

केन्द्रीय विद्यालय क्र02 आ.व.नि. शाहजहांपुर, प्रथम पाली
विद्यालय समितियां सत्र 2024-2025

The following committees have been formed for the year 2024-25 for smooth functioning of the Vidyalaya. Every committee In-Charge is responsible for preparation of Annual/ Year Planner of all activities of his/her Department and at the end of every month committee will hold meeting and submit activity report of the month.

SI.NO.	NAME OF COMMITTEE	MEMBERS	DUTIES
1	Academic And Administrative Support Committee	MR MUNENDRA PAL, VP I/C MRS MEENA KANUAJIYA, HM MR VIJAY PAL MISS RASHMI SIDDHARTH MR RAVI SHARMA MRS RUCHIKA BHARDWAJ	Necessary correspondence to KVS RO/ HQ etc. as per the direction of Principal regarding dept/committee. Alert & vigilant in the connection of their responsibilities related with dept/committee. Like regular observation of concern. Preparing academic calendar department wise for 2024-25. Planning Execution & supervision of the implementation of academic and co-curriculum activities & routine work. Assisting, advisory and supporting the Principal to take decision during emergencies and in routine work. To make co-ordination with other teachers and duties to be assigned for remedial classes / MOD duties / Gate duty. Any other related work.
2	Admission Committee	MR MOHAMMAD HASHIM I/C MRS SHIKHA AWASTHI MR SHIVOHM YADAV MRS RENU BALA CLASS TEACHER OF CLASS 1A CLASS TEACHER OF CLASS 1B CLASS TEACHER OF CLASS 1C	To plan admission procedure as per KVS guidelines. Planning, execution, dissemination & supervision to ensure error free Registration. Maintenance of the admission records i.e. registration, provisional list, waiting lists, category wise details of admission etc. Supervision of SR registers i.e. completion of detailed & correct entries from admission form. Coordination with Examination department for conducting tests/ examination for fresh admission in the class. Any other correspondence related to the admission department. Creation of digital repository of students admitted year wise.
3	Exam Department & Moderation Committee (Home) / PTA/PTM	MR SHASHANK SRIVASTAVA I/C MR PRASHANT KUMAR MR VIVEK KUMAR SAXENA MRS BABITA TIWARI MR AJAY KUMAR MR MUKESH	Coordination, communication & implementation of all KVS/CBSE guidelines / directions. Planning, execution & supervision of all exams, entries related to evaluation and documentation of the same. Procurement of all exam requirements, stationary & maintenance of records/ registers. Correspondence work of exam department. Any work related to Exam. LIKE-Distribution of progress cards & split up syllabus in time, PTA and PTM etc.
4	Exam Department Committee (CBSE And Public Exam)	MR PRAVEEN KUMAR I/C MR DEEPAK SHUKLA MRS DIVYA MISHRA MRS ABHA PANT MR DAVENDER	Coordination, communication & implementation of all KVS/CBSE guidelines / directions. Planning, execution & supervision of all exams, entries related to evaluation and documentation of the same. Procurement of all exam requirements, stationary & maintenance of records/ registers. Distribution of marksheets/certificates and other related work like registration of students in CBSE for Class IX /XI, LOC of Class X and XII . Timely completion of work related to UDISE and OASIS.

