

**केंद्रीय विद्यालय क्रमांक - २ , रुड़की Sub-Committees for the**  
**सभी कर्मचारियों को अवगत कराया जाता है की वे निम्नलिखित तालिका के अनुसार अपनी कमेटी**

Sl.No.	Name of Committee	In -Charges/ Conveners	Sign	Members	Sign
1	Admission Committee	Mr. PRAVENDRA SINGH		Mrs. Seema Kesri	
				Mr. SANI SAROHA	
				Mrs. KANCHAN GUPTA,PRT	
				MS. SHABIRA,PRT	
2	Time Table Secondary	Mr. GOPAL Singh (I/C)		Mr.ABHAY SRIVASTAVA	
				Mrs. Sangeeta Rani	
				Ms. Sheetal Rana	
3	Time Table Primary	Mr. SANI SAROHA		Ms. Neha Tyagi	
				Mrs. Akansha Saxena	
4	Examination (Home)and CBSE	Mr. VIKAS KUMAR		Mr. NEERAJ PANWAR	
				Ms. Vandana Saini	
				Mr.Purushotam Sharma	
5	Examination (External /NIOS,	Mr. PRAVENDRA SINGH		Mr.Purushotam Sharma	
				Mr. SHUBHAM PANDEY PRT	
6	Examination (Home) Primary	Mr. VIJAY PRAKASH		Mrs. KANCHAN GUPTA	
				Mr. SHUBHAM PANDEY (PRT)	
7	Moderation	Mr. ALOK GUPTA		Mr. KAMAL KUMAR	
				Mr. HARBHAGVAN	
				Mrs. SARITA ADHIKARI	
8	Subject Committee (English)	Priyanka Singhal		Mrs. Bhawna Sharma	
				Mr. G. Dass	
				Mrs. KANCHAN GUPTA	
				Mr. Deepak Sharma	
9	Subject Committee (	Mr. PRAVENDRA SINGH		Mrs. Seema Kesri	
				Mr. H.C Bhatt	
				Mrs. Tripta Sharma	

	Science))			Ms. Sheetal Rana	
				Ms. Akansha Saxena	
10	Subject Committee (Hindi)	Mr. ALOK GUPTA		Mrs. RAKSHA RAWAT	
				Mr.Purushotam Sharma	
				Mrs. SaRITA ADHIKARI	
				Mrs. Sweety	
11	Subject Committee (Maths)	Mr. GOPAL Singh (I/C)		Mrs. HARBHAGVAN	
				Mr. Vikas Kumar Sharma	
				Mr. Vikas Kumar PRT	
				Mr. Mukesh Kumar	
12	Subject Committee (S.St.)	Ms. Vandna Saini		Mr. Pravesh Kumar	
				MR. NEELKANTH DANWAR (TGT SST)	
				Mr. NITIN KUMAR	
13	राजभाषा समिति	MR. ALOK GUPTA		Mrs. RAKSHA RAWAT	
				Mr.Purushotam Sharma	
				Mrs. Savita Verma	
14	School Magazine/Diary	MR ALOK GUPTA(Hindi) Mrs. Priyanka Singhal (English)		MRS. RAKSHA RAWAT (Hindi Sec)	
				Mr.Purushotam Sharma	
				Mr. Ghanshyam Dass	
				Mrs. Divya Sharma (Eng. Sec)	
				Mrs. Sangeeta Rani (Drawing)	
				Mrs. Savita verma (Primary Section)	
15	Child Grievance (ST/SC Cell)	Mr. KAMAL KUMAR (I/C)		Mrs. Sangeeta Rani,	
				MS. HARSHA SHARMA	
16	Staff Quarters Allotment Committee	Mr. PRAVENDRA SINGH (I/C)		Mr. V S VERMA	
				Dr. Vandna Saini	
				Mr. SANI SAROHA	
17	Condemnation Committee	Mrs Tripta Sharma		Representative Of Chairman VMC	
				Stock Incharge	
				Parent Member VMC	
18	News Letter Committee (SEC/SR SEC)	Mr. G. Dass (I/C)		Mr. Deepak Sharma	
				Mrs. Sangeeta Rani (Drawing)	

