

**KENDRIYA VIDYALAYA SECTOR -3, PUSHP VIHAR (SHIFT- I)**  
**ALLOCATION OF DUTIES 2023-24**  
**COMMITTEE MEMBERS**

**SECONDARY SECTION**

The following committee will function for the Session 2022-23 for smooth conduct of work in the first shift.

<p><b>1. <u>ADMISSION COMMITTEE</u></b></p> <ol style="list-style-type: none"> <li>1. <b>Mr. Digamber (TGT) I/C</b></li> <li>2. Ms Bhanvi Chawla PGT</li> <li>3. Ms. Shubra Singh (TGT)</li> <li>4. Mr Preetam Pokhriyal (TGT)</li> <li>5. Ms. Manu Bharti (PRT)</li> <li>6. Ms. Surekha (PRT)</li> <li>7. All Class Teachers</li> </ol> <p style="text-align: center;"><b><u>STUDENT ENROLLMENT</u></b></p> <p>1 Mr Monu Kumar ( PGT) I/C</p> <p>2 Mr Digambar ( TGT)</p> <p>3 Ms Sumit ( PRT)</p> <p>4 Ms Anju Rani (PRT)</p> <p>5 Computer Instructor</p> <p><b><u>Arrival and Departure register</u></b></p> <p>1 Mr Mahaveer ( TGT) I/C</p> <p>2 Mr Digambar ( TGT)</p>	<p><b>2. <u>EXAMINATION COMMITTEE</u></b></p> <p><b><u>Internal Exam</u></b></p> <ol style="list-style-type: none"> <li>1. <b>Mr. Pramod Kumar (PGT)I/C</b></li> <li>2. Mr. S.K.Kaushik(PGT)</li> <li>3. Ms. Bhanvi Chawla (PGT )</li> <li>4. Ms.Sheela Saraswat (TGT)</li> <li>5. Mr Preetam Pokhriyal (TGT)</li> </ol> <p><b><u>CBSE:</u></b></p> <ol style="list-style-type: none"> <li>1. <b>Mr. Nishant Kumar (PGT) I/C CBSE</b></li> <li>2. Ms.Lina Vats (PGT)</li> <li>3. Mr Mahaveer (TGT)</li> <li>4. Computer Instructor</li> </ol> <p><b><u>External:</u></b></p> <ol style="list-style-type: none"> <li>1. <b>Mr. S.K.Kaushik(PGT) I/C</b></li> <li>2. Mr. S.C Shukla (PGT)</li> </ol>												
<p><b>3 <u>ACADEMIC ISSUES</u></b></p> <p>1. <b>Mrs. Shilpa Malhotra (Vice Principal) I/C</b></p> <table style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="text-align: left;"><u>Subject</u></th> <th style="text-align: left;"><u>Convenor</u></th> </tr> </thead> <tbody> <tr> <td>● English</td> <td>Mr Monu Kumar</td> </tr> <tr> <td>● Hindi /Skt</td> <td>TGT Hindi(Sr)/Mr. P.Sagar</td> </tr> <tr> <td>● Maths</td> <td>Mr. Pramod Kumar</td> </tr> <tr> <td>● Science</td> <td>Mr Rekha Mahto</td> </tr> <tr> <td>● Social Sc.</td> <td>Mr. S K Kaushik</td> </tr> </tbody> </table>	<u>Subject</u>	<u>Convenor</u>	● English	Mr Monu Kumar	● Hindi /Skt	TGT Hindi(Sr)/Mr. P.Sagar	● Maths	Mr. Pramod Kumar	● Science	Mr Rekha Mahto	● Social Sc.	Mr. S K Kaushik	<p><b>4 <u>DISCIPLINE COMMITTEE</u></b></p> <ol style="list-style-type: none"> <li>1. <b>Mr. S K Kaushik (PGT) I/C</b></li> <li>2. Mr. Pramod Kumar (PGT)</li> <li>3. Ms. Lina Vats (PGT)</li> <li>4. Mr Monu Kumar (PGT)</li> <li>5. Ms Bina Papola (PGT)</li> <li>6. Mr. Omveer (PET)</li> <li>7. Mrs Usha Sharma (TGT)</li> <li>8. Mr Nand Kishore (TGT) Maths</li> <li>9. Ms Anshu Meena (TGT)</li> <li>10. Mr Preetam Pokhariyal (TGT)</li> <li>11. Mr Mahaveer (TGT)</li> <li>12. Sports Coach</li> <li>13. <b>All the Class Teachers</b></li> </ol>
