	TEACHERS DUTY CHART FOR THE ACADEMIC YEAR 2023-24			
S. N.	COMMITTEE	DUTY ASSIGNED	SIGNATURE	
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1	TIME TABLE			
1	MR. PREM KUMAR, PGT MATH (I/C)			
2	MRS. NISHA TGT MATHS			
3	MS. RITU, PRT (I/C PRIMARY)	To prepare time table as per KVS norms and stream		
4	MR.PANKAJ KUMAR, PRT	line vidyalaya academic task/ target.		
	MR. NIRMAL, SUB-STAFF FOR SECONDRY TIME TABLE			
	MR. RAVINDER SUB-STAFF FOR PRIMARY WINGS (TIME TABLE)			
	ADMISSION	1		
	MR. SONU BAN, PGT BIOLOGY (I/C)	-		
	MS. SHIKHA PGT COMP	To complete admission process as nor KVS guide		
	MR. S.KAMINI , PGT COMM	To complete admission process as per KVS guide lines and update the website with the day to day		
	MS. MONIKA, TGT LIB	admission.		
	MS. ASHPREET TGT ARTS MR. SANDEEP, PRT	aumission.		
	MR. MANOHAR LAL, SUB-STAFF	+		
	FURNITURE			
	MR. PREM KUMAR, TGT MATH (I/C)			
	MR. PANKAJ KUMAR, PRT	+		
-	MS. SAVITA, PRT			
	MR. LEKHRAJ, SUB-STAFF	†		
	MR. JAIPAL, SUB-STAFF	1		
4	LIBRARY			
1	MS.MONIKA BHATT, TGT LIB (I/C)			
2	MS. BHAGVATI , PGT(HINDI) CTR			
3	MS. VIDHU, PGT (CHEM)			
4	MR. JAGDISH DAHIYA, PGT(ENG)			
	MR. SANJAY KUMAR, PGT (ECO)	To plan and decide about the purchase of the books		
	MR.PREM KUMAR, PGT (MATH)	and maintain the same systematically.		
	MR. SANDEEP VERMA, PRT			
	MR. JAIPAL, SUB-STAFF	<u> </u>		
	HEAD GIRL	-		
	HEAD BOY	NI NI		
	SANITATION, CLEANLINESS AND HYGIENE /SWACHH BHARAT ABHYA MR. NARESH KUMAR , TGT WET			
	MRS. VIDHU , PGT(CHEMISTRY) (I/C-2)	+		
	MR. SANDEEP KUMAR, TGT(S.S.T)	-		
	MR. ARTI, TGT(HINDI)	To motivate the children for hygienic conditions.To		
	MR. MANOJ K RASWANT, TGT(MATH)	monitor the vidyalaya campus including toilets. To		
	MR. MUKESH KUMARI TGT(SCIENCE)	maintain the service rendered by the conservancy		
	MS. ASHPREET KAUR, TGT ARTS	agency and to maintain the record, tiles, cemented		
	MS. SEEMA DAHIYA, PRT	work, labour, glass fitting, wash basin should be		
	MS. SONIA, PRT	checked and in proper condition.		
	MR. SURESH, SUB-STAFF			
	MR. NIRMAL, SUB-STAFF			
	BEAUTIFICATION OF THE VIDYALAYA			
	MR. SONU BAN, PGT(BIO) (I/C)			
	MS. ASHPREET KAUR, TGT ARTS(2ND I/C)	Look after the beautification of the vidyalaya and		
	MS. MEENAKSHI TGT (SCIENCE)	the surrounding and go ahead with "Go Green		
	MS. PINKI RANI, PRT	Program".		
-	MS. MANOHAR LAL, SUB-STAFF			
	MR. NIRMAL, SUB-STAFF			
	GARDENING/ ECO CLUB/ HERBAL GARDEN			
	MR.SONU BAN, PGT (BIO) (I/C)	To plan different activities related oto environment/ integrity awareness and execute program for environmental protection and to maintain separate records for different class.		
	MR. MUKESH KUMARI, TGT (SCIENCE)			
	MS.MEENAKSHI,TGT SCIENCE			
-	MR.NARESH KUMAR, TGT SUPW			
	MR.PANKAJ, PRT MS. ANITA, PRT			
	MR.SURESH, SUB-STAFF			
	IMM.JONESH, JOD STALL			

S. N.	COMMITTEE	DUTY ASSIGNED	SIGNATURE
8	GAMES SPORTS		
3			
1			
3	MR. PREM KUMAR, PGT MATHS		
4	/ - (/		
Ţ	- , - (,		
6		To plan different activities related to games and	
	,	sports through the year. Select the students for	
8		cluster, regional and national competition. Impart health education mass PT for physical fitness.	
		incatti cadcation mass i i foi physical nuicss.	
	0 MR. SURESH, SUB-STAFF		
1			
1	2 MR. NIRMAL, SUB-STAFF		
	MR. RAVINDER, SUB-STAFF		
9	MATHEMATICS (KVS), CBSE, OLYMPIAD AND OTHER OUTSIDE COMP	PETITION/ MATHS LAB.	T
		To play and expensive the test expensives the	
1		To plan and organize the test, encourage the students regarding the competition and test and	
3		students regarding the competition and test and maintain records.	
	·	maintain records.	
10	CCA COMMITTEE (PRIMARY SECTION) / MORNING ASSEMBLY COMI	MITTEE	
- 1		To plan and organize morning assembly in proper	
2	MS. NEELAM, PRT	way and up to the mark. To divide the students in to	
3	·	four houses to plan different CCA/ House activities	
4		and conduct these during CCA period every week.	
		And maintain necessary record related to CCA/	
6	, , , , , , , , , , , , , , , , , , , ,	House activities.	
11	MR. LEKHRAJ, SUB-STAFF CCA COMMITTEE (SECONDARY SECTION) / MORNING ASSEMBLY CO	MANAITTEE	
	MS. DIMPLE RANI, TGT(SKT) I/C	To plan and organize morning assembly in proper	
		way and up to the mark. House activites shouls be	
H —	MS. POOJA RANI TGT (HINDI)	cleared. House duties shouls be given to the	
4		students on Friday for next week. To plan and	
ŗ	ALL ASSOCIATE HOUSE MASTER	decide the date for CCA/ House activites as per	
6	, , , , , , , , , , , , , , , , , , , ,	decided date of competition and prize purchasing.	
