



विद्यालय के समस्त शिक्षकों एवं शिक्षणैतर कर्मचारियों को सूचित किया जाता है कि निम्नलिखित समितियों का अवलोकन करें एवं तदानुसार अपने उत्तर दायित्वों का निर्वहन सुनिश्चित करें। यह समिति 2021-2022 के लिए बनाया गया है।

S. No	Name of Staff Members	In-Charge Associate in-charge & Members	Nature of Duties	Signature
ADMISSION				
01	1. Sh. C.K. Dwivedi, PGT (Eco.) 2. Sh. R. P. Singh (HM) 3. Sh. A. K. Singh, TGT (Hindi) 4. Sh. A. K. Singh (Lib) 5. Sh. Subodh Kumar (PRT)	In-Charge Associate in-charge & Members	To complete the admission process as per KVS guidelines and update the website with the day to day admission and maintenance of records.	
INTERNAL EXAMINATION (SECONDARY & PRIMARY)				
02	<u>Secondary</u> 1. Sh. A. K. Pandey, PGT(Bio) 2. Sh. Sadanand, TGT (S. St) 3. Sh. A. K. Singh, TGT(Hindi) Note- More members will be included as per need by I/C Examination.	In-Charge Associate in-charge & Members	To help to conduct different examinations and tests like SA I, SA II, Unit Tests, Half Yearly and Session Ending Examination and preparation of Result Analysis/ Performance Index and Maintenance of Records.	
	<u>Primary</u> 4. Sh. M. K. Patel, (PRT) 5. Smt. Sonu (PRT)			
FURNITURE				
03	1.Sh. Prateek Jaiswal, PGT (Commerce) 2.Sh. M. Khan, TGT (WE) 3.Sh. Shailendra Dhakar, (PRT)	In-Charge Associate in-charge & Members	To procure and maintain Vidyalaya furniture.	
TIME TABLE (SECONDARY & PRIMARY)				
04	<u>Secondary</u> 1. Sh. G.K. Gupta, PGT (Maths) 2. Ms. Neha, TGT (Science) 3. Sh. A. K. Singh, (Lib)	In-Charge Associate in-charge & Members	To prepare the time-table as per KVS norms and streamline Vidyalaya academic task/target and make the arrangements regularly.	
	<u>Primary</u> 1. Sh. Shailendra Dhakar, (PRT) 2. Ms. Aarti (PRT)			

COMPUTERS				
05	1. Sh. M. Khan, TGT (WE) 2. Sh. Ravi Verma, (PRT) 3. Sh. G K Srivastava Computer Instructor	In-Charge Associate in-charge & Members	To help and guide the teachers to prepare PPT and CALplanning.	
	PTM-COMMITTEE			
06	Secondary 1. Sh. A.K. Pandey, PGT (BIO) 2. Sh. S. P. Gupta, PGT (Phy.) 3. Sh. Sadanand, TGT (S.St.) Primary 1. Sh. Ravi Verma, (PRT) Note-All the class teachers/Co-Class teachers will be responsible for smooth conduct of PTM.	In-Charge Associate in-charge & Members	To Conduct PTA meeting timely and maintain the records.	
	CBSE/EXTERNAL EXAM COMMITTEE			
07	1.Sh. S. P. Gupta, PGT(Phy.) 2. Sh. P. Jaiswal, PGT (Comm.) 3. Sh. Abhishek Kumar Singh, TGT (Lib.)	In-Charge Associate in-charge & Members	To conduct the examination as per CBSE time-table, to make the registration of class IX and XI, maintenance of records timely and other examination related works.	
	DISCIPLINE			
08	1. Sh. A. K. Yadav, TGT(P&HE) 2. Sh. S. P. Gupta, PGT(Phy.) 3. Sh. S. D. Sahu, TGT (MATHS) 4. Sh. Manoj Kumar Patel (PRT) 5. Smt. Charu Raghav, (PRT) 6. All the class teachers	In-Charge Associate in-charge & Members	To maintain the overall discipline of Vidyalaya, checking of late comers on day-to-day basis and taking necessary action for improvement.	
	SCOUT/GUIDE/CUB/BULBUL			
09	1. Sh. Y. N. Tiwari, TGT(SKT) I/C 2. Sh. A. K. Singh, TGT (Hindi) 3. Ms. Neha, TGT (Sci.) I/C Guide 4.Smt. Charu Raghav, (PRT) I/C Bulbul 5. Sh. Subodh Kumar, (PRT) I/C Cub	In-Charge Associate in-charge & Members	Troop Leaders to plan different activities, preparing the students for Dwitiya Sopan, Tiritiya Sopan, Rajya Puraskar, Rashtrapati award, Testing Camps and to conduct all other activities related to SCOUT/GUIDE/CUB/BULBUL	
	C.C.A.(SECONDARY)			
10	1. Sh. R. B. Yadav, PGT (Hindi) 2. Sh. Anand Pathak, PGT (ENG) 3. Sh. Y. N. Tiwari, TGT (Skt.) 4. All the house masters and associate house masters.	In-Charge Associate in-charge & Members	To divide the students into 4 houses to plan different CC Activities for the year and conduct them smoothly. To maintain necessary records related to CC Activities. To	