<u>Subject</u>	<u>Convenor</u>												
● English	Mr Monu Kumar												
● Hindi /Skt	TGT Hindi(Sr)/Mr. P.Sagar												
● Maths	Mr. Pramod Kumar												
● Science	Mr Rekha Mahto												
● Social Sc.	Mr. S K Kaushik												

<p><b><u>5 PISA –CCT ASSESSMENT</u></b></p> <ol style="list-style-type: none"> <li><b>Ms. BinaPapola (PGT)I/c</b></li> <li>Ms. Leena Vats (PGT)</li> <li>Ms.Seema Gupta(TGT)</li> <li>Computer Instructor</li> </ol>	<p><b><u>6 SCHOOL DISASTER MANAGEMENT</u></b></p> <ol style="list-style-type: none"> <li><b>Md.I Ansari (WET) I/c</b></li> <li>Mr J.K Gupta (PGT) CO I/c</li> <li>Mr Digambar</li> <li>Mr.Omveer (PET)</li> <li>Mr. Mahaveer (TGT)</li> </ol>
<p><b><u>7 FURNITURE COMMITTEE</u></b></p> <ol style="list-style-type: none"> <li><b>Mr. Anil Kr Mishra (PGT) I/c</b></li> <li>Mr. Mahaveer (TGT)</li> <li>Mr. PradeepLakra (TGT)</li> <li>Mr Nand Kishore ((TGT) Maths</li> </ol>	<p><b><u>8 PURCHASE COMMITTEE</u></b></p> <ol style="list-style-type: none"> <li><b>Mr. S K Kaushik(PGT) I/C</b></li> <li>Mr. Ramesh Kumar (PGT)</li> <li>Mr Pramod Kumar (PGT)</li> <li>Mr_Anil Kr Mishra (PGT)</li> <li>Ms Lakshmi (librarian)</li> </ol>
<p><b><u>9 SWACHHATA PAKHWADA</u></b></p> <ol style="list-style-type: none"> <li><b>Ms. Poonam Sharma (PGT) (I/c)</b></li> <li>Ms. Arunima (TGT)</li> <li>Ms. Usha Sharma (TGT)</li> <li>Mr. Mahavir (TGT)</li> <li>Ms Anshu Meena (TGT)</li> </ol>	<p><b><u>10 SANITISATION &amp; CLEANLINESS</u></b></p> <ol style="list-style-type: none"> <li><b>Ms Bina Papola (PGT) I/C</b></li> <li>Md.I Ansari (WET)(Ground floor)</li> <li>Ms.Rekha Mahto (PGT)(Ground floor)</li> <li>Ms. Sheela S (TGT)(I floor)</li> <li>Ms.Seema Gupta (TGT)(I floor)</li> <li>Ms.Shaili Pant (TGT)(II floor)</li> <li>Ms Anshu Meena (TGT) (II floor)</li> </ol>
<p><b><u>11 CO-CURRICULAR ACTIVITIES</u></b></p> <ol style="list-style-type: none"> <li><b>Ms. Poonam Sharma (PGT) I/C</b></li> <li>Mr. Monu Kumar (PGT)</li> <li>Ms Lisa (PGT)</li> <li>Ms. Arunima (TGT)</li> <li>Mr Pradeep Lakra (TGT)</li> <li>Mr. Preetam Pokhariyal (TGT)</li> <li>Ms Lalita(DRWG)</li> </ol>	<p><b><u>12. PRESS &amp; PUBLICITY</u></b></p> <ol style="list-style-type: none"> <li><b>Ms. Poonam Sharma (PGT) I/C</b></li> <li>Ms Usha Shrama(TGT) English</li> <li>Mrs. Arunima (TGT)</li> <li>Mr. Digamber (TGT)</li> </ol>
