

KENDRIYA VIDYALAYA, TUMAKURU

DUTY ALLOTMENT FOR THE ACADEMIC YEAR 2021-22

SL.NO	COMMITTEE	CONVENORS/MEMBERS	RESPONSIBILITIES	RECORDS TO BE MAINTAINED
1.	Website Committee	Members 1. Madhu Karn Singh,PGT(Comp.Sci)/I/C 2. Smt.Trun Kumari TGT (SST) 3. Mrs. Kavitha D R(PRT) 4. Mrs. Sreelakshmi R S Computer Instructor	<ol style="list-style-type: none"> 1. Updating of details related to <ol style="list-style-type: none"> a) Admissions b) KVS circulars c) School circulars related to internal and CBSE exams, accreditation etc., d) Think quest activities 2. Email to parents(Secondary) & action taken report 3. Updating of details related to <ol style="list-style-type: none"> a) Enrolment of students b) Staff details as per PIS c) Achievements – internal & external(Both academic & co-curricular) d) Olympiads, e) NTSE,KVPY 4. Monitoring email to parents (Primary) & action taken report 	<ol style="list-style-type: none"> 1. Maintaining the record of <ol style="list-style-type: none"> a) Information collected for updating b) Information sent/updated c) Date of updating website d) Communicating the feedback received from parents to concerned teachers <p style="text-align: center;">-----DO-----</p> <p>All records should be made available whenever required.</p>
2.	Academic Council	<ol style="list-style-type: none"> 1.Mrs. G Ponshankari (PGT Biology) 2.Mrs.Madhubala TGT(SST) 3.Mr. Mohd Aslam TGT(Hindi) 4.Mrs.Anindita TGT(Eng) 2.Mrs. Kavitha D R (PRT) 	<ol style="list-style-type: none"> 1. To form academic policies at Vidyalaya level 2. To help school authorities in implementing policies for improving academic atmosphere. 3. To assist Principal in supervision of academic activities. 4. Feedback and follow up work 5. To observe classes of teachers, giving feedback and suggestions to improve. 6. To monitor the assessment procedures followed by teachers for different subjects. 7. To monitor the completion of syllabus 	<ol style="list-style-type: none"> 1. Daily observation book 2. Proforma for checking of teacher's diary. 3. Record of checking of class work and homework, action taken report. 4. Maintaining Proforma to monitor evaluation processes followed by teachers in different subjects. 5. Compilation of syllabus coverage in different subjects in different classes.

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	<p>Subject committee convener and members of academic council member,</p> <ol style="list-style-type: none"> 1. Mrs. G Ponshankari : SCIENCE PGT(Bio) 2. Shri.Shravan Kumar : MATHEMATICS PGT(Maths) 3. Shri.Subrahmanya Samaka : HINDI & SANSKRIT TGT Sanskrit 4. Smt.Vasavadatta : ENGLISH PGT(English) 5. Smt.Madhubala : SOCIAL SCIENCE TGT(SS) (PRIMARY) 6. Mrs. Kavitha D R,PRT 7. Sri Sittu Khanna, PRT 8. Ms. Shashikala Sahu, PRT 	<p>coverage as per split up syllabus.</p> <ol style="list-style-type: none"> 1. Conduct of faculty meeting 2. Checking of syllabus coverage 3. Checking of teaching and assessment activities through the records maintained by teachers. 4. Scrutiny of question papers and worksheets for quality 5. Organise Vidyalaya level competitions like exhibition 6. To ensure selection of quality projects for regional and national level participation. 7. Work allotment for member teachers – question paper setting, preparation of students for different competitions etc., 8. To co ordinate remedial work. 	<ol style="list-style-type: none"> 6. Academic council minutes. <p>All record should be made available whenever required.</p> <ol style="list-style-type: none"> 1. To maintain record of minutes of subject committee meetings 2. Compilation of syllabus coverage proforma 3. Record of worksheets class wise(secondary) record of worksheets used class wise, subject wise and lesson wise in Primary 4. Compilation of list of activities/assessment activities done by teachers for every month. 5. Record of achievement details in their subjects for website uploading. <p>All record should be made available whenever required.</p>	
3.	<p>Admission</p>	<p>Convenors</p> <ol style="list-style-type: none"> 1. Mrs.G.Ponsankri,PGT(Biology) 2. Mrs.Madhu Karn Singh, PGT CS <p>Members</p> <ol style="list-style-type: none"> 3. Smt. Kavitha D R, PRT 4. Mrs. Muneerabi C M, TGT English 5. Mrs. Trun Kumari, TGT SST 6. Mrs. Sreelakshmi R S <p>Computer Instructor</p>	<ol style="list-style-type: none"> 1. Preparation and display of admission lists as per vacancy position. 2. Assisting scrutiny of forms as per admission guidelines 3. Preparation of proforma of undertaking, RTE etc., distribution and collection of the same from the parents. 4. Scrutiny and verification of certificates. 5. Assisting class teachers in admission process. 6. Uploading the list in website. 	<p>Filing of</p> <ol style="list-style-type: none"> 1. Admission guidelines 2. Compilation of category wise registration & lottery list category wise 3. Compilation of waiting list category wise 4. Compilation of category wise admission

