**केन्द्रीय विद्यालय कौनसीवास, रेवाड़ी**

**सत्र - 2022-23**

सत्र 2022-23 के लिए विद्यालय के सुचारू संचालन के लिए निम्नलिखित समितियों का गठन किया गया है। सभी स्टाफ सदस्यों को अपने कर्तव्यों(विभागों) को नोट करने की सलाह दी जाती है। प्रभारी सदस्य अपने विभाग की पंजिका में सभी सदस्यों को कार्य आबंटित करें जिससे विभाग के सभी सदस्यों के उचित समन्वय एवं सहयोग के माध्यम से संबंधित कार्य को पूरा करना सुनिश्चित करेंगे।

**KENDRIYA VIDYALAYA KONSIWAS, REWARI**

**SESSION – 2022-23**

**VARIOUS COMMITTEES**

**The following committees have been constituted for the smooth functioning of the vidyalaya for the session 2022-23. All the staff members are hereby advised to note down their duties. The member in charge will ensure the completion of the task related to then as per KVS norms through proper coordination and co-operation of other members. The members In-charges will ensure the implementation of the task related to them as per KVS norms with proper coordination, cooperation of the other members.**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **S.NO** | DEPARTMENT | | NAME OF THE TEACHER | **DESIGNATION** |
| 1. | **ADMISSION** | SH. PRAVEEN KUMAR,I/C | | PGT, COMM |
| SH MANJEET SINGH | | TGT |
| SH ANAND PRAKASH | | HM |
| Smt Namita Yadav | | PRT |
| Smt. Sarita | | PRT |
| **2.** | **EXAMINATION** |  | |  |
| **INTERNAL** | SH. RAM RAJ MEENA I/C | | PGT |
| SH. AMIT KUMAR | | TGT |
| SMT. SANTOSH | | TGT |
| SMT. BARKHA | | TGT |
| SH. PRATAP | | SUB-STAFF |
| **EXTERNAL (CBSE)** | SH. T C SONI / PGT ECO. I/C | | PGT |
| SH. DHARMENDER | | TGT |
| CLASS TEACHERS FOR CBSE REG. | | PGT/TGT |
| **NIOS** | SH. MUKESH KUMAR MEENA NIOS I/C | | PGT |
| SMT POONAM YADAV | | TGT |
| SH. BABU LAL | | SUB-STAFF |
| **PRIMARY** | SMT.SUSHILA, I/C | | PRT |
| SMT.NAMITA | | PRT |
| SH. BABU LAL | | SUB STAFF |
| **3. TIME TABLE ARRANGEMENT FOR LEAVE** | | | | |
|  | **PRIMARY** | SH SUBE SINGH,I/C | | PRT |
| SMT ARCHNA YADAV | | PRT |
| **SECONDARY** | SMT. KAVITA, I/C | | PGT |
| SMT. SEEMA YADAV | | TGT |
| 4 | **ACADEMIC COMMITTEE**  **BACK TO BASIC**  **EXCURSION**  **NEP,CCT/PISA,ACADEMIC PLANNING,VMC** | SH.RAM RAJ MEENA I/C | | PGT |
| SH. PRAVEEN KUMAR | | PGT |
| SMT. KAVITA YADAV | | PGT |
| SH. PUSHKAR DASS | | PGT |
| SH ANAND PRAKASH | | HM |
| 5 | **CCA ACTIVITIES SECONDARY** | SH PUSHKAR DASS I/C | | PGT |
| SMT. POONAM YADAV | | TGT |
| SMT. SANTOSH | |
| **SCHOOL MAGAZINE/ PRESS & PUBLICITY** | SH. LAKSHMAN | | PGT |
| SMT. POONAM YADAV | | TGT |