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5	Time Table & Daily Arrangement Committee	MR VIJAY PAL I/C	Preparation of the routine time table of the school as per KVS guidelines. Preparation & dissemination of daily arrangement and remedial/extra classes time table as per the directions. Supervision of class attendance registers. Documentation and correspondence related to time table. Monitoring of bell timing . Verification & certification parttime teacher's salary statement .
		MR SHARAD KUMAR	
		MRS SHIKHA AWASTHI	
		MR RAVINDER	
		MISS SURBHI RAJPUT	
6	CCA Committee / Constitution Of Student Council / CULTURAL PROGRAME COMMITTEE	MR MAIRAJ AHMAD I/C	Preparation of CCA Calendar of activities for 2024-25 and conduct activities as pr KVS norms and expectations. Preparation of Days to be observed and celebrated in the year 2024-25. Important announcement in assembly & proper functioning. Constitution of student's council. Preparation of duty chrat for morning assembly. Arrangements of morning assembly as per KVS Norms. Planning, preparation and Celebration of Annual Day as well as all special days. Distribution of display boards to different departments and regular monitoring of all display boards. (including class room display boards). Maintaining the record of achievements of the students of house and maintaining transparency in the result. Planning & implementation of activities, competitions as per the directions & documentation of the same. Assigned teachers to serve as house incharges, for overseeing the activities and well-being of their respective houses.
		PGT ENGLISH	
		MRS ANUBHA	
		MRS SHIKHA AWASTHI	
		MISS SHALU RANI	
		MRS SHWETA	
		MISS SHUBHASHINI PRAKASH	
		MR MANU PRAKASH MAURYA	
DANCE COACH			
7	Cleanliness, Senatization And Conservancy Monitoring Committee	MR ANUPAM BHARDWAJ I/C	Procuring materials for cleanliness for entire school campus (if required). Distribution of such materials to housekeeping staff regularly. Assigning duties to wing in charges, cleanliness monitors, housekeeping staff. Proper monitoring of school cleanliness (including class rooms, departments, corridors, assembly ground, playground etc.) with the help of wing in charges and cleanliness monitor. Keeping records of attendance of housekeeping staff, work done by them, use of materials and any other related work. Reporting the performance report of housekeeping staff regularly.
		MR VISHWAJEET SAGAR	
		MR NARENDRA YADAV	
		MISS SHALU RANI	
		MR HRIDESH KUMAR	
		MRS SHAMBHAVI	
8	M & R Committee (School Building)	MR VIVEK KUMAR SAXENA I/C	Monitoring of Vidyalaya infrastructure development and works in progress. Checking the cracks in the wall, tree/plants growth in the roof and paint & white wash of the Vidyalaya Building. Monitoring and recording of civil work / Electrical work/ repair work undertaken. Preparing the estimates and submitting request for procurement of required materials. Maintenance of record of stock registers. Certifying the proper usage of material at appropriate and required places. Certification of bills. Informing Principal the areas of immediate attention.
		MR MOHAMMAD HASHIM	
		MRS SONALI	
		MR MUKESH	
		MRS NEETU MISHRA	

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9	M&R Staff Quarters Committee	MRS SONALI I/C	Monitoring of staff quarters electrical fittings and fixtures. Preparing the estimates and submitting request for procurement of materials or required service with clear justification as per priority. Monitoring and recording of any work / repair work undertaken. Keeping record of the material and proper usage of material purchased. Certifying the proper usage of material at appropriate and required places. Ensuring proper functioning of electrical fittings and fixtures. Informing Principal the areas of immediate attention. Noting & reporting of meter reading of staff quarters every month & maintaining the register for record.
		MR MOHAMMAD HASHIM	
		MR SHARAD KUMAR	
		MR MAIRAJ AHMAD	
		MRS RANGESH RATNA SHAKYA	
		MR PANKAJ	
		MR SUNEEL KUMAR	
MR HARIKESH SINGH YADAV			
10	Furniture	MR ROOM SINGH YADAV I/C	Preparing the list of articles for condemnation in the new format and keep ready for Physical Verification. Raising the indent of the Furniture required within the ceiling. Maintenance of furniture register & inventories in each class, lab, departments, library, office etc regularly. Checking of existence of furniture regularly. Preparation of list of repairable and broken furniture. Submission of requirements of shortage making inventory and monitoring. Proactive approach Keeping in view of safety & Security of student's
		MR NARENDRA YADAV	
		MR SHIV MOHAN SAXENA	
		MRS NEETU MISHRA	
		MISS HYAT BEGUM	
11	Discipline Committee/ Bullying And Ragging Prevention Committee / Assigning ARRIVAL And Departure, Lunch Duty Etc.	MR VIJAY PAL I/C	Conducting Discipline proceedings and submitting a report on such inquiries conducted and outcome of the inquiry along with recommendation. A monthly report on discipline proceedings & steps taken up and observations made have to be submitted to Vice Principal. Checking the Movement of students in corridor without Out pass and recording the same to intimate Principal for addressing the issue to Class teacher. Maintenance of records of related work. Framing Guideline to maintain discipline in the Vidyalaya in all aspect. Establish and communicate clear guidelines regarding the use of mobile phones during school hours. These guidelines should specify and outline the consequences for violations.
		MISS RASHMI SIDDHARTH	
		MR RAVI SHARMA	
		MISS SHUBHASHINI PRAKASH	
		SPORT COACH	
		MRS MEENA KANUJIYA, HM	
MISS NALINI SHARMA			
12	Sports Committee	MR RAVI SHARMA I/C	Planning & documentation of Vidyalaya sports activities, (Year calendar). Monitoring blocks period. Purchasing required material. Arrangement of sports meet as per KVS norms. Planning and conducting Annual Sports Day celebration. Conducting SBSB, FIT INDIA activities as per KVS schedule.
		MR SUDHANSHU VERMA	
		SPORT COACH	
		YOGA COACH	
		MR AMIT	
		MISS HYAT BEGUM	