12		To prepare the students for the literary and cultural	
12	SCOUT AND GUIDE MR. PREM KUMAR, PGT MATHS (I/C)	To plan different activities related to Scout and	T
	MR. MANOJ KUMAR RASWANT, TGT MATH	Guide. Preparing the students for different level like	
	MS. SONIA, PRT	dwitya, tritya, Rajyapurskar, Rastrapati award and	
	MS. NEELAM, PRT	testing camp.	
13	CONDEMNATION COMMITTEE	3 1	
1	MS. SHARANJIT GILL (I/C)		
2	MS. VIMLA ASWAL, PGT HINDI		
	MS. SHIKHA,PGT CS		
	MR. JAGDISH DAHIYA, PGT ENGLISH		
	MR.SONU BAN,PGT BIO	To collect the list of items to be condemned and to	
	MR. JAIMAL SINGH ,PGT PHYSICS MS. UKESH KUMARI,TGT SCIENCE	prepare the various reports and documents for	
8	·	condemnation purpose.	
9			
	MS. KUSUM LATA, PRT MUSIC		
1	1 MR. SOMBIR, SSA		
	MR. ROSHAN LAL, JSA		
14	SCIENCE COMMITTEE		T
	MRS SHARANJIT GILL PGT (I/C)		
	MR SONU BAN ,PGT BIOLOGY	_	
	MRS SHIKHA, PGT CS MR JAIMAL SINGH ,PGT PHYSICS	To conduct Sc. Olympiad and other competitions	
	MR MUKESH KUMARI,TGT SCIENCE	related to science. To prepare and guide the	
		students for making exhibits and model in science at vidyalaya level, cluster level, regional level and national level exhibitions.	
_	MS. ARPANA SOOD, PRT		
8			
(MR. SURESH,SUB-STAFF		
	MR. NIRMAL,SUB-STAFF		

	TEACHERS DUTY CHART FOR THE ACADEMIC YEAR 2023-24			
S. N.	COMMITTEE	DUTY ASSIGNED	SIGNATURE	
15	SOCIAL SCIENCE COMMITTEE			
	MR. SANJAY KUMAR, PGT ECONOMICE(I/C)			
2	MS KAMINI, PGT COMMERCE			
3	MR SANDEEP KUMAR, TGT S.ST	To conduct Social Science competitions and other		
4	TGT ENGLISH	competitions related to Social Science. To prepare		
	MRS SONIA,TGT ENGLISH	and guide the students for making models exhibits		
	MR ARTI, TGT HINDI	for social science exibitions at vidyalaya, cluster,		
	MRS. DIMPLE RANI ,TGT SANSKRIT	regional and national level exhibitions.		
8	TGT S.ST	regional and national level eximations.		
	MS ASHPREET KAUR, TGT ARTS			
10	MS KUSUM, PRT MUSIC			
	MR JAIPAL, SUB-STAFF			
	EXAMINATION INTERNAL			
	MR JAGDISH DAHIYA, PGT ENGLISH(I/C) SECONDARY	Conduction of MONTHLY TEST, PERIODIC TESTS and		
2	MR. SANDEEP , PRT (I/C) PRIMARY	MID TERM & CUMULATIVE TEST, SEE, Timely as per		
	MS. SHIKHA, PGT COMP	KVS schedule along with proper maintenance of		
4	MR KARAN KAPOOR, TGT MATHS	records. To prepare result analysis and performance		
5	TGT ENGLISH	index. To maintain necessary records related the		
6	COMP. INST.	exams. To conduct cbse exam and to look after the		
7	MR MANOHAR LAL , SUB-STAFF	all formalities related to cbse, registration filling up		
8	MR RAVINDER, SUB-STAFF	form etc. sending student detail timely.		
17	MAGAZINE SAMITI/ EDITORIAL BOARD	· · · · · · · · · · · · · · · · · · ·		
1	MS VIMLA ASWAL, PGT HINDI(I/C) SEC			
	MR JAGDISH DAHIYA, PGT ENGLISH	To design the vidyalaya patrika front page, to		
3	MS DIMPLE RANI TGT SANSKRIT	motivate the students to write and submit the		
	MRS ASHPREET KAUR, TGT ART	articles, poem and to compile them to make it ready		
	STUDENT (GIRL)	for printing, publications and distribution.		
	STUDENT (BOY)			
	DISCIPLINE & VIGILANCE COMMITTEE			
1	MS SANJAY KUMAR, PGT ECONOMICS			
	MR MANOJ K RASWANT, TGT S.ST			
	MS SONIA, TGT ENGLISH	T		
	MS. ARPANA SOOD, PRT	To look after the discipline and work including		
	MS. SAVITA ROHILLA, PRT	human values.		
	MR. SURESH, SUB-STAFF			
	MR. JAIPAL, SUB-STAFF			
	PURCHASE COMMITTEE & LPC			
	MS SHARANJIT GILL, PGT CHEM			
	MS VIMLA ASWAL, PGT HINDI			
	MS SHIKHA, PGT CS			
	MR JAGDISH DAHIYA, PGT ENGLISH			
	MR SANJAY KUMAR, PGT ECONOMICS	To plan and take up purchase procedure for		
	MR. MANOJ KUMAR. TGT MATHS	Procurement of material for the vidyalaya as per		
	MR. PARDEEP KUAMR, TGT ENG	KVS norms.		
	MR MONKIA BHATT, TGT LIB	KV3 HOTHIS.		
	MR. SOMBIR SSA			
	MS ARPANA SOOD, PRT			
	MS KUSUM, PRT MUSIC			
	MR PANKAJ KUMAR, PRT			
	MAINTENANCE AND REPAIR WORK/ELECTRICITY AND WATER SUPPL	v		
		T .		
	MR NARESH KUMAR, TGT WET(I/C)			
	MR MANOJ KUMAR RASWANT, TGT MATHS (MEMBER)	To look after repairs and maintenance work in the vidyalaya as per annual plan/ white wash of the building. To look after repairs and maintenance work, Electricity and water supply in the school.		