		<p>Preparation of computerized lists and updating of admission details in school website regularly.</p> <p>Monitoring of Entry of 1st admission details in Admission Register by class teachers of 1st Standard</p>	<p>All records should be made available whenever required.</p>
<p>4.</p> <p>Internal examination</p>	<p>Smt Anam Parveen PGT (Chem)/C Mrs. Madhubala TGT(SST)</p> <p>Overall coordination of the work</p>	<p>3. Conduct of internal examination a per KVS guidelines</p> <p>4. Preparation and distribution of Time tables as per KVS guidelines</p> <p>5. Preparation and distribution of mark slips with names of students for scholastic and co-scholastic assessment for all classes.</p> <p>6. Maintaining documents related to PT I, PT II HY & SE</p> <p>7. To ensure proper distribution of question papers.</p> <p>8. To give proper instruction to paper setters and invigilators.</p> <p>9. To ensure work allotted is completed by committee members.</p>	<p>Filing of</p> <ol style="list-style-type: none"> 1. KVS circulars related to examination 2. CBSE circulars related to exams for classes IX-X 3. Result sheets of classes VI-IX for the previous academic session. 4. Time table of all examinations conducted in the school. 5. Blue Print, Question papers and Marking scheme of all pen paper tests for classes VI-X. 6. Medical certificates received from class teachers. <p>All records should be made available whenever required.</p>
<p>Members:</p> <ol style="list-style-type: none"> 1. Mrs. Muneerabi TGT Eng 2. Mrs. Tarun Kumari TGT(SST) 3. Ms. Meenakshi TGT (Maths) 4. Mrs. Umadevi Substaff <p>Primary section:</p> <ol style="list-style-type: none"> 1. Mrs. Kavitha DR I/C 	<ol style="list-style-type: none"> 1. Preparation of seating plan 2. Assisting the convenor in preparing invigilation and paper setting duty chart 3. To ensure the printing of question papers. 4. Collection of question papers – PA I, PAII, from paper setters and filling them 5. To ensure the printing of question papers 6. Collection of details of absentee for all exams 7. Information to concerned class teachers regarding absent/OD cases. 	<p>Handwritten signature/initials</p>	

		2. Mr.Sittu Khanna	<ol style="list-style-type: none"> 8. Collection of medical certificates from class teachers and filling them. 9. Collection of question papers for re-exam from paper setters. 10. Conduct of re-exam on medical grounds/OD 11. Monitoring evaluation of re-exam papers and Informing the result of re-exam to concerned class teachers. 	<ol style="list-style-type: none"> 1. Circulars related to CBSE exams. 2. Registration details. 3. Internal Assessment details of class IX & X 4. Board result and analysis 5. CBSE examination things.
5.	CBSE Examination	<ol style="list-style-type: none"> 1.Smt G Ponshankari PGT BIO I/C 2.Smt Madhu Karn Singh PGT CS 3. Mrs. Reetu Yadav TGT(Science) <p>Member</p> <ol style="list-style-type: none"> 4. Mr. Mohd. Aslam TGT (Hindi) 5. Mr. Sittu Khanna PRT <p>Mr.Ravinandan Nayaka Substaff</p>	<ol style="list-style-type: none"> 1. Registration of Class IX 2. Uploading of information on CBSE website within the stipulated time. 3. Distribution of registration cards. 4. Collection of IX & X internal assessment records from class teachers. 5. Correction of information if any mistakes found 6. All communication with CBSE 7. Conduct of CBSE exams 8. Filing and uploading of board forms 9. Result analysis after the result. 	<ol style="list-style-type: none"> 1. Circulars related to CBSE exams. 2. Registration details. 3. Internal Assessment details of class IX & X 4. Board result and analysis 5. CBSE examination things.
6.	Time Table	<p>Secondary</p> <ol style="list-style-type: none"> 1. Sri A Ganesh, PGT() I/C 2. Mrs. Reetu Yadav TGT(Science) 3. Mr. Mohd. Aslam TGT (Hindi) 4. Mrs.Madhubala TGT(SSt) <p>Primary</p> <ol style="list-style-type: none"> 1. Ms.Shashikala PRT I/C 2. Mr. Akshay PRT 3. Mr.Rohit Yadav PRT 	<ol style="list-style-type: none"> 1. Preparation of time table as per KVS guidelines. 2. Preparation of class wise and teacher wise timetable 3. Preparation of CAL and remedial timetable 4. Substitution work for teachers on leave or OOD. 5. Maintenance of leave or OOD registers month wise/day wise. 	<p>All records should be made available whenever required</p>
7.	CCA	<p>Secondary -Coordinator</p> <p>Mrs.Anindita TGT(ENG) I/C</p> <p>Associate Co-ordinator</p> <ol style="list-style-type: none"> 1. Mrs. Kusum Lata TGT Hindi 	<ol style="list-style-type: none"> 1. Division of students into different houses. 2. Planning and organisation of CCA and display board competitions 3. Conduct of morning assembly as per 	<p>Filling of</p> <ol style="list-style-type: none"> 1. CCA calendar of activities 2. House wise list of students and teachers 3. List of activities conducted in a

