

पी एस श्री केंद्रीय विद्यालय एजीसीआर कॉलोनी दिल्ली
विभाग समितियां सत्र 2024-25

01.04.2024 से लागू

S.NO	NAME OF COMMITTEE	MEMBERS SHIFT-1	MEMBERS SHIFT-2	DUTIES
1.	Academic and Administrative Support Committee	Secondary Ms Anjli Jain Ms Asha Singh All Subject Conveners Ms Shilpi Banerjee Ms Neetu Javeria Mr G P Pandey Mr Girish Kumar Ms Neetu sharma	Secondary Mr Sher Singh, Mrs Geeta Gurnani All Subject Convenors Mrs Mamta Singh Mr Aakash Mr R K Sharma Ms Geeta Gurnani Ms Rakhi	<ul style="list-style-type: none"> • Necessary correspondence to KVS RO/ HQ etc. as per the direction of Principal. • The Sr. PGTs' will also contribute their might in dealing with academi works. • They will be given the responsibility to prepare plan and schedule for Notebooks (C/w & H/w) checking. • Preparing academic calendar department wise for 2023-24. • Planning Execution & supervision of the implementation of academic and co-curriculum activities & routine work. • Assisting, advisory and supporting the Principal to take decision during emergencies and in routine work. • To make co-ordination with other teachers and duties to be assigned For Remedial classes/ Gate duty. Any other related work.
2.	Admission Committee (Class I to XI) and TC Cases	Secondary Ms Shilpi Banerjee I/C Ms Anita Dhiman Ms Khushboo Aggarwal(for Technical Support) Ms Rashmi HaritTC cases Ms Shashi Bala Ms Anshu Rani(For XI Admission)	Secondary Mr R K Sharma I/C Ms Shweta Tiwari Mr Himanshu Sehgal Ms Poonam (XI & TC) Ms Aayushi	<ul style="list-style-type: none"> • To plan admission procedure as per KVS guidelines. • Planning, execution, dissemination & supervision to ensure error free Registration. • Maintenance of the admission records i.e. registration, provisional list, waiting lists, category wise details of admission etc. • Supervision of SR registers i.e. completion of detailed & correct entries from admission form. • Coordination with Examination department for conducting tests/ examination for fresh Admission in the class. • Any other correspondence related to the admission department • Preparation, checking and issuance of TC after realizing all fees payment & other dues(necessary) • Updation of TC on school website & any other portal if required

Dr. P. K. Singh

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		Primary Ms Ruchi Gupta	Primary Ms Sunita Mishra	<ul style="list-style-type: none"> • Keeping the entries of the same in SR register.
3.	Examination Committee Internal Exam	Secondary Mr GP Pandey I/C Ms Suprabha Vaid Ms Manisha Sharma Ms Renu Tyagi Mr RP Singh Mr Prem (Sub-Staff)	Secondary Mr B C Kandwal, I/C Mrs Meenu Yadav Ms Ditika Rawat Mr Sanjay Pal Mr Deepak (M) Mr Satbir, SS	<ul style="list-style-type: none"> • Coordination, communication & implementation of all KVS/CBSE guidelines / directions. • Planning, execution & supervision of all exams, entries related evaluation and documentation of the same. • Procurement of all exam requirements, stationary & maintenance of records/ registers. • Correspondence work of exam department. • Any work related to Exam.
4.	Time Table & Daily Arrangement Committee	Secondary Ms Asha Singh I/C Mr SK Arya Ms Anubhuti Sharma Ms Shashi Bala	Secondary Mr R K Sharma I/C Ms Nidhi Sharma Mr Gulsher Ahmad Mr Prem, MTS	<ul style="list-style-type: none"> • Preparation of the routine time table of the school as per KVS guidelines. • Preparation & dissemination of daily arrangement and remedial/extra classes time table as per the directions. • Supervision of class attendance registers. • Documentation and correspondence related to time table.
5.	CCA/Morning Assembly/Flag Hoisting Committee	Secondary Ms KR Jha I/C Ms Rakhi Ms Swati Ms Ragini Mr RP Singh	Secondary Mr Aakash I/C Ms Mamta Singh Ms Kalyani Shah Mr S K Jha Mr S K Pal	<ul style="list-style-type: none"> • Duty allotment and monitoring of assembly program. • Important announcements in the assembly. • Planning & preparing students for various activities. • Preparation of duty chart of flag hoisting. • Arrangement of mlke for assembly programme.

