	PM SHRI KENDRIYA VIDYALAYA BALLYGUNGE		
	WORKING COMMITTEES FOR THE SESSION 2024-25		
	Work Description	In-charges & members	
1a	Time -Table arrangement, bell timing (VI TO XII)	Mr. Dharmendra Tiwari	
ı	To prepare workable time tables for the school following KVS guidelines. To make a remedial timetable	Mr. Dharmendra Tiwari	
	for low achievers.		
II	To monitor arrangement periods and contractual teachers' workings for payment	Mr. K C SAHU	
Ш	To make arrangement for teachers on leave & vacant posts before starting of first period.	Mr. Girish Ranjan	
IV	To maintain a register for teachers to enter the date of leave in advance wherever possible and to ensure	Mr. K.C. Sahu	
	it is maintained for the smooth functioning of the school activities.		
٧	To ensure that Teachers attend their arrangement Periods	Mr. Dharmendra Tiwari	
VI	To monitor the presence of Teachers in all the classes if not to remind teachers.	Mr. K. C. Sahu	
VII	To ensure regular bell timings and functioning of electronic TIMER	Mr. Girish Ranjan	
VIII	Making timetable during tests/exams in consultation with examination department in order to avoid	Mr. Girish Ranjan	
	confusion during periodic tests/half yearly/session ending exams		
1b	Time Table Primary	Mrs. Meeta Bhattacharyya I/C	
1	Preparation of time table & Daily Arrangement	Mrs. Pratima S. Chakraborty	
		Mrs. Rinkoo Biswas	
L		MRS. LATA KUMARI RAJAK	
II	Preparation of soft copy of time table	Mr. SHIVAM BARGOTI	
		Mrs. Neeta Bhattacharjee	
III	Verification of leave record of contractual teachers for payment and maintenance of leave register.	Mrs. Meeta Bhattacharya	
		,	
2	ССТ		
	To follow the KVS schedule of CCT & PISA Exam and conduct all examination in a systematic and	Mrs. Lipika Biswas	
	transparent manner in coordination with examintion committee.		
Ш	To compile the regional CCT report and send it to the regional office before 22 nd of every month.	Mrs. Moumi Chattopadhyay	
	To complie the regional cer report and send it to the regional office before 22 of every month.		
III	Preparation of CCT resource material/question bank for practice by the students.	Mr. K.C. Sahu	
IV	To ensure CCT corner in all the classes and the Vidyalaya.	Mrs. Shobha Shaw	
V	Practice of one CCT question in the morning assembly	Mrs. Sadhana Tiwari	
	3	Mrs.Meeta Bhattacharya	
3	NIPUN	Mrs. Meeta Bhattacharya I/C	
Т	Maintenance on nipun resource room	Mrs.Rinkoo Biswas	
		Mrs. Mukta Ghosh Sarkar	
II	To plan and organise the activities under NIPUN and keep record of activities as per the directions of	Mrs. Neeta Bhattacharjee	
	KVS.	PRT Music	
	1. NIPUN CULTURAL CLUSTER LEVEL COMPETITION	Pragati Verma	
		Priya Biswas	
		Divya	
		Sivyu	
	2. NIPUN CLUSTER LEVEL SPORTS MEET	1. Mr. Abhinav Kumar Jaiswal I/C	
	E. THE OIL SECOTER ELVEL OF OILIG MILE!	2. Ankit Mishra	
		3. Shivam Bargoti	
		4. Sports Coaches	
	3. NIPUN MEETINGS	Sports Coaches Neeta Bhattacharjee I/C	
	J. INIT ON WILETHINGS	1 · · · · · · · · · · · · · · · · · · ·	
		2. Meeta Bhattacharyya	
		3. Soumita Gupta	
<u> </u>	4 DUDCHACE	4. Asifa	
	4. PURCHASE	1. Tanusree Sarkar Chatterjee I/C	
	5. NIPUN Quarterly Newsletter	1. Atul Kumar I/C	
		2. Mansi Dahiya	
		3. Chulbul Rani	
		4. Uma Banerjee	
		5. Purnima Banerjee	
		6. All BALVATIKA Teachers	
		7. Computer Instructor	

