

KENDRIYA VIDYALAYA, JHUNJHUNU

Committees for proper regulation of Vidyalaya for Session 2022-23

SN	COMMITTEE	CONVENOR	MEMBERS	DUTIES/RESPONSIBILITIES
1	Anti-Sexual Harassment Committee	Mrs. Suman Jangid	Mrs. Anita (PRT) Ms. Anjali Sati (TGT-Maths) Mrs. Seema (TGT-Science) MS Anita Meena (Librarian) Mrs. Yasmin (PRT, KV JJN) Mr. Manoj Kumar (PGT- English)	In Compliance to, The sexual harassment of women at workplace (prevention, prohibition and redressal) Act. 2013 this Internal complaints redressal committee is constituted for the session 2022-23, to address the complaints / grievances of women employee of this vidyalaya.
2	ACADEMIC AND ADMINISTRATIVE SUPPORT (SECONDARY)	SH MAHENDRA SINGH	SH PRADEEP TETARWAL SH SATYENDRA ALHA SH RPS RATHORE SH MUKESH TAILOR	To give suitable guidelines for the academic improvement, organisation of various activities, to produce best academic results, faculty meetings etc
3	ACADEMIC AND ADMINISTRATIVE SUPPORT (PRIMARY)	SH SHAMSHER SINGH	Sh. Surendra Jhajharia SH Anil Pathak	To give suitable guidelines for the academic improvement, organisation of various activities, to produce best academic results, faculty meetings etc
4	ADMISSION	SH SATYENDRA KUMAR ALHA	SH RAJESH SINGH SH SUNIL KUMAR SH HARI RAM JANGIR SH DAYANAND	To scrutinize the registration forms for admission and carry out the process as per the Admission guidelines laid by KVS in consultation with the Principal
5	EXAMINATIONS (INTERNAL)	SH D.K. BEDI	SH Mahesh Shastri MS. ANJALI SATI SH RANGLAL	To plan the schedule of Unit test, Cumulative Examination, Pre-Board and Annual Examination as per the calendar of activities. To ensure the evaluation of Internal Assessment and grading of Scholastic & co-scholastic subjects as per CBSE/KVS norms.
6	EXAMINATION (EXTERNAL – CBSE –X,XII)	Sh PRADEEP TETARWAL	SH RPS RATHORE SH NARESH CHOUDHARY SH DAYANAND VERMA	To conduct Board Exam as per CBSE guidelines and also to give suitable instructions for carrying out Internal Assessment and maintain records. To make staff familiar with new schemes and changes in examination patterns.
7	EXTERNAL EXAMS – NIOS/IGNOU/JEE/UGC NET/CTET etc	SH MUKESH KUMAR TAILOR	SH MANOJ KUMAR SH NARESH CHOUDHARY SH SURESH KUMAR	

8	TIME TABLE AND ARRANGEMENT	SH RPS RATHORE	TGT MATHS-3 MISS. ANITA MEENA SH SUDHEER KUMAR	To prepare & execute time table as per the KVS norms. To make necessary adjustments in the time table due to administrative exigencies. To device workable & suitable assignments/remedial timetable
9	FURNITURE	SH PRADEEP CHANDOLIA	SH HARI RAM JANGEED SH RANGLAL SH SUDHIR KUMAR	To ensure all furniture bear serial numbers and the year of purchase. To ensure the adequacy and suitability of furniture in all the class rooms, including repair of furniture as per the rules.
10	CLEANLINESS OF VIDYALAYA BUILDING AND PREMISES (SWACHH BHARAT ABHIYAN)	SH MAHENDER SINGH	Sh Pramod Poonia ANITA MEENA SH N. R. DAHIYA Mrs. ANITA (PRT)	MISS. To monitor the regular cleanliness of VIDYALAY CAMPUS and availability of essential cleaning material.
11	TOILET BOYS	SH RAJARAM	SH RAJESH SINGH SH. MAHESH KUMAR YADAV Sh. SH SUNIL KUMAR Sh. Sheshraj	To monitor the regular cleanliness of Toilets and availability of essential cleaning material.
12	TOILET GIRLS	MISS ANITA MEENA	SMT ADITI SWAMI SMT SUMAN JANGIR SMT ANITA SMT YASMIN	To monitor the regular cleanliness of Toilets and availability of essential cleaning material.
13	GARDENING AND BEAUTIFICATION OF THE VIDYALAYA CAMPUS	SH. S. K. ALHA	SMT ADITI SWAMI SMT. SEEMA SH SURESH KUMAR SH SUDHIR KUMAR	To take care and maintain the beautification in all the areas of the Vidyalaya from time to time.
14	SCIENCE CLUB/ NATURE CLUB/ ECO CLUB/SCIENCE OLYMPIAD/NTSE/KVPY/ INSPIRE AWARD	SH. RAKESH KUMAR	SH. S. K. ALHA SMT. ASHA SHARMA SMT SEEMA	Manage all the required tasks for organizing Science exhibition & other activities. Guide the students and Maintain and keep records of the SCIENCE OLYMPIAD/NTSE/KVPY etc.
15	SOCIAL SCIENCE CLUB (EBSB) & INTEGRITY CLUB	SH RAJARAM	SH. PRADEEP CHANDOLIA SMT ADITI SWAMI SH. RAJESH SINGH	Manage & arrange all the required tasks for organizing SST (EBSB) exhibition/activities.