			prepare the students for outside literary and cultural activities, important days and other celebrations including annual function.	
11	C.C.A.(PRIMARY)			
	1. Smt. Sonu (PRT) 2. Sh. Manoj Kumar Patel (PRT) 3. Ms. Aarti (PRT)	In-Charge Associate in-charge & Members	To plan the CC Activities and conduct of different competitions inter-class, inter-house at Vidyalaya level timely and maintain records for primary section.	
12	CONDUCT OF EXTERNAL COMPETITION/OLYMPIADS/QUIZ/SEMINAR			
	1. Sh. G.K. Gupta, PGT(Maths)- Maths Olympiad I/C 2. Sh. S. D. Sahu, Associate 3. Smt. Dreamy Chaudhary, Associate 4. Sh. S. P. Gupta, PGT (Phy.) I/C Science Olympiad & Science Congress etc. 5. Sh. U. N. Tiwari, PGT (Chem.) Associate 6. Sh. A. K. Pandey, PGT Bio. Green Olympiad I/C 7. Ms. Neha, TGT (Sci.) Associate	In-Charge Associate in-charge & Members	To plan and conduct the internal and external activities of COMPETITION/ OLYMPIADS/ QUIZ/ SEMINAR and other competitions and maintain records.	
13	Science Exhibition			
	1. Sh. S. P. Gupta, PGT(Phy.) I/C 2. Sh. U.N. Tiwari, PGT (Chem.) Associate 3. Sh. A. K. Pandey, PGT(Bio.) 4. Ms. Neha, TGT(Sci.)	In-Charge Associate in-charge & Members	To conduct science Olympiad and other competitions related to science. To prepare and guide the students for making exhibits and models of science for Vidyalaya level, Regional level, National Level exhibition.	
14	Social Science Exhibition			
	1. Sh. C K Dwivedi, PGT (Eco) 2. Sh. P. Jaiswal, PGT (Comm.) 3. Sh. Anand Pathak, PGT (Eng.) 4. Sh. R.B. Yadav, PGT (Hindi) 5. Sh. Sadanand, TGT(S.ST) 6. Sh. A. K. Singh, TGT (Hindi) 7. Sh. Y. N. Tiwari, TGT (Skt.) 8. Sh. B. Tripathi, PRT (Music)	In-Charge Associate in-charge & Members	To prepare and guide the students for making exhibits and model of social science for school level/regional level/National level exhibitions/competitions.	
15	EXCURSION/EDUCATIONAL TOUR/ADVENTURE ACTIVITY			
	1. Sh. A. K. Yadav, TGT (P&HE) 2. Smt. Charu Raghav (PRT)	In-Charge	To plan the study tours and excursion for all the classes.	