8.	House masters and Associates	<p>House masters (Secondary)</p> <ol style="list-style-type: none"> Mrs..Madhukarn Singh PGT(Comp.Sci) Mr. Shravan Kumar PGT (Maths) Mrs. G.Ponsankari PGT(Bio) Mr.A.Ganesh PGT(Phy) <p>Members:</p> <p>Ganga (Blue)</p> <ol style="list-style-type: none"> Mrs..Madhukarn Singh PGT(Comp.Sci) Mrs. Madhubala TGT(Sst) Mr.Rajkumar TGT(Art) <p>Krishna (Red)</p> <ol style="list-style-type: none"> Mrs.G.Ponsankari, PGT(Bio) Mrs.Reetu Yadav TGT(Sci) Ms.Meenakshi TGT(Maths) <p>Yamuna (Yellow)</p> <ol style="list-style-type: none"> Mr.A.Ganesh PGT(Phy) 	<p>Primary</p> <p>Ms. Amita Singh PRT I/C Ms. Shivani PRT</p>	<p>KVS guidelines.</p> <ol style="list-style-type: none"> Compilation of morning assembly details for continual improvement programme. Selection of student council members. Organisation of Investiture ceremony Commemoration of important days, festivals etc., Planning and celebration of Independence Day, Republic Day, Gandhi Jayanthi and Annual Day. Appointment of chief guests and judges. Finalisation of CCA results and purchase of prize 	<p>House masters to</p> <ol style="list-style-type: none"> Prepare a list of students of their house. Selection of house captains Selection of students for competitions Training of students for various competitions Compilation of results of various competitions Allot duties to associates and members. 			<p>Filing of</p> <ol style="list-style-type: none"> List of students List of office bearers of the house List of participants for various competitions Duty chart List of prize winners Special achievements if any 	<p>month with result</p> <ol style="list-style-type: none"> Documentation of all CCA activities with photographs. 	<ol style="list-style-type: none"> Details of student council including the meetings organised. Compilation of celebrations of all important days and festivals Compilation of achievements of students in academic and co-curricular activities.
All records should be made available										

9.	Club Activities a) Eco club	<p>2. Mrs. Tarun Kumari TGT(SST) 3. Mrs. Muneerabi TGT(English)</p> <p>Kaveri (Green) 1. Mr. Shravan Kumar PGT (Maths) 2. Mr. Mohd. Aslam TGT(Hindi) 3. Mrs. Amita TGT(Lib)</p> <p>House masters (Primary) Ganga (Blue) 1. Mr. Anil Kumar PRT -HM 2. Ms. Shashi Kala</p> <p>Krishna (Red) 1. Mr. Rohit Yadav -HM 2. Mrs. Vishakha</p> <p>Yamuna (Yellow) 1. Mr. Ganesh Shinde -HM 2. Mrs. Daya Kumari</p> <p>Kaveri (Green) 1. Mr. Rohit Kumar 2. Ms. Priyanka</p>	whenever required.
	<p>Overall Coordinator Mrs. G. Ponsankari, PGT(Bio)</p> <p>Convenor Mrs. Trun Kumari, TGT(SST)</p> <p>Member Mrs. Kusum Lata TGT(Hindi)</p>	<p>1. To convene a monthly meeting of All club incharges. 2. Maintain record of activities of all club activities 3. To constitute nature club and convene club meetings 4. To select office bearers for the club 5. Planning of activities as per KVS guidelines 6. Display board for environmental related activities 7. Preparing list of students and maintain record of activities of nature club 8. Maintenance of aquarium cleaning record</p>	
	1. Planning of club activities		
	Record of	<p>Record of 1. List of students 2. Activities planned 3. Minutes of club meeting</p>	

