**KENDRIYA VIDYALAYA No. 1, AFS, HALWARA**

**CONSTITUTION OF HOUSES (Secondary section)**

**FOR CCA & CCE - SESSION**

**2018-2019**

**Coordinator**

·           **Mr. Neeraj Khattak PGT (Hindi)**

·           **Mrs. Shashi Sadawarti, TGT (S.Sc.)**

Mrs Veerpaul Kaur TGT Hindi

**SHIVAJI HOUSE**

**House Master:**Mrs LN Dass , PGT (Comm)

**Associate House Master:** Mr. Seva Singh, PGT (English)

**Associates:**\* Mr. Gurdev Singh, TGT (Math)

\* Ms. Amanjeet Kaur, TGT (S.Sc.)

\* Ms. Neetu Bala, TGT (Science)

**Tagore HOUSE**

**House Master:**Mrs. Amarjeet Kaur, PGT (History)

**Associate House Master:** Mrs. LN Dass, PGT (Commerce)

**Associates:**\* Mrs. Kiran Kohli, TGT (Science)

\* Mrs. Poonam Parsheera, TGT (English)

\* Mrs. Veerpaul Kaur, TGT (Hindi)

**Ashoka HOUSE**

**House Master:**Mrs. Yasha, PGT (Economics)

**Associate House Master:** Mrs. Kirandeep Kaur, PGT (Computer Science)

**Associates:**\* Mrs. Meena Sharma, TGT (Math)

\* Mrs. Sonia Dua, TGT (English)

\* Mr. Jeevan Kumar, TGT (Hindi)

**Raman HOUSE**

**House Master:**Mr. Sukhvinder Singh, PGT (Chemistry)

**Associate House Master:** Mr. Ram Niwas Gautam, PGT (Geography)

**Associates:**\* Mr. Rajinder Singh, TGT (Math)

\* Mrs. Surekha Sarin, TGT (English)

\* Mrs. Suruchi Sharma, TGT (Hindi)

**CCA In-charge          PRINCIPAL**

**KENDRIYA VIDYALAYA No. 1, AFS, HALWARA**

**CONSTITUTION OF clubs - committee**

**FOR CCA & CCE - SESSION 2017-18**

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| **Literary club**  **In-charge:** Mr. Seva Singh, PGT (English)    ***Members:***  ·        Mr. Neeraj Khattak, PGT (Hindi)  ·        Mrs. Surekha Sarin, TGT (Eng)  ·        Mrs. Veerpaul Kaur, TGT (Hindi)  **In-charge Primary**: Mrs. Rajni Bansal, PRT  ·         Mr. Trinath Nayak, PRT | **Scientific club / Sc. exhibition**  **In-charge:** Mrs. Veena Wanchoo, PGT (Bio)    ***Members:***  ·        Mr. Sukhvinder Singh, PGT (Chem)  ·        Mrs. Kiran Kohli, TGT (Sc.)  ·         Ms. Neetu Bala, TGT (Science)  **In-charge Primary**: Mr. Tajinder Singh, PRT  ·            Mrs. Suman Sharma, PRT |
| **sadbhawna club**  **In-charge:** Mrs. Shashi Sadawart, TGT (S.St)    ***Members:***  ·        Mr. Ram Niwas Gautam, PGT (Geog)  ·        Ms. Amanjeet Kaur, TGT (S.Sc.)  ·        Mr. Jeevan Kumar, TGT (Hindi)  ·        Mrs. Arti Dhiman, TGT (Drg)  ·        Ms. Neetu Bala, TGT (Science)  **In-charge Primary**: Mrs. Prem Lata, PRT  ·         Mrs. Kulwinderjit Kaur, PRT | **Eco & health club**  **In-charge:** Mrs. Veena Wanchoo, PGT (Bio)    ***Members*:**  ·        Mr. Ram Niwas Gautam, PGT (Geog)  ·        Mrs. Kiran Kohli, TGT (Sc.)  ·        Mrs. Poonam Parsheera, TGT (Eng)  ·        Ms. Amanjeet Kaur, TGT (S.Sc.)  ·        Mr. Surendra Kumar, TGT (WET)  **In-charge Primary**: Mrs. Rohini Mahajan, PRT  ·         Mrs. Vibhu Sachdeva, PRT |
| **Aesthetic club**  **In-charge:** Mrs. Yasha, PGT (Economics)  ***Members:***  ·        Mrs. Meena Sharma, TGT (Math)  ·        Mr. Surendra Kumar, TGT (WET)  ·        Mrs. Arti Dhiman, TGT (Drg)  **In-charge Primary**: Mrs. Suman, PRT  ·         Mrs. Kusum Lata, PRT (Music) | **Aep / disha club / equip**  **In-charge:** Mrs. Surekha Sarin, TGT (Eng)  ***Members:***  ·        Mrs. Kiran Kohli, TGT (Sc.)  ·        Mrs. Sonia Dua, TGT (Eng)  ·        Mrs. Poonam Parsheera, TGT (Eng)  **In-charge Primary**: Mr. Sukhbir Singh, PRT  ·         Mrs. Poojka Gupta, PRT |
| **math club / maths Olympiad**  **In-charge:** Mrs. KK Gill, PGT (Math)    ***Members:***  ·        Mr. Rajinder Singh, TGT (Math)  ·        Mrs. Meena Sharma, TGT (Math)  ·         Mr. Gurdev Singh, TGT (Math) | **Social science exhibition**  **In-charge:** Mrs. Amarjit Kaur, PGT (History)    ***Members:***  ·        Mrs. Yasha, PGT (Economics)  ·        Mr. Ram Niwas Gautam, PGT (Geog)  ·        Mrs. Shashi Sadawart, TGT (S.Sc.)  ·         Mrs. Poonam Parsheera, TGT (Eng) |
| **Secondary cca activities support**  **In-charge:** Mrs. Veena Wanchoo, PGT (Bio)  ·           Mrs. Shashi Sadawart, TGT (S.Sc.)  ·           Mr. Shiv Kumar, TGT (P&HE)  ·           Mr. Surendra Kumar, TGT (WET) PA System  ·           Music / Activity Teacher  ·           Mrs. Jeevan Kumar, TGT (Hindi) Photography  ·           Mr. Raj Kumar, Sub-Staff (PA System) | |