	3. Sh. Ravi Verma (PRT)	Associate in-charge & Members	[Select the spots and arrangement for the tour]	
LANGUAGE CLUB				
16	1. Sh. A. Pathak, PGT (ENG) 2. MR. R. B. Yadav, PGT (HINDI) 3. Sh. Y. N. Tiwari, TGT (Skt.) 4. Sh. A. K. Singh, TGT (Hindi) 5. Ms. Aarti (PRT)	In-Charge Associate in-charge & Members	To hold meetings, conduct different club activities and promote the language among students and staff.	
GARDENING/ BEAUTIFICATION				
17	1. Sh. A. K. Pandey, PGT(Bi) 2. Sh. Y N Tiwari, TGT(Skt.) 4. Sh. M. Khan, TGT(W.E.) 5. Ms. Neha, TGT(Science)	In-Charge Associate in-charge & Members	To plan and look after the beautification of the Vidyalaya building surroundings, go ahead with "Go Green Programme."	
MATHEMATICS LABS, CLUB & MATHEMATICAL GARDEN				
18	1. Sh. G. K. Gupta, PGT (Maths) 2. Sh. S. D. Sahu, TGT (MATHS) 3. Smt. Dreamy Chaudhary TGT (Maths) 4. Sh. M. K. Patel, (PRT)	In-Charge Associate in-charge & Members	To plan & organize the tests and encourage the students regarding the competitions, tests and maintain records there of.	
LOCAL PURCHASE COMMITTEE				
19	1. Sh. C. K. Dwivedi, PGT(Eco) 2. Sh. A.K. Yadav, TGT (P & HE) 3. Sh. R. P. Singh (HM) 4. Sh. Sadan Kumar, SSA 5. Teacher of concern department	In-Charge Associate in-charge & Members	To decide and purchase different articles for the Vidyalaya as per KVS purchase procedure.	
GAMES & SPORTS				
20	1. Sh. A. K. Yadav, TGT(P&HE) 2. Sh. R.B. Yadav, PGT(Hindi) 3. Sh. ABHISHEK KR. SINGH (Lib.) 4. Sh. Subodh Kumar, (PRT)	In-Charge Associate in-charge & Members	To plan different activities related to games & sports throughout this year. Select the students for cluster/ regional/National competitions. Impart health education, conduct mass PT for physical fitness.	
CULTURAL PROGRAMME COMMITTEE				
21	1. Sh. B. Tripathi, PRT (Music) 2. Ms. Neha, TGT (Sci.) 3. Smt. Charu Raghav, (PRT) 4. Sh. Manoj Kumar patel, (PRT) 5. Smt. Sonu, (PRT)	In-Charge Associate in-charge & Members	To prepare the students for different cultural activities and competitions. To look after and prepare the costumes and make up during different functions of the Vidyalaya.	

ECO CLUB				
22	1. Sh. A. K. Pandey, PGT(Bio) 2. Ms. Neha, TGT (Sci) 3. Ms. Aarti (PRT)	In-Charge Associate in-charge & Members	To conduct and monitor different activities related to environment awareness and execute programmes for environment protection. To plan and create ecological garden in front of Vidyalaya.	
	LIBRARY COMMITTEE			
23	1. Sh. ABHISHEK KR. SINGH (Lib.) 2. Ms. Aarti (PRT)	In-Charge Associate in-charge & Members	To plan and decide about the purchase of books and maintaining the same.	
	CLEANLINESS			
24	1. Sh. A. K. Yadav, TGT(P&HE) 2. Sh. M. Khan, TGT(WE) 3. Sh. B. Tripathi, PRT (Music) 4. Sh. Manoj Kumar Patel (PRT)	In-Charge Associate in-charge & Members	To monitor the day-to-day cleanliness of the Vidyalaya Campus, sanitation arrangements for students and to monitor the services rendered by the conservancy and to maintain their records.	
	FIRST AID & HEALTH CHECKUP			
25	1. Ms. Neha, TGT (Sci.) 2. Nurse 3. Smt. Sonu (PRT) 4. Sh. A. K. Yadav, TGT(P&HE) 5. All Class Teachers	In-Charge Associate in-charge & Members	To provide First Aid facility to the students. To help to conduct health check-ups in the Vidyalaya timely and maintain records.	
	ELECTRICAL REPAIRING/WATER SUPPLY			
26	1. Sh. M. Khan, TGT(WE) 2. Sh. ABHISHEK KR. SINGH (Lib) 3. Sh. Sadanand, TGT (S.St.)	In-Charge Associate in-charge & Members	To ensure the working of fans & light in the Building. To take up repair & maintenance works where ever/whenever necessary.	
	राजभाषा			
27	1.श्री राम बच्चन यादव, पी.जी.टी. (हिन्दी) 2.श्री अंकित कुमार सिंह, टी.जी.टी. (हिन्दी) 3.श्री वाई. एन. तिवारी, टी.जी.टी.(संस्कृत)	प्रभारी सहप्रभारी & सदस्य	राजभाषा के विद्यालय स्तर पर कार्यान्वयन हेतु कार्यक्रम निर्धारित करना, भारत सरकार के राजभाषा विभाग द्वारा जारी निर्देशों के अनुसार राजभाषा प्रचार.प्रसार हेतु कार्यक्रम तैयार करना, लागू करना तथा समय-समय पर प्रतिवेदन प्रेषित करना।	
	CAREER COUNSELLING & GUIDANCE			
28	1. Sh. Abhishek Kr. Singh (Lib.)	In-Charge	To arrange different programmes related to career	