16	MAINTENANCE AND REPAIR OF SCHOOL BUILDING AND CONTINUOUS SUPPLY OF DRINKING WATER	SH NARESH CHOUDHARY	SH Pramod Poonia SH HARI RAM JANGIR SH SUNIL KUMAR	To carry out maintenance & repair work of buildings including toilets, surroundings and play field.
17	MEDICAL CHECKUP AND HEALTH & HIEGINE OF STUDENTS	SMT ASHA SHARMA	SH Pramod Poonia YOGA COACH DOCTOR AND NURSE	To provide first aid to students in case of Emergency and regular health check-up of the students. To guide the students for proper hieGINE, nutrition and balanced diet.
18	EDUCATIONAL TOURS / EXCURSION	SH RAJA RAM	SH Pramod Poonia SH NETRAM DAHIYA SH HARI RM JANGIR	To check out and implement Annual plan for EDUCATIONAL TOURS / EXCURSION of the students as per the codel provisions in consultation with the class teachers/ Principal
19	VOCATIONAL GUIDANCE / COUNSELLING / ARRANGING GUEST LECTURE	SH MAHENDRA SINGH	SH Lokesh Saini SH PK TETARWAL COUNSELOR	To conduct counselling workshops/seminars. To maintain & update display board and a corner to keep these activities ongoing for various programmes.
20	SPORTS COMMITTEE	SH. Pramod Poonia	SH DEEPAK KUMAR BEDI SH OM PRAKESH SH NARENDRA KUMAR SH NR DAHIYA	conducting games and sports activities as per given time table. To Identify the talented students participating at the Cluster, Regional and National Level Games in order to give them special training and to maintain record. To conduct FIT india activities
21	STUDENTS COUNCIL COMMITTEE	SH MAHENDRA SINGH	SH MANOJ KUMAR SH MUKESH TAILOR SH Pramod Poonia ALL HOUSE MASTERS	To select SPL, House captains and other members of the council for carrying out their usual work in consultation with the Principal, to implement pass system. Systematic/orderly movement of students for assembly checking of late comers.
22	ALLOTMENTMENTAND REPAIR & MAINTENANCE OF VIDYALAYA STAFF QUARTERS	SH MUKESH KUMAR TAILOR	SH Satyendra Kumar Alha SMT ANITA SH MAHESH YADAV SH NARENDRA SH DAYANAND	To carry out maintenance & repair work of Staff Quarters and Allotment the quarters as per rules.
23	DISCIPLINE COMMITTEE FOR SEC & SR. SEC	SH Pramod Poonia	SH RAKESH KUMAR SMT ASHA SHARMA YOGA INSTRUCTOR SPORTS COACH SH ANIL PATHAK SH NETRAM DAHIYA ALL CLASS TEACHERS	To ensure the congenial atmosphere by maintaining gentle movement of students and dealing the cases of indiscipline of students if any. A separate file is to be maintained.