	MS ASHPREET KAUR, TGT ARTS			
	MS. ARPANA SOOD, PRT			
	MS ANITA, PRT			
	MR. SURESH, SUB-STAFF	, , , , , , , , , , , , , , , , , , , ,		
7	MR. JAIPAL, SUB-STAFF			

2.1 TEACHING AIDS 1 MR MOHMAD AU, TGT ENGLISH IVC) SECONDARY 2 MS ATOUR SIGH I PRETINGY PRIMARY 3 TGT SCIENCE 4 MS SOUND, TGT ENGLISH 5 MS SCHOOL MARKET PRIMARY 2.7 MST ATO AND HEARTH CHECKUP 2.7 MST ATO AND HEARTH CHECKUP 3 MS MULTER HAND MARK TGT SCIENCE 4 MS SOUND MARK TGT SCIENCE 5 MS SULVESH KINARR, TGT SCIENCE 6 MS SULVESH KINARR, TGT SCIENCE 7 MS SELEAM, PRIT (SCIENCE) 7 NURSER 8 MS PRESENANCE PRIT TO SCIENCE OF THE SCIENCE OF	S. N.	COMMITTEE	DUTY ASSIGNED	SIGNATURE
1 MR MOMMADA DLI, TGT ENGUSH (VC) SECONDARY 1 To prepare and maintain teaching alds require for each and every subjects and make availabel the same to the teacher for the classroom teaching.	24	TEACHING AIDS		
2 MS SITU SINCE MRTI (I/C) PRIMARY 3 TO SCIENCE 4 MS SONIA, TOT PROJECT 5 MS SOVITA ROHILLA, PRT 2 FIRST AID AND HALTH CHECKUP 1 MS SONIA, TOT PROJECT 2 FIRST AID AND HALTH CHECKUP 2 MS MURSH KUMAR, FET SICKING (I) 2 MS MURSH KUMAR, TET SICKING (I) 3 MS MERIANSH, TOT SICKING (I) 4 MS SEELAM, PRT 5 NOUSE 2 ROUGH AND A SAMTTE 2 ROUGH AS SOVIET (I) 5 NOUSE 2 NO SONIA SAME SAMTTE 2 ROUGH AS SOVIET (I) 5 NOUSE 2 NO SONIA SAME SAMTTE 5 NOUSE 2 NO SONIA SAME SAMTTE 5 NOUSE 2 NO SONIA SAME SAMTTE 5 NOUSE 6 NO SONIA SAME SAMTTE 6 NO SONIA SAME SAMTTE 6 NO SONIA SAME SAMTTE 7 NO SONIA SAME SAMTTE 7 NO SONIA SAME SAMTTE 7 NO SONIA SAME SAMTTE 8 NO SONIA SAMTTE 8 NO SONIA SAME SAMTTE 8 NO SONIA SAME SAMTTE 8 NO SONIA SAMTTE 8 NO SONIA SAME SAMTTE 8 NO SONIA SAME SAMTTE 8 NO SONIA SAMTTE 8 NO SONIA SAME SAMTTE 8 NO SONIA SAME SAMTTE 8 NO SONIA SAMTTE 8 NO SONIA SAME SAMTTE 8 NO SONIA SAME SAMTTE 8 NO SONIA SAMTTE 8 NO SONIA SAME SAMTTE 8 NO SONIA SAME SAMTTE 8 NO SONIA SAMTTE 8 NO SONIA SAME SAMTTE 8 NO SONIA SAME SAMTTE 8 NO SONIA SAMTTE 8 NO SONIA SAME SAMTTE 8 NO SONIA SAME SAMTTE 8 NO SONIA SAMTTE 8 NO SONIA SAME SAMTTE 8 NO SONIA SAME SAMTTE 8 NO SONIA SAMTTE 8 NO SONIA SAME SAMTTE 8 NO SONIA SAME SAMTTE 8 NO SONIA SA				
3 TGT SCIENCE 4 MS SOAND, TGT ENGLISH 5 MS SANTA ROPHILA, PRT 2 FIRST AND ADAD NEATH CHECKUP 1 MR. SOND SAN, PGT BIOLOGY ((VC) 1 MR. SOND SAN, PGT BIOLOGY ((VC) 3 MS. METENASSH, TGT SCIENCE] 2 MR. SOND SAN, PGT BIOLOGY ((VC) 3 MS. METENASSH, TGT SCIENCE] 5 NUISE 1 MS SWINLA SONAL, PGT HINDI 3 MS ARPANA SOOD PRT 4 MS SWINLA ASWAL, PGT HINDI 3 MS ARPANA SOOD PRT 5 NUISE 1 MS SWINLA SWINLA, PGT HINDI 3 MS ARPANA SOOD PRT 5 MS SWINLA SWINLA, PGT HINDI 4 MS SOULA RAW, TGT HINDI 5 MS SWINLA SWINLA, PGT HINDI 6 MS SOOTAN AUGUST AND THE SWINLAR SWINLA			To prepare and maintain teaching aids require for	
4 MS SONA, TOTE ROUSEN 5 MS SAVITA ROHILLA, PRT 2 FIRST AD AND HEALTH CHECKUP 1 MR. SOND BAN, POT BLOOKY (I/C) 2 MS MUKISH KUMARN, TGT (SCI) 3 MS MUKISH KUMARN, TGT (SCI) 4 MS SEELAM, PRT 5 NUNSE 4 MS SEELAM, PRT 5 NUNSE 5 NUNSE 6 MS POOL ARAN, TGT HINDI (I/C) 2 MR POOLA RAN, TGT HINDI (I/C) 2 MR POOLA RAN, TGT HINDI (I/C) 3 MS ARRANA SOND, PRT 4 MS SONDA, PRT 5 MR SOMBRIS, SA 6 MS SOSHAN LAL, ISA 6 MS SOSHAN LAL, ISA 7 MS SOMBRIS, SA 7 MS SOSHAN LAL, ISA 8 MS ROMBRIS, SA 8 MS RARANA SOOD, PRT 9 MS SONDA, PRT 1 MS SONDA, PRT 1 MS SONDA, PRT 1 MS SONDA, PRT 2 MS SONDA, PRT 2 MS SONDA, PRT 3 MS SORMAN SOOD, PRT 4 MS SONDA, PRT 5 COMPUTER NSTR, ISC SOMBRISE 7 MS SOSHAN LAL, ISA 8 MS RARANA SOOD, PRT 9 MS SONDA PRT 1 MR DEEPAS SINGH, PGT COMMERCE (I/C) 1 MS SONDA PRT 1 MS SONDA PRT WITH MICH PRT SONDA PRT WITH PRT SONDA PRT SONDA PRT WITH PRT SONDA PRT SONDA PRT SONDA PRT WITH PRT SONDA			each and every subjects and make availabel the	
Section Sect				
