

KENDRIYA VIDYALAYA VIKAS PURI

(SHIFT-II)

COMMITTEES FOR THE SESSION 2023-24



The Charge should be Handed over to the I/C concerned on or before

06.04.2023

S.NO	COMMITTEE	INCHARGES
1.	ACADEMIC ADVISORY	MR. BUDDHAGHOSH (VICE-PRINCIPAL)
2.	CBSE EXAMINATION	MR. MANOJ KHANNA (P.G.T COM.)
3.	UBI	MR. ABHISHEK KUMAR (P.G.T CS)
4.	ADMISSION	MR. SATISH KUMAR (P.G.T MATHS)
5.	TIME TABLE	MR. ANAND MISHRA (T.G.T MATHS)
6.	HOME EXAMINATION	MS. SONU (P.G.T ECONOMICS)
7.	E-CLASS ROOM	MR. ABHISHEK KUMAR (P.G.T CS)
8.	EXTERNAL EXAMINATION	MR. BUDDHAGHOSH (VICE - PRINCIPAL)
9.	SAFETY AND SECURITY & DISASTER MANAGEMENT & FIRE SAFETY	MR. MANOJ KHANNA (P.G.T COMMERCE)
10.	SCHOOL INCLUSIVE	MR. K. RANJAN (P.G.T HISTORY)
11.	INTERNAL COMPLAINTS	MS. POONAM KUMARI (P.G.T PHYSICS)
12.	RTE & SCHOLARSHIP	MS. POONAM KUMARI (P.G.T PHYSICS)
13.	GUIDANCE & COUNSELLING AND NAEP	MR. KRISHNA RANJAN (P.G.T HISTORY)
14.	NTSE AND OTHER COMPETITIVE EXAM (INSPIRE , JNNSME, OLYMPIAD, NCSC, VVM, JIGYASA ETC.)	MS. POONAM KUMARI (P.G.T PHYSICS)
15.	MAINTENANCE & REPAIR CIVIL/ELECTRICAL	MR. N.K.VERMA (T.G.T WET)
16.	CLEANLINESS & VIDYALAYA BEAUTIFICATION	MR. RAM SWAROOP (P.G.T GEOGRAPHY)
17.	FURNITURE	MR.N.K. VERMA (WORK EXP.)
18.	CCA	MR. GAJENDRA SINGH (P.G.T HINDI)

40.	RECORD OF STAFF MEETING -ENGLISH -HINDI	MS. SANGEETA BHALLA (P.G.T ENGLISH) MR. GAJENDRA SINGH (P.G.T HINDI)
39.	E-LEARNING / ONLINE TRAINING / GOI ED. PORTAL	MS. REKHA CHOUDHARY (T.G.T SCIENCE)
38.	COVID - 19 / COMMUNICABLE DISEASES SOP	P.G.T BIOLOGY
37.	AWAKENED CITIZEN PROGRAMME	MS. POOJA RANI (T.G.T ART EDUCATION)
36.	CBE & NEP IMPLEMENTATION	MS. REKHA CHOUDHARY (T.G.T SCI.)
35.	ATL ADVISORY	MS. POONAM KUMARI (P.G.T PHYSICS)
34.	ERBSB / AKAM / G-20 ACTIVITIES	MR. KRISHNA RANJAN (P.G.T HISTORY)
33.	FOOD SAFETY	MR. KRISHNA RANJAN (P.G.T HISTORY)
32.	PISA & CCT	MR. N. ALAM (T.G.T S.SCI.)
31.	SUBJECT HINDI & SKT ENGLISH MATHS SCIENCE SO. SCI & COMMERCE COMP. SCI.	MR. GAJENDRA SINGH (P.G.T HINDI) MS. SANGEETA BHALLA (P.G.T ENG.) MR. SATISH KUMAR (P.G.T MATHS) MS. RANJANA VIRMANI (P.G.T CHE.) MR. KRISHNA RANJAN (P.G.T HISTORY) MR. ABHISHEK KUMAR (P.G.T COMP. SCI.)
30.	SBSB / KHELO INDIA / FIT INDIA	MS. GARIMA TONK (T.G.T P&HE)
29.	CONDEMNATION	MR. ABHISHEK KUMAR (P.G.T CS)
28.	WEBSITE	MR. ABHISHEK KUMAR (P.G.T CS)
27.	PURCHASE	MR. BUDDHAGHOSH (VICE PRINCIPAL)
26.	MEDICAL CHECKUP & FIRST AID	P.G.T BIOLOGY
25.	LIBRARY	MR. RAMAN KUMAR (LIBRARIAN)
24.	RAJBHASHA	MR. GAJENDRA SINGH (P.G.T HINDI)
23.	CANTEEN & REFRESHMENT	MS. SEEMA BHARDWAJ (T.G.T ENGLISH)
22.	SCOUTS & GUIDES	MR. RAM SWAROOP (P.G.T GEOGRAPHY)
21.	EXCURSION & EDUCATIONAL TOURS	MR. RAM SWAROOP (P.G.T GEOGRAPHY)
20.	DISCIPLINE	MR. RAM SWAROOP (P.G.T GEO)
19.	CHECKING OF FEES (CS -54)	MR. MANOJ KHANNA (P.G.T COMMERCE)