24	LIBRARY COMMITTEE AND READERS CLUB	MISS ANITA MEENA	SH MAHENDRA SINGH SH PK TETARWAL SH PRADEEP CANDOLIA SH MUKESH TAILOR SH SHAMSHER SINGH SH MANOJ KUMAR	To procure text books and reference books recommended by KVS/CBSE as per the recommendation of faculty members. To organize class Library and to present book review. To assist Primary wing in Library activities in light of CMP. TO ORGANISE BOOK DONATION, BOOK FAIR ACTIVITIES
25	IMPLEMENTATION OF RAJ BASHA	SH MUKESH TAILOR	SH Lokesh Saini MISS ANITA MEENA SH. KALURAM JAT, SSA SH. MAYANK SAINI, JSA	To conduct quarterly meetings of Rashtrabhasha and to submit quarterly reports to the Regional Office. To plan for IMPLEMENTATION OF RAJ BASHA at vidyalaya level.
26	SCOUTS / GUIDES & CUB-BULBUL	SH SURESH KUMAR SAINI	SH RAJESH SINGH Mahesh Shastri SH MAHESH YADAV SMT SEEMA SMT ADITI SWAMI MS ANITA MEENA	Sh. To enroll Scouts & Guides, Cubs and Bulbuls and to organize testing camps, troop meetings as per the Annual Schedule of activities prepared at unit level in light of APRO.
27	CCA & MORNING ASSEMBLY/ MAGAZINE AND STUDENT'S DIARY	SH MANOJ KUMAR	SH Pramod Poonia SH MAHESH SHASTRI SH N.R. DAHIYA SH SURESH KUMAR SH RANGLAL ALL HOUSE MASTERS 1. SH Pradeep Chandolia 2. SH Rajaram 3. SH. Mukesh Tailor 4. Sh. Satyendra Kumar Alha	To organize Inter House competitions effectively and to celebrate all the days of National Importance / Occasions with the assistance of House Masters and other experts in a planned manner. To organise daily morning assembly with full participation of the students.
28	POCSO ACT GRIEVANCE OF STUDENTS (CORPORAL PUNISHMENT, RAGING/BULLYING)/SUGGESTION BOX & NAEP	SH. S. K. ALHA	SH Pramod Poonia SH. NARENDRA KUMAR SMT ASHA SHARMA SMT SUMAN JANGIR SH ANITA SMT YASMIN	1. TO MONITOR IMPLEMENTATION OF POCSO ACT. 2. To conduct programmes as per the guidelines given in the training. To maintain & update display board and a corner to keep these activities ongoing for various programmes.

29	GRIEVANCES CELL FOR SC/ST/OBC/MINORITIES AND DIFFERENTLY ABLED	SH MAHENDRA SINGH	SH CHETA RAM MISS ANITA MEENA SH SHAMSHER SINGH	Maintain and keep records of the SC/ST/OBC/Minorities and Differently abled students grievances and their disposal
30	STAFF GRIEVANCE CELL COMMITTEE	SH MAHENDRA SINGH	SH. CHETARAM MISS ANITA MEENA SH SHAMSHER SINGH	Maintain and keep records of the Staff grievances and their disposal
31	MATHS OLYMPIAD	SH RPS RATHORE	ALL TGT- MATHS	Guide to students for participation and Maintain and keep records of the Maths Olympiads.
32	SPOKEN ENGLISH, ENGLISH OLYMPIAD ETC	SH OM PRAKESH	SH SUMAN JANGIR SH. MAHESH YADAV	TO GUIDE STUDENTS FOR SPEAKING THE ENGLISH AND HELP IN IMPROVING THE COMMUNICATION IN ENGLISH
33	FUNCTIONING OF CMP AND PRIMARY LIBRARY	SH SHAMSHER SINGH	SH SURENDRA JHAJHARIA SH P.R. BARWARIA ALL PRT	FUNCTIONING OF CMP AND PRIMARY LIBRARY AND PRESENT BOOK REVIEW
34	BACK TO BASIC AND EQUIP	SH Cheta Ram	SH NET RAM DAHIYA SH. SHAMSHER SINGH SH HARI RAM JANGIR SH. PR BAIRWARIA	Maintain and keep records of the Back to Basis and EQUIP
35	WEBSITE UPDATION COMMITTEE	SH Lokesh Saini	SH. SATYENDRA ALHA SMT. SEEMA SH. HARI RAM JANGIR SH. SUNIL KUMAR ALL COMMITTEE INCHARGES	Maintain and Update the Vidyalaya Website in all Aspect. All committee incharges should handover the relevant information for uploading on website to incharge well in time
36	ALUMINI COMMITTEE	SH RAKESH KUMAR	SH MAHENDRA SINGH SH LOKESH SAINI SH. SATYENDRA ALHA SH. N. R. DAHIYA	regular registration of allumini and conduct of allumini meet.
37	Subject Committee Conveners	SH MAHENDRA SINGH	ALL PGTS	TIME TO TIME ORGANISING THE SUBJECT COMMITTEE MEETING AND FOLLOW UP ACTIONS
38	CHECKING AND VERIFICATION OF WORK OF OUTSOURCING AGENCIES/CONTRACTORS	SH MAHENDRA SINGH	SH Lokesh Saini SH RAJESH SINGH SH SURENDRA JHAJHARIA SH. RANGLAL	To monitor the services of security and cleanliness in consultation with the agencies concerned REGULARLY CHECKING AND VERIFICATION OF WORK OF OUTSOURCING AGENCIES/CONTRACTORS