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	<p>Ms Monika Verma Ms Anshu Bhardwaj Mr GR Jha Mr SK Nagar & All Coaches</p> <p>Primary</p> <p>Ms Richa I/C Ms Shikha</p>	<p>Ms Shalu Mr Mithun Mr Kapil & All coaches</p> <p>Primary</p> <p>Ms Preeti Ms Rohini Ms Ruchi Ms Priya</p>	
6.	<p>Cleanliness & Conservancy Monitoring Committee</p> <p>Secondary</p> <p>Ms Shashi Bala I/C Ms Seema Kumari Ms Bhawna Sharma Mr RP Singh Ms Khushboo Aggarwal Ms Anita Dhiman Ms Swati Omer Ms Meenal</p> <p>Primary</p> <p>Ms Babita Aggarwal Ms Anita Aggarwal Ms Richa Gupta</p>	<p>Secondary</p> <p>Ms Poonam T/C Ms Anju Varma Ms Aastha Aggarwal Mr S K Jha Mrs Shweta Tiwari</p> <p>Primary</p> <p>Ms Savita Mahindroo Mr Jagesh Ms Sunita</p>	<ul style="list-style-type: none"> • Procuring materials for cleanliness for entire school campus (if required). • Distribution of such materials to housekeeping staff regularly. • Assigning duties to wing in charges, cleanliness monitors, housekeeping staff. • Proper monitoring of school cleanliness (including class rooms, departments, corridors, assembly ground, playground etc.) with the help of wing in charges and cleanliness monitor. • Keeping records of attendance of housekeeping staff, work done by them, use of materials and any other related work. • Reporting the performance report of housekeeping staff regularly.
7.	<p>M & R Committee (School Building) (Civil, Electrical & Plumbing)</p> <p>Secondary & Primary</p> <p>Ms Monika Verma I/C Mr Girish Kumar Mr Prince (PRT) Ms Sarita Kumar (PRT) Mr. Raman Sehgal (ASO)</p>	<p>Mr Sanjay Pal I/C Ms Rakhi Mr Gulsher Ahmad Mr R K Jain, ASO Ms Ruchi (PRT) Mr Roni Gautam Ms Aastha Aggarwal</p>	<ul style="list-style-type: none"> • Maintain register for complaints and repairs work for school building. • Raising the quotations for procurement of materials required for civil work electricity, & plumbing • Monitoring of Vidyalaya infrastructure development and works in progress • Checking the cracks in the wall, tree/plants growth in the roof and side Walls, broken taps, seepage, electrical breakage, fan, light etc. • Informing Principal the areas of immediate attention • Monitoring and recording of repair work undertaken • Preparing the estimates and submitting request for procurement of Materials such as gitty (stone dust/ stones), sand, cement, taps, pipes, electric appliances etc. with clear justification. • Maintenance of record of stock registers. • Certifying the proper usage of material at appropriate and required places