Principal
S.D.

Sh. Devender Kumar

03/11/2023

CLUBS		
41.	UDISE	MR. ABHISHEK KUMAR (P.G.T CS)
42.	SWIMMING POOL MAINTENANCE	MS. GARIMA TONK (T.G.T P & HE)
CLUBS		
43.	NATURE	P.G.T BIOLOGY
44.	ADVENTURE	MR. RAM SWAROOP (P.G.T GEOGRAPHY)
45.	NIE	MS. MADHVI TOMAR (T.G.T ENGLISH)
46.	VIRSA, ROUTES TO ROOTS	MS. SEEMA RANI (PRT MUSIC)
47.	ECO	P.G.T BIOLOGY
48.	LITERARY	MS. SANGEETA BHALLA (P.G.T ENG.)
LAB. INCHARGES		
49.	PHYSICS LAB.	MS. POONAM KUMARI (P.G.T PHYSICS)
50.	CHEMISTRY LAB.	MS. RANAJANA VIRMANI (P.G.T CHEMISTRY)
51.	BIOLOGY LAB.	(P.G.T BIOLOGY)
52.	JUNIOR SCIENCE LAB.	MS. SONU (T.G.T SCIENCE)
53.	RESOURCE ROOM	MR. N.K. VERMA (T.G.T WORK EXP.)
54.	ATL LAB.	MS. POONAM KUMARI (P.G.T PHYSICS)
55.	COMPUTER LAB I & II	MR. ABHISHEK KUMAR (P.G.T CS)
56.	SCIENCE & MEDICINAL PARK	MS. SONU (T.G.T SCIENCE)
57.	GUEST / VISITORS HOSPITALITY	MS. REKHA CHOUDHARY

3

Sl.	Name	Designation	Sign	Sl.	Name	Designation	Sign
1.	MR. SATISH KUMAR (I/C)	P.G.T MATHS		5.	CLASS I TEACHERS OF	PRT 1A	
2.	MR. ABHISHEK KUMAR	P.G.T COMP. SCI.			CLASS I TEACHERS OF	PRT 1B	
3.	MS. SONU	T.G.T SCIENCE				PRT 1C	
4.	MS. G. BIJI	T.G.T HINDI					

5. ADMISSION COMMITTEE

Sl.	Name	Designation	Sign
1.	MR. ABHISHEK KUMAR (I/C)	P.G.T COMP. SCI.	
2.	MR. MANOJ KHANNA	P.G.T COMMERCE	
3.	MS. MADHVI TOMAR	T.G.T ENGLISH	

4. UBI COMMITTEE

Sl.	Name	Designation	Sign
1.	MR. ABHISHEK KUMAR (I/C)	P.G.T COMP. SCI.	
2.	MR. N.K. VERMA	T.G.T WORKEXP.	
	MS. REKHA CHOUDHARY	T.G.T SCIENCE	

2. E-CLASS ROOM COMMITTEE

Sl.	Name	Designation	Sign
1.	MR. BUDDHAGHOSH(I/C)	VICE PRINCIPAL	
2.	MR. GAJENDRA SINGH	P.G.T HINDI	
3.	MS. SONU	P.G.T ECO.	
4.	MS. SANGEETA BHALLA	P.G.T ENG.	
5.	MS. RANJANA VIRMANI	P.G.T CHEMISTRY	
6.	MR. MANOJ KHANNA	P.G.T COMMERCE	
7.	MR. ABHISHEK KUMAR	P.G.T COMP. SCI.	
8.	MR. KRISHNA RANJAN	P.G.T HISTORY	

1. ACADEMIC ADVISORY COMMITTEE

Sl.	Name	Designation	Sign
1.	MR. BUDDHAGHOSH (I/C)	VICE PRINCIPAL	
2.	MS. REKHA CHOUDHARY	T.G.T SCIENCE	
3.	MR. ANAND MISHRA	T.G.T MATHS	
4.	MR. SANDEEP GUPTA	SSA (I SHIFT)	
5.	MR. MANOJ KHANNA	PGT COMMERCE	