	PM SHRI KENDRIYA VIDYALAYA BALLYGUNGE	
	WORKING COMMITTEES FOR THE SESSION 2024-25	
Ш	Preparation, display and utilisation of TLM.	Mrs. Mukta Ghose Sarkar
		Mrs. Lata Rajak
		SUJATA NAIK
		CHULBUL RANI
IV	Log book of activities conducted by the teachers	TANUSHREE SARKAR CHATTERJEE I/C
		RINKOO BISWAS
		PRAGATI VERMA
4	Local purchase Committee	Mrs. Ranjita Sarkar
ı	To convene important meetings regarding all purchases.	Mrs. Ranjita Sarkar
	Go for spot quotations in emergency and make all necessary resolution as per KVS guidelines.	Mr Bimal Kumar
	Read purchase rules of KVS and help in purchase on GeM portal.	Mrs. Ranjita Sarkar
	To make quality check-up and verification of goods before entry in the stock registers by the concerned in	-
	charges.	Mrs. Tanushree Sarkar Chatterjee
	chulges.	Mrs. Meeta Bhattacharya Deptt I/c
		Mr Debjit Biswas (For IT related products)
		1
_	Francis and Assessment (Assessment Assessment Assessmen	Department I/c
	Furniture (M & R)	Mr. B.K. Mishra I/C
	To ensure the furniture in each classroom is of uniform nature as far as possible. This committee will see	
	that the old and unused furniture be disposed off after following proper procedure.	Mr. Dharmendra Kumar Tiwari
Ш	To ensure that no furniture is lying in the corridors.	Mr Anup Kumar Majumdar
Ш	To ensure that any furniture taken for any function to be replaced in its proper place.	Mr. Abhinav Jaiswal
IV	To keep a record of all furniture Purchase, repaired & broken. Furniture & fixture should be kept properly	Mrs. Urmila Meena
	and necessary checking for condemnation and auction with consultation with the competent authority.	Mrs. Lata Razak
6	ICT - M & R of Computer, E-classes, website, internet/networking	Mr. Debjit Biswas I/C
	Update of website and posting of photographs of various activities of the students on day to day basis. A	Mr. Debjit Biswas
	catalogue of good e-lessons to be prepared. To monitor the functioning of eclassrooms of class XII	
	outline gare of good a resident to see prepared for monitor the randoming of college of the same	
Ш	To ensure the e classes and computer labs logbook is maintained properly & to monitor the functionality	Mr. Tamal Biswas
	of eclassrooms Class XI	IVII. Talliai biswas
		Mr. K.C. Sahu
	the functionality of eclassrooms Classes IX & X	IVII. K.C. Sallu
	·	Mar Cirich Donion
	To ensure monitoring & proper functioning of eclassrooms for classes VI to VIII	Mr. Girish Ranjan
	To collect the e-lessons from teachers for all the subjects and to upload on the website for use by other	Mrs. Neeta Bhattacharjee
	teachers & to monitor the functionality of eclassrooms for Balvatiak & I to V	Mrs. Meeta Bhattacharya
V	Telephone Lines, Broadband, Internet, Modems, FTTH	Mr. Debjit Biswas
		Mr. Girish Ranjan
7	Science Club & Health club/Exhibitions and Olympiad and other science competitions, Innovation	Mr. V.N.Jha I/C
	Council	
ı	To conduct all science Olympiads,, other science competitions .	Mrs. Lipika Biswas
	To conduct various science related activities in the morning assembly.	Mr K C Sahu
	To encourage scientific culture among children.	TGT Sci -2
Ш	JLNSE, INSPIRE, National Children Science Congress, YUVIKA	V. N. Jha
	To guide students to make Prize-winning innovative Projects for Science exhibition.	
	To arrange talks by experts.	