<p><b><u>13 VIDYALAYA PATRIKA</u></b></p> <ol style="list-style-type: none"> <li><b>Ms. Poonam Sharma (PGT) I/C</b></li> <li>Mr. Monu Kumar (PGT)</li> <li>Mr. Digamber (TGT)</li> <li>Ms. Usha Sharma (TGT)</li> <li>MsBabita(TGT) Hindi</li> <li>Ms Meena (TGT) Hindi -1</li> <li>Ms Lalita(DRWG)</li> <li>Ms Anshu Meena (TGT)</li> <li>Computer Instructor</li> </ol>	<p><b><u>14. BEAUTIFICATION &amp; GARDENING</u></b></p> <ol style="list-style-type: none"> <li><b>Ms. Bina Papola (PGT) I/C</b></li> <li>Ms Rekha Mahto (PGT)</li> <li>Ms. Seema Gupta (TGT)</li> <li>Ms Lalita(DRWG) Co I/c</li> <li>Ms.Shaili Pant (TGT)</li> </ol>
<p><b><u>15. STUDENT COUNCIL</u></b></p>	<p><b><u>16 .MAINTENANCE &amp; REPAIR WORK</u></b></p>

<ol style="list-style-type: none"> <li>1. <b>Mr. Monu Kumar(PGT) I/C</b></li> <li>2. Mr. S K Kaushik(PGT)</li> <li>3. Mr Pramod Kumar</li> <li>4. Ms. Poonam Sharma (PGT)</li> <li>5. Ms Lina Vats (PGT)</li> <li>6. Mrs. Usha Sharma (TGT)</li> <li>7. Mrs. Arunima (TGT)</li> <li>8. Mr. Omveer (PET)</li> <li>9. House Masters</li> </ol>	<ol style="list-style-type: none"> <li>1. <b>Md. I Ansari (WET) I/C</b></li> <li>2. Mr Anil Kumar Mishra (PGT)</li> <li>3. Mr. Mahaveer (TGT)</li> <li>4. Mr. PradeepLakra (TGT)</li> </ol>
<p><b>17. <u>LIBRARY COMMITTEE</u></b></p> <ol style="list-style-type: none"> <li>1. <b>Ms. Laxmi (Lib) I/C</b></li> <li>2. Mr.J.K Gupta Physics (PGT)</li> <li>3. Ms Babita (TGT)</li> <li>4. Ms. Rafat Jahan (HM)</li> </ol>	<p><b>18. <u>PTM/PTA &amp; ALUMNI</u></b></p> <ol style="list-style-type: none"> <li>1 <b>Ms. Poonam Sharma (PGT) I/c</b></li> <li>2. Mr. Lina Vats (PGT)</li> <li>3 Ms. Arunima (TGT)</li> <li>4 Mr Pradeep Lakra (TGT)</li> <li>5 Mrs. Usha Sharma (TGT)</li> </ol>
<p><b>19. <u>ATAL TINKERING LAB</u></b></p> <ol style="list-style-type: none"> <li>1. <b>Ms Bhanvi Chawla (PGT)I/C</b></li> <li>2. Ms Sheela Saraswat (TGT)</li> <li>3. Mr J. K Gupta (PGT)</li> <li>4. Md. I ansari (W.E)</li> </ol>	<p><b>20. <u>MEDICAL CHECK UP AND FIRST AID</u></b></p> <ol style="list-style-type: none"> <li>1. <b>Ms. Sheela Saraswat (TGT) I/c</b></li> <li>2. Ms Smita Shukla (TGT)</li> <li>3. Nurse</li> </ol>
<p><b>21. <u>WELFARE OF SC/ST COMMITTEE</u></b></p> <ol style="list-style-type: none"> <li>1. <b>Ms .Rekha Mahto (PGT) I/C</b></li> <li>2. Ms Sumanlata (TGT)</li> <li>3. Ms Anshu Meena (TGT)</li> <li>4. Mr. Pradeep Lakra (TGT)</li> </ol>	<p><b>24. <u>CHECKING OF E-Mail /WEBSITE UPDATION</u></b></p> <ol style="list-style-type: none"> <li>1. <b>Ms. ShilpaMalhotra (Vice Principal)</b></li> <li>2. <b>Mr. Ramesh Kumar (PGT) I/C</b></li> <li>3. Mr. Manphool (SSA)(for all office mails)</li> <li>4. Ms Inderjeet (for all office mails)</li> </ol>