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13	Scout And Guide / Cubs	MR VIVEK KUMAR SAXENA I/C	Registration of unit. Fresh registration for Pravesh, Cubs, & Bulbuls. Conducting upgrading camps & celebrations related to scouts. Taking up Community development & celebration related to scout. Submitting monthly reports & carrying out other work related. Maintain the record related with Scout/Guide movement. Maintain Stock Reg. as per KVS norms.
		MRS RENU BALA	
		MR RAVINDER	
		MR PRASHANT KUMAR	
		MR AMIT	
		MR HRIDESH KUMAR	
14	Disaster Management / Student's Saefy & Security Committee	MR JAGDISH SHARAN I/C	Following disaster management instructions & S.O.P. provided by KVS. Ensuring safety and security of entire vidyalaya (students, staff, building, availability of portable water etc. Conducting mock drills. Preparation of Vidyalaya Seafy Plan.
		MR NARENDRA YADAV	
		PGT ENGLISH	
		MRS SHWETA	
		MRS MEENA KANUJIYA, HM	
15	CS-54 And Fees / Enrollment / UDISE/OASIS / Fee Verification Record	MR MOHAMMAD HASHIM I/C	Maintenance of CS-54 & CS-11 and its verification every month. Submission of monthly statement of CS-54/ CS-11. Quarterly fee varification. Timely completion of work related to UDISE and OASIS.
		MR SUMIT TIWARI	
		COMPUTER INSTR.	
16	Medical Checkup And First Aid Committee / SBSB	MR DEEPAK SHUKLA I/C	Planning a calendar of activities of the department such as on which dates Medical checkup has to be carried out. Planning & coordination with local doctors for a medical checkup for children twice a year. Keeping record of medical checkup with the help of class teachers. Keeping first aid item readily available. Getting the books binded and keep a record after the medical checkup. Making a list of differently abled students & to inform class teacher & other teachers.
		MRS MADHU	
		MR PRASHANT KUMAR	
		MR RAVINDER	
		NURSE	
17	Educational Tour & Jigyasaa (Excursion)	MR VIJAY PAL I/C	Planning of educational tour of different classes as per KVS guidelines ensuring full safety and security of students. Deciding the places to visit through formal discussions with Principal and submit a report through the register meant for the purpose of excursions. Taking students to local places of educational and tourist interest. Planning of entire arrangement (such as safety measures, communicating parents through NOC Letters, charting the buses, contacting the visiting places, taking permissions etc). Preparation of report of visited places & students feedback.
		MR VISHWAJEET SAGAR	
		MRS DIVYA MISHRA	
		MR RAVI SHARMA	
		MRS MADHU	
18	Photography	MR SHIVOHM YADAV I/C	Photography of different events as per requirement. Arrangement of photographer for important functions. Display of photographs on display boards along with proper caption regularly. Maintaining the album of the Vidyalaya Year-wise to be presented to visitors. Creation and folder wise management of a dedicated Google drive for storage of videos/photos.
		COMPUTER INSTR.	
		MISS SHIVANI GAUTAM	
		MR AMIT	

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19	Vidyalaya Magazine & Class Magazine Committee	MR ANUPAM BHARDWAJ I/C	Planning, publication, communication and documentation of the Vidyalaya magazine as per schedule. Collection of materials (including photographs) of all the events, special achievements (including retiring from services)
		MR MAIRAJ AHMAD	
		PGT ENGLISH	
		MISS SHALU RANI	
		MR DHOOM SINGH	
20	Publication And Press, Social Media- Facebook, X (Twitter), Youtube Etc. Committee	MR ANUPAM BHARDWAJ I/C	To prepare press notes of coverage of various activities of vidyalaya for print and electronic media and the same on social media platform/Vidyalaya website to showcase the activities/ talent of the Vidyalaya and its Students. No report will be sent, published, or posted on social media without the approval of the Principal/Vice Principal.
		MR MAIRAJ AHMAD	
		MR PRASHANT KUMAR	
		COMPUTER INSTR.	
		MR MUKESH	
21	राजभाषा कार्यान्वयन समिति	MR ANUPAM BHARDWAJ I/C	Planning, communication, documentation & reporting of work done in Hindi in the vidyalaya periodically in all aspects. Planning, conducting & reporting of Rajbhasha related work such as Hindi Pakhawada / Mah , Hindi classes, Hindi Tests, Hindi workshops etc with the involvement of students & teachers.
		MR PRASHANT KUMAR	
		MRS SHIKHA AWASTHI	
		MR DHOOM SINGH	
22	Income Tax Committee And Verification Of Office Documents (Pay Bill, Arrears Etc.)	MR ROOM SINGH YADAV I/C	Calculation of income tax of staff & verification of their documents as per IT rules. Maintenance of register & record of month wise IT collection and submission of staff. Review of IT & PT collection - challan submission and record of challan & related communication with CA for compilation.
		MR SHARAD KUMAR	
		MR RAMESH KUMAR VERMA	
		MR SUMIT TIWARI	
23	Preparation Of Identity Card For Students And Staff	MR NARENDRA YADAV I/C	Preparing Identity cards for all students and staff. The committee also suggested preparing a format for gate passes/out pass for people who visit Vidyalaya during different events.
		MR SHIVOHM YADAV	
		MRS BABITA TIWARI	
		MR HRIDESH KUMAR	
		MISS NALINI SHARMA	
24	RTI Committee	MR JAGDISH SHARAN I/C	To work as per Guidelines of Government of India.
		MR RAMESH KUMAR VERMA	