**CCA I/c                                                          HM                                                    PRINCIPAL**

**KENDRIYA VIDALAYA NO.1 AFS , HALWARA**

**ALLOCATION OF DUTIES**

**Overall In Charge :  Mrs. Jatinder Kaur (V. Principal)**

**Primary Section: Mr. Harnek  Singh  (H.M)**

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| **1) Admission  Department**  **1)      Ms. Amarjit Kaur (PGT)   I/C**  2)      Ms. Meena  Sharma (TGT)  **3)      Mr. Harnek Singh (HM)   I/C**  4)      Ms. Suman Sharma (PRT) | **4) CCA and CCE (Life Skills) Morning Assembly**  **1.       Ms. Jatinder Kaur (V.Principal)  overall I/C**  **2.       Ms. Shashi Sadawarti (TGT)  I/C**  3.       Mr. Roshan Lal (TGT)  4.       Mr. Shiv  Kumar (PET)  5.       Mr. Jeevan Kumar (TGT) **Photography**  6.       Music & Dance Tr. (Contractual)  7.       Yoga Teacher (Contractual)  8.       Mr. Raj Kumar (Lab Att.)    **PA System**  **9.       Mr. Harnek Singh (HM)      I/C**  10.   Ms. Kamal Gandhi (PRT)  11.   Ms. Anjli Wadhawan (PRT)  12.   Ms. Kusum Lata (Music Tr.)  13.   Mr. Tajinder  Singh (PRT) **PA System**  14.   Mr. Sukhbir Singh (PRT)   **Photography** |
| **2) Time Table / Leave Arrangement**  **1.       Mr. Sukhvinder Singh (PGT )   I/C**  2.       Ms. Kiran Kohli (TGT)  3.       Ms. Meena Sharma (TGT)  4.       Mr. Jeevan Kumar(TGT)  5.       Ms. Kamal Gandhi (PRT)  6.       Ms. Prem Lata (PRT) | **5)   Discipline and Safety Committee**  **1.       Ms. Jatinder Kaur (V. Principal)   I/C**  2.       Ms. Amarjeet Kaur   (PGT )  3.       Ms. Jasdeep Kaur (PGT)  4.       Mr. Shiv Kumar     (PET)  5.       Ms. Meena Sharma  (TGT)  6.       Mr. Rajinder Singh  (TGT)  7.       Ms. Surekha Sarin (TGT)  8.       Mr. Jeevan  Kumar (TGT)  9.       Mr. Harnek Singh (HM)  10.   Mr. Tajinder Singh  (PRT)  11.   Mr. T Nayak (PRT)  12.   Ms. Subhash Thakur (PRT)  13.   Ms. Kulwinderjit Kaur (PRT)  14.   Ms. Amandeep Kaur (Coach)  15.   Mr. Raj Kumar (Lab Att.)  16.   Mr. Satpal (Lab Att.)  17.   Mr. Surinder Singh (Lab Att.)  18.   All the Class Teachers |
| **3) Examination Department**  **1.       Ms. K.K Gill (PGT)     I/C**  2.       Mr. Rajinder Singh (TGT)  3.       Mr. Jeevan Kumar (TGT)  4.       Ms. Amanjeet Kaur (TGT)  5.       Mr. Raj Kumar (Lab Att.)  **6.       Mr. Tajinder Singh (PRT)     I/C**  7.       Ms. Kulwinderjit Kaur (PRT) | **6)   PTM  & Counseling**  1.       **Ms. K.K.  Gill (PGT) I/C**  2.       Ms. Jasdeep Kaur (PGT)  **3.**Ms. KiranKohli (TGT)  4.       Ms. ShashiSadawarti (TGT)  5.       Ms. SurekhaSarin (TGT)  6.       Ms. AmanjeetKaur (TGT)  7.       Mr. Jeevan  Kumar (TGT)  8.       PGT  English (Contractual)  9.       Ms. KulwinderjitKaur (PRT)  10.   Ms. Sudesh  Sharma (PRT)  11.   Ms. Suman  Sharma (PRT) |
| **7)   CBSE Examination**  **1.       Mr. Rajinder Singh (TGT)   I/C**  2.       Ms. Amanjeet Kaur (TGT)  3.       Mr. Jeevan Kumar (TGT) | **11)   First Aid and Medical Check- up**  1.       **Ms. Meena  Sharma (TGT) I/C**  2.       Mr. Shiv Kumar (PET)  **3.       Mr. Sukhbir  Singh (PRT) I/C**  4.       Ms. Prem Lata  (PRT)  5.       Nurse  (contractual)  6.       Yoga Teacher (Contractual) |
| **8)      Vidyalaya Patrika & News Letter**  **1.       Mrs. Jatinder Kaur (PGT)    I/C**  2.       Ms. Surekha Sarin (TGT)  3.       Mr. Roshan Lal (TGT)  4.       Mr. R.P Upadhyay (TGT)  5.       PGT  English (contractual)  6.       Mr. Harnek Singh (HM)  7.       Ms. Sudesh Sharma (PRT)  8.       Ms. Vibhu Sachdeva (PRT)  9.       Ms. Suman Sharma (PRT) | **12)   Library Committee**  **1.       Mr. Jarnail Singh  (Lib.)     I/C**  2.       Ms. Jatinder Kaur  ( V. Principal)  3.       Ms. Veena Wanchoo  (PGT )  4.       Mr. Neeraj Khattak  (PGT )  5.       Ms. Surekha Sarin (TGT )  6.       Ms. Amanjeet Kaur  (TGT )  7.       Mr. Harnek Singh (HM)  8.       Ms. Kamal Gandhi (PRT)  9.       Ms. Sudesh  Sharma (PRT)  10.   Ms. Asha Lata  (PRT)  11.   Ms. Kulwinderjit Kaur (PRT) |
| **9)      Quiz & MCQ Incharge**  **1.       Ms. Veena wanchoo (PGT)     I/C**  2.       Ms. Kiran Kohli (TGT)  3.       Ms. Amanjeet Kaur (TGT)  4.       Ms. Shashi Sadavarti (TGT)  5.       Ms. Meena  Sharma (TGT)  6.       Mr. Roshan Lal  (TGT)  **7.       Ms. Subhash Thakur    I/C**  8.       Ms. Poojka (PRT)  9.       Ms. Suman  Sharma (PRT)  10.   Mr. Tajinder  Singh (PRT) | **13)   Website and Think Quest Committee**  1.       Dr. (Mrs.) Sudha Sharma   (Principal)  Patron  2.       Ms.  Jatinder Kaur  ( V.Principal)          Editor  3.       Ms. Kirandeep Kaur (PGT) Co. Editor **I/C**  4.       Mr. Roshan Lal  ( TGT )  5.       Mr. Rajinder Singh  (TGT )  6.       Ms. Sonia Dua  (TGT )  7.       Ms. AmanjeetKaur  (TGT )  8.       Ms. Kiran Kohli (PRT)  9.       Computer Instructor (Secondary)  10.   Computer Instructor (Primary)  11.   Mr. Tejinder Singh  (PRT)  12.   Ms. Vijay Kumari  (UDC) |