| SMT SANTOSH | | TGT |
| MRS. ARTI YADAV | | TGT |
| SMT SANTOSH | | TGT |
| SH ANAND PRAKASH | | HM |
| MRS SUSHILA | | PRT |
| **PHOTOGRAPHY** | SMT **BARKHA** | | TGT |
| SH AMIT KUMAR | | TGT |
| **MORNING ASSEMBLY ARRANGEMENT** | SH. KULDEEP SINGH NARUKA | | TGT |
| SMT SEEMA DEVI | | TGT |
| SMT SHALINI SHARMA | | PRT |
| CCA PRIMARY | SMT.SUMAN BAI PRIMARY I/C | | PRT |
| MR. DASHRATH | | PRT |
| SMT. RENU | | PRT |
| 6 | **DISCIPLINE COMMITTEE** | SH. KULDEEP SINGH NARUKA , I/C | | TGT |
| SH. PRAVEEN KUMAR | | PGT |
|  | | PGT ECO |
| SH. RAM RAJ MEENA | | PGT |
| SH AMIT KUMAR | | TGT |
| SMT SEEMA DEVI | | TGT |
| SMT SADHNA | | PRT |
| Smt. Suman Bai | | PRT |
| SMT. ARCHANA YADAV | | PRT |
| SH. DASHRATH | | PRT |
| RESPECTIVE CLASS TEACHER AND CO-CLASS TEACHER | |  |
| 7 | **SPORTS AND FIT INDIA,** | SH. K.S. NARUKA (I/C) | | TGT (PH & E) |
| SH PUSHKAR DASS | | PGT |
| SH. BHARAT LAL MEENA | | TGT |
| SH. AMIT KUMAR | | TGT |
| SMT. SUSHILA | | PRT |
| SMT SADHNA | | PRT |
| COACH (YOGA & SPORTS) | |  |
| 8 | **BHARAT SCOUTS AND GUIDES** | SH.MUKESH KUMAR MEENA | | PGT |
| SH. LAKSHMAN I/C | | PGT, HIN. |
| ALL TRAINED STAFF | |  |
| **CUBS AND BULBUL** | MR. SUBE SINGH YADAV , I/C | | PRT |
| MRS. ARCHANA YADAV I/C | | PRT |
| ALL TRAINED STAFF | | PRTS |
| 9 | **GUIDANCE AND COUNSELLING** | SH. JAG MOHAN MEENA,I/C | | LIB. |
| SMT. GEETA SINGH | | PGT, CHEM |
| SMT. ANJANA | | TGT |
| MRS BHARTI | | PRT |
| MS SHEFALI | | COUNSELLOR |
| 10 | **BEAUTIFICATION** | SMT BARKHA SINGH I/C  SH. BHARAT LAL MEENA  MRS POONAM  SH JAG MOHAN MEENA  SMT. ARTI YADAV  SMT. MANJU BALA  SH SUBE SUNGH | | TGT  TGT  TGT  TGT  TGT  PRT  PRT  SSSSS |
| 11 | **CLEANLINESS** | SH. LAKSHMAN (I/C) | | PGT |
| SH. RAM BHAROSI MEENA | | TGT |
| SMT. ARTI YADAV | | TGT |
| SH. BHARAT LAL MEENA | | TGT |
| SH JAGMOHAN MEENA | | LIB. |
| Smt. Suman Bai | | PRT |
| SMT. BHARTI | | PRT |
| MRS SARITA | | PRT |
| ALL SUB STAFF | |  |
| 12 | **VIDYALAYA SECURITY** | MR PUSHKAR DASS | | PGT |
| MR ANAND PRAKASH | | TGT |
| SH. K S NARUKA | | TGT |
| SMT. SHALINI SHARMA | | PRT |
| 12 | **PURCHASE COMMITTEE** | SH. LAKSHMAN I/C | | PGT |
| SH. KAVITA YADAV | | PGT |
| SH. RAM BHAROSI MEENA | | TGT |
| SMT. POONAM YADAV | | TGT |
| SMT ARCHANA YADAV | | PRT |
| SH. DASHRATH SINGH | | PRT |
| CONCERNED DEPTT. I/C  ONE VMC MEMBER REPRESENTATIVE | |  |
| 13 | **FIRST AID,HEALTH & BIS CLUB** | SMT. GEETA SINGH I/C | | SECONDARY SECTION |
| SH.RAM BHAROSI MEENA TGT | |