22 IRIST AID AND HEATH CHECKUP 1 NR MOURS HY KURNARI, TGT (SC) 2 NS MUKESH KURNARI, TGT (SC) 3 NRS MERNASHI (TGT (SC) 4 NS NEELAM, PBT 5 NUKSE 23 RAI BRASHA SAMITEE 1 NS VIANLA ASWAI, PGT HINDI (I/C) 2 NR POOJA RAIN, TGT HINDI 3 NS ARRANA SOOD PRT 4 NS SONIA, PBT 5 NUKSE 3 NR SOSHAN LAL, SA 6 NS ROSHAN LAL, SA C CHECKMO OF ATTENDENCE REGISTER COMMITTEE 1 NR SORIAN, ASWAI, PGT COMMITTEE 1 NR SORIAN, ASWAI, PGT COMMITTEE 1 NR SORIAN, ASWAI, PGT COMMITTEE 1 NR SORIAN LAL, SA C CHECKMO OF ATTENDENCE REGISTER COMMITTEE 1 NR SORIAN LAL, SA C CHECKMO OF ATTENDENCE REGISTER COMMITTEE 1 NR SORIAN LAL, SA C CHECKMO OF ATTENDENCE REGISTER COMMITTEE 1 NR SORIAN LAL, SA C CHECKMO OF ATTENDENCE REGISTER COMMITTEE 1 NR SORIAN LAL, SA C COMPUTER INSTE, IPERMARY) 2 NO POOLAR WESTER COMMITTEE 1 NS SHIRKH, PGT CS (I/C) NS SORIAN LAL, SA C COMPUTER INSTE, IPERMARY) 3 NR ROSHAN LAL, SA C AWARKEDE CITIZEN PROGRAM COMMITTEE 1 NS SHIRKH, PGT CS (I/C) NS SORIAN LAL, SA C AWARKEDE CITIZEN PROGRAM COMMITTEE 1 NS MINESH KURNARI, STA SCIENCE (I/C) 1 NS SORIAN LAL, SA C AWARKEDE CITIZEN PROGRAM COMMITTEE 1 NS MINESH KURNARI, STA SCIENCE (I/C) 1 NS SORIAN LAL, SA C AWARKEDE CITIZEN PROGRAM COMMITTEE 1 NS MORRESH KURNARI, STA SCIENCE (I/C) 1 NS SORIAN LAL, SA C SORIAN LALL, SA C SORIAN LALL SA C SORIAN LALL SA C SORIAN LALL SA C SORIAN LALL S				
2 MS MUKESH KUMARI, TGT (SQ) 3 MISS MERNASH, TGT (SCINCE) 4 MS NELLAM, PRT 5 NUKSE 23 RAI BHASHA SAMITEE 1 MS VIMIA ASWAL, PGT HINDI (I/C) 2 MS POOJA RAIN LTGT HINDI 3 MS ARPANA SOOD PRT 4 MS SCINIA , PRT 5 MS SCINIA , PRT 5 MS SCINIA , PRT 5 MS SCINIA , PRT 6 MS SCINIA , PRT 7 MS SCINIA , PRT 8 MS SCINIA , PRT 8 MS SCINIA , PRT 9 MS SCINIA , PRT 1 MS DEPAK SINGH, PGT COMMERCE (I/C) 1 MS DEPAK SINGH, PGT COMMERCE (I/C) 2 MS PRODUCTER NETRICES COMMITTEE 1 MS SHIKAP, PGT CS 3 MS ARPANA SOOD, PRT 4 MS SCINIA , PRT 5 COMPUTER NETRICES COMMITTEE 1 MS SHIKAP, PGT CS (I/C) 2 COMPUTER NETRICES CE PRIMARY) 3 MS ROSSEND LAIL, SGA 7 MARMER CENTER PROGRAM COMMITTEE 1 MS SHIKAP, PGT CS (I/C) 2 COMPUTER NETRICES CE PRIMARY) 3 MS ROSSEND LAIL, SGA 7 MARMER CENTER PROGRAM COMMITTEE 1 MS SHIKAP, PGT CS (I/C) 2 MS STOOD ROAN TGT HINDIO (I/C) 2 MS STOOD ROAN TGT HINDIO (I/C) 3 MS ROSSEND LAIL, SGA 7 MARMER CENTER PROGRAM COMMITTEE 1 MS SHIKAP, PGT CS (I/C) 2 MS STOOD ROAN TGT HINDIO (I/C) 3 MS ROSSEND LAIL, SGA 7 MARMER CENTER PROGRAM COMMITTEE 1 MS SHIKAP, PGT CS (I/C) 2 MS STOOD ROAN TGT HINDIO (I/C) 3 MS ROSSEND LAIL, SGA 7 MARMER CENTER PROGRAM COMMITTEE 1 MS SHIKAP, PGT CS (I/C) 2 MS STOOD ROAN TGT HINDIO (I/C) 3 MS ROSSEND LAIL, SGA 7 MARMER CENTER PROGRAM COMMITTEE 1 MS SHIKAP, PGT CS (I/C) 3 MS ROSSEND LAIL, SGA 7 MARMER CENTER PROGRAM COMMITTEE 1 MS SHIKAP, PGT CS (I/C) 3 MS ROSSEND LAIL, SGA 7 MS ROSSEND LAIL AS REPORT WRITING COUNCIL AS REPORT WRITING COUNCIL AS REPORT WRITI	22			
3 MRS. MEENAMSH, TGT [SCIENCE] 5 NUISE 1 MS VINLA ASWAL PGT HINDI (I/C) 2 MR POOLA RAIL, TGT HINDI 3 MS ARPANA SOOD PRT 4 MS SOON, PRT 5 MR. SOMBIR, SSA 6 MS ROSHAN LAI, ISA 6 MS ROSHAN LAI, ISA 7 CHECKING OF ATTENDENCE REGISTER COMMITTE 1 MR. DEEPAK SINGH, PGT CS 2 MS SHIRHA, PGT CS 3 MS ARPANA SOOD, PRT 4 MS SERMA DAHAYA, PGT CS 4 CHECKING OF ATTENDENCE REGISTER COMMITTE 1 MR. DEEPAK SINGH, PGT CS 3 MS ARPANA SOOD, PRT 4 MS. SEEMA DAHAYA, PGT MORITHE 1 MR. DEEPAK SINGH, PGT CS 1 TO Check attendance register/ attendance board and uploading of attendance for all classes to be monitored on shale darpan 1 MS. SEEMA DAHAYA, PGT CS 1 TO CHECK ATTENDENCE REGISTER COMMITTE 2 MS SHIRHA, PGT CS (VC) 2 COMPUTER INSTR. (PRIMARY) 3 MS ROSHAN LAI, ISA 7 MIN ROSHAN LAI, ISA 7 MS ARRANA SOOD, PGT MIN LAIR LAIR LAIR LAIR LAIR LAIR LAIR LAIR	1	MR. SONU BAN, PGT BIOLOGY (I/C)		