	( )			Mr. Purushotam Sharma	
19	News Letter (Primary)	MS AKANSHA SAXENA (I/C)		MS RIJU SHARMA (PRT)	
				Ms. Neha Tyagi	
				Ms. Akansha Saxena	
20	Social Science Exhibition	Dr Vandana Saini		Mr. NITIN KUMAR	
				Mrs. Bhawana Sharma	
				Mr. G. Dass	
				Mrs. Sangeeta Rani	
				Mrs. Shalvi Gupta	
21	Science Exhibition (Science Olympiad, National Science Maths Olympiad (Other Competitive Exam)	Mr. PRAVENDRA SINGH		Mr. KAMAL KUMAR	
				Mrs. Tripta Sharma	
				Mrs. Seema Kesri	
				Ms. Sheetal Rana	
				Ms. Akansha Saxena	
22		PGT Maths Regular		Mrs. Binita Singh 2I/c	
				Mr. Vikas Kumar (TGT maths)	
				Mr. Mukesh Kumar	
23	Disciplinary Committee (Secondary)	MS. MONICA NEGI		Mr. Vikas Kumar PRT	
				Mrs. Tripta Sharma ( 2nd I/C)	
				Mrs. Priyanka Singhal	
				Mr. Pravesh Kumar	
				Mr. Vikas Kumar Sharma	
24	Disciplinary Committee (Primary)	Mr. SANI SAROHA		MR. ABHAY KUMAR SRIVASTAV	
				Mrs. KANCHAN GUPTA	
				Mr. IJAY KUMAR	
				MS. PARIWASH RANA	
25	Scouts & Guide, Cubs and Bulbul	Mr. ABHAY KUMAR SRIVASTAV		Ms. Neha Tyagi	
				Mr. Purushotam Sharma	
				Mr. Deepak Sharma	
				Mrs. Shalvi Gupta	
				Mrs. Mukesh Kumar (Cub Master)	
				Mrs. Kanchan Gupta	

				MRS. SAVITA VERMA (FLOCK Leader)	
26	Fit India and Other Sports	MS. MONICA NEGI		Class Teachers	
27	Furniture Committee	Mr. Pravesh Kumar		Mrs. Vijaya	
				Mr. Purushotam Sharma	
				Mr. Vikas Kumar PRT	
28	CCA Committee	MRS. PRIYANKA SINGHAL (Co ordinator Secondary Section) MRS. PARIWASH BANA PRT		MRS. INDU KIRAN SAINI (Asstt. Co. ordinator)	
				Mr. .P. Sharma TGT SKT	
				MRS. PRIYANKA SAJWAN (Asstt. Co. ordinator)	
29	Morning Assembly incharge	Mrs. Priyanka Singhal Mr. .P. Sharma TGT SKT		Mrs. Indu Kiran Saini	
				Mr. Ghanshayam Das	
				Mrs. Bhawana Sharma	
				MS. MONICA NEGI	
				Mrs. Shalvi gupta	
				Ms. Neha Tyagi	
30	C.M.P.	Mr. SANI SAROHA		Mrs. Priyanka Sajwan	
				Ms. Akansha Saxena	
				Mr. Vikas Kumar PRT	
31	Library Committee	Mr. ABHAY KUMAR SRIVASTAV		Mr. B.K. Pandey	
				Mrs. Indu Kiran Saini	
				Mr. Ghanshyam Das	
32	Photography Club	Mrs. Sangeeta Rani		Mr. SHUBHAM PANDEY , Deepak Sharma	
33	Teaching Aid Committee	Mr. NITIN KUMAR		Mrs. Vandna Saini	
				Mr. Vikas Kumar TGT Maths	
				MRS. SAVITA VERMA (Primary Section)	
34	Medical Checkup of Student & First Aid School	Mrs. Sheetal Rana		Mr. H.C. Bhatt	
				Mrs. Bhawna Sharma	
				Mrs. Kanchan Gupta	
35	Building Maintenance & Repair (Staff Quarters)	Mr.V S VERMA (Civil Works, Electrical works)		Mr. H.C Bhatt	
				Mr.Vikas Kumar sharma	
				Mr. Mukesh Kumar	
36	Maintenance & Repair (Staff Quarters)	Mr. V S VERMA		Mrs. Tripta Sharma	
				Mr. Mukesh Kumar	
	Educational Tours			Mr. Kishan singh rana	