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8.	Purchase Committee/Gem	<p>Mr Raman Sehgal I/C Mr GP Pandey Ms Anshu Rani All Stock Incharges Ms Babita Ms Khushboo I/C Gem</p>	<p>Mr Himanshu I/C Ms Shalini saxena Mrs Aayushi Ms Shobha Panchal Mr R K Jain, ASO All Stock Incharge Ms Savita Mahindroo</p> <ul style="list-style-type: none"> • Collection of requisition from concerned department • Placing order to the firm as per quotation approved. Making stock entry by the stock holder Keeping record of consumption • To complete purchase procedure through Gem.
9	Furniture Committee/GEM	<p>Mr Prince Kumar I/C Ms Seema Kumari Mr Govind Narayan Jha All Class Tecaher</p>	<p>Ms Ditika Rawat I/C Ms Kalyani Shah Ms Jyoti Mehta Mr Mithun Kumar All class Teacher</p> <ul style="list-style-type: none"> • Preparing the list of articles for condemnation in the new format and keep ready for Physical Verification. • Raising the indent of the Furniture required within the ceiling. • Maintenance of furniture register & inventories in each class, lab, departments, library, office etc regularly. • Checking of existence of furniture regularly. • Preparation of list of repairable and broken furniture. • Submission of requirements of shortage making inventory and monitoring
10	Discipline Committee and POC SO	<p>Secondary Ms. Anjali Jain Mr SK Nagar I/C Sports Coaches Class XI-XI Ms Asha Singh I/C Ms Suprabha Mr Maininder Class IX & X Ms anubhuti I/C Ms Meenal Ms Swati Class VI-VIII Ms Rakhi I/C Ms jyoti Sharma Mr Sanjeev All class Teachers</p> <p>Primary Mr Prince Ms Shubhra Sethi All Class Teacher</p>	<p>Secondary Mr. Sher Singh Mr Kapil Dev Sports Coaches Ms. Geeta gurnani I/C Ms. Nidhi Sharma XI-XII Mr. Aakash XI-XII Mr. Gulsher IX-X I/C Ms Shalini IX-X Mr Deepak IX-X Ms Jyoti Mehta VI-VIII I/C Mamta Singh VI-VIII Sunil Kumar Jha VI-VIII & All class Teachers</p> <p>Primary Ms Savita Mahindroo Ms Shalini Sharma Ms jyoti Ms preeti Ms Artee Ms Charu</p> <ul style="list-style-type: none"> • Checking of student's uniform, late comers, students not attending assembly. • Checking of students' behavior in and outside the class. • Monitoring the movement of students in lines during arrival, departure And to ensure safe passage to students. • Checking of student's entry and exit in line from outside and inside School gates before morning assembly and after school hours. (With class teacher) • Conducting Discipline proceedings and submitting a report on such Inquiries conducted and outcome of the inquiry along with recommendation. • A monthly report on discipline proceedings & steps taken up and Observations made have to be submitted to Vice Principal • Checking the Movement of students in corridor without Out pass and recording the same to intimate Principal for addressing the issue to Class teacher Maintenance of records of related work

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11	Sports and SBSB Committee	Secondary Mr Sk Nagar I/C Yoga Teacher Coach Primary Mr Prince Ms Shweta	Secondary Mr Kapil Dev Ms Alka Mr S K Pal & all class Teachers Sport Coach Primary Ms Uma Ms Jyoti Mr Jagesh	<ul style="list-style-type: none"> • Planning & documentation of Vidyalaya sports activities, (Year calendar). • Monitoring blocks period. • Purchasing required material. • Arrangement of sports meet as per KVS norms • Planning and conducting Annual Sports Day celebration. • Conducting SBSB activities as per KVS schedule
12	Transportation /Excursion Committee	Mr Vivek Singh I/C Mr. Majinder Singh I/C Primary Mr Prince	Mr Deepak (M) I/C Ms Jyoti Mehta Ms Deenu Bharti Ms Beena Bisht Primary Mr Mithun Ms Aastha	<ul style="list-style-type: none"> • To communicate with transport department of different sections coming to school. • Ensure that every child / transport section received information of holidays/extra classes/ Half day school/ PTA meeting/ any other situations where there is change in time of school. • Ensure that no child is left behind after the school hours due to the transportation. • Keeping records of all vehicles (including private), information of drivers & owners of the vehicle. • Keeping record of all the students about their mode of transportation for coming to school. • Planning of educational tour of different classes as per KVS guidelines ensuring full safety and security of students. • Deciding the places to visit through formal discussions with Principal and submit a report • Through the register meant for the purpose of excursions to children. • Taking students to local places of educational and tourist interest. • Planning of entire arrangement (such as safety measures, communicating parents through NOC Letters, charting the buses, contacting the visiting places, taking permissions etc.) • Preparation of report of visited places & student's feedback.
13	Scout and Guide / Cub and Bulbul	Ms Anshu Bhardwaj I/C Mr VishalSingh (Advance) GCS:Ms Anshu(Advance) Ms Lata(Advance) Ms Shalini(Advance) Ms Amita(Basic) Ms Ragini Kumari(Basic) Ms Rakhi(Basic) CMS:Ms Surruchi(Basic) Ms Babita(Basic)	Ms Shweta Tiwari I/C Ms Anju Varma-Adv Ms Ditika Rawat- Basic Mr Gulsher Ahmad Mr Sanjay Pal Ms Shweta Tiwari Mr SK Jha Mr BC Kandwal Ms Anju Verma Mr Gulsher	<ul style="list-style-type: none"> • Registration of unit • Fresh registration for Pravesh, Cubs, & Bulbuls, Scouts & Guides. • Conducting upgrading camps & celebrations related to scouts • Taking up Community development & celebration related to scout • Submitting monthly reports & carrying out other work related. • Escorting at different camps.