	2. Sh. C. K. Dwivedi, PGT (Eco) 3. Ms. Neha, TGT(Sci)	Associate in-charge & Members	counselling and Guidance. To invite professionals to conduct the programmes and have regular meetings.	
WEBSITE COMMITTEE				
29	1. Sh. G. K. Srivastava, PGT(COMP.) 4. Sh. Sadan Kumar, (SSA)	In-Charge Associate in-charge & Members	To update the data periodically and encourage the students to visit the site and contribute for the creative corner. To help and guide the teachers to take up Power Point Presentation and other CAL activities.	
MAINTENANCE & REPAIRING WORK				
30	1. Sh. M. Khan, TGT(WE) 2. Sh. A. K. Yadav, TGT (P&HE) 3. Sh. Sadan Kumar, (SSA)	In-Charge Associate in-charge & Members	To look after repair and maintenance work in Vidyalaya as per plan & suggestion of VMC/VEC and as per day-to-day requirement.	
VIDYALAYA PATRIKA PUBLICATION/EDITORIAL BOARD				
31	1. Sh. Anand Pathak, PGT (Eng.) 2. Sh. R. B. Yadav, PGT(Hindi) 3. Sh. Y. N. Tiwari, TGT(Skt.) 4. Sh. A. K. Singh, (Lib) 5. Ms. Aarti, (PRT)	In-Charge Associate in-charge & Members	To design the Vidyalaya Patrika, motivate the students to write articles, poems etc. To compile and make it ready for printing/publishing and distributing as per activities of KVS calendar.	
MORNING ASSEMBLY				
32	1. Sh. R. B. Yadav, PGT (Hindi) 2. Sh. Anand Pathak, PGT (Eng.) 3. Sh. Y. N. Tiwari, TGT(Skt.) 4. Sh. M. Khan, TGT(WE) 5. Sh. B. Tripathi, (Music) 6. Sh. A. K. Yadav, TGT(P&HE) 7. ALL CLASS TEACHERS	In-Charge Associate in-charge & Members	To monitor the day-to-day assembly programmes to help the students to prepare relevant thought and special items (speeches, recitations, quiz etc.) and to present these in befitting manner.	
OFFICE				
33	1. Sh. Sadan Kumar, (SSA) 2. Sh. Ram Kripal, Sub Staff	In-Charge Associate in-charge & Members	To maintain the office records, completion of all official activities and sending the reports to the KVS Regional Office/Head Quarter timely as per KVS calendar of activities.	
34	FIRE FIGHTING & DISASTER MANAGEMENT/SAFETY & SECURITY			

