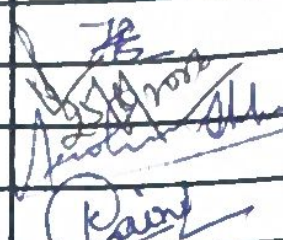
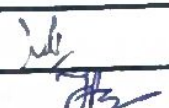
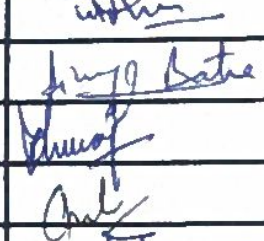
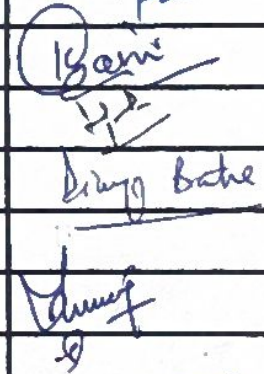
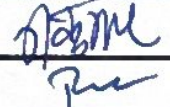
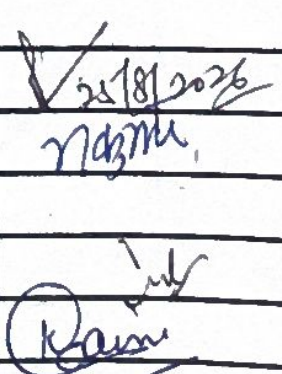
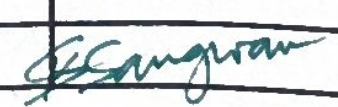


PM SHRI Kendriya Vidyalaya (BSF) SHIKAR

COMMITTEES FOR THE YEAR 2026-27

All staff members of the Vidyalaya are requested to note down the committees and plan for the upcoming session accordingly.
All Incharges of old committees/new committees are requested to handover/takeover the charge and get countersigned by the undersigned immediately

S.NO.	NAME OF COMMITTEE	Scope of Work	NAME OF I/C & MEMBERS	Signature
1	ACADEMIC AND ADMINISTRATIVE SUPPORT	Making Annual Plans, Conducting VMC & ACADEMIC WORK & ETC.	MR. JATINDERPAL SINGH (I/C)	
			Mrs. PUSHPLATA	
			MS.AROHINI	
			MRS.KRISHNA KUMARI	
2	ADMISSION COMMITTEE	MAKING ALL NECESSARY ARRANGEMENTS AS PER KVS GUIDELINES	Mrs. ARTI DEVI (I/C)	
			MR.ROHIT	
			MRS. ARTI DEVI	
			MRS. PRIYANKA (MUSIC)	
3	HOME EXAM AND CBSE	CONDUCTION OF EXAM AND RESULT DECLARATION& ETC. AS PER GUIDELINE OF KVS	MR. J.P SINGH (I/C) OVERALL	
			MS.AROHINI HOME EXAM (I/C)	
			MRS. DIVYA BATRA	
			MRS. SANTOSH KUMARI	
			MR. ROHIT	
4	CCA SECONDARY COORDINATOR	MAKING CCA CALLENDER , PLANNING AND ORGANISING ALL THE EVENTS AND MORNING ASSEMBLY AS PER GUIDELINES OF K.V.S	MR. JOGINDERPAL SINGH (I/C)	
			MRS. DIVYA BATRA	
			MR. DHEERAJ SONI	
			MRS. PRIYANKA (I/C) PRIMARY	
5	TIME TABLE & ARRANGEMENT OF CLASSES & DAY DUTY	MAKING ALL ARRANGEMENTS & ETC. REGARDING PRIMARY	MR.J.P SINGH (I/C)	
			MR. ROHIT	
			Mrs. KRISHNA KUMARI	
6	PURCHASE COMMITTEE, GEM PORTAL	ALL THE WORK REGARDING PURCHASING AND BIDDING AND MANTAINING RECORDS ETC.	MRS. SUMANPREET KAUR (I/C)	
			MRS.DIVYA BATRA	
			MRS. SANTOSH KUMARI	
			MR. DHEERAJ	
			MR. SAGAR	
7	FURNITURE	PURCHASING AND CONDEMNATION & ETC.	MR.MUNISH KUMAR (I/C)	
			MR. ROHIT	
8	DISCIPLINE COMMITTEE AND SAFETY ADVISORY COMMITTEE	MANTAINING DISCIPLINE IN THE VIDYALAYA AND INCULCATE THE VALUES OF THE DISCIPLINE AMONG THE CHILDREN & ETC. "MANTAINING THE STANDARD OPERATING PROCEDURE (SOP)(Dogs) & SAFETY AND SECURITY OF THE CHILDREN & ETC. OR SAFETY ADVISORY COMMITTEE, DISASTER MANAGEMENT"	MRS. SURJIT KAUR (I/C)	
			MRS. PUSHPLATA	
			MR. MUNISH KUMAR	
			ALL CLASS TEACHER	
			MRS. PRIYANKA	
			MRS.KRISHNA KUMARI	
9	NIPUN	CONDUCTION OF MEETING AT THE END OF THE MONTH AND FOLLOW UPS TO BE CHECKED & ETC.	MRS. KRISHNA KUMARI (I/C)	
			ALL PRIMARY TEACHER	