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		<p>FLS:Ms Asha Arora(Advance) Ms Latika Verma(Basic) Ms Nisha Samant(Basic) Ms Shweta(Basic)</p>	<p>Ms Kalyani Ditika Aayushi Mr kapil Dev Mr SK Pal</p> <p>Primary</p> <p>Ms Sandhya Ms Uma Ms Ruchi Ms Preeti Ms Sakshi Ms Himani Ms Charu Mr Mithun Ms Sunita Ms Shalini Sharma Ms Neelam Yadav</p>	
14.	<p>Disaster Management/Fire fighting/Mock drill/Road safety Committee</p>	<p>Secondary Ms Deepshikha I/C Ms Neetu Javeria Ms Shashi Bala I/C Mr G N Jha (Road Safety)</p>	<p>Secondary Mr B C Kandwal I/C Mr Kapil Dev Ms Kalyani Shah(Road Safety) Ms Shalini Saxena</p>	<ul style="list-style-type: none"> Following disaster management instructions & S.O.P. provided by KVS. Ensuring safety and security of entire Vidyalaya (students, staff, building, availability of portable water etc.) Conducting mock drills Taking initiative for organizing fire safety mock drills, workshops etc. Inviting fire department for demonstration
15.	<p>CS 54 and CS 11/Fee Record Committee</p>	<p>Ms Anubhuti Sharma I/C (VI-XI) Ms. Meenal (I-V)</p>	<p>Mrs Jyoti Mehta I/C Ms Alka</p>	<ul style="list-style-type: none"> Maintenance of CS-54 & CS-11 and its verification every month. Submission of monthly statement of CS-54/ CS- 11
16.	<p>Medical Checkup and First Aid Committee</p>	<p>Secondary Ms Bhawna Sharma I/C Nurse</p> <p>Primary Ms Shikha</p>	<p>Secondary Ms Rakhi Budgujar I/C Mrs Aastha Agarwal Ms Deenu Bharti Nurse</p> <p>Primary Ms neha Ms Mithun Yadav</p>	<ul style="list-style-type: none"> Planning a calendar of activities of the department such as on which dates Medical checkup has to be carried out. Planning & coordination with local doctors for a medical checkup for children twice a year. Keeping record of medical checkup with the help of class teachers. Keeping first aid item readily available. Getting the books binded and keep a record after the medical checkup. Making a list of differently abled students & to inform class teacher

17.	Photography Committee	Secondary Ms Anshu Bhardwaj I/C Ms K R Jha Ms Shashi Bala Computer Instructor: Primary Ms Shalini Tiwari	Secondary Mrs Shalu Gaur I/C Ms Beena Bisht Aayushi Computer Instructor: Mr. Mukesh Primary All teachers Comp inst.	<ul style="list-style-type: none"> -To click photographs of all events of CCA, extra of CCA, extracurricular and Function. -To Provide photograph for website updation & reports. -The Photograph should of high resolution.
18.	Primary Resource Room (Activity Room) & TLM Procurement/CM P Committee	Ms Babita I/C Ms Sarita Kumar Ms Richa Gupta Ms Divya Singh	Ms Savita Mahindroo	<ul style="list-style-type: none"> • Maintenance, beautification exploration & development of resources within the room for the effective functioning and strengthening of Primary classes. • Planning of CMP room usage by PRTs' • Acquiring material, teaching aids, CD's books, play material etc., to display in the Activity room.. • Submission on activities taken up. • Procurement of TLM as per the requirement of the teachers • Reviewing procurement of items monthly. • Preparation of year planner. • Planning, execution & supervision of all the guidelines and changes to update the staff for proper implementation. • Supervision of Primary classes. • Documentation, communication and correspondence of the activities, information as and when required. • All works related to primary education. • Formation of Committees for smooth conduct of all activities to be done.
19.	Food/Hospitality Reception & Refreshment Committee	Ms Sarita Kumar I/C Ms Latika Verma	Ms Rohini Chaudhary I/C Mr Alka Ms Beena Bisht	<ul style="list-style-type: none"> • Maintaining & reporting CMP, FLN, NIPUN& Fun day Records regularly. • Decorating the front elevation of the Vidyalaya & reception formalities is made to the perfection. • Procurement and distribution of refreshment to the guests.
20.	Vidyalaya Magazine/News Letter/Invitation Card/Certificate Writing Committee	Secondary Ms Shilpi Banerjee I/C Ms Manisha Ms Jyoti Sharma Mr R P Singh Ms Anshu Bhardwaj	Secondary Ms Mamta Singh Mr Aaksah I/C Ms Anju Verma Mr S K Jha Mrs Shalu Gaur Ms Shobha Panchal Primary Mrs Savita Mahindroo Ms Swati Ms Sunita	<ul style="list-style-type: none"> • Planning, publication, communication and documentation of the Vidyalaya magazine as per schedule. • Collection of materials (including photographs) of all the events, special achievements (including retiring from services)

