I/C | | |
| | 2.Mrs. Anuradha- PGT(Eng) | | |
| | 3.Mr.Ram Gyan Yadav- TGT(Hindi) | | |
| | 4.Ms.Nidhi Saxena- PRT | | |
| 24 | Excursion Committee | | 1.Preparation and organization of Excursion programme as per KVS guidelines. 2.Record Keeping. |
| | 1.Mrs.Anuradha - PGT(Eng)- I/C | | |
| | 2.Ms.Anjali - PGT(Bio) | | |
| | 3.Mr.Sandeep Kumar- TGT(Lib)-I/C | | |
| | 4.Mr.Mrityunjay Kumar - TGT(Art) | | |
| | 5.Ms.Meenakshi Ahlawat -PRT | | |
| | 6.Mr.Pankaj Kumar -PRT | | |
| 25 | Academic and Career Planning (ACP) | | 1.Completion of 16 Modules to Students by the Teachers. 2.Record Keeping. |
| | 1.Mr.Sumanta Gangopadhyay-TGT(Eng)-I/C | | |
| | 2.Ms.Dipika Gupta-(TGT-Hindi) | | |
| | 3.Mr.Sunil -TGT(maths) | | |
| | 4.Mr.Amitabh Jha -TGT(So.Sc) | | |
| | 5.Mr.Ravi Kumar- TGT(So.Sc) | | |

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| S.N. | Name of Committee | Signature | Work Assigned |
|------|---|-----------|--|
| 26 | Scout & Guide / Cubs & Bulbul | | |
| | 1.Mr.Rajnish Shukla - TGT(WE)- I/C | | 1.Activities of Scout & Guide / Cubs & Bulbul as per KVS guidelines and related correspondence. 2.Record Keeping. |
| | 2.Mr.Sandeep Kumar - TGT(Lib) | | |
| | 3.Mr.J.P.Singh-TGT(Maths) | | |
| | 4.Mr.Mrityunjay Kumar-TGT(Art) | | |
| | 5.Mr.M.K.Mishra- PRT(Music) | | |
| | Cubs & Bulbul | | |
| | 1.Mr.Rajeev Kumar-PRT | | |
| | 2.Ms.Nidhi Saxena- PRT | | |
| | 3.Ms.Pooja singh-PRT | | |
| | 4.Mr.M.K.Mishra- PRT(Music) | | |
| 27 | Maths Club & Maths Olympiad | | |
| | 1.Mr.J.P.Singh -TGT(Maths) | | 1.Planning and Preparation of Annual Calender of Club Activities and excution. as per Maths Circle. 2. 25 Students 3.Activities and Hands on Experience for inculcating Mathematical Temper in Students. 4.Record Keeping. |
| | 2.Mr.Sunil - TGT(Maths) | | |
| | 3. PGT-Maths | | |
| | 4.Mr.V.S.Rathore -PRT | | |
| | 5.Ms.Nidhi Saxena- PRT | | |
| 28 | Science Club, Science Exhibition & Inspired Award/ Scholarship | | |
| | 1.Mrs.Dolly Singh - PGT(Chem)-I/C | | 1.Planning and Preparation of Annual Calender of Club Activities and excution. 2. 25 Students as per Science Circle. 3.Activities and Hands on Experience for inculcating Scientific Temper in Students. |
| | 2.Ms.Anjali - PGT(Bio) | | |
| | 3.Mrs.Deeksha Kumari -TGT(Sc) | | |
| | 4. PGT-Phy | | |
| | 5.Mr.Rajeev Kumar - PRT | | |
| 29 | Social Science Club & Exhibition | | |
| | 1.Mr.Amitabh Jha-TGT(So.Sc) -I/C | | 1.Planning and Preparation of Annual Calender of Club Activities and excution. 2.Organising Youth Parliament and EBSB Programme as per KVS norms. |
| | 2.Mr.Ravi Kumar-TGT(So.Sc) | | |
| | 3.Mr.Sumanta Gangopadhyay - TGT(Eng) | | |
| | 4.Ms.Dipika Gupta -TGT(Hindi) | | |