10	SCHOOL BUILDING CIVIL & ELECTRICAL MAINTENANCE COMMITTEE	CHECKING ALL THE ELECTRICAL EQUIPMENTS TIME TO TIME AS PER REQUIREMENT & ETC.	MR. DHEERAJ (I/C)	
			MR. MUNISH KUMAR	
			MR. ROHIT	
			MR. SAGAR	
11	राजभाषा कार्यन्वय समिति RAJ BASHA COMMITTEE	ENSURE ALL THE WORK MUST BE IN HINDI AND COMMITTEE MUST CHECK REGULARLY & ETC.	MR. JOGINDER PAL SINGH (I/C)	
			MRS. DIVYA BATRA	
			MRS. KRISHNA KUMARI	
12	MEDICAL ROOM AND FIRST AID	ALL THE REQUIRED ITEMS OF MEDICAL TO BE CHECKED AND FIT TO BE USED & ETC.	MR. JOGINDER PAL (I/C)	
			MRS. SURJIT KAUR	
			MS. SHIKHA PANCHAL	
13	CS-54 AND CS-11 FEES RECORD UBI	ALL THE RECORDS TO BE KEPT AND MAINTAINED & ETC.	MRS. SURJIT KAUR (I/C)	
			MRS. ARTI DEVI	
			MR. ROHIT	
14	STAFF QUARTERS CIVIL & ELECTRICAL MAINTENANCE COMMITTEE	CHECK ALL THE THINGS REGARDING STAFF QUARTERS AND MANTAINING ALL THE RECORDS & ETC.	MRS. SUMANPREET KAUR (I/C)	
			MR. MUNISH KUMAR	
			MRS. KRISHNA KUMARI	
			MR. SAGAR	
15	EDUCATIONAL TOUR & TRIP (PLANNING YEAR CALENDAR & PLAN OF ACTION)	ORGANISING THE EDUCATIONAL TOURS & ETC. TO INCULCATE THE EDUCATIONAL VALUE AMONG THE STUDENTS & ETC.	MR. ROHIT (I/C)	
			MR. SHIVAM	
			MRS. KRISHNA KUMARI	
			CLASS TEACHERS	
16	PHOTOGRAPHY AND RECORDINGS, PRESS RELEASE & BOUQUET PRESENTATIONS	ALL THE EVENT TO BE CAPTURED AND PUBLISHED IN THE LOCAL NEWSPAPER & ETC.	MR. SHIVAM (I/C)	
			MR. ROHIT 2nd (I/C)	
			MR. MUNISH KUMAR	
17	CAREER GUIDANCE AND COUNSELING	ORGANISING THE CAREER GUIDANCE AND COUNSELING PROGRAMME & ETC.	MRS. PUSHP LATA (I/C)	
			MRS. SURJIT KAUR	
			MRS. SANTOSH KUMARI	
18	SPORTS COMMITTEE	CONDUCTION OF ALL THE EVENTS AND MAKING AN EXUCUTIONAL PLAN IN ADVANCE & ETC.	MR. ROHIT (I/C)	
			MR. SHIVAM	
			MRS. KRISHNA KUMARI	
			MS. SHIKHA PANCHAL	
19	SCOUT & GUIDE CUBS AND BULBUL	ALL THE EVENTS TO BE PLANNED AND ORGANISED AS PER GUIDELINES & ETC.	MRS. SURJIT (I/C) (GUIDE)	
			MR. JOGINDER PAL SINGH	
			MR. MUNISH KUMAR (I/C) (SCOUT)	
			MR. ROHIT	
			MRS. KRISHNA KUMARI	
			MRS. PRIYANKA	
			MS. SHIKHA PANCHAL	
			ALL TRAINED MEMBERS	
20	NCC	ALL ACTIVITIES MUST BE CONDUCTED AS PER GUIDELINES & ETC.	MR. DHEERAJ (I/C)	
			MR. ROHIT	