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	<p>b) Literary Club</p> <p>Convenor 1. Mrs. Muneera, TGT(Eng)</p> <p>Members 1. Mrs. Anindita TGT(Eng) 2. Mrs. Amita TGT(Lib)</p>	<ol style="list-style-type: none"> Constitution of the club and convene monthly meetings of the club To promote reading habits in students Duty allotment to members. To carry out duties as allotted. 	<ol style="list-style-type: none"> List of student members of the club Minutes of meetings held Activities planned Conduct of activities with photographs <p>Record of</p> <ol style="list-style-type: none"> List of student members of the club Minutes of meetings held Activities planned Conduct of activities with photographs <p>All records should be made available whenever required.</p>
<p>10. Sports and Yoga</p>	<p>Convenor Mrs. Shireesha Kasturi TGT(PH&E)</p> <p>Members 1. Mr. Mohd. Aslam TGT(Hindi) 2. Mr. Rajkumar TGT(Arts) 3. Mr. Sittu Khanna PRT</p>	<ol style="list-style-type: none"> Organisation of all sports activities for all age groups Celebrations of Sports Day Conduct of sports activities as per KVS plan. To assist convenor in all sports activities Consolidation of list of prize winners in various sports activities 	<p>Filling of</p> <ol style="list-style-type: none"> House wise list of students List of activities planned List of participants from each house Compilation of results group wise Achievements of students in sports activities.
<p>11. Scouts and Guides</p>	<p>Scout Master 1. Mr. Mohd. Aslam TGT (hindi)</p> <p>Member Mr. Rajkumar TGT(AE)</p> <p>Guide Captain</p>	<ol style="list-style-type: none"> Guard of honour for all major school functions Organisation of weekly parades Training students for different testing camps Organisation and participation in camps. 	<ol style="list-style-type: none"> Record of classes taken weekly List of students Log book of students Testing camp details Photographs of all scout


			activities
		CUBS and BULBULLS 1. Ms. Shivani PRT 2. Mr. Anilkumar PRT	All records should be made available whenever required.
12.	Guidance and Counselling Convenor Mrs. G. Ponsankari, PGT(Bio) Member Ms. Meenakshi TGT(Maths) Mrs. Madhubala TGT(SST)	1. To arrange counselling sessions 2. To prepare a list of students who need counselling 3. To send feedback up actions	1. List of students identified 2. Details of Counsellor 3. Details of Counselling sessions 4. Follow up & action taken record All records should be made available whenever required.
13.	ACP Mr. Shraavan Kumar PGT(Maths) Mrs. Amrita TGT(Lib) Mrs. Reetu Yadav TGT(Science) Mrs. Tarun Kumari TGT (SST) Mr. Mohd Aslam TGT (Hindi) Mr. A. Ganesh TGT(Phy) Mr. Rajkumar TGT (AE) Mrs. Kusumlata TGT(Hin) Mrs. Muneera , TGT(Eng) Ms. Meenakshi TGT(Maths)	1. Conduct of ACP classes as per the guidelines	1. Maintenance of records of sessions conducted month wise. All records should be made available whenever required.
14.	Discipline Convenor Mrs. Madhubala TGT(SST) Members 1. Mrs. Reetu Yadav TGT(Sci) 2. Mrs. Trun Kumari TGT(ST) 3. Mrs. Vishaka Sharma PRT 4. Mr. Anil Kumar PRT	1. Policy making and implementation with assistance from all teachers. 2. Monitoring movement of students in and outside Vidyalaya 3. Noise control during working hours 4. To allot duty to other teachers on special occasions to maintain discipline 5. To address problems related to discipline To regulate movement of students of classes VI-	Discipline policy as per KVS guidelines Minutes of meetings convened for the students, teachers, parents, and all staff members to make them aware of the rules and regulations