<p><b>25. <u>SCOUT &amp; GUIDE</u></b></p> <ol style="list-style-type: none"> <li>1. <b>Ms. Usha Sharma (TGT) I/C</b></li> <li>2. Ms. Pradeep Lakra (TGT)</li> <li>3. Mr. Nand Kishore (TGT)</li> <li>4. Ms. RenuNarwal (PRT)</li> <li>5. Ms. Sonia (PRT)</li> <li>6. Mrs. Surekha (PRT)</li> <li>7. Ms Shalu (PRT)</li> <li>8. Ms. Shefali Gupta(PRT)</li> </ol>	<p><b>26. <u>QUIZ/COMPETITIVE EXAM</u></b></p> <ol style="list-style-type: none"> <li>1. <b>Ms Rekha Mahto (PGT) I/C</b></li> <li>2. Ms. Bhanvi Chawla(PGT)</li> <li>3. Ms Rekha Mahto (PGT)</li> <li>4. Ms. Vandana(PGT)</li> <li>5. Mr. Mahaveer (TGT)</li> <li>6. (TGT) Social Science</li> <li>7. Ms Anshu Meena (TGT)</li> </ol>
<p><b>27. <u>TEACHING AID</u></b></p> <ol style="list-style-type: none"> <li>1. <b>Mr Anil Kumar Mishra (PGT) I/C</b></li> <li>2. Mr. Ramesh Kumar (PGT)</li> <li>3. Mr. Lina Vats (PGT)</li> <li>4. Mrs. Arunima(TGT)</li> <li>5. Mrs. SheelaSaraswat (TGT)</li> <li>6. Ms. Shaili Pant (TGT)</li> </ol>	<p><b>28. <u>YOUTH PARLIAMENT</u></b></p> <ol style="list-style-type: none"> <li>1. <b>Ms Vandana (PGT) Economics I/c</b></li> <li>2. <b>Mr. Anil Kumar Mishra (PGT) Co I/c</b></li> <li>3. Mr S.K Kaushik (PGT)</li> <li>4. Ms. Arunima (TGT)</li> <li>5. Mr. Mahaveer (TGT)</li> <li>6. Ms Rachna (TGT)</li> <li>7. Ms Neeta (PGT) political science</li> </ol>

<p>Concerned incharge of respective Department</p> <ul style="list-style-type: none"> <li>● <b>Junior Science lab</b> Mrs. Sheela S (TGT)</li> <li>● <b>Junior Maths lab</b> (TGT)</li> </ul>	
<p><b>29.RESOURCE ROOM / E CLASS ROOM</b></p> <ol style="list-style-type: none"> <li>1. <b>Mr. Ramesh Kumar (PGT) I/C</b></li> <li>2. Computer Instructor</li> <li>3. Class Teachers</li> </ol>	<p><b>30. AUDIO VISUAL AID &amp; P A SYSTEM</b></p> <ol style="list-style-type: none"> <li>1. <b>Md I Ansari (WET) I/c</b></li> <li>2. Mr. Ramesh Kumar (PGT)</li> <li>3. Ms Lalita (DRWG) Teacher</li> <li>4. Ms Kajal(YOGA)</li> </ol>
<p><b>31.CONDEMNATION</b></p> <ol style="list-style-type: none"> <li>1. <b>Md I Ansari (WET) I/c</b></li> <li>2. Mr Anil Kr Mishra (PGT)</li> <li>3. Mr Ramesh Kumar(PGT)</li> <li>4. Md I Ansari (WET)</li> <li>5. Mr Mahaveer (TGT)</li> <li>6. Ms. Laxmi (lib)</li> <li>7. Mr. Omveer (PET)</li> </ol>	<p><b>32. POC SO</b></p> <ol style="list-style-type: none"> <li>1. <b>Ms. Shilpa Malhotra (Vice Principal)</b></li> <li>2. <b>Ms. Bina Papola (PGT) I/c</b></li> <li>3. Ms. Sheela Saraswat (TGT)</li> <li>4. Ms. Seema Gupta (TGT)</li> <li>5. Member from NGO</li> </ol>