| **10)   Rajbhasha Hindi Karyenwayen Samiti**  **1.       Mr. Neeraj Khattak (PGT) I/C**  2.       Mr. Roshan Lal (TGT)  3.       Mr. R.P Upadhyay (TGT)  4.       Ms. Veerpaul Kaur (TGT)  5.       Mr. Jeevan Kumar (TGT)  6.       Ms. Kamal Gandhi  7.       Ms. Sudesh Sharma (PRT)  8.       Ms. HardeepKaur (PRT)  9.       Ms. Vijay Kumari (UDC)  10.   Ms. Ashpinder Kaur (LDC) | **14)   School Cleanliness**  **1.       Ms. Jatinder Kaur (VP)   Overall Monitoring**  2.       Ms. Yasha (PGT) **I/C**    (Ladies Toilet Incharge)  3.       Mr. Neeraj Khattak (Boys Toilet Incharge)  4.       Mr. Shiv Kumar (PET) (Gents Toilet Incharge)  5.       Ms. Kiran Kohli (TGT) (Girls Secondary Toilet) **I/C**  6.       Ms. Poonam Parsheera (TGT)Girls Secondary Toilet) **I/C**  7.       Mr. Harnek Singh (HM) to Monitor  8.       Ms. Subhash Thakur (PRT)      primary wing  9.       Ms. Suman Sharma (PRT)   primary wing  10.   Mr. T Nayak (PRT) (Boys Toilet – Primary)  11.   Ms. Suman (PRT) (Girls Toilet – Primary)    ·         **Outside Secondary Side Field Area**  12.   Yoga Teacher (Contractual)  13.   Mr. Surinder Singh (Lab Att.)  14.   Mr. Raj Kumar (Lab Att.)    ·         **Outside Primary Side Field Area**  15.   Ms. Kusum Lata (Music Tr.)  16.   Mr. Sat Pal (Lab Att.) |
| **15) Scout & Guide**  **1.       Ms. AmanjeetKaur (TGT) I/C**  2.       Ms. Sarika Bhatnagar (Art & Craft)  3.       Ms. PoonamParsheera (TGT)  4.       Mr. Jeevan Kumar (TGT)  5.       Mr. Shiv Kumar (PET)    **Cubs & Bulbul**  **6.       Ms. Sudesh Sharma (PRT) I/C**  7.       Ms. Sukhbir Singh (PRT)  8.       Mr. T Nayak (PRT)  9.       Mr. Tajinder Singh (PRT)  10.   Ms. Subhash Thakur (PRT) | 20) **Canteen Committee**  **1.       Mr. Neeraj Khattak  (PGT Hindi)      I/C**  2.       Ms. Shashi Sadawarti  (TGT)  3.       Ms. Surekha Sarin (TGT)  4.       Mr. Harnek Singh (HM)  5.       Ms. Sudesh Sharma (PRT) |
| **16) M & R of School Building**  **1.       Ms. JatinderKaur  (Vice Principal)  Convener**  **2.       Mr. Sukhwinder Singh (PGT)  I/C**  3.       Ms. Veena Wanchoo(PGT)  4.       Ms. Sonia Dua (TGT)  5.       Mr. Roshan Lal  ( TGT)  6.       Mr. Trinath Nayak (PRT)  7.       Mr. Tajinder Singh  (PRT)  8.       Ms. Ashpinder  (LDC) | **21) Allotment & Upkeep of Quarter**  1.       Ms. Jatinder Kaur (V. Principal)  2.       Ms. K.K Gill (PGT)  3.       Ms. Kirandeep Kaur (PGT)  4.       Mr. Rajinder Singh (TGT )  5.       Mr. Roshanlal Singh ( TGT)  6.       Mr. T Nayak (PRT)  7.       Ms. Sudesh Sharma (PRT)  8.       Mr. Tajinder Singh (PRT) |
| **17) Purchase Committee**  **1.       Ms. JatinderKaur  (V.Principal)  Convener**  **2.       Ms. Veena Wanchoo  (PGT)   I/C**  3.       Ms. Kirandeep Kaur  (PGT)  4.       Mr. Rajinder Singh (TGT)  5.       Ms. Meena Sharma (TGT )  6.       Mr. Shiv Kumar  (PET)  7.       Mr. Trinath Nayak (PRT)  8.       Ms. Vijay Kumari (UDC) | **22) Maintenance of Staff Room**  **1.       Ms. Surekha Sarin   (TGT)   I/C**  2.       Ms. Shashi Sadawarti  (TGT)  3.       Ms. Sonia Dua  (TGT)  4.       Ms. Veerpaul Kaur (TGT)  5.       Ms. Asha Lata  (PRT)  **6.**Ms. PremLata  (PRT)  **7.**Ms. Suman (PRT) |
| **18) Refreshment Committee**  **1.       Ms. Veena Wanchoo (PGT BIO.)    I/C**  2.       Ms. Kiran Kohli (TGT)  3.       Ms. Meena Sharma ( TGT)  4.       Mr. Harnek Singh (HM)  5.       Mr. Sukhbir Singh (PRT)  6.       Ms. Sudesh Sharma (PRT) | **23) Youth Parliament**  **1.       Ms. ShashiSadawarti  (TGT)    I/C**  2.       Ms. AmarjitKaur  (PGT)  3.       Ms. AmanjeetKaur  (TGT)  4.       Ms. SarikaBhatnagar (TGT)  5.       PGT Geography  (contractual)  **6.**PGT  English  (Contractual) |
| **19) Club Activities & NTSC, Maths Olympiad & Science Olympiad K.V.P.Y etc.**    **1.**Ms. KK Gill (PGT**) (Maths Olympiad)**    **2.**Shashi Sadavarti(TGT) **(Club Activities & NTSC)**    **3.**Ms. Meena  Sharma**(Math & Science Olympiad, KVPY)**    **4.**Ms. Veena Wanchoo **(Science Olympiad, KVPY)**    5.       Ms. KiranKohli (TGT) **(Science Olympiad)**    **6.**Mr. RoshanLal  (TGT) **(Club Activities)**  **7.**Ms. AmanjeetKaur  (TGT) **(Competitions & Scholarships)** | **24) Career Counseling & value Education**  **1.       Ms. JatinderKaur (Vice Principal)**  **2.       Counsellor**(Contractual)**I/C**  3.       Ms. SurekhaSareen  (TGT)     I/C  4.       PGT English ( Contractual)  5.       Mr. Neeraj Khattak  (PGT)  6.       Ms. AmanjeetKaur  (TGT)  **7.**Ms. KiranKohli  (TGT) |