9. EXTERNAL EXAMINATION COMMITTEE

Sl.	Name	Designation	Sign
1.	MR. MANOJ KHANNA	P.G.T COMMERCE	
2.	MR. ANAND MISHRA	T.G.T MATHS	

8. CBSE EXAMINATION COMMITTEE



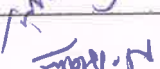


Sl.	Name	Designation	Sign
1.	MS. SONU (I/C)	P.G.T ECO	
2.	MS. SONU	T.G.T SCIENCE	
3.	MS. NEETU SINGH	T.G.T ENGLISH	

7. HOME EXAMINATION COMMITTEE

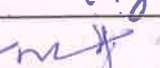

Sl.	Name	Designation	Sign
1.	MR. ANAND MISHRA (I/C)	T.G.T MATHS	
2.	MS. REKHA CHOUDHARY	T.G.T SCIENCE	
3.	MS. NEETU SINGH	T.G.T ENGLISH	
4.	MR. RAMAN KUMAR	LIBRARIAN	

6. TIME TABLE COMMITTEE

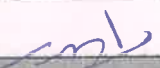
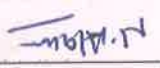

10. SAFETY AND SECURITY COMMITTEE
(INCLUDING DISASTER MANAGEMENT & FIRE SAFETY COMMITTEE)

Sl.	Name	Designation	Sign
1.	MR. MANOJ KHANNA (I/C - SAFETY & SECURITY)	P.G.T COMMERCE	
2.	MR. RAM SWAROOP (I/C - DISASTER MANAGEMENT)	P.G.T GEOGRAPHY	
3.	MR. NAJE DU ALAM	T.G.T S.S.C.	
4.	MS. GARIMA TONK	T.G.T P & HE	
5.	MR. N.K. VERMA	T.G.T WORK EXP.	

11. SCHOOL INCLUSIVE COMMITTEE

Sl.	Name	Designation	Sign
1.	MR. KRISHNA RANJAN (I/C)	P.G.T HISTORY	
2.	MS. G. BIJI	T.G.T (HINDI)	

12. INTERNAL COMPLAINTS COMMITTEE
(INCLUDING GRIEVANCE/ COMPLAINT REDRESSAL COMMITTEE)

Sl.	Name	Designation	Sign
1.	MS. POONAM KUMARI (I/C)	P.G.T PHYSICS	
2.	MR. NAZE DU ALAM	T.G.T SOCIAL SCIENCE	
3.	MS. INDIRA CHAUHAN	JSA	

13. RTE AND SCHOLARSHIP COMMITTEE

Sl.	Name	Designation	Sign
1.	MS. POONAM KUMARI (I/C)	P.G.T PHYSICS	
2.	MR. NAZE DU ALAM	T.G.T S.S.C.	
3.	MS. MADHVI TOMAR	T.G.T ENGLISH	

14. GUIDANCE & COUNSELLING AND NAEP COMMITTEE

Sl.	Name	Designation	Sign
1.	MR. KRISHNA RANJAN (I/C)	P.G.T HISTORY	
2.	MS. SONU	T.G.T SCIENCE	
3.	MS. G. BIJI MOLE	T.G.T HINDI	

15. NTSE & OTHER COMPETITIVE EXAMINATION COMMITTEE
(INSPIRE, JNNSME, OLYMPIAD, NCSC, VVM, JIGYASA ETC.)

Sl.	Name	Designation	Sign
1.	MS. POONAM KUMARI(I/C)	P.G.T PHYSICS	
2.	MR. ABHISHEK KUMAR	P.G.T CS	
3.	MS. SEEMA BHARDWAJ	T.G.T ENGLISH	
4.	MS. SONU	T.G.T SCIENCE	

16. MAINTENANCE & REPAIR CIVIL COMMITTEE

Sl.	Name	Designation	Sign
1.	MR. N.K. VERMA (I/C)	T.G.T WORKEXP.	
2.	MR. RAMAN KUMAR	LIBRARIAN	

Sl.	Name	Designation	Sign
1.	MR. GAJENDRA SINGH (I/C)	P.G.T HINDI	
2.	MS. SANGEEETA BHALLA	P.G.T ENGLISH	
3.	MS. NEETU SINGH	T.G.T ENGLISH	
4.	MS. G. BIJI	T.G.T HINDI	
5.	ALL HOUSE MASTERS		