37	Tours, Tracking, Adventure	Mr Vikas Kumar Sharma		Mr. Harender Kumar	
38	Vidyalaya Beautification & Gardening	Mrs. Sangeeta Rani		Mr. Harish Chand Bhatt	
				Ms. Vandana Saini	
				Mrs. Savita Verma	
39	Students Achievements (Maintenance)	Mrs. Tripta Sharma		Ms. Sheetal Rana	
				Mrs. Bhawana Sharama	
40	Calculation of Income Tax	Mr. Vikas Kumar (TGT Maths)		Mr. Pravesh Kumar	
				Mr. Ajay Bisht	
41	CBSE Financial/Payment/SSA	Mr. Vikas Kumar (TGT Maths)		Mr. Pravesh Kumar	
42	DBT Portal	Mrs. Seema Kesari		Mr. Vikas Kumar TGT Maths	
43	Online Feeding Data	Mrs. Seema Kesri		All Class teachers	
44	CBSE Google Sheet Reports	Mr. ALOK GUPTA		All Class teachers	
45	Staff Salary	SSA		Ms. Sheetal Rana	
				Mr. Pravesh Kumar	
46	Vidyalaya Website Updation	Mrs. Seema Kesri		Ms. Sheetal Rana / Poojesh Kumar	
				Computer Instructor	
47	Integrity Club	Mr. NITIN KUMAR (Tuesday & Wednesday)		Mrs. Indu Kiran Saini	
				Mrs. Tripta Sharma	
48	Reading Club	MR ALOK GUPTA		Mr. G.Dass	
				Mrs. Bhawana Sharma	
				Ms. Akansha Saxena	
				Mrs. Savita Verma	
50	Suggestion Box meeting	Mrs. Bhawana Sharma		Mrs. Indu Kiran Saini	
52	& minutes Committee	Mrs. RAKSHA RAWAT		Mrs. Priyanka Singhal	
				Mr. G.Dass	
53	Guidance & Counselling Committee	Mrs. Priyanka Singhal		Dr Vandana Saini	
				Mrs. Reeta Singh	
54	Refreshment ( Guest )	Mrs. Bhavna Sharma		Mrs. Sangeeta Rani	
				Mrs. Rekha	
55	Maths Lab	MR GOPAT SINGH		Mrs. Binita Singh	

55	Maths Lab	MR. VIKAS KUMAR TGT	Mr. Vikas Kumar TGT Maths	
56	Student's Council	Mrs. Priyanka Singhal	House Masters Mr. Kishan singh Rana	
57	RTI 2005 Committee	Mr. Vikas Kumar TGT Maths	Mrs Seema kesri Mr. Samod Kumar	
58	Maintenance of CS-54 Committee	Mr. Vikas Kumar TGT Maths	Mr. Binita Singh Mr Pravesh Kumar	
59	Sexual Harassment Committee & POCSO	Mrs. Tripta Sharma	Mr. H.C Bhatt Mrs. Priyanka Singhal Mrs. Savita Verma Mrs. Sangeeta Rani Parent member, VMC V.M.C. REPRESENTATIVE	
60	Cleanlines & Sanitation Committee	Mrs. Tripta Sharma	All Class teachers/ deppt I/C Mrs. Rekha Devi Mr. Samod kumar	
61	First Aid Committee	Mrs. Tripta Sharma	Mrs. Bhavna Sharma STAFF NURSE Mrs. Rekha Devi	
62	Disaster Management Committee	Mr V S VERMA	Mr. Kishan Singh Rana Mr. Mukesh Kumar Mrs. Rekha Devi Mr. Samod kumar	
63	House Master (Shivaji)	Mrs. TRIPTA SHARMA	Mr. Pravesh Kumar Mrs. Reeta Singh Mr. V K Sharma	
64	House Master & Associates (Ashoka)	Mr. Pravesh Kumar	Mrs. Sangeeta Rani Dr. B.K Pandey Mr. Harendra Kumar Mr. Vikas Kumar TGTsst	
65	House Master & Associates	Mrs. SEEMA KESRI	Mr. Nitin Bhatnagar Mrs. Binita Singh	