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| **25) Chalk Distribution Committee**  **1.  Mr. RoshanLal  (TGT)   I/C**                               2.D istributed By Lab attendants  ·         Mr. Raj  Kumar (Physics)  ·         Mr.  Surinder  Singh  (Chemistry)  ·         Mr.  Satpal   (Biology)        3.       Mr. Harnek  Singh  (HM)            4. Ms. Sudesh Sharma  (PRT) | **30) Condemnation Committee**        1.      Ms. Jatinder Kaur (V. Principal)        2.      **Mr. Sukhvinder Singh (PGT)      I/C**        3.      Ms. Yasha  (PGT)        4.     Ms. Jasdeep Kaur (PGT)        5.      Ms. Surekha Sarin  (TGT)        6.      Mr. Jarnail  Singh  (Librarian )        7.      Mr. Harnek  Singh  (HM) |
| **26) School Fire Management Committee**               1.       Nominee Chairman  **2.       Dr. (Mrs) Sudha Sharma (Principal)**                       3.       Ms. Jatinder Kaur (V. Principal)                       4.       Mr. Harnek Singh (HM)                       5.       Ms. Amarjit Kaur  (PGT)                       6.       Mr. Shiv Kumar (TGT P&HE)                       7.       Mr. Sukhbir Singh  (PRT)  **8.**Parent Members 02 (Male & Female each)  **9.**Head Boy  **10.**Head Girl | **31) Educational Excursion**  **1.       Ms. Veena Wanchoo  (PGT)    I/C**  2.       Ms. KirandeepKaur (PGT)  3.       Ms. Meena  Sharma  (TGT)  4.       Ms. SurekhaSarin (TGT)  5.       Mr. HarnekSingh (HM)  6.       Ms. AmanjeetKaur  (TGT)  **7.**Ms. Sudesh  Sharma   (PRT) |
| **27          Furniture Committee**  **1.       Mr. Rajinder Singh (TGT)   I/C**                 2.        Mr. Shiv Kumar (TGT P&HE                  3.       Mr. Jeevan Kumar (TGT)                  4.       Mr. Sukhbir Singh (PRT)                   5.       Mr. Trinath Nayak (PRT)                   6.       Ms. Vijay Kumari  (UDC) | **32) Water  & Plumber Arrangement**  **1.       Ms. AmarjeetKaur (PGT)  I/C**  2.       Ms. VeerpalKaur (TGT)  3.       Mr. Jeevan Kumar (TGT)  4.       Mr. Harnek  Singh (HM)  5.       Mr. Tajinder   Singh  (PRT)  **6.**Mr. Surinder Singh  (Lab. Attend) |
| **38) Electricity & Civil Committee**  **1.               Mr. Neeraj Khattak  (PGT)     I/C**  2.                                 Mr.  Rajinder Singh (TGT)  3.                              Mr. Roshan Lal  (TGT)  4.                              Mr. Sukhbir  Singh  (PRT)  5.                              Mr. Trinath Nayak (PRT)  6.                             Mr. Tajinder Singh (PRT)  **7.**Mr. Raj Kumar (Lab. Attendant) | **33) Transport Arrangement Committee**  **1.       Ms. Veena Wanchoo(PGT ) I/C**  2.       Mr. Sukhwinder Singh (PGT)  3.       Ms. Meena Sharma (TGT)  4.       Mr. Jeevan Kumar (TGT)  5.       Mr. Sukhbir Singh (PRT)  6.       Mr. TrinathNayak(PRT)  7.       Mr. Satpal (Lab Att.) |
| **9) Office Work**  1.  Mr.  Jeevan Kumar (TGT) (Fee record)  2. Ms. KirandeepKaur (PGT)                                (Enrollment ,CPF,GPF,NPS )  3.   Ms. Yasha  (PGT) (Income Tax & Form 16A)  **4.**Ms. Meena Sharma  (TGT)(CS 54 &Attendance Register) | **34) VVN Fund Committee**  **1.       Ms. Vijay  Kumari  (UDC)    I/C**  2.       Ms.Veena Wanchoo  (PGT)  **3.**Ms. Meena Sharma (TGT)  **4.**Mr. Jeevan Kumar (TGT) |