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25	Subject Committee I/C	MR MUNENDRA PAL, VP I/C	Conducting monthly meeting on agenda pre decided and got approved by the Principal. The agenda shall be on the following points- Split up syllabus month wise and teacher wise. Activities-term wise. Weightage of marks to each topic. Evaluation scheme. Class room activities and teaching aids. Model question paper. Identification of slow learners and gifted children and remedial action. Under achievers / slow learners identification. Strategy for effective monitoring for students improvements. Educational tour. Class activities, Exhibition, Exam- PT/HY/SEE, Preparation of subject magazine. Effective implementation of Back to basics. Innovations taken up and the reports thereof.
	English	MR MAIRAJ AHMAD	
	Hindi/Sanskrit	MR ANUPAM BHARDWAJ	
	Science	MR VIJAY PAL	
	Maths	MR SHARAD KUMAR	
	Social Science	MISS RASHMI SIDDHARTH	
	Commerce	MR ROOM SINGH YADAV	
26	Monthly Report (ICT) Website Updation, Maitenance Of E Class Room /CCTV Cameras & UBI Portal Fee Verification (2nd Level)	MR MOHAMMAD HASHIM I/C	Updating of Vidyalaya website once in every fortnight and as when it is required. Updating enrolment (of students class-wise and section-wise), Staff vacancy position, Computer infrastructure data. Monitoring of second Verification of fees at UBI Portal
		COMPUTER INSTR.	
		COMPUTER INSTR.	
		MR SUMIT TIWARI	
27	Monthly Report (Awakened Citizen Programme) Committee	MISS RASHMI SIDDHARTH I/C	To work as per KVS Guidelines.
		MRS RANGESH RATNA SHAKYA	
		MISS SHALU RANI	
		MISS SHUBHASHINI PRAKASH	
28	AV. Aids & Teaching Aids	MR VISHWAJEET SAGAR I/C	Procurement of teaching aids. Keeping a record of use of ICT/TLM class wise and teacher wise. Maintenance of records.
		MISS SHUBHASHINI PRAKASH	
		MRS MEENA KANUJIYA, HM	
29	PA System	MR VIVEK KUMAR SAXENA I/C	Maintaining operational PA System.
		MR MANU PRAKASH MAURYA	
30	Library Committee / Literacy And Reading Club	MR SHIVOHM YADAV I/C	Planning, execution, documentation and reporting of activities to be done as per instruction. Coordination with CCA Committee and seating arrangement for different programs.
		MR ANUPAM BHARDWAJ	
		MR MAIRAJ AHMAD	
		MR DHOOM SINGH	
		MISS CHANCHAL	

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31	Career Guidance And Counseling / Tarunotsava	MR MAIRAJ AHMAD I/C	Planning, organizing, reporting and documentation of (minimum 6) counseling session. Collection of information and providing to students. Arrangement of Guest Lectures. Submission of monthly report.
		MR VISHWAJEET SAGAR	
		MR VIVEK KUMAR SAXENA	
		MR SUDHANSHU VERMA	
		MISS SHALU RANI	
32	Adolescent Education Programme	MRS RANGESH RATNA SHAKYA	Organizing PT meeting, creating awareness among parents and children about the changes in adolescent (adult) stage, Awareness about sexual diseases, Solution for stress related problems. Planning, Preparation and conducting the programs. Submitting a monthly report to Principal.
		MR DEEPAK SHUKLA	
		MR PRAVEEN KUMAR I/C	
		COUNSELLOR	
33	Science Exhibition, Green Olympiad, JSO, IAPT, NTSE, NCSC & Other Science Related Olympiad/ Competition	MR VIJAY PAL I/C	Planing the exhibition themes and models in advance and start synopsis preparation. Conducting mock exhibition well before the exhibitions scheduled as per KVS. Selecting the best models and the suggestions for improvement. Getting the new models ready. Selecting the best models and the suggestions for improvement. Getting the new models ready before the exhibition to begin.
		MR VISHWAJEET SAGAR	
		MR DEEPAK SHUKLA	
		MR PRAVEEN KUMAR	
		MRS DIVYA MISHRA	
		MRS MADHU	
34	Social Science Exhibitions/ EBSB/ Integrity Club	MR SUDHANSHU VERMA	Planing the exhibition themes and models in advance and start synopsis preparation. Conducting mock exhibition well before the exhibitions scheduled as per KVS. Selecting the best models and the suggestions for improvement. Getting the new models ready before the exhibition to begin.
		MISS RASHMI SIDDHARTH I/C	
		MR JAGDISH SHARAN	
		MR ANUPAM BHARDWAJ	
		MRS RANGESH RATNA SHAKYA	
		MRS SHWETA	
		MRS ANUBHA	
MR MANU PRAKASH MAURYA			
35	Grievance Cell For SC/ST /OBC /Minorities & Physically, Handicapped	DANCE COACH	Documentation, enquiring & reporting of grievances/ complaints regarding SC/ST /OBC /Minoroties & Physically, Handicapped.
		MR JAGDISH SHARAN I/C	
		MISS RASHMI SIDDHARTH	
		MR SHIVOHM YADAV	
		MISS SHIVANI GAUTAM	