| | 5.Mr.M.K.Mishra- PRT(Music) | | |
| 30 | Beautification Committee | | |
| | 1.Ms.Anjali - PGT(Bio)-I/C | | 1.Maintenance of School Garden. 2. To Developed Vegetable / Medical / Kitchen Garden. 3.Composting Facility like Vermi Composting for gardens. 4. Covering Area of the School with grass or plantation of different varieties. 5. Drip Irrigation Systems made with plastic bottles or any waste materials. 6. Hanging of Quotation and |
| | 2. Mr.Rajnish Shukla - TGT(WE) | | |
| | 3.Mr.Mrityunjay Kumar- YGY(Art) | | |
| | 4.Mr.Sandeep Kumar - TGT(Lib) | | |
| | 5.Ms.Deeksha kumari - TGT(Science) | | |
| | 6.Ms.Pooja Singh-PRT | | |
| | 7.Ms.Priyanka Tiwari -PRT | | |
| | 8.Mr.Rajeev Kumar - PRT | | |

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| S.N. | Name of Committee | Signature | Work Assigned |
|------|---|-----------|---|
| 31 | Adolescent Education Programme (AEP) Girls | | 1. Adolescent Education, problems and its solution. 2.To keep a small box with key. 3. Organising Awareness Workshops on Gender Seditisation, Menstrual Health and Hygiene for Secondary and Sr.Secondary separately . 4.Arrangements of Guest Lecturers time to time as per KVS guidelines. |
| | 1. Ms Anjali - PGT(Bio) -I/C | | |
| | 2. Mrs.Anuradha - PGT(Eng) | | |
| | 3. Dr.Vinita Kumari - TGT(SKT) | | |
| | 4. Mrs. Deeksha Kumari - TGT(Sc) | | |
| | 5. Ms.Priyanka Tiwari -PRT | | |
| 32 | Adolescent Education Programme (AEP) Boys | | 1. Adolescent Education, Problems and its Solution. 2.To keep a small box with key. 3. Organising Awareness Workshops on Gender Seditisation, 4.Arrangements of Guest Lecturers time to time as per KVS guidelines. |
| | 1. Mr.J.P.Singh - TGT(Maths)- I/C | | |
| | 2. Mr.Sandeep Kumar - TGT(Lib) | | |
| | 3. Mr.Mrityunjay Kumar -TGT(Art) | | |
| | 4. Mr.Sumanta Gangopadhyay - TGT(Eng) | | |
| | 5. Mr.Rajeev Kumar - PRT | | |
| 33 | Organizing Health Camp | | 1.Organising Health Camp as per KVS guidelines. 2.Organising Identification / Screening Camps for Early Identification of Disability of Students. |
| | 1. Mrs.Dolly Singh-PGT(Chem)-I/C | | |
| | 2. Mr. Deepu Kumar -PGT(CS) | | |
| | 3. Mr.N.K.Jha - PGT(Hindi) | | |
| | 4. Mrs.Priyanka Chauhan -PRT | | |
| | 5. Ms.Pooja Singh-PRT | | |
| 34 | Guidence and Career Counselling | | 1.Organize Counseling Service in the Vidyalaya. 2.Maintain Counseling Corner. 3.Organize Guest Lectures of Experts by following KVS guidelines. |
| | 1. Mr.S.K.Jaiswara-PGT(Comm)-I/C | | |
| | 2. Mr.Deepu Kumar- PGT(CS) | | |
| | 3. Mrs.Dolly Singh- PGT(Chem) | | |
| | 4. Mr.Anjali -PGT(Bio) | | |
| | 5. Mr.Sandeep Kumar- TGT(Lib) | | |
| | 6. Mr.Ram Gyan Yadav -TGT(Hindi) | | |