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| **35) Record Maintenance Committee**  **1. Ms. Meena Sharma  (TGT)   I/C**      2. Ms. Veena Wanchoo (PGT)      3. Ms. Poonam Parsheera (TGT)      4. Ms. Sudesh Sharma (PRT)           5. Ms. Vibhu Sachdeva (PRT) | **40)School  Readiness  Committee**  **1.       Mr. Harnek  Singh (HM)  I/C**  2.       Ms. Rohini Mahajan  (PRT)  3.       Ms.  VibhuSachdeva (PRT)  **4.**Ms.  Kulwinderjit Kaur  (PRT) |
| **36) Photography Committee**  **1.       Ms. KirandeepKaur  (PGT)     I/C**  2.       Mr. Shiv  Kumar  (PET)  3.       Mr.  Jeevan  Kumar   (TGT)  **4.**Mr.  Sukhbir Singh (PRT) | **41) Press and Publicity Committee**      1.  **Mr. Neeraj Khattak (PGT) I/C**      2.  Ms. SurekhaSarin  (TGT)      3.  Mr. RoshanLal  (TGT)      4. Ms. Poonam Parsheera (TGT) |
| **37         Horticulture / Gardening**         1**. Ms. VeenaWanchoo  (PGT)   I/C**         2. Ms. Kirandeep Kaur (PGT)         3. Ms. KiranKohli  (TGT)         4. Ms. Veerpaul Kaur  (TGT)         4. Mr. Sukhbir  Singh (PRT)         5. Ms. Sudesh  Sharma  (PRT) | **42) Welfare of  SC/ST  Committee & RTE Welfare**  **1.  Ms. Amarjeet Kaur  (PGT)   I/C**      2. Mr. Shiv Kumar (TGT P&HE)      3. Mr. Harnek  Singh  (HM)      4. Mr. TrinathNayak  (PRT) |
| **38)        Admission Lottery & Draw Committee under RTE**  1. **Ms. AmarjitKaur (PGT)   I/C**  2. VMC Member  3. Ms. Meena Sharma (TGT)  3. Mr. Harnek Singh (HM)  4. Ms. Anjli Wadhawan (PRT)  5. Ms. 6. Ms. Vijay Kumari (UDC)  7. Parent members – 2 (Male & Female one each) | **43) Workshops & E-Learning**  **1.       Ms. Kirandeep Kaur (PGT) I/C**  2.       Ms. Kiran Kohli (TGT)  3.       Ms. Amanjeet Kaur (TGT)  4.       Ms. Meena Sharma (TGT)  5.       Ms. Poonam Parsheera (TGT)  6.       Computer Instructors (TGT & PRT)  7.       Ms. Vibhu Sachdeva (PRT)  8.       Mr. Tajinder Singh (PRT)  9.       Ms. Sudesh Sharma (PRT)  **10.**Ms. Suman Sharma (PRT) |
| **39)             Grievance Cell**  **1.    Ms. Jatinder Kaur (V. Principal)   I/C**      2.    Ms. K.K. Gill (PGT)      3.    Mr. Roshan Lal (TGT)      4.     Ms. Meena Sharma (TGT)      5.    Mr. Harnek Singh (HM)      6   . Ms. Kamal Gandhi (PRT) | **44) Master on the Day (MOD)**  **1. Ms. K.K.  (PGT)   I/C**      2. Ms. Kirandeep Kaur (PGT)      3. Ms. Yasha (PGT)      4. Mr. RP Upadhyay (TGT)      5. Mr.Harnek Singh (HM)      6. Mr. T. Nayak (PRT) |