4 MS NELEAM, PRT 5 NUNSE 13 NA BHASHA SAMITEE 1 MS YMMA ASWAL, PGT HINDI (I/C) 2 MS POOJA BANI, TGT HINDI 3 MS ABPANA SOOD PRT 4 MS SONIA , PRT 5 MS SOMBIR, SSA 6 MS ROSHAN LAL, ISA 6 MS ROSHAN LAL, ISA 7 MS SOMBIR, SSA 7 MS ROSHAN LAL, ISA 8 MS ROSHAN LAL, ISA 9 MS ROSHAN LAL, ISA 1 MS DEPAK SINGH, PGT COMMERCE (I/C) 1 MS DEPAK SINGH, PGT COMMERCE (I/C) 2 MS SERVIA, PGT CS 3 MS ARPANA SOOD, PRT 4 MS SERVIA POT CS I/C 5 MS ROSHAN LAL, ISA 6 MS ROSHAN LAL, ISA 6 MS ROSHAN LAL, ISA 7 MS REPAKA SOOD, PRT 9 COMMUTER INSTR. (PRIMARY) 1 MS SHIKLA, PGT CS 1 MS ARPANA SOOD, PRT 1 MS SHIKLA, PGT CS 1 MS SHIKLA, PGT CS 2 MS ARPANA SOOD, PRT 3 MS SHIKLA, PGT CS I/C 1 MS SHIKLA, PGT CS I/C 2 MS SHIKLA, PGT CS I/C 3 MS ARPANA SOOD, PRT 4 MS SHIKLA, PGT CS I/C 3 MS ARPANA SOOD, PRT 5 MS SHIKLA, PGT CS I/C 4 MS MAKENED GITZER PROGRAM COMMITTEE 1 MS SHIKLA, PGT CS I/C 2 COMMUTER INSTR. (PRIMARY) 3 MM ROSHAN LAL, ISA 6 MS MS ARVAN WESTER COMMITTEE 1 MS SHIKLA, PGT CS I/C 1 AND MS SHIKLA, PGT CS I/C 1 MS SHIKLA, PGT CS I/C 1 MS SHIKLA, PGT CS I/C 2 MS SAVITA ROTHLA, PST 1 MS SHIKLA, PGT CS I/C 2 MS SAVITA ROTHLA, PST 3 MS SAVITA ROTHLA, PST 4 MS SAVITA ROTHLA, PST 5 MS SAVITA ROTHLA, PST 5 MS SAVITA ROTHLA, PST 5 MS SAVITA ROTHLA, PST PHYSICS I/C 2 MS SAVITA ROTHLA, PST PHYSICS I/C 3 MS SAVITA ROTHLA, PST PHYSICS I/C 4 MS MARKENED GITZEN PROGRAM COMMITTEE 1 MS SAVITA ROTHLA, PST PHYSICS I/C 2 MS SAVITA ROTHLA, PST PHYSICS I/C 3 MS SAVITA ROTHLA, PST PHYSICS I/C 4 MS STANDAWIT GILL, PST CHIM. 5 MS SAVITA ROTHLA, PST PHYSICS I/C 5 MS SAVITA ROTHLA, PST PHYSICS I/C 5 MS SAVITA ROTHLA, PST PHYSICS I/C 6 MS SAVITA ROTHLA, PST PHYSICS I/C 7 MS SAVITA ROTHLA, PST PHYSICS I/C 7 MS SAVITA ROTHLA, PST PST I/C 7 MS SAVITA ROTHLA, PST I/C	2	MS MUKESH KUMARI, TGT (SCI)	To provide first aid facilities to the students, and	
3 NURSE 1 MS VINIA ASWAL PGT HINDI (I/C) 2 MS POOL ARM, TGT HINDI (I/C) 3 MS ARPANA SOOD PRT 4 MS SONDA PRT 5 MS SONDA PRT 5 MS SONDA PRT 6 MR SONBER, SA 6 MS ROSNBAL IAL, ISA 7 CHECKING OF ATTENDENCE REGISTER COMMITTEE 1 MR. DEEPAK SINGH, PGT COMMERCE (I/C) 2 MS SHANAN, PGT CS 3 MS ARPANA SOOD, PRT 5 MS SHANAN, PGT CS 6 MS SHANAN, PGT CS 7 COMPUTER NISTR, (PRINARY) 5 COMPUTER NISTR, (PRINARY) 7 MS SHANAN SOOD, PRT 8 MS MS MR PANA SOOD, PRT 8 MS MS MR PANA SOOD, PRT 9 MS MS MR PANA SOOD, PRT 9 MS MS MR PANA SOOD, PRT 9 MS MS MR ROSHAN LAL, ISA 1 MS SHRIKIA, PGT CS (I/C) 2 MS MS MR ROSHAN LAL, ISA 2 MS MS MR ROSHAN LAL, ISA 2 MS MS MR ROSHAN LAL, ISA 3 MS ROSHAN LAL, ISA 4 MS MS MR ROSHAN LAL, ISA 4 MS MS MR ROSHAN LAL, ISA 4 MS MS MR ROSHAN LAL, ISA 5 MS MS MR ROSHAN LAL, ISA 6 MS MS MR ROSHAN LAL, ISA 6 MS	3		provide help to conduct to health check up in the	
23 RAJ BHASHA SAMAL PGT HINDI (I/C) 1 MS POOLA BANJ, TGT HINDI 3 MS ASPANA SOOD PRT 4 MS SONIA, PRT 5 MK. SOMBAR, SGS PRT 5 MK. SOMBAR, SGS AS 6 MS ROSHAN LAI, SA 6 MS ROSHAN LAI, SA 7 CHECKING OF ATTENDENCE REGISTER COMMITTE 1 MR. SOMBAR, PGT COMMERCE (I/C) 2 MS SHIKHA, PGT CS (I/C) 3 MS ASPANA SOOD, PRT 4 MS SERVAN LAI, SA 7 TO check attendance register/ attendance board and uploading of attendance for all classes to be monitored on shala darpan 7 TO check attendance for all classes to be monitored on shala darpan 8 MS SEEMA DAHIYA, PRT 9 MIDVALAVA WEBSTE COMMITTE 1 MS MIKHA, PGT CS (I/C) 1 MS SHIKHA, PGT CS (I/C) 2 COMPUTER INSTR, (SEC& PRIMARY) 3 MR ROSHANA LAI, SA 7 MIDVALAVA WEBSTE COMMITTE 1 MS MIKHA, PGT CS (I/C) 3 MS SONIAL LAI, SA 7 MIDVALAVA WEBSTE COMMITTE 1 MS MIKHA, PGT CS (I/C) 4 MS POOLIA RAN TGT HINDI 5 MS SAVITA ROHILLA, PRT 6 MANARENED CITIZEN PROGRAM COMMITTEE 1 MS MIKHSH KUMARK, 1TGT SCIENCE (I/C) 1 MS POOLIA RAN TGT HINDI 1 MS POOLIA RAN TGT HINDI 2 CARRER COUSTILING & GUIDANCE 1 MK JAMALA, SINGH, PGT PHYSICS (I/C) 2 MISS SHARARUIT GILL, PGT CHEM. COUNTING & GUIDANCE 1 MS SAVITA ROHILLA, PRT 2 CARRER COUSTILING & GUIDANCE 1 MS SAVITA ROHILLA, PGT COUNTING COUNTING & GUIDANCE 1 MS SAVITA ROHILLA, PGT TG TLE MS COUNTING COUNTING & GUIDANCE 1 MS SAVITA ROHILLA, PGT CHEM. COUNTING & GUIDANCE 2 MS SAVITA ROHILLA, PGT CHEM. COUNTING & GUIDANCE 3 MS SAVITA ROHILLA, PGT COUNTING COUNTING COUNTING & GUIDANCE 4 MS SAVITA ROHILLA, PGT CHEM. COUNTING & GUIDANCE 5 MS SAVITA ROHILLA, PGT CHEM. COUNTING & GUIDANCE 6 MS SAVITA ROHILLA, PGT CHEM. COUNTING COUNTING & GUIDANCE 7 MS SAVITA ROHILLA, PGT CHEM. COUNTING CO		·	vidyalaya.	