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36	Arrangement of Staff Meeting And Reporting Minutes	MR PRASHANT KUMAR I/C MISS SHUBHASHINI PRAKASH MRS NEETU MISHRA	Arrangement of staff meeting. Compilation & reporting of all points discussed in the staff meeting.
37	Alumni Committee	MR VIJAY PAL I/C MR MOHAMMAD HASHIM MR PRAVEEN KUMAR COMPUTER INSTR.	Collection of data from different sources. Display of alumni details in alumni portal of vidyalaya website. Planning for alumni meeting.
38	Internal Complaint Committee (ICC) For Women & Girls & Staff Grievance Committee	MISS RASHMI SIDDHARTH I/C MRS RANGESH RATNA SHAKYA MRS DIVYA MISHRA MRS MADHU MISS SHALU RANI MRS MEENA KANUJIYA, HM	Documentation, enquiring & reporting of grievances/ complaints regarding women & any staff member. To enquire into the complaints of sexual harassment in the Vidyalaya except against Principal, Vice Principal & HM.
39	Garden Maintenance & Beautification Of Vidyalaya Committee & Children Park / ECO Club And Water Conservation Club/ Nature Club	MR RAVI SHARMA I/C MRS RANGESH RATNA SHAKYA MRS ANUBHA MR AMIT MRS SUMAN	Garden maintenance observation and making suggestions to gardener. Monthly review of garden and suggestions for improvement. Submitting monthly review of garden & Beautification of Vidyalaya. Raising the requirement for Garden and Vidyalaya beautification. Developing of kitchen garden. Planning, execution, documentation and reporting of activities in coordination with the other related departments (if required).
40	Drinking Water Committee	MR NARENDRA YADAV I/C PGT ENGLISH MR RAVINDER	To provide safe drinking water in school premises. Planning and execution. Checking of water quality. Upkeep of RO Plants and cleaning of Chillers.
41	Student Grievance And Suggestion Box	MR DEEPAK SHUKLA I/C MRS SHIKHA AWASTHI MRS BABITA TIWARI MRS SHAMBHAVI	Weekly opening of suggestion box and implement the valuable suggestions of Students under KVS Guidelines.
42	Quarter Allotment (Common)	MR MOHAMMAD HASHIM I/C MRS SONALI MR JAGDISH SHARAN	To work as per KVS Guidelines.

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43	Innovation / Projects Aligned With NEP 2020	MR MUNENDRA PAL, VP I/C	To work as per KVS Guidelines.
		MRS MEENA KANUJIYA, HM	
		MR VIJAY PAL	
		MRS ANUBHA	
		MR RAVI SHARMA	
		MRS RUCHIKA BHARDWAJ	
44	Staff Room- Computer Set, Decoration & Upkeep	MR ANUPAM BHARDWAJ I/C	To Decorate and maintain the staff room including Computer Set, printer and display board.
		MR DHOOM SINGH	
		MR SHIV MOHAN SAXENA	
		MRS MADHU	
		MISS HYAT BEGUM	
45	PM Shri Monitoring Committee	MR VIJAY PAL I/C	To help in purchasing related to PM Shri guidelines and as per KVS guidelines. Also monitor and maintain records, stock of PM Shri Scheme.
		MR SHARAD KUMAR	
		MR RAVI SHARMA	
		MR PRAVEEN KUMAR	
		MR DEEPAK SHUKLA	
		MR VISHWAJEET SAGAR	
		MRS ANUBHA	
46	Local Purchase Committee	MR MOHAMMAD HASHIM I/C	Collect quotation and suggest purchase of articles that are purchase from local market as per KVS norms
		MR PRAVEEN KUMAR	
		MR SHASHANK SRIVASTAVA	
		Stock incharges	
47	Pre Vocational Education /Skill Education / Bagless Day Program	MR VIVEK KUMAR SAXENA I/C	Encourage teachers to integrate pre-vocational education and skill education principles into their lesson plans and instructional strategies, fostering a holistic approach to student development.
		MRS ANUBHA	
		MR SUDHANSHU VERMA	
		CLASS TEACHERS OF 6-8	