<p><b>33. SCIENCE &amp; MATHEMATICS ACTIVITIES</b></p> <p><b>a) <u>NTSE, MATHS OLYMPIAD</u></b></p> <ol style="list-style-type: none"> <li>1. <b>Mr. Nishant Kumar (PGT) I/c</b></li> <li>2. Ms. Shaili Pant (TGT)</li> <li>3. Ms. Suman Lata (TGT)</li> <li>4. Ms. Shubra Singh (TGT)</li> </ol> <p><b>b) <u>GREEN OLYMPIAD &amp; VVM</u></b></p> <ol style="list-style-type: none"> <li>1. <b>Ms Bhanvi Chawla (PGT) I/c</b></li> <li>2. Ms. Seema Gupta (TGT)</li> <li>3. Ms Smita Shukla (TGT)</li> </ol> <p><b>c) <u>INSPIRE AWARD</u></b></p> <ol style="list-style-type: none"> <li>1. <b>Mr J. K Gupta PGT I/c</b></li> <li>2. Ms Liza PGT</li> <li>3. Mrs. Sheela Saraswat (TGT)</li> </ol> <p><b>d) <u>NCSC</u></b></p> <ol style="list-style-type: none"> <li>1. <b>Mr J. K Gupta I/c</b></li> <li>2. Ms Sheela Sarawat (TGT)</li> <li>3. Ms. Smita Shukla(TGT)</li> </ol> <p><b>e) <u>SCIENCE EXHIBITION QUIZ AND GREEN OLYMPIAD</u></b></p> <ol style="list-style-type: none"> <li>1. <b>Ms.Smita Shukla (TGT)I/c</b></li> <li>2. Ms. Smita Shukla (TGT)</li> <li>3. Mrs. Bina Papola(PGT)</li> </ol> <p><b>f) <u>IAPT</u></b></p> <ol style="list-style-type: none"> <li>1. <b>Mr.J.K Gupta (PGT)I/c</b></li> <li>2. Ms. Seema Gupta (PGT)</li> </ol>	<p><b>34. CLUB</b></p> <p><b>a) <u>Literary Club (Hindi)</u></b></p> <ol style="list-style-type: none"> <li>1. <b>Ms. P Sagar (PGT) I/c</b></li> <li>2. Mr. Babita(TGT)</li> <li>3. Mr. Meena (TGT)</li> <li>4. Mr. Pankaj (TGT)</li> <li>5. Mr Preetam Pokhariyal ( TGT)</li> </ol> <p><b>b) <u>Literary Club (English)</u></b></p> <ol style="list-style-type: none"> <li>1. <b>Ms. Poonam Sharma (PGT)I/c</b></li> <li>2. Ms. Usha Sharma (TGT)</li> <li>3. Mr. Pradeep Lakra (TGT)</li> <li>4. Mr. Digamber Singh Sheoran (TGT)</li> </ol> <p><b>c) <u>Science Club</u></b></p> <ol style="list-style-type: none"> <li>1. <b>Ms.Rekha Mahto(PGT) I/C</b></li> <li>2. Ms. Sheela saraswat (TGT)</li> <li>3. Ms. Bina Papola (TGT)</li> <li>4. Ms. Liza (PGT)</li> <li>5. Mr. Ramesh Kumar (PGT)</li> <li>6. Ms. Bhanvi Chawla (PGT)</li> <li>7. Ms. Smita Shukla (TGT)</li> <li>8. Ms. Seema Gupta (TGT)</li> </ol> <p><b>d) <u>Mathematic Club</u></b></p> <ol style="list-style-type: none"> <li>1. <b>Mr. Nishant Kumar (PGT)I/C</b></li> <li>2. Ms. Sumanlata (TGT)</li> <li>3. Ms. Shaili Pant (TGT)</li> <li>4. Ms. Shubra Singh (TGT)</li> </ol> <p><b>e) <u>Eco Club</u></b></p> <ol style="list-style-type: none"> <li>1. <b>Ms. Seema Gupta (TGT))I/C</b></li> <li>2. Ms. Shubra Singh (TGT)</li> </ol>