MS_VINIMA_ASWAM_PGT_HINDI (VC) 2 MR SODIO ARAN_TGT_HINDI 3 MS_ABPANA_SODO PRT				
MR POQUA RANI, TGT HINDI As per KVS norms implement the task, target of faj				
A ME SONIA, PRT S MR. SONIA, PRT MS ROSHAN LA, ISA LECKING OF ATTEMBENCE REGISTER COMMITTEE MS. ROSHAN LAL, ISA LECKING OF ATTEMBENCE REGISTER COMMITTEE MS. ROSHAN LAL, ISA TO check attendance register/ attendance board and uploading of attendance for all classes to be monitored on shala darpan MS. ROSHAN LAL, ISA TO check attendance register/ attendance board and uploading of attendance for all classes to be monitored on shala darpan MS. SERMA DAHIVA, PRT MS. SHIKHA, PGT CS (I/C) LOMPUTER INSTR. (PRIMARY) MS. MIRHA, PGT CS (I/C) MS. POLARAY WESSTE COMMITTEE MS. MUKESH KUMARI, TGT SCIENCE (I/C) MS. POLARAY MESSTE CSC. PRIMARY) MS. MIRHA, PGT CS (I/C) MS. POLARAY MESSTE CSC. PRIMARY) MS. MIRHA, STATIST HIDDI MS. MIRHA, STATIST HIDDI MS. ASHIRHA, PGT CS (I/C) MS. POLARAY MESSTE CSC. PRIMARY) MS. MIRHA SINGH, PGT PRYSICS (I/C) MS. POLARAY MESSTE CSC. PRIMARY MS. MIRHA SINGH, PGT PHYSICS (I/C) MS. POLARAY MESSTE CSC. PRIMARY MS. MARKENDE CITIZEN PROGRAM COMMITTEE MS. MUKESH KUMARI, TGT SCIENCE (I/C) MS. POLARAY MESSTE COMMITTEE MS. MOLINEA BRIT, TGT LIB MS. MARKENDE CITIZEN PROGRAM COMMITTEE TO plan 8. make a time table for XI Class carrier councelling & guidance & invite to the students for future carrier. MS. MARINAL SINGH, PGT PHYSICS (I/C) MS. SANIAL ROPHLIA, PGT CHEM. MS. MONINA BHATT, TGT LIB MS. ASHIPPET, TGT ARTS (I/C)-BANNER PREPRATION/Photography MS. ASHPREET, TGT ARTS (I/C)-BANNER PREPRATION/Photography MS. SANDER KUMAR, PGT MATHS (I/C) MR. MARSH KUMAR, TGT WETHER SOURCE ROOM MS. SONIA RAPANA, PGT MATHS (I/C) MS. SONIA, PGT ENGLISH MS. SONIA, PGT ENGL				
## MS SONIAL, PRT SM SKOMER, SSA			As ner KVS norms implement the task target of Rai	
S MR. SOMBIR, SSA 6 MS ROSHAN LAL, JSA 2.4 CHECKING OF ATTENDENCE REGISTER COMMITTEE 1. 1 MR. DEPAK SINGH, PGT COMMERCE (I/C) 2. MS SHIKHA, PGT CS 3. MS ARPANA SOOD, PRT 4. MS SEMA DAHIYA, PRT 5. COMPUTER INSTR. (PRIMARY) 5. COMPUTER INSTR. (PRIMARY) 6. MS SHIKHA, PGT CS (I/C) 7. VIONALVA WEBSTE COMMITTEE 7. MS SHIKHA, PGT CS (I/C) 8. MS SHIKHA, PGT CS (I/C) 9. COMPUTER INSTR. (PRIMARY) 9. MS SHIKHA, PGT CS (I/C) 1. MS SHIKHA, PGT CS (I/C) 1. MS SHIKHA, PGT CS (I/C) 2. COMPUTER INSTR. (PRIMARY) 3. MR ROSHAN LAL, JSA 6. AWANKENED CITIZEN PROGRAM COMMITTEE 1. MS MUKESH SUMARI, TGT SCIENCE (I/C) 2. MS SHOOLARAN TGT HIND 3. TGT SST 4. TGT SST 4. TGT SST 4. TGT SST 5. MS SAVITA ROHILLA, PRT 7. CAREER COUSEILING & GUIDANCE 7. MRS SHARANIT GILL, PGT CHEM. 7. MS SAVITA ROHILLA, PGT CHEM. 7. MS SHARANIT GILL, PGT CHEM. 7. MS SANDER PROJARAN OF HINDI (I/C) 7. MRS SHARANIT GILL, PGT CHEM. 7. MS SANDER PROJARAN TG THINDI (I/C) 7. MRS SHARANIT GILL, PGT CHEM. 7. MS SANDER THAN SHARAN OF HINDI (I/C) 7. MRS SHARANIT GILL, PGT CHEM. 7. MS SANDER THAN SHARAN OF HINDI (I/C) 7. MRS SHARANIT GILL, PGT CHEM. 7. MS SANDER THAN SHARAN OF HINDI (I/C) 7. MRS SHARANIT FOR LOWERCE 7. MS SANDER THAN SHARAN OF HINDI (I/C) 7. MRS SHARANI PRT (I/C) 7. MRS SHOLARAN TGT HINDI (I/C) 7. MRS SHOLARAN TGT HINDI (I/C) 7. MRS SONIA, TGT ENGLISH (I/C) 7. MR SANDER FUTAR TO SHARAN OF HINDI (I/C) 7. MR SANDER FUTAR TO SHARAN OF HINDI (I/C) 7. MR SANDER FUTAR THAN SHARAN OF HINDI (I/C) 7. MR SANDER FUTAR THAN SHARAN OF HINDI (I/C) 7. MR SANDER FUTAR THAN THAN THAN THAN THAN THAN THAN THAN				
MS ROSHAN LAL JSA			Shasha thina and work for hational language.	