	& Associates (Tagore)			Dr. Vandna Saini	
				Mr. G. Dass	
66	House Master & Associates (Raman)	MR. ALOK GUPTA		PGT Maths	
				Mr. Kishan Singh Rana	
				Mr. H.C Bhatt	
				Mr. Purushotam Sharma	
				TGT SKT	
केंद्रीय विद्यालय क्रमांक - २, रुड़की, प्राथमिक विभाग					
	Name of Committee	In Charges/Convener/ HOUSE MASTER	Sign	Members	Sign
1	HOUSE	Mr. Vikas Kumar		Ms. Neha Tyagi	
2	HOUSE	Mr. Deepak Sharma		Mrs. Kanchan Gupta	
3	HOUSE	Mr. Mukesh Kumar		Ms. Akansha Saxena	
4	HOUSE	Mr. Yogesh Kumar		Mrs. Sweety	

### Campus & Washroom cleanliness Supervision

सभी अध्यापको कर्मचरियों को अवगत कराया जाता है की वे निम्नलिखित तालिका के अनुसार

	Name of Committee	In Charges Convener	Sign	Members	Sign
1	SECONDARY GIRLS	Mrs. Vijaya		Mr. Samod Kumar, Mrs. Rekha Devi	
2	SECONDARY BOYS TOILETS	Mr. Nitin Bhatnagar			
3	STAFF STAFF	Mr. K.S. Rana			
4	PRIMARY LADIES	Mrs. Bhavana Sharma			
5	PRIMARY BOYS TOILETS	Mr. Vikas Kumar, PRT			
	PRIMARY GIRLS	Mrs. Savita Verma PRT			
6	WATER POINT EVERYWHERE	Mr. Mukesh Kumar (PRIMARY)			
		Mrs. Sneeta Rana (SECONDARY)			
7	GARDEN (SEC	Mr. G.Dass			
8	GARDEN (PRIMARY)	Mr. Deepak Sharma (H.C)			
9	GARDEN TOWARDS CYCLE	SH H.C. Bhatt			
10	STAND & GARDEN &	Mr. K S Rana			
11		Mrs. Bhawna Sharma		Mr. Samod Kumar	

केंद्रीय विद्यालय क्रमांक - २, रुड़की

### Roles & Responsibilities(Sub Staff)

	Name of Staff	Duties(Cleaning & Dusting)	
1	Mr. Samod Kur	Principal Office, Physic Lab, Exam. Dept, weekly water Cooler Cleaning & Monthly Checking of roof with Library, Maths Lab , Chemistry Lab	
2	Mrs. Rekha De	Activity Room, Dusting of Computer cabinet ( wooden) in class room, Vyayaya office & Lobby glasses, Exam room, Staff Room, Medical Room	
3	Mr. Samod Kur	Office, Dusting of Computer Cabinets ( wooden) for class VI A and B, Outer Water points, Herbal Garden	
4	Mrs. Rekha De	Primary section, Cleaning of doors, window, window panes and daily supervision of cleanliness of corridors, Biology Lab	
		Dusting of Computer Cabinets in Class VII to IX	

1	CCA Committee	Mrs. Priyanka Singhal (Co ordinator Secondary Section)		Mrs. Indu Kiran Saini (Asstt.Co ordinator)	
				Mr. .P. Sharma TGT SKT	
		Mrs. Savita Verma,PRT (Co ordinator Primary Section)		Mrs. Priyanka Sajwan (Asstt.Co ordinator),	
2	House Master (Shivaji)	Mrs. Vijaya		Mr. Pravesh Kumar	
				Mrs. Reeta Singh	
				Mr. V K Sharma	
				Mrs. Seema Kesri	
3	House Master & Associates (Ashoka)	Mrs. Bhavna Sharma		Mrs. Sangeeta Rani	
				Dr. B.K Pandey	
				Mr. Harendra Kumar	
				Mr. Vikas Kumar TGTsst	
4	House Master & Associates (Tagore)	Mrs. Tripta Sharma		Mr. Nitin Bhatnagar	
				Mrs. Binita Singh	
				Dr. Vandna Saini	
				Mr. G. Dass	
5	House Master & Associates (Raman)	Ms. Sheetal Rana		PGT Maths	
				Mr. Kishan Singh Rana	
				Mr. H.C Bhatt	
				Mr. Purushotam Sharma TGT SKT	