21	LIBRARY ADVISORY COUNCIL	ALL THE WORK MUST BE COMPLETED AS PER GUIDELINES AND KEEP ALL THE RECORDS & ETC.	MR. ROHIT (I/C)	<i>pr</i>
			MRS. ARTI DEVI	
			MR. JOGINDER PAL	<i>inter</i>
			MRS. KRISHNA KUMARI	<i>Pravin</i>
			MR. DHEERAJ	<i>Manoj</i>
22	MONTHLY REPORT & WEBSITE UPDATING	UPDATION OF THE OF SCHOOL WEBSITE & ETC. INTERNET , CCTV	MR. MUNISH KUMAR	<i>Pravin</i>
			MRS. SUMANPREET KAUR (I/C)	<i>H2</i>
			MR. ROHIT	<i>pr</i>
23	INTEGRITY CLUB & ECO CLUB AND VALUE EDUCATION	COMPUTET INSTROCTOUR MAKING CLUBS FOR DIFFERENT ACTIVITIES & ETC. SO THAT VALUE OF EDUCATION CAN BE ENHANCED & ETC.	MS.SUNIANA	
			MRS. PUSHPLATA (I/C)	
			MRS. ARTI DEVI	
			MR. MUNISH KUMAR	<i>Pravin</i>
24	AEP - PLANNING & CONDUCTING	CONDUCTION OF ALL EVENTS AS PER GUIDELNES & ETC.	MRS. PRIYANKA	<i>Pravin</i>
			MRS. PUSHPLATA (I/C)	
			MRS. ARTI DEVI	
25	CLEANLINESS COMMITTEE	MAKING COMMITTEE TO CHECK THE availibility of drinking water, HYGIENE AND SANITATION WORK REGULARLY & ETC.	MRS. SANTOSH KUMARI	
			MRS. SURJIT KAUR (I/C)	
			MR. MUNISH KUMAR	<i>Pravin</i>
			MR. ROHIT (G/F-LIB)	<i>pr</i>
			MRS. PRIYANKA PRIMARY G/F	<i>Pravin</i>
26	BEAUTIFICATION & GARDEN	MAKE ALL ARRANGEMTNS OF BEAUTIFICATION OF THE GARDEN ON ALTERNATE DAYS AND SUBMIT REPORT EVERY MONTH & ETC.	MS. SUNAINA (1ST FLOOR)	
			MRS. PUSHPLATA (I/C)	
			MR. JOGINDERPAL SINGH	<i>inter</i>
			MRS. SURJIT KAUR	
27	STUDENTS COUNCIL COMMITTEE/Identity Card for Students	INVESTITURE CEREMONY AND DUTIES TO BE ASSIGNED TO THE MEMBERS OF THE COUNCIL & ETC.	MR. SHIVAM	<i>Pravin</i>
			MR. JOGINDER PAL (I/C)	<i>inter</i>
			MRS. PUSHP LATA	
28	EXHIBITIONS COMMITTEE - SCIENCE & NCSC & JIGYASA & VVM	MAKING ARRANGEMENTS FOR ALL EXHIBITIONS FOR SCIENCE ,NCSC, ASA & VVM & ETC.	MR. ROHIT	<i>pr</i>
			MRS. PUSHP LATA (I/C)	<i>25/10/2020</i>
			MRS. ARTI DEVI	
29	EXHIBITIONS COMMITTEE - SOCIAL SCIENCE/Ek bharat Shresth Bharat	PREPARE STUDENTS FOR THE VARIOUS COMPETITIONS AND MAKE ARRANGEMENTS FOR THEIR PARTICIPATION & ETC.	MRS. SURJIT KAUR	
			MR. MUNISH KUMAR (I/C)	<i>Pravin</i>
			MR.SHIVAM	<i>Pravin</i>
30	VIDYALAYA MAGAZINE AND QUARTERLY NEWS LETTER COMMITTEE	RECEIVE THE CONTENT FROM THE STUDENTS IN STIPULATED TIME AND MAKE THEM PUBLISHED IN THE VIDYALAYA MEGAZINE & ETC.	MRS. PRIYANKA	<i>Pravin</i>
			MR. JOGINDER PAL (I/C)	<i>Pravin</i>
			MS. AROHINI SHARMA (I/C)	<i>Pravin</i>
			MR. DHEERAJ	<i>Pravin</i>
			MRS. DIVYA BATRA	<i>Pravin</i>
			MRS. KRISHNA	<i>Pravin</i>
			MRS. SHIKHA	<i>Pravin</i>
				<i>Pravin</i>