| NURSE | |
| SMT. MANJU BALA | | PRT |
| 14 | **SCIENCE AND ECO CLUB,**  **GREEN AUDIT PROG.** | SMT. SUMAN YADAV ( OVERALL I/C)  SMT GEETA SINGH | | PGT |
| **INSPIRE AWARD**  **ATL,** | PGT PHYSICS | |
| **MATHS OLYMPIAD** | SMT. KAVITA MATHS | | PGT (MATHS) |
| SMT. ANJANA | | TGT |
| SH MANJEET | | TGT |
| SMT SADHNA | | PRT |
| SH. SUBE SINGH | | PRT |
| **NCSC AND SCIENCE EXHIBITION** | SH. RAM BHAROSI MEENA | | TGT (BIO.) |
| **KVPY / NTSE** | SH. MANJEET | | TGT (MATHS) |
| 15 | **CANTEEN & HOSPITALITY COMMITTEE** | MRS. SUMAN YADAV I/C | | PGT |
| SH BHARAT LAL MEENA | | TGT |
| SMT. BARKHA | | TGT |
| SMT. MANJU BALA | | PRT |
| SMT.RENU | | PRT |
| SH. DASHRATH | | PRT |
| SH.PRATAP | | SUB STAFF |
| 16 | **WEBSITE COMMITTEE / ALL COMPUTER RELEATED WORK**  **ICT /** | SH.T C SONI , (I/C)  COMP INSTRUCTOR  SH. ANAND PRAKASH  MR SACHIN | | PGT(CS) |
| **UBI FEE** | SH. RAM BHAROSI MEENA UBI FEE | | TGT |
| SMT SUMAN BAI | | PRT |
| SH. SACHIN KUMAR | | JSA |
| 17 | **BUILDING MAINTENANCE AND REPAIRING OF SCHOOL BUILDING** | SMT. SEEMA (I/C) | | TGT(WE) |
| SH. KULDEEP SINGH NARUKA | | TGT(P&HE) |
| PGT PHYSICS | | PGT |
| SH. DHARMENDER KUMAR | | PGT |
| SH. MUKESH KUMAR MEENA | | PGT |
| SMT. BARKHA SINGH | | TGT |
| SH. SUBE SINGH | | PRT |
| 18 | **STAFF QUARTERS M&R** | SH. T C SONI I/C | | PGT |
| SH. PUSHKAR DASS | | PGT |
| SH. T C SONI | | PGT |
| SH. RAM BHAROSI MEENA | | TGT |
| SH. ANAND PRAKASH | | HM |
| SMT SADHNA | | PRT |
| SH. KULDEEP SINGH NARUKA | | TGT, PH &E |
| SMT. SHALINI SHARMA | | PRT, MUSIC |
| SH. PARTAP SINGH | | SUB-STAFF |
| 19 | **FURNITURE** | SMT.KAVITA YADAV (I/C) | | PGT |
| SH. MUKESH KUMAR MEENA | | PGT |
|  | | PGT ECO |
| SH. DHARMENDER | | TGT |
| SH. BHARAT LAL MEENA | | TGT |
| SH. MANJEET  MR JAG MOHAN MEENA | | TGT  LIB |
| SMT SUMAN BAI | | PRT |
| SMT ARCHANA YADAV | | PRT |
| SH. DASRATH | | PRT |
| 20 | **RAJA BHASHA & ALL RELATED WORK OF HINDI BHASHA AND OTHER LANGUAGES** | SMT. POONAM YADAV(I/C) | | TGT (HINDI) |
| SH. LAKSHMAN | | PGT |
| SMT SANTOSH | | TGT |
| SH. BHARAT LAL MEENA  SH SUNIL KUMAR  SH. SACHIN | | TGT (HINDI)  SSA  JSA |
| 21 | **WOMEN CELL, POCSO** | SMT.GEETA SINGH,I/C | | PGT |
| SH. RAM RAJ MEENA | | PGT |
| SMT. ANJANA | | TGT |
| SMT. ARTI YADAV | | TGT |
| SMT. ARCHNA YADAV | | PRT |
| 22 | **HOUSE MASTER** | ASHOKA HOUSE-MRS GEETA SINGH | | |
| RAMAN HOUSE- MR. T C SONI | | |
| TAGORE HOUSE-MRS. SUMAN YADAV | | |
| SHIVAJI HOUSE- SH. MUKESH MEENA | | |