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		Ms Nisha (CMP News letter)	Ms Deepti Ms Artee Computer Instructor	
21.	Preparation of Identity Card Committee	Ms Anubhuti I/C Computer Instructor :- Ms Jyoti Sharma	Mrs Jyoti Mehta I/C Ms Rakhi Mr _____ Comp Inst Mr shalini Sharma Ms Jyoti	Preparing Identity cards for all students (Primary & Secondary)
22.	Subject Committee Convenors	Eng:Ms Shilpi Banerjee Hindi: Ms Neetu Sharma Science: Ms Neetu Javeria Maths: Mr GP Pandey SST:Mr Girish Primary Ms Ruchi Gupta (For Maintenance of Register)	Ms Ruchi Gupta Ms Ruchi Gupta Primary Ms Sunita (Eng) Ms Swati (Hindi) Ms Ruchi (Math) Ms Sakshi	<ul style="list-style-type: none"> Conducting monthly meeting on agenda pre decided and got approved by the Principal. These points are suggestive but not exhaustive and In charge of subject committee can explore more and make committee meeting should be novel so that a fruitful outcome is realized.
23.	Monthly Report (ICT, Enrollment, Maintenance of class room - CCTV Cameras & UBI Portal Fee Verification Committee/Website Checking and Uploading Committee	Ms Khushboo Aggarwal(UBI/JUDISE) Ms Anshu Rani(FC Classroom/CCTV/Website Checking and Uploading Ms Vaishali (Enrollment) Ms Meenal Agarwal (Daily Attendance)	Mr Himanshu Sehgal I/C Mr Deepak Kumar (M) Mr Rohit, JSA Mr Mukesh Comp Inst	<ul style="list-style-type: none"> Updating enrolment (of students class-wise and section-wise), Staff vacancy position, Computer infrastructure data Monitoring of second Verification of fees at UBI Portal and Other allied information required by KVS. Updating of Vidyalaya website once in every fortnight and as when it is required. -Keeping secondary use of ICT in E-Classroom
24.	A.V.Aids, Teaching Aids & PA System	Ms Rashmi Harit I/C (TCM) Ms Monika Verma(PA System & AV.Aid) Mr Govind Narayan N. Jha	Mr Abhshhek I/C TLM Mr Mithun Mr Sanjay Pal Ms Shobha Panchal	<ul style="list-style-type: none"> Procurement of teaching aids. Keeping a record of use of TLM class wise and teacher wise. Maintenance of records.
25.	Career Guidance and Counseling /Adolosece Education Programme	Ms Suprabha Vaid I/C Counsellor	Ms Nidhi Sharma I/C Ms Geeta Gurnani Ms Shalini saxena	<ul style="list-style-type: none"> Planning, organizing, reporting and documentation of (minimum 6) counseling session. Collection of information and providing to students. Arrangement of Guest Lectures. Submission of monthly report. Organizing PT meeting, creating awareness among parents and