**(Dr. Sudha Sharma)**

**Principal**

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| --- | --- | --- | --- | --- | --- | --- |
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| **COMMITTEES (2013-14)** | | | | | | |
|  |  |  |  |  |  |  |
| **MORNING ASSEMBLY COMMITTEE** | | |  | **Youth Parliament** | | |
| Mrs. Jatinder Kaur | Vice Pri. | Incharge |  | Ms Shashi Sadawarti | TGT | I/C |
| Mrs. Kusum | Music Tr. | Member |  | Ms Amarjit Kaur | PGT | Member |
| Mr. B.K.Aggarwal | PGT Chem | Member |  | Ms Amanjeet Kaur | TGT | Member |
| Mrs. Veena Wanchoo | PGT Bio | Member |  | Ms Sarika Bhatnagar | TGT | Member |
| Mrs. Shashi K. Sadawarti | TGT S.St. | Member |  | PGT Geography Contractual |  | Member |
| Mr. Shiv Kumar | PET | Member |  | PGT English Contractual |  | Member |
| **Admission Department** | | |  | **Career Counselling & Value Education & Disha Club** | | |
| Ms Amarjit Kaur | PGT | Incharge |  | Ms Jatinder Kaur | Vice Principal |  |
| Ms Meena Sharma | TGT | Member |  | Ms Surekha Sarin | TGT | I/C |
| Primary | | |  | PGT English Contractual |  | Member |
| Mr Harnek Singh | HM | Incharge |  | Mr Neeraj Khattak | PGT | Member |
| Ms Vibhu Sachdeva | PRT | Member |  | Ms Amanjeet Kaur | TGT | Member |
| Mr Jeevan Kumar                        PRT                  Member | | |  | Ms Kiran Kohli                             TGT                  Member | | |
| **Time-Table /Leave Arrangement** |  |  |  | **Chalk Distribution Committee** |  |  |
| Ms Jasdeep Kaur | PGT Comm. | Incahege |  | Mr Roshan Lal | TGT | I/C |
| Mr Roshan Lal | TGT | Member |  | Distributed by Lab Attend |  |  |
| Mr Jarnail Singh | Lib | Member |  | Mr Raj Kumar Phy |  |  |
| Mr Sonia Dua | TGT | Member |  | Mr Surinder Singh Chem | | |
| Mr Jeevan Kumar | PRT | Member |  | Mr Satpal Biology |  |  |
| Ms Subhash Thakur | PRT | Member |  | Mr Harnek Singh | HM |  |
| **Examination Department** |  |  |  | Ms Asha Lata | PRT |  |
| Ms K.K. Gill | PGT | Incharge |  | **PTA Committee** |  |  |
| Ms Yasha | PGT | Member |  | Ms Jatinder Kaur | Vice Principal |  |
| Mr Rajinder Singh                      TGT                     Member | | |  | Ms K.K. Gill | PGT | I/C |
| Ms Meena Sharma | TGT | Member |  | Ms Veena Wanchoo | PGT | Member |
| Ms Amanjeet Kaur | TGT | Member |  | Ms Shashi Sadawarti | TGT | Member |
| Mr Raj Kumar | Lab Attnd | Member |  | Ms Meena Sharma | TGT | Member |
| **CCA and CCE (Life Skills ) Morning Assembly** |  |  |  | Mr Harnek Singh | HM | Member |
| Ms Jatinder Kaur | Vice Principal | Overall I/C |  | Mr Tejinder Singh                         PRT              Member | | |
| Ms Veena Wanchoo | PGT | I/C |  | Ms Vijay Kumari | UDC | Member |
| Mr Neeraj Khattak | PGT | Member |  | **Furniture Committee** |  |  |
| Ms Poonam Parsheera              TGT                  Member | | |  | Mr Rajinder Singh | TGT | I/C |
| Mr Shiv Kumar | PET | Member |  | Mr Shiv Kumar | PET | Member |
| Ms Kusum Lata | Music Teacher | Member |  | Ms Kiran Kohli | TGT | Member |
| Mr Raj Kumar                               Lab Attnd           PA System | | |  | Mr Sukhbir Singh | PRT | Member |
| Mr Harnek Singh | HM | I/C Primary |  | Mr Trinath Nayak | PRT | Member |
| Ms Sudesh Sharma | PRT | Member |  | Ms Vijay Kumari                          UDC              Member | | |
| Ms Kamal Gandhi | PRT | Member |  | **Electricity and Civil Committee** |  |  |
| Mr Tajinder Singh                         PRT                 Member | | |  | Mr Neeraj Khattak | PGT | I/C |
| Ms Vibhu Sachdeva | PRT | Member |  | Ms Yasha | PGT | Member |
| **Discipline and Safety Committee** | | |  | Mr Roshan Lal | TGT | Member |
| Ms Jatinder Kaur | Vice Principal | I/C |  | Mr Sukhbir Singh | PRT | Member |
| Ms Amarjeet kaur | PGT | Member |  | Mr Trinath Nayak | PRT | Member |
| Ms Jasdeep kaur | PGT | Member |  | Ms Kusum Lata | Music Tecaher | Member |
| Mr Shiv Kumar | PET | Member |  | Mr Raj Kumar | Lab Attnd | Member |
| Ms Meena Sharma | PGT | Member |  | **Office Work** |  |  |
| Mr Rajinder Singh | TGT | Member |  | Ms Jasdeep Kaur | PGT | Fee REcord |
| Ms Surekha Srin | TGT | Member |  | Ms Kirandeep Kaur | PGT | Enrollment ,CPF,GPF,NPS |
| Mr Harnek Singh | HM | Member |  | Mr Rajinder Singh | TGT | Income Tax |
| Mr Jeevan Kumar | PRT | Member |  | Mrs Meena Sharma | PRT | CS 54 & Attendance Register |
| Mr Tajinder Singh | PRT | Member |  | **Condemnation Committee** |  |  |
| Ms Anjali                                        PRT                  Member | | |  | Ms Jatinder Kaur                    Vice Principal | | |
| Ms Amandeep Kaur (Coach) |  | Member |  | Ms Yasha | PGT | I/C |
| Mr Raj Kumar | Lab Attnd | Member |  | Ms Jasdeep Kaur | PGT | Member |
| Mr Satpal | Lab Attnd | Member |  | Mr Sukhwinder Singh | PGT | Member |
| Mr Surinder Singh | Lab Attnd | Member |  | Ms Surekha Sarin | TGT | Member |
| All the Class Teachers |  |  |  | Mr Jarnail Singh | Librarian | Member |
| **Academic ,PTM Counselling ,Workshops & E-Learning** |  |  |  | Mr Harnek Singh | HM | Member |
| Ms K.K. Gill | PGT | I/C |  | **Educational Excursion** |  |  |