	1. Sh. M. Khan, TGT(WE) 2. Sh. A. K. Yadav, TGT(P&HE) 3. Sh. R. B. Yadav, PGT (Hindi) 4. Smt. Charu Raghav, (PRT) 5. Sh. Subodh Kumar, (PRT) 6. All Sub-Staff/Guards	In-Charge Associate in-charge & Members	To plan the activities related to firefighting, disaster management and complete the activities timely and ensure the safety of Vidyalaya property, students safety/security from fire accidents and disaster.	
	PISA			
35	1. Sh. S. P. GUPTA, PGT(Phy.) 2. Sh. U. N. Tiwari, PGT(Chem.) 3. Sh. G. K. Gupta, PGT(Maths) 4. Sh. A. K. Pandey, PGT(Bio) 5. Sh. Anand Pathak, PGT(Eng.) 6. Sh. S. D. Sahu, TGT(Maths) 7. Ms. Neha, TGT(Sci.) 8. Smt. Dreamy Chaudhary, TGT(Maths)	In-Charge Associate in-charge & Members	To plan and conduct the activities related to PISA timely and maintain and send records there of.	
	MONTHLY INFORMATION			
36	1. Sh. Sadan Kumar, (SSA) 2. Sh. Ram Kripal, (Sub Staff)	In-Charge Associate in-charge & Members	To collect information from different departments, preparing and sending to the Regional Office/head Quarter timely as per KVS calendar of activities.	
	GIRLS GRIEVANCE REDRESSAL COMMITTEE			
37	1. Ms. Neha, TGT (Sci.) 2. Smt. Dreamy Chaudhary, TGT(Math) 3. Smt. Sonu (PRT) 4. One student of class IX, X, XI & XII each	In-Charge Associate in-charge & Members	To monitor grievances of girl Students of the Vidyalaya and solve them.	
	INTEGRITY CLUB			
38	1. Sh. Anand Pathak, PGT(Eng.) 2. Sh. R. B. Yadav, PGT(Hindi) 3. Sh. Y. N. Tiwari, TGT(Skt.) 4. Sh. A K Singh, TGT(Hindi) 5. Mrs. Charu Raghav, (PRT)	In-Charge Associate in-charge & Members	To plan and conduct the different activities in morning assembly and along with CC Activities and maintain integrity club display board and other related activities .	
	RTI COMMITTEE			
39	1. Sh. U. N. Tiwari, PGT(Chem.) 2. Sh. R. B. Yadav, PGT (Hindi) 3. Sh. Anand Pathak, PGT (Eng.) 4. Sh. Sadan Kumar, (SSA)	In-Charge Associate in-charge &	To prepare and send the reply of RTIs timely and other related activities.	

		Members		
	SC/ST GRIEVANCE REDRESSAL COMMITTEE			
40	1. Sh. Sadanand, TGT (S.St.) 2. Sh. G. K. Gupta, PGT (Maths) 3. Sh. S. D. Sahu, TGT (Maths) 4. Sh. Ram Kripal, (Sub-Staff)	In-Charge Associate in-charge & Members	To monitor grievances of SC/STs persons related to the Vidyalaya and suggest the proper solution timely and other related activities.	
	FEMALE STAFF GRIEVANCE REDRESSAL COMMITTEE			
41	1.Ms. Neha,TGT(Science) 2. Smt. Charu Raghav (PRT) 3. Sh. C. K. Dwivedi, PGT(Eco) 4. Sh. Sadanand, TGT(S.St.)	In-Charge Associate in-charge & Members	To monitor grievances of female staff of the Vidyalaya and suggest the proper solution timely.	
	TEACHING AIDS/AUDIO-VIDEO AIDS			
42	1. Sh. Abhishek Kumar Singh, (Lib) 2. Sh. Ravi Verma (PRT)	In-Charge Associate in-charge & Members	To prepare requirement, procure & purchase of Teaching Aids and other materials and distribution of the same to the teaching staff as per demand from them.	
	SUBJECT COMMITTEE CONVENER			
43	1. Sh. R. B. Yadav, PGT(Hindi) 2. Sh. Anand Pathak, PGT(English) 3. Sh. S. P. Gupta, PGT(Phy.) 4. Sh. G. K. Gupta, PGT(Math) 5. Sh. C. K. Dwivedi, PGT(Eco) 6. Sh. R. P. Singh (HM)	Hindi English Science Maths Soc.Sci. Primary	To conduct the subject committee meeting, suggest the activities suitable/helpful for concern subject teaching and submit the report to the Principal timely.	
	PHYSICS LAB			
44	1. Sh. S. P. Gupta, PGT(Phy.)	In-Charge Associate in-charge & Members	To plan overall maintenance of the lab and purchase of need-based articles and conduct the practicals timely.	
	CHEMISTRY LAB			
45	1. Sh. U. N. Tiwari, PGT(Chem.)	In-Charge Associate in-charge & Members	To plan overall maintenance of the lab and purchase of need-based articles and conduct the practicals timely.	