<u>,,,,</u>	To organise JiGYASA, STEAM WORKSHOPS etc, Nature /Eco Club ,Soil Health Assessment and Health	Mrs. S. Banik
	Card, Mission LiFE-Meri Life Activities, Sustainable development exposure visit	Mrs. Anam Parveen
	Card, Mission Lit E-Men Life Activities, Sustainable development exposure visit	
	Durantidas on companyonity to the growth to company their constitute of the first o	Mrs. Nivedita
	Provides an opportunity to the pupils to express their creative abilities in the field of science and	Mrs. Anam Parveen
	encourage development of new ideas. To conduct seminars on Science .	Mrs. Sumita Banik
VI	To train students for Science Olympiad.	Mrs. Lipika Biswas
		Mr K C Sahu
VII	School Registration for KAMP	Anam PARVEEN
		Zahid Ali
	School Innovation Council	Mr. Debjit Biswas

	PM SHRI KENDRIYA VIDYALAYA BALLYGUNGE	
IV	WORKING COMMITTEES FOR THE SESSION 2024-25	4 NATE MAILE Characteristic
IX	SCIENCE OLYMPIAD PRIMARY SECTION	1. Mrs. Mukta Ghose Sarkar I/C
	1. SILVER ZONE	2. Ms Divya
	2. SOF	3. Mrs. Itishree Biswas 1. Lata Kumari Rajak I/C
	2. 30F	2. Manju Gautam
		1
	2 CREEN CLYMPIAD	3. Sanghamitra Roy
	3. GREEN OLYMPIAD	1. Priya Biswas I/C
		2. Atul Kumar
	4. HUMMING BIRD	1. Mrs. Mukta Ghose Sarkar I/C
		2. Shivam Bargoti
8	ATL / AI Club activities	Mr. Tamal Biswas I/C
ı	Higher secondary	Zahid Ali, V N Jha, Anam Parveen, D Biswas
Ш	Secondary	Lipika Biswas, K C sahu, A Prasad
Ш	Primary	Neeta Bhattacharjee, Soumita Gupta
9	Sports and Games	Ms Kuheli Biswas I/C
ı	To plan and motivate sports and games. Emphasis may be given for indoor games like chess, carom	Ms Kuheli Biswas
	board, T.T and other games. EBSB activities as per the directions. To select & train the students for sports	
	activities at Vidyalaya level cluster, regional and National Level.	
II	Aerobics to be introduced for secondary and primary sections separately	Mr. Anup Majumder (Sec)
	The state of the mercuration secondary and primary sections separately	PRT Music (Primary)
	To keep dissipling in school to conduct the sports day solehyption in a hefitting manner with the help of	
Ш	To keep discipline in school to conduct the sports day celebration in a befitting manner with the help of coaches and prize distribution in coordination with CCA committee	Ms Kuheli Biswas /Mr. Abhinav Jaiswal
IV	EBSB activities as per the directions.	Mr Anup Majumder (Sec)
		PRT Music (Primary)
10	Display and bulletin boards	Mr. Anup Majumder I/C
ı	To ensure the display boards are decorated as per the topic is given monthly basis.	Mr. Anup Majumder
	The articles displayed should be verified by the teachers.	Mrs Sadhna Tiwari
	Assigning duties for updating of display boards in the class rooms, corridors and the Vidyalaya garden	
	including departments.	
Ш	Announcement of themes of the display boards as per the special days of the month on the last working	PRT Music
	day and assessment of the updated boards in the first week of the month.	