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48	Continuous Professional Development (CPD)	MR MUNENDRA PAL, VP I/C	To work as per KVS Guidelines.
		MR VIJAY PAL	
		MR MAIRAJ AHMAD	
		MRS MEENA KANUJIYA, HM	
49	NCC	MR RAVI SHARMA I/C	To work as per KVS Guidelines and NCC department. Registration of unit. Taking up Community development & celebration related to scout. Submitting monthly reports & carrying out other work related. Maintain the record related with NCC. Maintain Stock Reg. as per KVS norms.
		MR SUDHANSHU VERMA	
		SPORT COACH	
		YOGA COACH	
50	Refreshment Committee	MRS RANGESH R. SHAKYA I/C	The Refreshment Committee is responsible for coordinating all aspects of refreshments and catering services for school events , including but not limited to, parent-teacher meetings, staff gatherings, cultural festivals, and special occasions. To oversee the planning, procurement, setup, and management of refreshments, ensuring a seamless and enjoyable experience for participants.
		MR SUDHANSHU VERMA	
		MR RAVI SHARMA	
		MR MANU PRAKASH MAURYA	
51	CMP, TLM & News Letter	MRS MEENA KANUJIYA, HM I/C	To work as per KVS Guidelines.
		MRS NEETU MISHRA	
		MISS SHIVANI GAUTAM	
52	Canteen	MR ROOM SINGH YADAV I/C	Responsible for overseeing all aspects of canteen operations , including menu planning, hygiene standards, vendor selection, and compliance with safety regulations. Ensure that the canteen operates efficiently, maintains high-quality standards, and meets the diverse dietary needs of our school community.
		MRS BABITA TIWARI	
		MR SUDHANSHU VERMA	
		MR RAVINDER	

Kendriya Vidyalaya No.2 OCF Shahjahanpur (Shift- II)

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Committees for the session 2024-25

S.No	COMMITTEE	COMMITTEE MEMBERS	SIGN	S.N	COMMITTEE	COMMITTEE MEMBERS	SIGN
1	ACADEMIC AND ADMINISTRATIVE SUPPORT COMMITTEE	MR. K.S. YADAV		31	PA System	MR. VIPIN KUMAR MAURYA I//C	
		MRS. AKANSHA SHARMA				MRS. REENA AGGARWAL	
		MRS. SONALI DHOUNDIYAL				MR. VIVEK SHARMA	
		MR. DEVENDER KUMAR		32	VIDYALAYA BEAUTIFICATION & HARTICULTURE	MRS. NAUSHABA IQBAL I/C	
		MR. HARIKESH SINGH YADAV				MR. HARIKESH SINGH YADAV	
2	ADMISSION COMMITTEE	MRS. SONALI DHOUNDIYAL I/C		33	Cleanliness, senatization and Conservancy Monitoring Committee	MRS.SUPRIYA SHARMA	
		MRS. KHUSHBOO RANI				MR. PAWAN KUMAR I/C	
		MS. ANSHIKA GUPTA				MR. DESH DEEPAK	
		MRS. ANNU				MRS. MANISHA	
3	TIME TABLE AND ARRANGMENT committee	MR. KAUSHAL KUMAR GUPTA I/C SEC.		34	Monthly Report (ICT) Website Updation, Maitenance of E class room /CCTV cameras & UBI Portal Fee Verification (Second level)	MRS. SONALI DHOUNDIYAL I/C	
		MRS. KHUSHBOO RANI				MRS. KHUSHBOO RANI	
		MR. VIPIN KUMAR MAURYA				COMP INST	
		MR. DESH DEEPAK I/C PRIMARY				MR. VIVEK SHARMA	
		MR. VIVEK SHARMA				DEEPANSHU ARYA	
4	CBSE & OTHER EXTERNAL EXAMS	MR. PRAVEEN KUMAR I/C		35	FIRST AID & MEDICAL CHECKUP	KHUSHBOO RANI I/C SEC)	
		MRS. ABHA PANT				MRS. JYOTI I/C PRIMARY	
		MR. DEEPAK SHUKLA (PGT BIO SHIFT I)				MR.KASHMIR SINGH	
		MR. DEVENDER KUMAR				STAFF NURSE	
5	EXAM DEPARTMENT & MODERATION COMMITTEE (HOME)	MR. SHAILESH SHANKHADHAR I/C SECONDARY		36	Vidyalaya M&R	MR. VIPIN KUMAR MAURYA I//C	
		MR. DEVENDER KUMAR				MRS. NAUSHABA IQUBAL	
		MR SUNEEL KUMAR				MR. AMAN JAISWAL	
		MRS. SUPRIYA SHARMA I/C PRIMARY					
		MR. SHUBHAM KUMAR					