| Ms Kirandeep Kaur | PGT | Member |  | Ms K.K. Gill | PGT | I/C |
| Mr Neeraj Khattak | PGT | Member |  | Ms Kirandeep Kaur                  PGT                 Member | | |
| Ms Kiran Kohli | TGT | I/C E-Learning |  | Ms Meena Sharma | TGT | Member |
| Ms Shashi Sadawarti | TGT | Member |  | Ms Surekha Sarin | TGT | Member |
| Ms Amanjeet Jaur | TGT | Member |  | Mr Harnek Singh | HM | Member |
| PGT Contractual                                                   Member | | |  | Ms Amanjeet Kaur | TGT | Member |
| Ms Kulwinderjit Kaur                 PRT                   Member | | |  | Ms Sudesh Sharma | PRT | Member |
| Ms Sudesh Sharma | PRT | Member |  | **Water and plumber Arrangement** |  |  |
| Ms Suman Sharma | PRT | Member |  | Ms Amarjeet Kaur | PGT | I/C |
| Mr Jeevan Kumar | PRT | Member |  | Ms Veerpal Kaur | TGT | Member |
| **Quiz & MCQ Incharge** |  |  |  | TGT  Science Contractual |  |  |
| Ms Veena Wanchoo | PGT | Incharge |  | Mr Harnek Singh | HM | Member |
| Ms Amarjit Kaur | PGT | Member |  | Mr Surinder Singh | Lab Attnd | Member |
| Ms Amanjeet Kaur | TGT | Member |  | **Transport Arrangement Committee** |  |  |
| Ms Shashi Sadawarti | TGT | Member |  | Ms Veena Wanchoo | PGT | I/C |
| Ms Meena Sharma | TGT | Member |  | Mr Shiv Kumar | PET | Member |
| Mr Roshan Lal                             TGT                   Member | | |  | Ms Poonam Parsheera | TGT | Member |
| Ms Subhash Thakur                                              Incharge | | |  | Ms Shashi Sadawarti | TGT | Member |
| Ms Poojka | PRT | Member |  | Mr Trinath Nayak | PRT | Member |
| Ms Suman Sharma | PRT | Member |  | Mr Jeevan | PRT | Member |
| Mr Tajinder Singh | PRT | Member |  | Mr Satpal | Lab Attnd | Member |
| **Vidyalaya Patrika and News Letter** |  |  |  | **VVN   Fund  Committee** |  |  |
| Mr Neeraj Khattak | PGT | I/C |  | Ms Vijay Kumari | UDC | I/C |
| Ms Surekha Sarin | TGT | Member |  | Ms Veena Wanchoo | PGT | Member |
| Mr Roshan Lal | TGT | Member |  | Ms Meena Sharma | TGT | Member |
| Mr R. Upadhyay | TGT | Member |  | **RTE 2013 Committee** |  |  |
| PGT English Contractual | | |  | Ms Amarjit Kaur | PGT | I/C |
| Ms Suman Sharma | PRT | Member |  | Ms Meena Sharma | TGT | Member |
| Ms Sudesh Sharma | PRT | Member |  | Mr Harnek Singh | HM | Member |
| Ms Anjali | PRT | Member |  | Ms Vibhu Sachdeva                   PRT            Member | | |
| Mr Trinath Nayak | PRT | Member |  | Ms Vijay Kumari | UDC | Member |
| **CBSE Examination** |  |  |  | **Photography Committee** |  |  |
| Mr Rajinder Singh | TGT | I/C |  | Ms Kirandeep Kaur | PGT | I/C |
| Ms Amanjeet Kaur                        TGT                Member | | |  | Mr Shiv Kumar | PET | Member |
| Ms Mena Sharma | TGT | Member |  | Ms Poonam Parsheera          TGT                   Member | | |
| **Rajbhasha Hindi Samiti** |  |  |  | Mr Trinath Nayak | PRT | Member |
| Mr Neeraj Khattak | PGT | Incharge |  | Mr Jeevan Kumar | PRT | Member |
| Ms Veerpal Kaur | TGT | Member |  | **Horticulture /Gardening** |  |  |
| Mr R.P. Upadhyay                         TGT                   Member | | |  | Ms Veena Wanchoo | PGT | I/C |
| Ms Kamla Gandhi | PRT | Member |  | Ms Kiran Kohli | TGT | Member |
| Ms Asha Lata | PRT | Member |  | Ms Meena Sharma | TGT | Member |
| Ms Hardeep Kaur                         PRT                 Member | | |  | Mr Sukhbir Singh | PRT | Member |
| **First Aid and Medical Check Up** | | |  | Ms Sudesh Sharma | PRT | Member |
| Ms Kiran Kohli | TGT | I/C |  | **Admission Lottery & Draw Committee** |  |  |
| Ms Meena Sharma | TGT | Member |  | Ms Amarjit Kaur | PGT | I/C |
| Mr Shiv Kumar | PET | Member |  | Ms Kiran Kohli                           TGT               Member | | |
| Mr Sukhbir Singh | PRT | Member |  | Ms Sudesh | PRT | Member |
| Ms Sudesh Sharma | PRT | Member |  | Mr T. Nayak | PRT | Member |
| Nurse (Contractual ) | | |  | Ms Vibhu Sachdeva                  PRT               Member | | |
| **Library Committee** |  |  |  | Parent Members    -  2 |  |  |
| Mr Jarnail Singh                         Lib                    Incharge | | |  | **Grievance Cell** |  |  |
| Ms Jatinder Kaur | Vice Principal | Member |  | Ms Jatinder Kaur | Vice Principal | I/C |
| Mr Neeraj Khattak | PGT | Member |  | Ms Veena Wanchoo | PGT | Member |
| Ms Shashi Sadawarti | TGT | Member |  | Mr Sukhwinder Singh | PGT | Member |
| Ms Surekha Sarin | TGT | Member |  | Ms Poonam Parsheera           TGT                 Member | | |
| Ms Amanjeet Kaur                        TGT | | Member |  | Ms Kamal Gandhi | PRT | Member |
| Mrs Meena Sharma                      TGT                Member | | |  | **School Readiness Committee** |  |  |
| Mr Harnek Singh | HM | Member |  | Mr Harnek Singh | HM | I/C |
| Ms Anjali | PRT | Member |  | Ms Sudesh Sharma | PRT | Member |
| Ms Sudesh | PRT | Member |  | Ms Vibhu Sachdeva | PRT | Member |
| Mr Tajinder Singh | PRT | Member |  | Mr Sukhbir Singh | PRT | Member |
| Ms Subhash | PRT | Member |  | **Press and Publicity Committee** |  |  |
| **Website and Thinkquest Committee** |  |  |  | Mr Neeraj Khattak                      PGT                   I/C | | |