Ш	Recording of updated display boards and announcement of Best three display boards	Mr. Anup Majumder
IV	Every display board should have "Maintained By "and "Last Updated On "	Mrs.Mukta Ghosh Sarkar
11	VMC & PTM	1. Mr. D. K. Tiwary I/C
		2. Mr. A. N. Singh, Associate I/C
		3. Mrs. Moumi Chattopadhyay (Report Writing)
		4. Mrs. Nivedita
		5. Mrs. Rupalika, PRT
		3. IVII S. Nupalika, PN I
	Distriction and the description of the standard of the standar	NAME CONTROL TRANSPORT
ı	Drinking water and food arrangement for the student's on routine basis and also during various	Mrs Sadhana Tiwari
	Vidyalaya/cluster and regional level programmes	
II	Seating arrangement & Refreshments for the staff during the staff meeting on last working day of the	Mrs. P. S. Chakraborty, I/C PTM (Primary)
	month. Refreshment of guests during meetings/workshops/ any programme	Meeta Bhattacharya
Ш	VMC /Refreshment during all official visit to school	Mrs. P. S.Chakraborty
IV	Proper seating plan for VMC, PTA/PTM, and also during any other programme assigned by the competent	Mr. V. N. Jha
	authority.	Mr. B. K. Mishra
٧	Any common issues can be brought to the notice of the Principal regarding the staff's welfare.	Mrs. Shobha Shaw
12	Rajbhasha Samiti and Sanskrit related activities	Smt. Nandini Shaw - I/C
1	To make Rajbhasha functional and effective, to send all quarterly reports on time. Prize distribution of	Mrs. N. M. Minz
-	Pakhwara on 14th September	
II	To convene regular meetings to see that Rajbhasha has been properly implemented	Mrs. Sadhna Tiwari
Ш	Hindi Pakhwada is to be celebrated in a befitting manner. Promotion of Hindi be given	Mrs. Urmila Meena
p	importance.Preparation of annual e- newsletter of Rajbhasha activities	AA. D. K. AAishus
IV	Sanskrit related activities	Mr. B. K. Mishra
13	School /Child safety in the classes and the campus (arrival and departure of students)/Fire safety &	A N Singh - I/C
	Disaster management.	
ı	To ensure the safety and security of the students, corridor movement, Formation of Buddy pairs,	Mrs. Sujata Chattopadhyay
		Mrs. S. Banik

	PM SHRI KENDRIYA VIDYALAYA BALLYGUNGE		
	WORKING COMMITTEES FOR THE SESSION 2024-25	Т	
"	Arrival/dispersal of students before/after morning assembly & school hours, Issue of ID cards, Out pass, Visitor's pass, Parent ID etc If possible, a mock drill may also be planned for evacuation.	Mr. Dharmendra Kumar Tiwari	
Ш	NDMA drills on fire and building safety.	Mr. A. N.Singh	
IV	To procure fire, building and safe drinking water certificates. The committee will keep track of the regular water tank cleaning in every three months and also expiry date of extinguisher and process for cleaning/refilling. The date of cleaning of tank or refilling should be recorded in writing on the tank/extinguisher.	Mr. V. N. Jha	
٧	To see that fire extinguishers are placed in all floors and departments.	Mr. Zahid Ali	
VI	To monitor in the implementation of Protection of Children from Sexual Offences (POCSO) Act, 2012. The Committee has the final authority to dispose of cases for the care, protection, treatment, development and rehabilitation of the children as well as to provide for their basic needs and protection of human rights. Conduct Inquiries if there is an offence under the Act	MS. S. CHATTOPADHYAY MEETA BHATTACHARYA	
14	Internal Complaint committee	PrincipalVice Principal	
I	To deal with the complaints regarding sexual harassment of women at work place in terms of provision of section 4(2).	Mrs. Soma Ghosh, Assistant Commissioner, KVS, RO, Patna Ms. Mahua Chatterjee, Psychologist Trainee Psychoanalyst, and Programme Manager, Anjali	