19. CCA COMMITTEE
(INCLUDING PUBLICATION, RECORD KEEPING OF ALL PROGRAMMES & ACTIVITIES WITH PHOTOGRAPHS)

Sl.	Name	Designation	Sign
1.	MR. N.K. VERMA (I/C)		
2.	MR. RAJESH (I/C)	PRT	
3.	MR. RAMAN KUMAR	LIBRARIAN	

18. FURNITURE COMMITTEE

Sl.	Name	Designation	Sign
1.	MR. RAM SWAROOP (I/C)	P.G.T GEO	
2.	MS. MADHVI TOMAR	T.G.T ENGLISH	
4.	(I/C - VIDYALAYA BEAUTIFICATION)	P.G.T BIOLOGY	
5.	MS. POOJA RANI	T.G.T ART ED.	
6.	MS. REKHA CHOUDHARY	T.G.T SCIENCE	
7.	MS. GARIMA TONK	T.G.T P & HE	

17. CLEANLINESS & VIDYALAYA BEAUTIFICATION COMMITTEE (8)

20. CHECKING OF FEES (CS-54)

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Sl.	Name	Designation	Sign
1.	MR. MANOJ KHANNA(I/C)	P.G.T COMMERCE	
2.	MS. NIDHI AGGARWAL	T.G.T SKT	
3.	MR. NAJE DU ALAM	T.G.T S.SC.	

21. DISCIPLINE

Sl.	Name	Designation	Sign
1.	MR. RAM SWAROOP (I/C)	P.G.T GEOGRAPHY	
2.	MR. KRISHNA RANJAN	P.G.T HISTORY	
3.	MS. GARIMA TONK	T.G.T P & HE	
	ALL CLASS TEACHERS		

22. EXCURSION & EDUCATIONAL TOURS

Sl.	Name	Designation	Sign
1.	MR. RAM SWAROOP (I/C)	P.G.T GEOGRAPHY	
2.	MS. POOJA	T.G.T P & HE	
3.	MR. RAMAN KUMAR	LIBRARIAN	

23. SCOUTS & GUIDES COMMITTEE

Sl.	Name	Designation	Sign
1.	MR. RAM SWAROOP	P.G.T GEOGRAPHY	
2.	MS. NIDHI AGGARWAL	TGT SKT	

Sl.	Name	Designation	Sign
1.		P.G.T BIOLOGY	
2.	MR. N.K. VERMA	T.G.T WORKEXP.	
3.	MS. GARIMA TONK	T.G.T P & HE	

27. MEDICAL CHECKUP & FIRST AID COMMITTEE

Sl.	Name	Designation	Sign
1.	MR. RAMAN KUMAR (I/C)	LIBRARIAN	
2.	CONVENORS OF ALL SUBJECTS		

26. LIBRARY COMMITTEE

Sl.	Name	Designation	Sign
1.	MR. GAJENDRA SINGH (I/C)	P.G.T HINDI	
2.	MS. G.BJII	T.G.T HINDI	
3.	MS. NIDHI AGGARWAL	T.G.T SANSKRIT	

25. RAJBHASHA COMMITTEE

Sl.	Name	Designation	Sign
1.	MS. SEEMA BHARDWAJ (I/C)	T.G.T ENGLISH	
2.	MS. SWATI GUPTA	PRT	
3.	MS. MOHINI PHOGAT	PRT	

24. CANTEN & REFRESHMENT

Sl.	Name	Designation	Sign
1.	MS. GARIMA TONK (I/C)	T.G.T P & HE	
2.	MR. ABHISHEK KUMAR	P.G.T CS	
3.	MR. RAMAN KUMAR	LIBRARIAN	

(SBSB, KHELO INDIA, FIT INDIA & ALL SPORTS ACTIVITIES)

31. SPORTS COMMITTEE

Sl.	Name	Designation	Sign	Sl.	Name	Designation	Sign
1.	MR. ABHISHEK KUMAR (I/C)	P.G.T CS		3.	ALL DEPARTMENT INCHARGES		
2.	MR. N.K. VERMA	T.G.T WORK EXP.					

30. CONDEMNATION COMMITTEE

Sl.	Name	Designation	Sign
1.	MR. ABHISHEK KUMAR(I/C)	P.G.T CS	
2.	MR. RAMAN KUMAR	LIBRARIAN	
3.	MS. POOJA RANI	T.G.T ART ED.	