	BIOLOGY LAB			
46	1. Sh. A. K. Pandey, PGT(Bio.)	In-Charge Associate in-charge & Members	To plan overall maintenance of the lab and purchase of need-based articles and conduct the practicals timely.	
	JUNIOR SCIENCE LAB			
47	1. Ms. Neha, TGT(Sci.) 2. Smt. Dreamy Chaudhary, TGT(Math)	In-Charge & Members	To plan overall maintenance of the lab and purchase of need-based articles and conduct the practicals timely.	
	CORRESPONDENCE			
48	1. Sh. C. K. Dwivedi, PGT(Eco.) 2. Sh. Ankkrit Kumar Singh, TGT(Hindi) 3. Smt. Charu Raghav, (PRT)	In-Charge Associate in-charge & Members	To prepare the reports of different activities conducted in the Vidyalaya and sending the reports along with photographs to the different newspapers and other electronic media for publicity.	
	STUDENT SAFETY AND SECURITY			
49	1. Sh. G. K. Gupta, PGT(Maths) 2. Mrs. Dreamy Chaudhary TGT(Maths) 3. Mr. A. K. Yadav, TGT(P&HE) 4. Smt. Sonu (PRT) 5. All Sub-staff and guards.	In-Charge Associate in-charge & Members	To plan the activities for the safety and security of the students and ensure safety and security of the students during study hours. To suggest about the measures to take in consideration for safety & security of the students of the Vidyalaya.	
	EK BHARAT-SHRESHTHA BHARAT			
50	1. Sh. C. K. Dwivedi, PGT (Eco) 2. Sh. R. B. Yadav, PGT(Hindi) 3. Sh. Anand Pathak, PGT(Eng.) 4. Sh. B. Tripathi, PRT(Music)	In-Charge Associate in-charge & Members	To plan the activities under EBSB and conduct the same. To maintain the records of the activities and send the reports/photographs/videos etc. related to the same to higher authorities timely when asked by them.	
	QUARTER ALLOTMENT COMMITTEE			
51	1. Sh. S. P. Gupta, PGT (Phy.) 2. Sh. Sadanand, TGT (S.St.) 3. Mrs. Sonu, (PRT) 4. Sh. Sadan Kumar, (SSA)	In-Charge Associate in-charge & Members	To receive the applications of staff and making recommendation for allotment of staff quarters as per quarter allotment rules of KVS.	
52	NAEP			

	1. Sh. A K. Pandey, PGT(Bio) 2. Ms. Neha, TGT(Science) 3. Smt. Dreamy Chaudhary, TGT(Math)	In-Charge Associate in-charge & Members	To plan and conduct different activities of NAEP in the Vidyalaya and keep record of the same. The committee will also send all the reports/replies/materials related to NAEP to the authorities if required.	
CMP & RESOURCE ROOM				
53	1. Sh. Charu Raghav, (PRT) 2. Ms. Aarti, (PRT) 3. Smt. Sonu (PRT) 3. Sh. Manoj Kumar Patel, (PRT)	In-Charge Associate in-charge & Members	To plan and conduct the different activities of CMP, maintenance of resource room, publishing newsletter with help of other teachers as per KVS calendar of activities etc.	
PAY BILL SALARY PREPARATION				
54	1. Sh. Sadan Kumar, (SSA) 2. Sh. G. K. Gupta, PGT(Maths) 3. Sh. Prateek Jaiswal, PGT(Comm.)	In-Charge Associate in-charge & Members	To prepare and upload salary, arrears, and other dues of employees timely.	
STOCK VERIFICATION/CONDEMNATION				
55	1. Concern I/C of Store 2. Sh. Sadan Kumar (SSA)	In-Charge Associate in-charge & Members	Store I/C will be responsible for maintenance of registers of articles, list of articles to be condemn, safety of articles related to their department. All the records will be verified by the members of verification committee constituted by the authority in the end month of the session as per KVS guide lines. Office in-charge will help the stock holders and guide them in all the process regarding stock entry, verification and condemnation etc.	