				SEXUAL HARASSMENT & REDRESSAL	MRS. SONALI DHOUNDIYAL I/C				
					MRS.ANJALI SINGH				
					MRS. SUPRIYA SHARMA				
					MR. SUNIL KUMAR				
6	DISCIPLINE COMMITTEE/ BULLING AND RAGGING PREVENTION COMMITTEE	MRS. SONALI DHOUNDIYAL I/C		37	QUARTER ALLOTMENT (COMMON)	MR. MOHAMMAD HASHIM I/C			
		MRS.JYOTI KANYAL							
		MR. SHAILESH SHANKHADHAR		38			MRS. SONALI DHOUNDIYAL		
		MRS. ABHA PANT					MR. JAGDISH SHARAN		
		MR. HARIKESH SINGH YADAV							
		MRS. JYOTI		39		EDUCATIONAL TOUR /EXCURSION & ADVENTURE PROGRAME	MR. VIPIN KUMAR MAURYA I//C		
		MR. KASHMIR SINGH						MRS. JYOTI KANYAL	
		GAMES COACH						MS. ANSHIKA GUPTA	
		YOGA INSTRUTOR						MRS. ANNU RANI	
		ALL CLASS TEACHERS							
7	Library Committee / Literacy and Reading Club	MRS. KHUSHBOO RANI I/C		40	AV. Aids & teaching aids	MR. KAUSHAL KUMAR GUPTA I/C			
		MR. IBRAHIM					MRS. RITU		
		MRS. RITU					MRS. KHUSHBOO RANI		
		MR. PANKAJ KUMAR GUPTA					MR. SOORYA PRAKASH		
		MRS. ANJALI SINGH		41		RAJ BHASHA HINDI COMMITTEE	MR. PAWAN KUMAR I/C		
			MR. IBRAHIM						
8	PHOTOGRAPHY COMMITTEE	MR. KASHMIR SINGH I/C		42	FURNITURE COMMITTEE	MR. VIPIN KUMAR MAURYA I/C			
		MR. SHUBHAM KUMAR					MR. IBRAHIM		

9	Publication and Press, Social Media- Facebook, X (Twitter), Youtube etc. Committee	MRS. RITU I/C	43	Career Guidance & Counseling / Tarunotsava	MRS. ABHA PANT I/C	
		MR. IBRAHIM			MRS. SONALI DHOUDIYAL	
		MR. PANKAJ KUMAR GUPTA			MRS. KHUSHBOO RANI	
		MRS. RAJNI YADAV			MRS. JYOTI	
		MRS. MANISHA I/C(PRIMARY)			MRS. SUPRIYA SHARMA	
		MRS. ANNU RANI			COUNSELOR	
		COMP INST				
		MRS. ANNU RANI				
COMP INST						
10	CCA COORDINATION COMMITTEE	MRS. RITU I/C SECONDARY	45	STUDENT COUNCIL MONITORING COMMITTEE	MR. SHAILESH SHANKHADHAR I/C	
		MR. IBRAHIM			MR. DEVENDER KUMAR	
		MRS. RAJNI YADAV			MR. SUNIL KUMAR	
		MR. PANKAJ KUMAR GUPTA	46	OFFICE	MRS. RITU I/C	
		MRS. REENA AGGARWAL I/C PRIMARY			MRS. ABHA PANT	
		MRS. ANNU RANI			MRS. ANJALI SINGH	
		MR. AMAN JAISWAL			MR. DEEPANSHU ARYA I/C	
	47	SALARY PREPARATION & UPLOADING	MR. DEEPANSHU ARYA			
	48	SALARY CHECKING	MR. KAUSHAL KUMAR GUPTA			
	49	ADV. REGISTER	MR. DEEPANSHU ARYA			
11	RESOURCE ROOM, CMP,TLM & News Letter	MRS. AKANSHA SHARMA (HM) I/C	50	RTI ACT 2005	MR. SONALI DHOUDIYAL I/C	
		MRS. ANNU RANI			MR. DEEPANSHU ARYA	
		MR. VARUN			MR. DESH DEEPAK	
		MRS. MANISHA				
12	SCHOOL CANTEEN	MR. SHAILESH SHANKHADHAR I/C SEC.	51	A.E.P.	MRS. ABHA PANT I/C	
		MR. HARIKESH YADAV			MRS. RITU	
		MR. SOORYA PRAKASH			MRS. KHUSHBOO RANI	
		MRS. ANNU RANI			MR. SHAILESH SHANKHADHAR	
13	INTEGRITY CLUB	MR. IBRAHIM I/C	52	SOCIAL SCIENCE EXHIVITION & EBSB	MR. IBRAHIM	
		MR. SOORYA PRAKASH			MR. KASHMIR SINGH	
		MR. SHRIKRISHNA			MR. SOORYA PRAKASH I/C	
		MR. DESH DEEPAK			MR. SHRIKRISHNA	
14	UBI Fee Collection & CS-54	MR. DEVENDER KUMAR I/C	53	SPORTS /Fit India /SBSB COMMITTEE	MRS. JYOTI	
		MRS. KHUSHBOO RANI			MRS. REENA AGGARWAL	
15	ECO-CLUB	MR. SUNIL KUMAR I/C	53	SPORTS /Fit India /SBSB COMMITTEE	MS. ANSHIKA GUPTA	
		MRS. NAUSHABA IQBAL			MR. HARIKESH YADAV I/C	
		MR. KASHMIR SINGH			GAMES COACH	
		MR. SHUBHAM KUMAR			YOGA COACH	
		MR. DEEPANSHU ARYA			MS. ANSHIKA GUPTA	
				MRS. MANISHA		