		Janamanas Calcutta unit C/O Anjali 7/D7A Picnic Garden 3rd lane, Kolkata-39 Mrs. Sabiha Shahin, Principal, KV Kanchrapara No.2	
		Mr. Uttam Kumar,Principal	
		Ms. Sujata Chattopadhyay	
15	CCTV Cameras, PA System and department wise asset maintenance committee	MR V N JHA, I/C	
I	To look after the maintenence of PA SYSTEM (PUBLIC ADDRESS SYSTEM)	Mr. Girish Ranjan I/C, Mr. V. N. Jha, Mr. K. C. Sahu, Mr. Atul Kumar, Ms. Mansi Dahiya	
II	ССТУ	Mr. Girish Ranjan I/C, Mr. V. N. Jha, Mr. Dharmendra Kumar Tiwari, Mr. Atul Kumar, Ms. Mansi Dahiya	
III	Water RO / Drinking Water	MR. Kshitish Chandra Sahu, I/C, Mr. Girish Ranjan, Mr. Dharmendra Kumar Tiwari, Mr. Ankit Kumar, Ms. Asifa	
IV	Water supply in Toilets, Washroom	MR. Alakh Narayan Singh, I/C, Mr. Girish Ranjan, Mr. Dharmendra Kumar Tiwari, Kshitish Chandra Sahu, Ms. Annapurna Mal, Mr. Ankit Mishra, Ms. Asifa,	
V	Electricity supply	Mr. Girish Ranjan, I/C, Mr. V. N Jha, Mrs. Anam Parveen, Mrs. Poulomi Mukherjee, Mr. Shivam Kumar Bargoti	
16	(Scout/guide, cub/bulbul / NCC activities)	Mr Bimal Kumar - I/C Mr Anup Kumar Majumdar - NCC I/C Mr Kshitish Chandra Sahu	
	CUB BULBUL ACTIVITIES PRIMARY	1. LATA KUMARI RAJAK I/C (BULBUL) 2. SOUMITA GUPTA 3. CHULBUL RANI 4. DIVYA 1. ABHINAV KUMAR JAISWAL I/C (CUBS) 2. SHIVAM BARGOTI 3. ATUL KUMAR	
ı	To make all club activities real and to sensitize the students about the different areas of interest and hobby development.	Smt. Nandini Shaw	
II	To maintain notice boards and registers about the different activities undertaken by the club	Mrs. Mukta Ghosh Sarkar	
Ш	Motivate and guide children and staff to participate in NCC/Scout and guides/cubs and bulbul movement.	MRS LATA RAJAK	

	PM SHRI KENDRIYA VIDYALAYA BALLYGUNGE		
	WORKING COMMITTEES FOR THE SESSION 2024-25		
IV	Keep records of guide children & conduct different activities	Mrs. Sadhana Tiwari	
٧	Keep records of Scout children & conduct different activities	Mr. Bimal Kumar	
17	Integrity Club	MR. A. N. SINGH I/C	
1	List preparation of students of class 8 & above	PGT Geog	
II	List preparation of students of class 6 & 7	MRS S M WILLIAM	
Ш	List preparation of students of Primary	PGT Commerce	
IV	Araangment of Programmes with the help of students & other Members	PRT Music	
18	Swacch Vidyalaya Committee	MRS ANAM PARVEEN I/C,	
		SUMITA BANIK	
ı	To organise Swacch and Harit class competition every month. (Committee list of teachers and students	MRS SOBHA SHAW	
		MRS. NIVEDITA	
II	Class room cleanliness by all the staff and students once in a month.	Mr Budhesh Kumar Mishra	
III	Best maintained Toilets and corridors	MRS LIPIKA BISWAS	
IV	Area to be delegated to each class and plantation competition to be conducted thereby awarding best	SUMITA BANIK	
	three Harit Classes, Arrangement of Badges	SOUMITA GUPTA	
٧	Day and date may be informed well in advance to all and best three classes to be awarded every month	MRS MEETA BHATTACHARYA	
VI	Photography , video clips , uploading at RO level	Computer Instructors	
19	Eco Club (Gardening & Beautification)	ANAM PARVEEN I/C	
ī	To plan and conduct eco club activities as per the ECO Club guidelines ,Committee list	MRS SUMITA BANIK	
II	To keep a close eye on the beautification of campus. Make rounds of classroom, school notice boards	MR BIMAL KUMAR	
	and suggest necessary changes and improvement.	MRS. DALIMA NANCY MINZ	
Ш	To maintain the aquarium and garden with the help of the gardener and the members of eco club	SUMITA BANIK	
	To maintain the aquation and barden man the help of the bardener and the members of eee das	LATA RAJAK	