| 35 | First Aid | | 1.To Check the availability and expiry of Medicines and other Materials in the First Aid Dept. 2.Listing and Purchasing of required Materials as per the needs by following purchasing procedure as per KVS norms. |
| | 1. Mrs.Deeksha Kumari - TGT(Sc) | | |
| | 2. Ms. Dipika Gupta - TGT(Hindi) | | |
| | 3. Mr.Sunil - TGT (Maths) | | |
| | 4. Mr.Rajeev Kumar -PRT | | |
| | 5. Ms.Nidhi Saxena - PRT | | |
| 36 | Photography | | 1.Photography of the events and Keep its Record. 2.Get the Important Photograph develops of different occasions and display at different Corners. |
| | 1. Mr.Mrityunjay Kumar-TGT(Art)- I/C | | |
| | 2. Mr.Sumanta Gangopadhyay- TGT(Eng) | | |
| | 3. Mr.Nikhil Pratap Singh-PRT | | |
| | 4. Mr.S.K.Meena -PRT | | |
| 37 | Physics Lab | | To Manage Physics Lab as per KVS / CBSE guidelines. |
| | 1. Mrs. Deeksha Kumari - TGT(Sc)-I/C | | |

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| S.N. | Name of Committee | Signature | Work Assigned |
|------|--|-----------|---|
| 38 | Grivance / Complain Redressal | | |
| | 1.Mrs.Anuradha - PGT(Eng)-I/C | | 1.To Handle and Redress Grivance, if any. 2.Awareness Among the Teachers and Students about POSCO ACT. |
| | 2.Mr.Mrityunjay Kumar- TGT(Art) | | |
| | 3.Mr.Sandeep Kumar -TGT(Lib) | | |
| | 4.Mrs.Priyanka Chauhan -PRT | | |
| | 5.Mr.S.K.Meena -PRT | | |
| 39 | Priventon of Sexual Harassment | | |
| | 1.Ms Anjali - PGT (Bio) - I/C | | To Handle Sexual Harassment Cases, if any. |
| | 2.Dr.Vinita Kumari -TGT(Sanskrit) | | |
| | 3.Mr.Ram Gyan Yadav - TGT(Hindi) | | |
| | 4.Ms.Dipika Gupta -TGT(Hindi) | | |
| | 5.Mrs.Meenakshi Ahlawat - PRT | | |
| | 6.Mr.Rajeev Kumar - PRT | | |
| 40 | Press & Publicity | | |
| | 1.Mrs.Anuradha - PGT(Eng)-I/C | | 1.Release Press Note or Report of School Programme. 2.Uploading In Vidyalaya Website. |
| | 2.Mr.Mrityunjay Kumar- TGT(Art) | | |
| | 3.Mr.Rajnish Shukla - TGT(WE) | | |
| | 4.Ms.Dipika Gupta -TGT(Hindi) | | |
| | 5.Mr.Sumanta Gangopadhyay- TGT(Eng) | | |
| 41 | CCTV Maintenance | | |
| | 1.Ms Anjali - PGT (Bio) - I/C | | 1.To Monitor the CCTV footage time to time and its Maintenance. |
| | 2.Mr.Sumanta Gangopadhyay- TGT(Eng) | | |
| | 3.Mr.V.S.Rathore - PRT | | |
| | 4.Mr.S.K.Meena -PRT | | |
| 42 | P.M.Kaushal Vikash Yojna | | |
| | 1.Mr.Rajnish Shukla - TGT(WE)- I/C | | To arrange and keep on record all the activities under PM Kaushal Vikash Yojna . |
| | 2.Mr.Deepu Kumar - PGT (CS) | | |
| | 3.Mr.Nikhil Pratap Singh- PRT | | |
| 43 | Outsourcing Agency Monitoring | | |
| | 1.Mr.Sunil Kr.Jaiswara- PGT(Comm) I/C | | 1.Look After The Work of Staff Provided by Outsourcing Agency. 2. Verification Outsourcing Agency's Monthly Bill According to Attendance Register of Outsourcing Staff. |