25	M&R Staff Quarters committee	MRS. SONALI DHOUNDIYAL	62	Grievance cell for SC/ST /OBC /Minorities & Physically, Handicapped	MR. SHRIKRISHNA I/C	
		MR MOHAMMAD HASHIM			MRS. KHUSHBOO RANI	
		MR SHARAD KUMAR			MR. HARIKESH YADAV	
		MR MAIRAJ AHMAD			MR. PAWAN KUMAR I/C	
		MRS RANGESH RATNA SHAKYA	63	Arrangement of Staff Meeting and Reporting Minutes	MR. PANKAJ GUPTA	
		MR PANKAJ			MRS. KHUSHBOO RANI	
		MR SUNEEL KUMAR			MRS. SONALI DHOUNDIYAL I/C	
		MR HARIKESH SINGH YADAV	64	Internal Complaint Committee (I C	MRS. RITU	
26	Income Tax Committee and Verification of office documents (Pay Bill, Arrears etc.)	MR. KAUSHAL KUMAR GUPTA I/C	65	Drinking Water Committee	MRS. ABHA PANT I/C	
		MRS. SONALI DHOUNDIYAL			MR. VIPIN KUMAR MAURYA	
		MR. SUNEEL KUMAR			MR. PANKAJ GUPTA	
		MR. AMAN JAISWAL	66	STUDENTS ARRIVAL, ASSEMBLY, LUNCH & DEPARTURE TIME DUTY	MR. SOORYA PRAKASH	
		MR. DEEPANSHU ARYA			MR. HARIKESH YADAV I/C	
27	Preparation of Identity Card	MR. HARIKESH YADAV I/C	67	PM Shri Monitoring Committee	SPORTS COACH	
		MRS. RAJNI YADAV			YOGA COACH	
		MR. PANKAJ KUMAR GUPTA			MR. KAUSHAL KUMAR GUPTA I/C SECONDARY	
		MR. SHUBHAM KUMAR			MRS. AKANSHA SHARMA (HM)	
28	NCC	MR. HARIKESH YADAV I/C	68	Local Purchase Committee	MRS. JYOTI KANYAL	
		SPORTS COACH			MR. SHAILESH SHANKHADHAR I/C	
		YOGA COACH			MR. SUNIL KUMAR	
29	Student Grievance and Suggestion Box	MR. PAWAN KUMAR I/C	69	Pre Vocational education /Skill Education / Bagless Day Program	MR. AMAN JAISWAL	
		MR. SOORYA PRAKASH			MRS. JYOTI KANYAL	
		MRS. ANJALI SINGH			MR. PAWAN KUMAR I/C	
					MR. HARIKESH YADAV	
30	Innovation / Projects aligned with NEP 2020	MR. PAWAN KUMAR I/C	70	Continuous Professional Development (CPD)	MRS. RAJNI YADAV	
		MRS. RAJNI YADAV			MS. ANSHIKA GUPTA	
		MRS. JYOTI KANYAL			MR. DEVENDER KUMAR I/C	
					MRS. RAJNI YADAV	
				MR. SHUBHAM KUMAR		