31	INCOME TAX AND FORM 16 & PM SHRI	DEDUCTION OF TAX SHOULD BE ON TIME. COLLECT THE DOCUMENTS OF TAX FROM THE TEACHERS AND SUBMIT IN THE OFFICE & ETC. & ALL THE WORK MUST BE COMPLETED AS PER GUIDELINES AND KEEP ALL THE RECORDS & ETC.	MRS. SURJIT KAUR (I/C)	
			MRS. SANTOSH KUMARI	
			MS. SHIKHA PANCHAL	
32	GRIEVANCE, SEXUAL HARASSMENT & GENDER SENSITIZATION COMMITTEE & POCSO	CONSELLING SHOULD BE DONE AND AWARE THE STUDENTS ABOUT POCSO & ETC.	MRS. PUSHAP LATA (I/C)	25/8/2026
			MR. JATINDERPAL SINGH	
			MR. JOGINDER PAL SINGH	
			MS. AROHINI	
			MRS. PRIYANKA	
33	ALUMNI ASSOCIATION & Vidyanjali Portal	MAKE ALL NECESSARY ARRANGEMENTS & ETC. AND UPDATE THE PORTAL TIME TO TIME & ETC.	MRS. SUMANPREET KAUR (I/C)	
			MRS. PUSHPLATA	
			MRS. ARTI DEVI (Vidyanjali) I/C	
34	STAFF MEETING & RECORDING OF THE MINUTES & MONTHLY DO TO RO.	MONTHLY RECORD SHOULD BE MAINTAINED, CHECK THE FOLLOW UP AND SUBMIT THE REPORT TO THE AUTHORITY & ETC.	MR. JOGINDERPAL (I/C)	
			MRS. DIVYA BATRA	
			MR. DHEERAJ KUMAR	
35	CANTEEN OBSERVATION COMMITTEE	CHECK THE QULITY OF THE FOOD AND MANTAINCANCE OF CLEANLINES AND HYGEINE AND SUBMIT REPORT MONTHLY & ETC.	MRS. SURJIT KAUR (I/C)	
			MR. JOGINDERPAL	
			MS. AROHINI	
			MR. ROHIT	
36	AWAKENED CITIZEN PROG	ALL THE ACTIVITIES SHOULD BE DONE AS PER GUIDELINES GIVEN BY KVS & ETC.	MR. DHEERAJ KUMAR (I/C)	
			MR. SHIVAM	
			MRS. DIVYA BATARA	
			ALL TRAINED TEACHER	
37	SUBJECTS COMMITTEE	EVERY MONTH SUBJECT COMMITTEE MEETING TO BE CONDUCTED AND FOLLOWED UP	HINDI- JOGINDER PAL (I/C)	
			AND SUBJECT TEACHER	
			ENGLISH - MS. AROHINI	
			AND SUBJECT TEACHERS	
			MATH & SC - MRS. ARTI DEVI	
			AND SUBJECT TEACHERS	
38	REDRESSEL OF GRIEVANCES AND SC/ST CELL	MAKING ALL NECESSARY ACTION TO BE TAKEN AND MANTAINING ALL THE RECORDS & ETC.	MR. JOGINDERPAL SINGH (I/C)	
			DR. J.P SINGH	
			MRS. SURJIT KAUR	
39	RTI CELL	MAKING ALL NECESSARY ACTION TO BE TAKEN AND MANTAINING ALL THE RECORDS & ETC.	MR. JOGINDERPAL SINGH (I/C)	
			DR J.P SINGH	
			MRS. KRISHNA KUMARI	
40	SMAGHAM, P.I.M.S, TRANSFER UDISE PORTAL	MAKING ALL NECESSARY ACTION TO BE TAKEN AND MANTAINING ALL THE RECORDS & ETC.	MRS. SUMANPREET KAUR (I/C)	
			MR. SHIVAM (SMAGAM)	
			MR. ROHIT (UDISE)	
			MRS. PRIYANKA (Transfer)	
41	TARA APP	MAKING ALL NECESSARY ACTION TO BE TAKEN AND MANTAINING ALL THE RECORDS & ETC.	MR. DHEERAJ (I/C)	
			MRS. KRISHNA KUMARI	
			ALL TGT, PRTS	