| | 2.Mr.Ravi Kumar- TGT(So.Sc) | | |
| | 3.Mr.Rajnish Shukla - TGT(WE) | | |
| | 4.Mr.S.K.Meena -PRT | | |
| | 5.Ms.Pooja Singh- PRT | | |
| | 6.Mr.Vijay Kumar -JSA | | |
| | 7.Mr.Dharmendra Kumar-Sub Staff | | |
| 44 | Meeting Minuts Writing | | |
| | 1.Mr.Sumanta Gangopadhyay- TGT(Eng) | | To prepare the minuts of the meeting (English & Hindi) and after getting signature of Staff & Principal, it should be kept on record. |
| | 2.Ms.Dipika Gupta -TGT(Hindi) | | |
| | 3.Mr.Ram Gyan Yadav -TGT(Hindi) | | |

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|-------------|--|------------------|---|
| 45 | Social Media | | |
| | 1.Mr.Deepu Kumar - PGT(CS) - I/C | | All activities of the Students and Vidyalaya should attract wide media publicity. |
| | 2.Mr.Sumanta Gangopadhyay- TGT(Eng) | | |
| | 3.Ms.Dipika Gupta -TGT(Hindi) | | |
| | 4.Mr.Nikhil Pratap Singh- PRT | | |
| 46 | K.V. Alumni Association | | |
| | 1.Mr.Rajnish Shukla - TGT(WE)- I/C | | 1.To organize Alumni Meet as per KVS guidelines. 2.Other associated work related to K.V Alumni Association. 3.Record keeping. |
| | 2.Mrs.Anuradha - PGT(Eng) | | |
| | 3.Mr.Mrityunjay Kumar- TGT(Art) | | |
| | 4.Comp Inst. | | |
| 47 | VMC Meeting | | |
| | 1.Mr.Deepu Kumar - PGT(CS) - I/C | | To Organize and Manage VMC meeting and related correspondance as per KVS guidelines. |
| | 2.Mrs.Dolly Singh- PGT(Chem) | | |
| | 3.Ms.Dipika Gupta -TGT(Hindi) | | |
| 48 | RTI and Public Grivance | | |
| | 1.Mr.Vijay Kumar - JSA - I/C | | Disposal of RTI & Public Grivances as per Vidyalaya Records. |
| | 2.Mr.Sumanta Gangopadhyay- TGT(Eng) | | |
| | 3.Mr.Nikhil Pratap Singh- PRT | | |
| 49 | Disaster Management | | |
| | 1.Mr.Rajnish Shukla - TGT(WE)- I/C | | To Aware the Students and the Staff to fight out the emergency situation and to assist them at that condition. |
| | 2.Mr.Mrityunjay Kumar- TGT(Art) | | |
| | 3.Mr.Sandep Kumar -TGT(Lib) | | |
| | 4.Mr.M.K.Mishra - PRT(Music) | | |
| 50 | Discipline | | |
| | 1.Mr.Ajay Kr. Singh- TGT(PHE) - I/C | | 1.Discipline Committee will act to creat Educational Ecology in the Vidyalaya as per KVS Norms and Guidelines and Monitor it. 2.It Is an Empowered Committee to take action against any Student Violating the norms of KVS Guidelines and as per Code of Conduct for Students. |
| | 2.Mr.Deepu Kumar - PGT (CS) | | |
| | 3.Mrs.Anuradha - PGT(Eng) | | |
| | 4.Mr.Rajnish Shukla - TGT(WE) | | |
| | 5.Mr.Mrityunjay Kumar- TGT(Art) | | |
| | 6.Mr.J.P.Singh-TGT(Maths) | | |
| | 7.Mr.Sandeep Kumar- TGT(Lib) | | |
| | 8.Mrs.Meenakshi Ahlawat -PRT | | |
| | 9.Mr.S.K.Meena -PRT | | |
| | 10.Mr.V.S.Rathore - PRT | | |

(Dr.Anand Prakash)
Principal