CHECKING OF ATTENDENCE REGISTER COMMITTEE				
MR. DEPPAK SINGH, PGT COMMERCE (I/C) 2 MS SHIRHA, PGT CS 10 check attendance register/ attendance board and uploading of attendance for all classes to be monitored on shala darpan 10 check attendance for all classes to be monitored on shala darpan 11 ms shirka, PGT CS (I/C) 1 ms shirka, PGT CS (I/C) 1 ms shirka, PGT CS (I/C) 2 COMPUTER INSTR. (PRIMARY) Maintain web site upto date. 1 ms shirka, PGT CS (I/C) 2 COMPUTER INSTR. (PRIMARY) Maintain web site upto date. 1 ms shirka, PGT CS (I/C) 2 ms POOJA RANI TGT HINDI 1 on encourage the maximum participation. Guest lecture should be invited tone to time. To plan different activities relate AEP. 1 ms SAVITA ROHILLA, PGT PMSICS (I/C) 2 ms SHARANIIT GILLA, PGT CHEM. 2 ms SHARANIIT GILLA, PGT CHEM. 2 ms SHARANIIT GILLA, PGT CHEM. 3 ms KAMINI, PGT COMMERCE 1 ms Invite to the students for future carrier. 2 ms SHARANIIT GILLA, PGT CHEM. 3 ms KAMINI, PGT COMMERCE 1 ms SANCHAL, COUNSELLOR		,		
2 MS SHIKHLA, PGT CS 3 MS ARPANA SOOD, PRT 4 MS. SEEMA DAHIYA, PRT 5 COMPUTER INSTE. (PRIMARY) 22 VIDYALYAW WESSITE COMMITTEE 1 MS SHIKHLA, PGT CS (I/C) 2 COMPUTER INSTE. (SPRIMARY) 3 MR ROSHAN LAL, JSA 26 AWAMKENDE CITIZEN PROGRAM COMMITTEE 1 MS MUKESH KUMARI, TGT SCIENCE (I/C) 2 MS. POOJA RAMI TGT HINDI 3 TGT SST 4 TGT SST. 5 MS SAVITA ROHILLA, PRT 27 CAREER COUSELLING & GUIDANCE 1 1 MR. JAMAL SINGH, PGT PHYSICS (I/C) 2 MRS SHARRANIT GILL, PGT CHEM. 3 MS. KAMINI, PGT COMMERCE 4 MS. MONIKA BHARTI, TGT LIB 5 MS. ANCHAL, COUNSELLOR 1 MS. POOJA RANI, TGT HINDI 1 MS. POOJA RANI, TGT HINDI 2 PRESS, PHOTOGRAPHY, MEDIA AND PUBLICATION 1 MS. POOJA RANI, TGT HINDI (I/C) 2 MRS SONIA, TGT ENGLISH REPORT WRITING 3 MS. KAMINI, PGT COMMERCE 4 MS. MONIKA BHARTI, TGT LIB 5 MS. ANCHAL, COUNSELLOR 1 MS. POOJA RANI, TGT HINDI (I/C) 2 MRS SONIA, TGT ENGLISH REPORT WRITING 3 MS. ASHPREET, TGT ARTS (I/C)-BANNER PREPRATION/Photography 4 MS. RTU, PRT -/C PRIMARY 5 MS SAVITA RAMI (PRT) 7 PRIMARY NEWS LETTERS EDITORIAL BOARD 1 MS. ASPRANA SOOD, PRT I/C PRIMARY 1 MS SOVIA, PRT 3 MR. RAPRANA SOOD, PRT I/C PRIMARY 4 MS SOVIA, PRT 5 MS SAVITA RAMI (PRT) 5 MS SAVITA RAMI (PRT) 6 MS SOVIA, PRT 7 MS ANDER PKUMAR, PRT 7 MARES HOMAR, PRT 8 MR PREM KUMAR, PRT 9 MR PREM KUMAR ROWANT, TGT MATHS 9 MR PREM KUMAR, PRT 9 MR PREM KUMAR ROWANT, TGT MATHS 9 MR PREM KUMAR ROWANT, TGT MATHS 9 MR PREM KUMAR ROWANT, TGT	1			
4 MS, SEEMA DAHIYA, PRT 5 COMPUTER INSTR. (PRIMARY) 25 VIDYALAYA WEBSITE COMMITTEE 1 MS SHIKHA, PGT CS (I/C) 2 COMPUTER INSTR. (SEE & PRIMARY) 3 MR ROSHAN LAL, JSA 26 AWANKENED CITIZEN PROGRAM COMMITTEE 1 MS MUKESH KUMARI, TGT SCIENCE (I/C) 2 MS, POOJA RANI TGT HINDI 3 TGT SST 4 TGT SST. 5 NS SAVITA ROHILLA, PRT 27 CAREER COUSELLING & GUIDANCE 1 MR. JAIMAL SINGH, PGT PHYSICS (I/C) 2 MRS SHARANIT GILL, PGT CHEM. 3 MS, KAMINI, PGT COMMERCE 4 NS, MONIKA BHATT, TGT LIB 5 MS, ANCHAL, COUNSELLOR 4 NS, MONIKA BHATT, TGT LIB 5 MS, ANCHAL, COUNSELLOR 7 MRS, SONIA, TGT ENGLISH REPORT WRITING 3 MS, SONIA, TGT ENGLISH REPORT WRITING 3 MS, SANPREET, TGT ARTS (I/C)-BANNER PREPRATION/Photography 4 MS RITU, PRT-I/C PRIMARY 2 MRS, SANTAR AND IETE SEDITORIAL BOARD 1 MS, ARPANAS JOOD, PRT-I/C PRIMARY 2 MRS, SONIA, PRT 3 MR, SANDEEP KUMAR, PRT 4 MS SONIA, PRT 4 MS SONIA, PRT 5 MS ANCHAL, COUNSELLOR 9 PREAS, PHOTOGRAPHY, MEDIA AND PUBLICATION 1 MS, REPORT WRITING 3 MS, ASHPREET, TGT ARTS (I/C)-BANNER PREPRATION/Photography 4 MS RITU, PRT-I/C PRIMARY 5 MS SAVITA RANI (PRT) 6 MS, SANTA RANI (PRT) 7 MS AND SANTA RANI (PRT) 8 MRS SANTA RANI (PRT) 9 PRIMARY NEWS LETTERS EDITORIAL BOARD 1 MS, ARPANAS JOOD, PRT-I/C PRIMARY 2 MR PANKAI KUMAR, PRT 4 MS SONIA, PRT 5 MS ANTI, TGT (HIN) 6 MS, SONIA, RGT ENGLISH 7 MS ANTIA, PRT 7 MS ANANIA, PRT 8 MS SANTA RANIA, PRT 9 MS ANTIA, PRT 1 MR PREM KUMAR, PGT MATHS (I/C) 1 MR NARESH KUMAR, FGT MATHS (I/C) 2 MR SANDEEP KUMAR, PGT MATHS (I/C) 3 MR NARESH KUMAR, PGT MATHS (I/C) 4 MS SONIA, PRT 5 MS SANITA, PRT 7 MS ANANIA, PRT 7 MS ANANIA, PRT 9 MS ANANIA, PRT 1 MS SERVANDAR, PRT MANOI KUMAR RASWANT, TGT MATHS 1 MS SERVANDAR, PRT MANOI KUMAR RASWANT, TGT MATHS 1 MS SERVANDAR, PRT MANOI KUMAR PRT MANOI KU	2		g .	