IV	Maintain Herbal and Kitchen garden and display of description of plants with uses.	SUMITA BANIK	
	Than tail Televal and Microsoft Saladinana display of accompliant of plants with accomp	MS PRIYA BISWAS	
v	Implementation of BALA Project	MR ANUP MAJUMDAR	
VI	To conduct various science related activities in the morning assembly.	MR K C SAHU	
VII	To encourage scientific culture among children	MRS LIPIKA BISWAS	
-	Green Audit , Energy Audit	MRS ANAM PARVEEN	
	To constitute BAL SANSAD and conduct activities in a planned. To conduct various MISSION LIFE -related	MRS SUMITA BANIK	
"	activities in the morning assembly.	TANKS SOMMING SAMMA	
20	Maths Club	MR BIMAL KUMAR	
—	To make all club activities real and to sensitize the students about the different areas of interest and	Ms. Qulzum Tadeeb	
	hobby development.	Wisi Quizum rudees	
Ш	To maintain notice boards and registers about the different activities undertaken by the club.	MRS A MAL	
"	To maintain notice boards and registers about the unterent activities undertaken by the dab.	WING A WAL	
ш	Preparation of Mathematical garden	TGT Maths - 3	
21	Art Club	Mr Anup Kumar Majumdar I/C	
<u> </u>	To train the students in diverse way of drawing and paintings. Creative hand writings.	Mr Anup Kumar Majumdar	
- i	Encourage the students to take part in competition outside the school	Mrs. N. Minz	
- <u>''</u>	TO PRINT greeting cards, invitations ETC	Mrs. A. Mal	
22	Publications (Newsletter, advertisments, magazine, student's & teacher's diary etc)	MRS M CHOUDHURY - I/C	
	i abilications (reconsidered, auvertisments, magazine, student s & teather s didiy etc)	Mrs. Tanushree Sarkar Chatterjee	
-	The committee will collect the articles, poems, stories etc. from the students and the staff members,	MRS P MUKHERJEE	
'	photographs from the CCA in-charges. Getting the messages from the officers and important information	IVING I WORTEIGE	
	from various departments and compilation etc., timely release of magazine is ensured. (ENGLISH)		
	The committee will collect the articles prome staries at from the students and the staff manufacture	NAC NI NAINIZ	
"	The committee will collect the articles, poems, stories etc. from the students and the staff members,	MS N MINZ	
	photographs from the CCA in-charges. Getting the messages from the officers and important information		
	from various departments and compilation etc., timely release of magazine is ensured. (HINDI)		
<u></u>		AADS D.S. SUAKDA DODTUK	
III	The committee will collect the articles, poems, stories etc. from the students and the staff members,	MRS P S CHAKRABORTHY	
	photographs from the CCA in-charges. Getting the messages from the officers and important information		
	from various departments and compilation etc., timely release of magazine is ensured. (PRIMARY)		

PM SHRI KENDRIYA VIDYALAYA BALLYGUNGE		
22	WORKING COMMITTEES FOR THE SESSION 2024-25	MD Dimel Kumer 1/C Ma Cisish Basisa MA
23	Monitoring of the work of out sourcing staff. (Sanitization and cleaning by the security and conservancy staff	MR. Bimal Kumar - I/C, Mr. Girish Ranjan, Mr. Dharmendra Kumar Tiwari, Mrs. Mousumi
		Choudhury, Mr. Anup Kumar Majumder, Mrs.
	To the company day as with the Authorite decrees.	Rinkoo Biswas, Ms. Manju
	To do correspondence with the Authorized agency.	MR. Bimal Kumar - I/C, Mr. Girish Ranjan
	To check the attendance / ESI / Police verification of Housekeeping staff.	MR Girish Ranjan
	To verify and monitor the stock purchased under Sanitation regularly	MR Girish Ranjan
IV	To certify the bills related to the Sanitation by the Committee.	MR. Bimal Kumar - I/C, Mr. Girish Ranjan, Mr.