	5. Mr. Rohit Yadav	<p>VIII during school hours and exit at the gate near PET room at 2:40pm daily & to address problems related to discipline with the help of class teachers.</p> <p>To regulate movement of students of classes IX -XII during school hours and exit through the school lobby gate at 2:40 pm daily and to address problems related to discipline with the help of class teachers</p> <p>To regulate the students at the garden gate</p> <p>To regulate the students from Primary door.</p>	<p>Record of disciplinary cases and action taken and feed back</p> <p>Record of disciplinary cases and action taken and feedback.</p> <p>All records should be made available whenever required.</p>	
15	Purchase Committee	<ol style="list-style-type: none"> 1. Mr. Ganesh PGT(Phy) 2. Mr. Rajkumar TGT(AE) 3. Mr. Sittu Khanna PRT 4. Mr. Rohit Kumar PRT 	<p>1. To follow purchase procedure as given by KVS</p> <p>2. To scrutinize the quotation for all departmental purchases made for the financial year 2012-13</p> <p>3. To procure spot quotation whenever necessary</p>	<p>Filing of</p> <ol style="list-style-type: none"> 1. Minutes of purchase committee meeting <p>All records should be made available whenever required.</p>
16	Printing and Publishing Committee	<p>Convenor:</p> <p>Mrs. Muneera, TGT(Eng)</p> <p>Mrs. Madhukarn Singh PGT (comp.Sci)</p> <p>Mrs. Anindita TGT(ENG)</p> <p>Mrs. Kusumlata TGT(Hindi)</p>	<p>To monitor</p> <ol style="list-style-type: none"> 1. Printing, distribution and preparation of students diary 2. Publication of class magazines 3. Publication of newsletter <p>Collection of articles and editing</p> <p>Preparation of soft copy of articles for all publications</p> <p>Publications of CMP</p> <p>News letter</p> <p>Photography & making an album in a CD, handing it over to convenor.</p>	<p>File a copy of all published material.</p> <p>Record the details of all publications brought out during the year with the timeline.</p> <p>File all the documents with photographs</p> <p>File all the documents with photographs</p>

			Retaining one back up copy of photographs of all events.
17	Library Committee Convenor 1. Mrs. Amita TGT(Lib) 2. Mr.A.Ganesh PGT(Phy) 3. Mrs.Muneerabi TGT (ENG) 4. Mr.Mohd.Asiam TGT(Hindi) 5. Mrs.Madhubala TGT(SST) 6. Mr.Shravan Kumar PGT(Maths)	7. To implement library policy as per KVS guidelines 8. To monitor the purchase of books and digitalization of library books as per requirement of subjects teachers 9. To enter new books and weed out old books 10. To keep periodicals/dairies easily accessible to all users To give requirement of books for all departments.	Record Collection of requirement of books from all departments and teachers.
18	Health and Medical check up Convenor 1.Mrs.Shireesha TGT (PH&E) 2. Mr.Rajkumar TGT(AE) 3. Mrs.Amita TGT(Lib) 4.Mr.Rohit Kumar PRT 5. Mrs.Dayakumari PRT	1. To organise medical check up as per KVS guidelines 2. To monitor availability of first aid box in primary, secondary (all labs, sports room, medical room etc.) 3. Maintenance of medical room facilities Compilation of details of allergy and preparation of allergy matrix for secondary section. Compilation of details of allergy and preparation of allergy matrix for primary section.	Filing details of 1. Medical check up planned 2. Conduct of health check up 3. Maintenance of medical cards
19	Fee collection and Enrolment 1. Mrs.Madhukarn Singh PGT(CS) 2. Mr.A.Ganesh PGT(Phy) 3. Mrs.Meenkashi TGT (Maths) 4. Mr.Ganesh Shinde 5. Mr.Yaswant Kumar PRT (Music)	1. Collection of fee & enrolment details from class teachers (Sec.Section) 2. Collection of particulars from class teachers and checking fees collection and updating CSS2 1. Collection of fee & enrolment details from class teachers (Primary.Section) 2. Collection of particulars from class teachers and checking fees collection and updating CSS2	Record showing details of fee collection and enrolment.
20	Hindi Implementation 1. MR. Mohd Aslam TGT(Hindi) 2. Mrs.Kusumlata TGT(Hindi) 3. Ms.Prinyanka PRT	Record of 1. Activities planned. 2. Conduct of activities	