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Committee		Counsellor	<ul style="list-style-type: none"> children about the changes in adolescent (adult) stage Awareness about sexual diseases, Solution for stress related problems Planning, Preparation and conducting the programs Submitting a monthly report to Principal
26. Awakened Citizen Programme	Ms Anita Dhiman I/C Ms Swati omer Primary Ms Shubhra Sethi Ms Amrita Aggarwal	Ms Shweta Lib I/C Ms Kalyani Shah Ms Shobha Panchal Primary Ms Rohini Ms Sonam	Reporting, documentation and implementation of the programme as per KVS guidelines.
27. Science Exhibition/NCSC/N TSE/Science olympiad/manak inspired/maths olympiad Committee	Secondary Ms Neetu Javeria I/C Ms Asha Singh Mr G P Pandey (Maths Olympiad) All Science, Maths & CS Teachers Primary (All Subject Olympiad) Mr Prince I/C Ms Shalini	Secondary Ms Poonam I/C Ms Geeta Mr R K Sharma Ms Ditika Mr Deepak (M) All Science, Maths & CS Teachers Primary (All Subject Olympiad) Ms Himani Ms Sandhya	<ul style="list-style-type: none"> Planning the exhibition themes and models in advance and start synopsis preparation Conducting mock exhibition well before the exhibitions scheduled as per KVS Selecting the best models and the suggestions for improvement Getting the new models ready before the exhibition to begin.
28. EBSB/Youth Parliament/Social Science Exhibition/Integrity Club/AZADI KA AMRIT MAHOTSA V	Ms K R Jha I/C Ms Rashmi Harit Mr Majinder Singh Ms Anshu Bhardwaj Mr G R Jha Ms Nisha	Ms Rakhi I/C Mr Abhishhek Mrs Shalu Gaur Mr Mithun All Language & Social Science Teachers	<ul style="list-style-type: none"> Planning the exhibition themes and models in advance and start synopsis preparation Conducting mock exhibition well before the exhibitions scheduled as per KVS Selecting the best models and the suggestions for improvement Getting the new models ready before the exhibition to begin. Promoting National integrity.
29. Staff and Student Grievance Committee	(Activities to be done as per KVS circular) Committee	Mr Sher Singh I/C Ms Geeta Gurnani Ms Rakhi Mr Gulsher Mrs Savita Mahindroo Ms Shalini Sharma	Documentation, enquiring & reporting of grievances/ complaints regarding women & any staff member.

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30.	Documentation, enquiring & reporting of grievances/ complaints regarding women & any staff member	Mr Shilpi Banerjee I/C Mr R P Singh Ms Jyoti (Hindi) Ms Swati Omar(English)	Mr Geeta Gurnani I/C Mr Aakash Mr S K Jha (Hindi) Mrs Anju Verma(Eng) Ms Uma Sharma	<ul style="list-style-type: none"> Arrangement of staff meeting. Compilation & reporting of all points discussed in the staff meeting
31.	NEP/FLN Committee	Ms K R Jha I/C Ms Babita	Mr Aakash-NEP I/C Ms Savita Mahindroo Ms Uma Ms Preeti	To Conduct Various Activities as per KVS Guidelines and make report, Collect photograph, videos, assessment record.
32.	PM Shree	Ms Suprabha Vaid I/C Ms Khushboo Aggarwal Mr. Majinder Primary Ms Babita	Mr Himanshu I/C Ms Poonam Ms Abhishek Primary Mrs Savita Mahindroo Ms Preeti Ms Rohini	To Conduct Various Activities as per KVS Guidelines and make report, Collect photograph & videos / before and after implementation. Expenditure and amount as per budget allocator
33.	Garden maintenance & Beautification of Vidyalaya Committee/Eco & Nature Club/Green School	Ms Deepshikha I/C Ms Renu Tyagi Mr Vivek Singh Ms Bhawna Sharma	Mrs Meenu Yadav I/C Ms Shalu Gaur Ms Nidhi Sharma Ms. Ditika Ms swati Ms Sakshi Mr jagesh Ms Neha	<ul style="list-style-type: none"> Garden maintenance observation and making suggestions to gardener. Making Rangoli on various events. Monthly review of garden and suggestions for improvement Submitting monthly review of garden & Beautification of Vidyalaya Raising the requirement for Garden and Vidyalaya beautification Developing of kitchen Garden.
34.	Hindi Rajbhasha	Ms Neetu Sharma I/C Ms Ragini Kumari Ms Vaishali	Ms Deenu Bharti I/C Ms Mamta Singh Ms Aastha Mr Rohit JSA	<ul style="list-style-type: none"> Planning, communication, documentation & reporting of work done in Hindi in the vidyalaya periodically in all aspects. Planning, conducting reporting of Rajbhasha related work such as hindi pakhwada / Mah, Hindi classes, Hindi Tests, Hindi workshop setc with the involvement of Students & teachers.
35.	NIE (Newspaper in Education)	Ms Shilpi Banerjee I/C	Ms Shweta Tiwari I/C Ms Rohini Ms Uma	<ul style="list-style-type: none"> (a) Coordinating with the newspaper agencies for newspaper subscription (b) Collecting money from students for enrollment in the programme (c) Organizing related events/workshops throughout the year by Coordination with the newspaper agency.