		Dharmendra Kumar Tiwari, Mrs. Mousumi
		Choudhury, Mrs. Rinkoo Biswas, Ms. Manju
V	To ensure that the wash rooms of all the Blocks are cleaned thrice daily by the house keeping staff.	Mr. Dharmendra Kumar Tiwari, Mrs. Mousumi
		Choudhury, Mrs. Rinkoo Biswas,
VI	To maintain records. To ensure that the classrooms and the corridors of their respective blocks are cleaned.	Mr. Dharmendra Kumar Tiwari, Ms. Manju
VII	Functioning of Vending Machine- Upkeep of the machine, help and guide the students how to use it. AMC of incinerators in the girl's toilets.	MS PRIYA BISWAS, Ms. Manju
VIII	Functioning and cleaning of aquarium.	Mrs. Mousumi Choudhury, Ms. Manju
	To ensure cleanliness of the school/classrooms/corridors/wash rooms/water supply/storage/	Mr. Dharmendra Kumar Tiwari, Mrs. Rinkoo Biswas
	dustbins/electrical points.	,
Х	Arrangement of night duty staff (as per the need) during all the important events.	Mrs. Mousumi Choudhury, Ms Manju
	To prepare the monthly log book of cleanliness and submit report on Sanitation/cleanliness on the last	, , , , , , , , , , , , , , , , , , ,
	working day.	Mrs. Rinkoo Biswas, Ms Manju
XII	System to check the damages caused by the students in the toilets and the Vidyalaya.	Mr. Girish Ranjan
		Mr Anup Kumar Majumdar
24	Maintenance and repair of Vidyalaya and the staff quarters	Mr. Girish Ranjan - I/C (Vidyalaya Premises) -
	Thattenance and repair of viayalaya and the staff quarters	Overall I/c
		Mr. Alakh Narayan Singh
		Mr Kshitish Chandra Sahu
		Mr. V. N.Jha
		Mr. B. K. Mishra
		Ms. Pragati Verma, Ms. Chulbul Pandey
ı	To check regularly electrical, plumbing and civil faults in the school building. The committee will take up	Mr. Girish Ranjan - I/C (Vidyalaya Premises) -
	resolutions for repair and maintenance and necessary purchases for speedy work & will maintain work	Overall I/c
	register	Mr. Alakh Narayan Singh
		Mr Kshitish Chandra Sahu
		Mr. V. N.Jha
		Mr. B. K. Mishra
		Ms. Pragati Verma, Ms. Chulbul Pandey
	Guidance and counselling (ACP/ NAEP)	MRS LIPIKA BISWAS I/C
ı	To plan guidance & counselling activities for the academic year & Counsel the students from time to time.	MRS S SHAW
II	To maintain Guidance & counselling register. To have a counselling hour every Wednesday for difficult students of various classes.	MRS S BANIK
Ш	To invite alumni of the Vidyalaya for addressing the students about career options. To address problems	MRS LIPIKA BISWAS
	of behaviour and learning. To motivate the students towards right academic overlaps and positive	
	attitude to life. To organize the events of other invited motivational speakers from outside.	
IV	To have a meeting with the girl students by lady teachers once in a month regarding their problems. A written record is to be maintained.	MRS S M WILLIAM
26	MEDICAL AND FIRST AID	MRS S. BANIK I/C
ı	To plan two rounds of medical check-up for the academic year.	MS N. MINZ, ANAM PARVEEN
<u>'</u> II	2. To maintain medical history of each student in the medical card. 2. To maintain medical history of each student in the medical card.	MR K. C. SAHU