		4. Mrs.Poonam Kumari PRT	<p>office.</p> <p>7. Promoting spoken Hindi in schools</p> <p>8. Execution of planned activities</p> <p>1. Compilation of results</p> <p>2. Sending the quarterly report and maintenance of Raj Bhasha file</p> <p>Arranging the class and exam for non-hindi staff.</p>	<p>3. List of prize winners</p> <p>4. Correspondence in office.</p>
21	SC/ST Cell	<p>Convenor</p> <p>1. Mr. Shrayan kumar PGT (Maths)</p> <p>2. Mrs.Muneera TGT (English) Member</p> <p>1. Mrs.Meenakshi TGT (Maths)</p> <p>2. Mr. Sittu Khanna PRT</p>	<p>1. To deal with representations received from SC & ST students</p> <p>2. To function as a grievance redressal cell for the grievances of SC/ST students</p> <p>3. Open the box on last day of the month</p>	<p>Record of</p> <p>1. Representations received</p> <p>2. Frequency of viewing the representation</p> <p>3. Steps taken to solve the issues.</p>
22	Grievances Cell (Women & girls) and maintenance of suggestion box	<p>Convenor</p> <p>1. Mrs.Anam Parveen PGT(Chem)</p> <p>Members</p> <p>1. Mrs.Kusumlata TGT(Hindi)</p> <p>2. Mrs.Anindita Kundu TGT (Eng)</p> <p>3. Mrs.Kavitha PRT</p>	<p>1. To deal with representations received from girl students/ women employee</p> <p>2. Fixing of suggestions boxes in different places in Vidyalaya</p> <p>3. Opening of suggestion boxes once in a month</p> <p>4. Recording of representations</p> <p>5. Action taken</p>	<p>1. Representations received'</p> <p>2. Action taken report and follow up</p>
23	Repair and maintenance and petty construction	<p>Convenor</p> <p>1 Mr. Shrayan kumar PGT (Maths)</p> <p>Members</p> <p>1. Mr.A.Ganesh PGT(Phy)</p> <p>2. Mr.Rajkumar TGT(AE)</p> <p>3. MrGanesh Shinde PRT</p> <p>4. Mr. Rohit Kumar PRT</p>	<p>Repair and maintenance of building and furniture as and when the need arises</p>	<p>Record of maintenance work done</p>
24	Maintenance of Cleanliness of Vidyalaya campus	<p>Convenor</p> <p>1. Mrs.Amrita TGT(LIB)</p> <p>Members</p> <p>1. Mrs.Madhubala TGT(Sst)</p> <p>2. Mrs.Kavitha PRT</p> <p>3. Ms.Shashikala Sahu PRT</p> <p>4. Mr.Devaraj Sub staff</p>	<p>1. To supervise cleaning of Vidyalaya Premises</p> <p>2. To maintain a record of observation of cleanliness of classrooms & corridors</p> <p>3. To supply dustbins (numbered) & place them in corridors/classes</p> <p>4. To monitor the cleaning of dustbins regularly</p>	<p>Record of cleanliness in the campus</p>

		<p>Assisting convener in monitoring cleanliness of primary block. Monitoring of cleanliness to toilets in primary block. Checking of cleanliness in administrative block both ground floor and 1 floor including girls & staff toilet Cleanliness of all labs, Boys, toilet</p> <p>Performa to be get filled for daily cleanliness on daily basis.</p> <ol style="list-style-type: none"> To arrange PA system for daily assembly and all school functions Repair and maintenance of PA System 	
25.	<p>PA System</p> <p>Conveners 1. Mr. Ganesh PGT(Phy)</p> <p>Members 1. Mr. Rajkumar TGT(AE) 2. Mr. Yashwant Kumar PRT (music)</p>	<p>To assist convener in arranging PA System.</p> <ol style="list-style-type: none"> To plan activities and film shows. Maintenance the record of activities and film shows class-wise. 	
26	<p>CMP</p> <p>Conveners 1. Mr. Sittu Khanna</p> <p>Members:- 1. Mrs. Kavitha D R 2. Ms. Shashi Kala</p>	<p>Conveners 1. Mrs. Reetu Yadav I/C 2. Mr. Raj Kumar 3. Mrs. Daya Kumari 4. Ms. Shashi Kala</p> <p>Beautification of Vidyalaya Campus</p>	
7.	<p>Beautification & Gardening</p>	<p>Conveners 1. Mrs. Reetu Yadav I/C 2. Mr. Raj Kumar 3. Mrs. Daya Kumari 4. Ms. Shashi Kala</p> <p>Beautification of Vidyalaya Campus</p>	


 22/8/2024