| ASHOKA HOUSE – SH.SADHNA YADAV | | |
| RAMAN HOUSE- MRS BHARTI | | |
| TAIGORE HOUSE-MRS MANJU BALA | | |
| SHIVAJI HOUSE-MRS RENU | | |
| 23 | **DEPARTMENTS** | PHYSICS LAB- PGT PHYSICS, MR BABULAL | | |
| CHEMISTRY LAB- MRS. GEETA SINGH,MR PRATAP | | |
| BIO LAB- MRS. SUMAN YADAV, MR PRATAP | | |
| COMP. LAB- MR. T C SONI , MR NARESH | | |
| JUN. COMP LAB- MR T C SONI , MR BABULAL | | |
| OFFICE- MR. SUNIL KUMAR, MR. SACHIN KUMAR | | |
| LIB-MR JAGMOHAN MEENA,MR SURENDER | | |
| 25 | **DISSASTER MANAGEMENT**  **SEARCH AND RESCUE COMMITTEE** | SH . AMIT KUMAR I/C | | TGT |
| SMT. POONAM YADAV | | TGT |
| SH. KULDEEP SINGH NARUKA | | TGT |
| SH DHARMENDER | | TGT |
| SMT. RENU DALAL | | PRT |
| SMT. SADHNA | | PRT |
| SMT. ARTI YADAV | | TGT |
| 26 | **P A SYSTEM ARRANGEMENT** | SMT. SEEMA YADAV, I/C | | TGT |
| MR BABULAL | | SUB STAFF |
| 27 | **AEP** | SMT. SUMAN YADAV I/C | | PGT |
| SMT. ANJANA | | TGT |
| SMT JAG MOHAN MEENA | | TGT |
| SH. RAM BHAROSI MEENA | | TGT |
| STAFF NURSE | |  |
|  |  | MS SHEFALI SHARMA | | COUNSELLOR |
| **28** | **PARTNERSHIP WITH NEIGHBOURING VIDYALAYA** | SH. ANAND PRAKASH, I/C | | HM |
| SMT. MANJU BALA  SH PRAVEEN KUMAR | | PRT  PGT |
| 29 | **AWAKENED CITIZENSHIP PROGRAMME** | SH JAG MOHAN MEENA | | TGT |
| SH. MANJEET I/C | | TGT |
| SH. DHARMENDER | | TGT |
| ALL TRAINED STAFF | |  |
| 31 | **LIBRARY** | SH. JAG MOHAN MEENA | | LIB. |
| SH. LAKSHMAN | | PGT |
| SH. PUSHKAR DASS | | PGT |
| SMT GEETA SINGH | | PGT |
| SH. MANJEET KUMAR | | TGT |
| SH. ANAND PRAKASH | | HM |
| SMT ARCHANA YADAV | | PRT |
| 32 | **OFFICE & CORRESPONDANCE WITH**  **POST OFFICE, BANK & CHAIRMAN OFFICE REALTED WORK** | SH. SUNIL KUMAR | | SSA |
| SH SACHIN | | JSA |
| SH. SURENADR KUMAR | | SUB STAFF |
| SH. NARESH KUMAR | | SUB STAFF |
| 33 | STAFF ROOM | Smt. ANJANA ,  SMT ARTI YADAV | | TGT  TGT |
| 34 | SOCIAL STUDIES ( EK BHARAT SHRESTH BAHART AND SOCIAL SIENCE RELATED ACTIVITIES) | SH. MUKESH KUMAR I/C  SH. RAM RAJ MEENA  SH. AMIT KUMAR  SH. PRAVEEN KUMAR  Smt. BARKHA  SMT. SHALINI | | PGT  PGT  TGT  PGT  TGT  PRT |
| 35 | SUBJECT COMMITTEE MEETING COORDINATOR | HINDI – SH. LAKSHMAN | | PGT |
| ENGLISH – MR. PUSHKAR DASS | | PGT |
| MATHS – SMT. KAVITA YADAV | | PGT |
| SCIENCE – MR. DINESH KUMAR | | PGT |
| SOCIAL SCIENCE – MR. RAM RAJ MEENA | | PGT |
| 24 | **INTERNAL COMPLAINT COMMITTEE** |  | | AC, KVS GURUGRAM RO |
| SMT. SALONI SINGHLA | | NGO |
| SMT GEETA SINGH | | PGT |
| MRS MANJU BALA | | PRT |

**(PRINCIPAL)**