| Dr.(Mrs.) Sudha Sharma | Principal | Patron |  | Ms Surekha Sareen | TGT | Member |
| Ms Jatinder Kaur                        Vice Principal    Editor | | |  | Mr Roshan Lal | TGT | Member |
| Ms Kirandeep Kaur | PGT | Co-Editor I/C |  | **Welfare of SC/ST Committee & RTE Welfare** |  |  |
| Mr Roshan Lal | TGT | Member |  | Ms Amarjeet Kaur | PGT | I/C |
| Mr Rajinder Singh | TGT | Member |  | Mr Jarnail Singh | LIb | Member |
| Ms Sonia Dua | TGT | Member |  | Mr Harnek Singh                         HM                        Member | | |
| Ms A,manjeet Kaur | TGT | Member |  | Mr Trinath Nayak | PRT | Memebr |
| Mr Tejinder Singh                        PRT                  Member | | |  | **Record Maintenance Committee** |  |  |
| Mr Jeevan Kumar | PRT | Member |  | Ms Meena Sharma                   TGT                     I/C | | |
| Mr Shiv Kumar | PET | Member |  | Ms Veena Wanchoo | PGT | Member |
| Mr Vijay Kuamri | UDC | Member |  | Ms Poonam Parsheera | TGT | Member |
| **Cleanliness & Beautification** |  |  |  | Ms Sudesh Sharma | PRT | Member |
| Mr Sukhwinder Singh | PGT | I/C |  | Ms Vibhu Sachdeva | PRT | Member |
| Ms Yasha | PGT | Ladies Toilet Incharge |  | **Master on Duty** | | |
| Ms Jasdeep Kaur                        PGT                  Member | | |  | Ms K.K. Gill | PGT | I/C |
| Mr Shiv Kumar | PET | Gents Toilet Incharge |  | Ms Sashi Sadawarti | TGT | Member |
| Ms Sonia Dua | TGT | Girls Secondary Toilet I/C |  | Ms Kiran Kohli | TGT | Member |
| Ms Veerpal Kaur | TGT | Girls Secondary Toilet I/C |  | Mr Harnek Singh | HM | Member |
| Ms Asha Lata | PRT | Member |  | Mr Sukhbir Singh                       PRT                Member | | |
| Ms Poojka Gupta | PRT | Member |  |  |  |  |
| Mr Sukhbir Singh                          PRT                Member | | |  |  |  |  |
| Ms Kusum Lata | PRT | Member |  |  |  |  |
| All Class Teachers |  |  |  |  | | |
| **Scout & Guide** |  |  |  |  |  |  |
| Ms Amanjeet Kaur | TGT | I/C |  |  |  |  |
| Ms Sarika Bhatnagar | TGT | Member |  |  |  |  |
| Ms Poonam Parsheera | TGT | Member |  |  | | |
| Me Shiv Kumar                             PET                   Member | | |  |  |  |  |
| **Cubs and Bulbuls** |  |  |  |  |  |  |
| Mr Trinath Nayak | PRT | I/C |  |  |  |  |
| Ms Sudesh Sharma | PRT | Member |  |  |  |  |
| Mr Sukhbir Singh | PRT | Member |  |  |  |  |
| Ms Anjali | PRT | Member |  |  |  |  |
| Ms Kusum Lata                          Music Teacher  Member | | |  |  |  |  |
| **M & R of School Building** |  |  |  |  |  |  |
| Ms Jatinder Kaur | Vice Principal | Convener |  |  |  |  |
| Ms Veena Wanchoo | PGT | I/C |  |  |  |  |
| Mr Sukhwinder Singh | PGT | Member |  |  |  |  |
| Ms Surekha Sarin | TGT | Member |  |  |  |  |
| Mr Roshan Lal | TGT | Member |  |  |  |  |
| Mr Trinath Nayak | PRT | Member |  |  |  |  |
| Mr Tajinder Singh | PRT | Member |  |  |  |  |
| Ms Ashpinder | LDC | Member |  |  |  |  |
| **Purchase Committee** |  |  |  |  |  |  |
| Ms Jatinder Kaur | Vice Principal | Convener |  |  |  |  |
| Ms Veena Wanchoo | PGT | I/C |  |  |  |  |
| Ms K.K. Gill | PGT | Member |  |  |  |  |
| Mr Rajinder Singh | PGT | Member |  |  |  |  |
| Ms Meeena Sharma | TGT | Member |  |  |  |  |
| Mr Shiv Kumar | TGT | Member |  |  |  |  |
| Mr Trinath Nayak | TGT | Member |  |  |  |  |
| Ms Vijay Kumari | UDC | Member |  |  |  |  |
| **Refreshment Committee** |  |  |  |  |  |  |
| Ms Veena Wanchoo | PGT Bio | Incharge |  |  |  |  |
| Ms Kiran Kohli | TGT | Member |  |  |  |  |
| Ms Meena Sharma | TGT | Member |  |  |  |  |
| Mr Harnek Singh | TGT | Member |  |  |  |  |
| Mr Sukhbir Singh | PRT | Bio |  |  |  |  |
| **Club Activities & NTSE ,Maths Olympiad & Science Olympiad K.V. P.Y. etc** |  |  |  |  |  |  |
| Ms Sashi Sadawarti | TGT | I/C Club activities and NTSE |  |  |  |  |
| Ms Meena Sharma |  | I/C Maths and Science Olympiad ,KVPY |  |  |  |  |
| Ms KIran Kohli | TGT | Member |  |  |  |  |
| Mr Roshan Lal | TGT | Member |  |  |  |  |
| Ms Amanjeet Kaur | TGT | Member |  |  |  |  |
| Ms Surekha Sarin | TGT | Member |  |  |  |  |
| Ms Poonam Parsheera | TGT | Member |  |  |  |  |
| **Canteen Committee** |  |  |  |  |  |  |
| Mr Neeraj Khattak | PGT Hindi | Incharge |  |  |  |  |
| Ms Shashi Sadawarti | TGT | Member |  |  |  |  |
| Ms Surekha Sarin | TGT | Member |  |  |  |  |
| Mr Harnek Singh | HM | Member |  |  |  |  |
| Ms Kulwinderjit Kaur | PRT | Member |  |  |  |  |
| **Allotment & upkeep of Quarter** |  |  |  |  |  |  |
| Ms K.K. Gill | PGT | I/C |  |  |  |  |
| Mr Rajinder Singh | TGT | Member |  |  |  |  |
| Mr Roshan Lal Singh | TGT | Member |  |  |  |  |
| Ms Sarika Bhatnagar | TGT | Member |  |  |  |  |
| Mr Shiv Kumar | PET | Member |  |  |  |  |
| Ms Sudesh Sharma | PRT | Member |  |  |  |  |
| **Maintenace of Staff Room** |  |  |  |  |  |  |
| Ms Surekha Sarin | TGT | I/C |  |  |  |  |
| Ms Shashi Sadawarti | TGT | Member |  |  |  |  |
| Ms Sonia Dua | TGT | Member |  |  |  |  |
| Ms Sarika Bhatnagar | TGT | Member |  |  |  |  |
| Ms Kusum Lata | PRT | Member |  |  |  |  |
| Ms Prem Lata | PRT | Member |  |  |  |  |