29. WEBSITE COMMITTEE

Sl.	Name	Designation	Sign	Sl.	Name	Designation	Sign
1.	MR. BUDDHA GHOSH (I/C)	VICE PRINCIPAL		2.	MS. RASHMI GUPTA	HM	
3.	MR. ABHISHEK KUMAR	P.G.T CS		4.	ALL STOCK INCHARGES		
5.	MR. N.K. VERMA	T.G.T WORK EXP.					

28. VIDYALAYA PURCHASE COMMITTEE AND MISCELLANEOUS

Sl.	Name	Designation	Sign
1.	MR. KRISHNA RANJAN (I/C)	P.G.T HISTORY	
2.	MR. RAM SWAROOP	P.G.T GEOGRAPHY	
3.	MR. PMA SHANKAR N. HANU	T.G.T SOCIAL SCIENCE	

EBSB / AKAM / G-20 ACTIVITIES COMMITTEE

Sl.	Name	Designation	Sign
1.	MS. KRISHNA RANJAN (I/C)	P.G.T HISTORY	
2.	MS. SEEMA BHARDWAJ	T.G.T ENGLISH	

34. FOOD SAFETY COMMITTEE


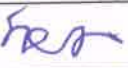
Sl.	Name	Designation	Sign
1.	MR. NAJE DU ALAM	T.G.T S.S.C.	
2.	MS. G.BHII MOLE	T.G.T HINDI	

33. PISA & CCT COMMITTEE

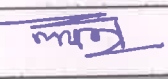

Sl.	Name	Subject	Sign
1.	MR. GAJENDRA SINGH	HINDI & SKT	
2.	MS. SANGEEBA BHALLA	ENGLISH	
3.	MR. SATISH KUMAR	MATHS	
4.	MS. RANJANA VIRMANI	SCIENCE	
5.	MR. KRISHNA RANJAN	S.S.C., COMM.	
6.	MR. ABHISHEK KUMAR	COMP. SCI.	

32. SUBJECT COMMITTEE



35. ATL ADVISORY COMMITTEE

Sl.	Name	Designation	Sign
1.	MS. POONAM KUMARI (I/C)	P.G.T PHYSICS	
2.	MR. N. K. VERMA	T.G.T WORK EXP.	

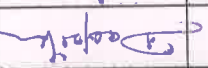

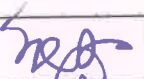
36. CBE & NEP IMPLEMENTATION COMMITTEE

Sl.	Name	Designation	Sign
1.	MS. REKHA CHOUDHARY (I/C)	P.G.T COMMERCE T.G.T Science.	
2.	MS. SONU	T.G.T SCIENCE	

37. AWAKEN CITIZEN PROGRAM

Sl.	Name	Designation	Sign
1.	MS. POOJA RANI	T.G.T ART ED.	
2.	MS. SEEMA BHARDWAJ	T.G.T ENGLISH	

COVID - 19 / COMMUNICABLE DISEASES SOP


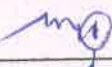


Sl.	Name	Designation	Sign
1.	(I/C)	P.G.T BIOLOGY	
2.	MR. RAMAN KUMAR	LIBRARIAN	
3.	MR. N. K. VERMA	T.G.T WORKEXP.	

38. E-LEARNING, ONLINE TRAINING, GOI ED. PORTAL

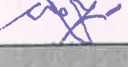
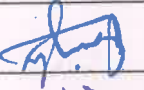

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Sl.	Name	Designation	Sign
1.	MS. REKHA CHOUDHARY	T.G.T SCIENCE	

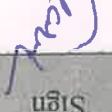

39. RECORD OF STAFF MEETING

Sl.	Name	Designation	Sign
1.	MS. SANGEETA BHALLA (I/C - ENGLISH)	P.G.T ENGLISH	
2.	MR. GAJENDRA SINGH (I/C - HINDI)	P.G.T HINDI	
3.	MS. MADHVI TOMAR	T.G.T ENGLISH	
4.	MS. BIJI MOLE	T.G.T HINDI	

40. UDISE

Sl.	Name	Designation	Sign
1.	MR. ABHISHEK KUMAR (I/C)	P.G.T COMPUTER SCIENCE	
2.	MS. NEETU SINGH CHAUDHARY	T.G.T ENGLISH	
3.	MS. G.BIJI MOLE	T.G.T HINDI	

SWIMMING POOL MAINTENANCE COMMITTEE

Sl.	Name	Designation	Sign
1.	MS. GARIMA TONK (I/C)	T.G.T P & HE	
2.	MR. N.K. VERMA	T.G.T WORK EXPERIENCE	

Principal
S.D

Sh. Devender Kumar

23/4/2023