		MRS LIPIKA BISWAS
	 To arrange talks by experts. Purchase of medicines and materials for First Aid kit Providing first aid facilities to students as and 	MRS MUKTA GHOSH SARKAR
17	when required.	NAMAC ICODD ALVOIVI CITIVITI
٧	5. Attending to all emergency conditions.	Nurse
VI	6. To convene meetings on the importance of good and healthy habits to be taken up by staff and the	MRS. LIPIKA BISWAS
		1

	PM SHRI KENDRIYA VIDYALAYA BALLYGUNGE		
	WORKING COMMITTEES FOR THE SESSION 2024-25		
VII	7. To monitor the food prepared in the canteen and food brought by students. Medical check two times.	MR K C SAHU	
VIII	8. Dr. of the Vidyalaya will give a talk on hygienic conditions every fortnightly in the assembly.	DR. Renu	
IX	9. This committee will also see that class/toilet/Vidyalaya/garden garbage is removed regularly	ALL MEMBERS OF MEDICAL & FIRST AID COMMITTEE	
27	Grievance redressal Committee	Mrs. Ranjita Sarkar	
ī	To address the grievances of the stakeholders and forward the same to the competent authority	Mr Pinaki Bandyopadhyay	
	,	MS S CHATTOPADHYAY	
28	ALUMNI & ACHIEVERS' RECORD	MRS. LIPIKA BISWAS, I/C	
		Mr Pinaki Bandyopadhyay	
	PORTALS		
i	PMMr.	Mr. Uttam Kumar, Principal	
		Mrs. Ranjita Sarkar, Vice Principal	
ii	SAMAGAM	Mr. Tamal Biswas	
iii	UDISE+ (Secondary & Sr Secondary)	Mr. Debjit Biswas	
		All Class Teachers VI-XII	
		Computer Instructor (Secondary)	
	UDISE+ (PRIMARY)	Mrs. Tanushree Sarkar Chatterjee	
		All Class Teachers I-V	
		Computer instructor (Primary)	
iv	UBI (Secondary & Sr Secondary)	Mr Debjit Biswas	
		Mr Tamal Biswas	
		Mr Girish Ranjan	
	UBI (PRIMARY)	Mrs. Neeta Bhattacharjee	
		Mrs. Soumita Gupta	
v	TRANSFER	Mr. Uttam KumarMrs. Ranjita Sarkar	
vi	OLA	Mr. Tamal Biswas	
	FIT INDIA	Mrs. Kuheli Biswas	
	PMKVY	Mr. Tamal Biswas	
	PROJECT INCLUSION APP	Mrs. Sumita Banik	
vii	VIDYANJALI	Mr. Pinaki Bandyopadhyay	
viii	PRERNA	Mrs. Moumi Chattopadhyay	
ix	MERI LIFE	Mrs. Sumita Banik	
х	SCHOOL INNOVATION COUNCIL (SIC)	Mr. Debjit Biswas	
хi	SOIL HEALTH ASSESSMENT	Mrs. Anam Praveen	
xii	PIMS	Mr. Uttam Kumar	
		Mrs. Ranjita Sarkar	
		Mrs. Tanushree Sarkar Chatterjee	
xiii	GeM	Mr. Uttam Kumar	
		Mrs. Ranjita Sarkar	
		Mr. Debjit Biswas	
		Mr. Girish Ranjan	
		Mr. Bimal Kumar	
		Mr. Tamal Biswas	
		Mr. Sumantra Pramanik	
xiv	OASIS	Mr D Biswas	
	YUVIKA	Mr V N Jha	
	SQAAF	Mr Zahid Ali	
	Staff Sanction	Mrs. Gunja	
	SAFAL, SARAS	Mr. Zahid Ali	
30	TOY/TLM/RESOURCE ROOM (PRIMARY)	Mrs. Tanushree Sarkar Chatterjee	
50		Mrs. Meeta Bhattacharya	
		·	
		Mrs. Pratima S. Chakraborty Mrs. Rinkoo Biswas	
		Mrs. Soumita Gupta	
		Mrs. Neeta Bhattacharjee	
		Ms. Chulbul Rani	
	<u> </u>	Ms. Asifa	

	PM SHRI KENDRIYA VIDYALAYA BALLYGUNGE		
	WORKING COMMITTEES FOR THE SESSION 2024-25		
		Mrs. Manju Gautam	
		Mr. Ankit Mishra	
31	Toy Based Pedagogy (Secondary)	Smt. Moumi Chattopadhyay, I/C	
		D. K. Tiwari	
		Bimal Kumar	
		Annapurna Mal	
32	National Intellectual property Awareness (www.yuvamanthan.org / NIPAM, IP INNOVATION CLUB to	D. K. TIWARI (I/C)	
	be linked with School innovation Council	Debjit Biswas	
33	Scholarships	Zahid Ali	
		Anam Parveen	