<p><b>g) <u>CYBER OLYMPIAD</u></b></p> <ol style="list-style-type: none"> <li>1. <b>Mr. Ramesh Kumar (PGT)I/c</b></li> <li>2. Computer Instructor (PGT)</li> </ol> <p><b>h) <u>CSIR/JIGYASA</u></b></p> <ol style="list-style-type: none"> <li>1. Ms Bina Papola (PGT) I/c</li> <li>2. Ms Rekha Mahto</li> </ol> <p><b>i) <u>TECHNOTHLON/COMPETITION FROM IIT/KVPY (KISHORE VIGYANIC PROTSAHAN YOJNA)</u></b></p> <ol style="list-style-type: none"> <li>1 <b>Ms Rekha Mahto (PGT)I/c</b></li> <li>2 Ms Sheela Saraswat (TGT)</li> <li>3 Ms Smita Shukla (TGT)</li> </ol>	<ol style="list-style-type: none"> <li>3. Ms. Samta Shukla (TGT)</li> <li>4. Ms. Aruna Sharma(TGT)</li> </ol> <p><b>f) <u>Disha Club</u></b></p> <ol style="list-style-type: none"> <li>1. <b>Ms.Sumanlata (TGT) I/C</b></li> <li>2. Mr Preetam Pokhriyal TGT</li> </ol> <p><b>g) <u>Integrity Club</u></b></p> <ol style="list-style-type: none"> <li>1. <b>Ms. Rachna Khatri (TGT)I/C</b></li> <li>2. Mr. Pradeep Lakra (TGT) Co/IC</li> <li>3. MS Meena(TGT) Hindi</li> </ol>
<p><b>35. <u>MORNING ASSEMBLY</u></b></p> <ol style="list-style-type: none"> <li>1. <b>Mrs. Poonam Sharma (PGT)I/C</b></li> <li>2. Mr. Omveer (PET)</li> <li>3. Ms Kajal (Yoga Tr.)</li> <li>4. Md. I Ansari (WET)</li> <li>5. Ms LalitaTGT (DRWG)</li> <li>6. Mr. R.N. Meena (Music Tr.) Concerned HM &amp; associates</li> </ol>	<p><b>36. <u>CANTEEN &amp; REFRESHMENT</u></b></p> <ol style="list-style-type: none"> <li>1. <b>Ms Arunima (TGT) I/c</b></li> <li>2. Ms. Usha Sharma (TGT)</li> <li>3. Ms. Shubhra (TGT)</li> <li>4. Ms Lalita TGT (DRWG)</li> <li>5. Ms Shefali Gupta (PRT)</li> <li>6. Ms Shalu (PRT)</li> </ol>
<p><b>37. <u>EDUCATION EXCURSION / TRANSPORT ARRANGEMENT</u></b></p> <ol style="list-style-type: none"> <li>1. <b>Mr. Mahaveer( I/c )</b></li> <li>2. Mrs. Leena Vats (PGT) Co/IC</li> <li>3. Mr. Pradeep Lakra (TGT)</li> <li>4. Md. I Ansari (WET)</li> </ol>	<p><b>38. <u>SOCIAL SCIENCE EXHIBITION / EK BHARAT SHRESTH BHARAT</u></b></p> <ol style="list-style-type: none"> <li>1. <b>Mr. S K Kaushik (PGT)I/c</b></li> <li>2. <b>Ms. Poonam Sharma (PGT) Co I/c</b></li> <li>3. Mr. Anil Kumar Mishra (PGT)</li> <li>4. Ms Asha Dagar (PGT)</li> <li>5. Ms Lina Vats (PGT)</li> <li>6. Mrs. Arunima (TGT)</li> <li>7. Mr. Mahaveer (TGT)</li> <li>8. Ms Liza PHYSICS (PGT)</li> <li>9. TGT Social Science</li> <li>10. Ms Anshu Meena (TGT)</li> <li>11. Ms Lalita (DRWG)</li> </ol>