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36.	Open School NIOS	Mr Girish I/C Mr R P Singhl Mr Vishal	Mr Sanajay Pal I/C Mr Gulsher	Maintaining NIOS records and conducting NIOS classes.
37.	Library Committee	Chair Person Ms Prachi Dixit(Principal) Ms Anita Dhiman Ms Manisha Sharma Ms Rakhi Primary Ms Babita Ms Lata Joshi Ms Anu Mittal	Ms Prachi Dixit -Chair Person Ms Shweta Tiwari Ms Meenu Yadav Primary Ms Artee Ms Sandhya Ms Himani	To Encourage reading habits among students. Purchase of new books as per norms and requirement. Weeding out old books. Work out a programme for effective use of all types of library material.
38.	Canteen Committee	Ms Seema Kumari I/C Ms Deepshikha Ms Lila Pandey Primary Ms Babita Aggarwal Ms Shikha	Mrs Poonam I/C Ms Savita Mahindroo Primary Ms Neelam Ms Shalini Ms Preeti	Supervising the Functioning of canteen. Checking the quality of food being served in the canteen. Monitoring the cleanliness and hygiene of the canteen.
39.	Alumni Association & Achievement Record	Ms Asha Singh I/c Ms Bhawna Ms Manisha Sharma Ms Lila Pandey	Ms Geeta Gurrani I/C Ms Jyoti Mehta Ms Aayushi Mr Abhishek	<ul style="list-style-type: none"> • Collection of data from different sources. • Display of alumni details in alumni portal of vidyalaya website. Planning for alumni meeting.
40.	School Band	Ms Anita Dhiman I/C Mr G N Jha	-	<ul style="list-style-type: none"> -To prepare school band activities as per kvs order. -To monitor the attendance/ Band Coach. - To get the band articles repaired time to time.

41.	OBC (All Delhi Government Scholarship) Committee	Ms K R Jha I/C Ms Latika Verma Ms Sarita Kumar	Ms Meenu Yadav I/C Ms Mamta Singh Ms Deenu Bharti	Documentation, enquiring & reporting of grievances/ complaints regarding SC/ST /OBC/Minorities & Physically, Handicapped
42.	Publication/Report Writing/Media Committee	Ms K R Jha I/C Ms Babta Ms Swati Omar Ms Richa Gupta Ms Latika Verma	Mr Kapil Dev I/C Ms Anju Verma Ms Beena Bisht Ms Aastha	-To Publish important events, functions, achievements/student/teachers In the daily newspaper. -To prepare report& publish best photograph.
43.	Vidyalaya Plan/Assessment Tool	Ms Anjali Jain Mr G P Pandey Ms Anita Dhiman Ms Babta	Mr Sher Singh Mr B C Kandwal Mr R K Sharma Ms Savita Mahindroo	To Maintain record as per KVS Guidelines
44.	Sexual Harassment Committee	Ms Prachi Dixit- Chairperson -VMC Member Ms Neetu Javeriya- Member Ms Asha Singh -Member Ms Shilpi-Member	Ms Prachi Dixit- Chairperson -VMC Member Ms Rakhi-Member Ms Meenu Yadav- Member Ms Alka-Member	
45	Minutes of Meeting	Ms. Shilpi Banerjee Mr RP Singh	Mr. Aakash Mr Aastha Agarwal	
46	USIDE	Ms Khushboo I/C Ms Meenal	Ms Rakhi I/C Ms Jyoti Mehta s	

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