56	SHAALA DARPAN			
1. Sh. G. K. Srivastava, PGT(Comp.) 2. Sh. M. Khan, TGT(WE)	In-Charge Associate in-charge & Members	To assist the Class Teachers in uploading of students name on UBI Portal/ shala darpan portal and other related activities.		
57	ALLUMINI COMMITTEE			
1. Sh. A. K. Pandey, PGT(Bio.) 2. Sh. A. K. Yadav, TGT (P & HE) 3.Mrs. Charu Raghav, (PRT)	In-Charge Associate in-charge & Members	To initiate for constitution of Alumni Association and conduct & coordinate the activities regarding the same.		
58	FLAG HOISTING COMMITTEE			
1. Sh. A. K. Yadav, TGT(P&HE) 2. Sh. R. B. Yadav, PGT, (Hindi) 3.Sh. B. Tripathi, PRT (Music) 4. Sh.Y. N. Tiwari, TGT (Skt.)	In-Charge Associate in-charge & Members	To ensure Hoisting and retreat of National Flag every day as per flag code.		
59	MONTHLY ROUND UP OF ACTIVITY OF VIDYALAYA REPORT			
1. Sh. U. N. Tiwari, PGT(Chem.) 1.Sh. A. K. Singh, (Lib) 2.Sh. R. P. Singh, (HM) 3. Sh. G. K. Srivastava, PGT(Comp.)	In-Charge Associate in-charge & Members	To monitor the activities conducted during each month and collection of the data/reports/photographs/links /videos of the activities by the in-charges of various departments/programmes/com mittees and ensure sending of the same to the authorities timely.		
60	ARRIVAL OF STUDENTS			
1. Sh. A. K. Yadav, TGT (P & HE) 2. Sh. S. P. Gupta, PGT(Phy.) 3. Sh. R. P. Singh (HM) 4. Smt. Sonu (PRT) 5. All the class teachers	In-Charge Associate in-charge & Members	To ensure checking of late comers on day-to-day basis and taking necessary action for improvement. They will be responsible of safe & timely arrival of the students in the Vidyalaya.		

61	DEPARTURE OF STUDENTS			
	1. Sh. A. K. Yadav, TGT (P & HE) 2. Ms. Neha, TGT(Science) 3. All the teachers taking last period in various classes	In-Charge Associate in-charge & Members	To ensure timely & safely departure of the students from the Vidyalaya. The teachers teaching in the last period on every day will escort the students till Departure gate ensuring that no students of their respective classes is left behind in the Vidyalaya campus after the last period is over.	
62	COVID-19 SOP PROTOCOL			
	1. Sh. A K Yadav, TGT (P & HE) 2. Sh. M. Khan, TGT(WE) 3. Sh. R. P. Singh (HM)	In-Charge Associate in-charge & Members	To maintain the protocol related to the Covid-19 and to ensure follow-up of the SOP issued by the central/state government/local authority time to time to fight against corona pandemic.	

Committees at Vidyalaya level for smooth functioning of Vidyalaya

NOTE- All committee I/Cs and active members will be fully responsible for the smooth functioning of their committee and completion of activities timely as per KVS calendar of activities. New in-charges of different committee are instructed to take the charge from previous in-charges with immediate effect.

R. K. Tripathi
Principal