<p><b>39. <u>OFFICE WORK (CS-54)&amp;UBI FEE</u></b></p> <ol style="list-style-type: none"> <li>1. <b>Mr. Pramod Kumar (PGT)I/c</b></li> <li>2. Mr. Ramesh Kumar (PGT)</li> <li>3. Office</li> </ol>	<p><b>40. <u>Alumni Register and Vidyanjali Portal</u></b></p> <ol style="list-style-type: none"> <li>1 <b>Ms Lina Vats PGT (I/c)</b></li> <li>2 Mr Nishant PGT</li> <li>3 Ms Arunima (TGT) - Vidyanjali portal</li> </ol>
<p><b>41. <u>AEP</u></b></p> <ol style="list-style-type: none"> <li>1. <b>Ms. Bina Papola (PGT) I/C</b></li> <li>2. Ms. Seema Gupta (TGT)</li> <li>3. Ms Poonam Nurse</li> <li>4. Counsellor</li> </ol>	<p><b>42. <u>AWAKENED CITIZEN PROGRAMME</u></b></p> <ol style="list-style-type: none"> <li>1. <b>Mr. Seema Gupta(TGT) I/c</b></li> <li>2. Mr Mahaveer (TGT)</li> <li>3. 9<sup>th</sup> class all class Teachers</li> </ol>
<p><b>43. <u>SAFETY OF VIDYALAYA</u></b></p> <ol style="list-style-type: none"> <li>1. <b>Md I Ansari (WET) I/c</b></li> </ol>	<p><b>44. <u>COUNSELLING OF STUDENTS</u></b></p> <ol style="list-style-type: none"> <li>1. <b>Ms Bina Papola(PGT)I/c</b></li> </ol>

2. Mr. J K Gupta (PGT) 3. Mr. Anil Kumar Mishra (PGT) 4. Mr. Pradeep Lakra (TGT) 5. Mr. Mahaveer (TGT)	2. <b>Ms Jyoti Khatri (PRT)Co I/c</b> 3. Mr. S K Kaushik (PGT) 4. Mrs. Bina Papola (PGT) 5. Mrs. Usha Sharma (PGT) 6. Mrs. Shubra Singh (TGT)
<b>45. RTI</b> 1. <b>Mr Manphool Singh(SSA)I/c</b> 2. <b>Mr. Digamber (TGT)(admission)</b> 3. Ms. Rafat Jahan (HM) 4. Office	<b>46. RAJBHASHA SAMITI</b> 1. <b>Mr Preetam Pokhariyal (TGT)I/C</b> 2. Mr. P Sagar (PGT) 3. Mr. Babita (TGT) 4. Mr. Meena(TGT) 5. Mr Preetam Pokhariyal (TGT).
<b>47. FIT INDIA MOVEMENT</b> 1. <b>Mr. Omveer (PET) I/c</b> 2. Mrs. Poonam Sharma (PGT) 3. Ms Kajal(Yoga) 4. All Class Teachers	<b>48. ARTIFICIAL INTELLIGENCE</b> 1. <b>Mr. Ramesh Kumar (PGT) I/c</b> 2. Mrs. Bina Papola (PGT) 3. Ms Liza (PGT) 4. Ms. Shaily Pant (TGT)
<b>49. PHOTOGRAPHY</b> 1. <b>Mr Mahaveer (I/c)</b> 2. Mr Omveer ( TGT) 3. Md Ansari ( TGT) 4. Ms Manju (Computer Instructor) 5. Mr Amit Gaur Comp. Instructor	<b>50 UDISE &amp; PIMS</b> 1. <b>Mr Ramesh Kumar (PGT) I/c</b> 2. <b>Ms Bina Papola (PGT) Co- I/c</b> 3. Ms Manju Computer Instructor 4 Mr Amit Gaur Computer Instructor
<b>51. Minutes of Staff Meeting</b> 1. <b>Ms Usha Sharma (TGT)I/c</b> 2. Mr Preetam Pokhariyal (TGT) 3. Mr Pradeep Lakra(TGT) 4. Ms Anshu Meena(TGT)	<b>52 Suggestion Box</b> 1. <b>Ms Lina Vats (PGT) I/c</b> 2. Mr Omveer (PET) Co I/c 3. Ms Rekha Mahto (PGT) 4. Ms Arunima (TGT)

All teachers are directed to note the duties assigned to him/her and bear the responsibility accordingly.

**Vice Principal**

**Principal**