S COMPUTER INSTR. (PRIMARY)	3			
25 VIDYALAYA WEBSITE COMMITTEE 1 MS SHIKA, PGT CS (I/C) 2 COMPUTER INSTRICKEC & PRIMARY) 3 MR ROSHAN LAL, JSA 4 AMANKENDE OTTIZEN PROGRAM COMMITTEE 1 MS MUKESH KUMARI, TGT SCIENCE (I/C) 2 MS, POOJA RANI TGT HINDI 3 TGT SST 4 TGT SST. 5 MS SAVITA ROHILLA, PRT 27 CABEER COUSELLING & GUIDANCE 1 MR. JAIJMAL SINGH, PGT PHYSICS (I/C) 2 MRS SHARANIT GILL, PGT CHEM. 3 MS, KAMINI, PGT COMMERCE 4 MS, MONIKA BHATT, TGT UB 5 MS, ANCHAL, COUNSELLOR 7 PRESS, PHOTOGRAPHY, MEDIA AND PUBLICATION 1 MS, POOJA RANI, TGT HINDI (I/C) 2 MRS, SONIA, TGT ENGLISH -REPORT WRITING 3 MS, SAHPREET, TGT ARTS (I/C)-BANNER PREPRATION/Photography 4 MS RTU, PETT-I/C PRIMARY 2 PRIMARY NEWS LETTERS EDITORIAL BOARD 1 MS, ARPANA SOOD, PRT-I/C PRIMARY 2 MR, SANDRA, PGT 3 MS, SANDRA, PGT 4 MS SONIA, PRT 4 MS SONIA, PRT 5 MS ANDNA, PGT 6 MS, SONIA, PRT 6 MS, SONIA, PRT 7 MS ANDNA SOOD, PRT-I/C PRIMARY 7 MS RANDRA SOOD, PRT-I/C PRIMARY 8 MS, SONIA, PRT 9 MR, SANDRA RANDRA, PGT MATHS (I/C) 9 MR, SANDRA RANDRA RANDRAY, TGT MATHS 9 MR, SANDRA RANDRA, PGT MATHS (I/C) 9 MR, SANDRA RANDRA RANDRAY, TGT MATHS 9 MR, SANDRA RANDRAY TGT MATHS 9 MR, SANDRA RANDRAY TGT MATHS 9 MR ARBOURCE MATHA PRT 9 MR			monitored on shala darpan	
1 MS SHIKHA, PGT CS (I/C) 2 COMPUTER INSTRICSEC & PRIMARY) 3 MR ROSHAN ILAI, JSA 26 AWANKENB CITIZEN PROGRAM COMMITTEE 1 MS MUKESH KUMARI, TGT SCIENCE (I/C) 3 TO ENCOURAGE THE MEMORY AND THE HOLD BE INCLUDED TO ENCOURAGE THE MAXIMUM PARTICIPATION. Guest lecture should be invited tome to time. To plan different activities relate AEP. 5 MS SAVITA ROHILLA, PRT 6 CARRER COUSELLING & GUIDANCE 1 MR. JAIMAL SINGH, PGT PHYSICS (I/C) 2 MRS SHARANIT GILL, PGT CHEM. 3 MS. KAMINI, PGT COMMERCE 4 MS. MONIKA BHATT, TGT LIB 5 MS. ANCHAL, COUNSELLOR 5 MS. ANCHAL, COUNSELLOR 1 NS, POOLA RANI, TGT HINDI (I/C) 2 MRS, SONIA, TGT ENGLISH -REPORT WRITING 3 MS. ASHPREET, TGT ARTS (I/C)-BANNER PREPRATION/Photography 4 MS RITU, PRT-I/C PRIMARY 5 MS SAVITA RANI (PRT) 7 MS ANDRAICA (PRT) 8 MR. PARNACIA KUMAR, PRT 9 NR. PANNACIA KUMAR, PRT 1 NR. PREM KUMAR, PRT 1 NR. PREM KUMAR, PGT MATHS (I/C) 2 MR. SONIA, TGT ENGLISH 3 NR. RARPANA SOOD, PRT-I/C PRIMARY 4 NS SONIA, TGT ENGLISH 5 MS. RANDRAICA (I/C) 7 MS ANDRAICA (I/C) 8 NR. PREM KUMAR, PRT 9 NR. PANNACIA KUMAR, PRT 1 NR. PREM KUMAR, PGT MATHS (I/C) 1 MR. RARPANA SOOD, PRT-I/C PRIMARY 1 NR. SONIA, TGT ENGLISH 1 MR. RARPANA PROT MATHS (I/C) 2 MR. MANOI KUMAR, PRT 3 NR. RARPANA SOOD, PRT. I/C PRIMARY 4 NS SONIA, TGT ENGLISH 5 MS. ARTI, TGT (I/C) 7 MS ANDRAICA (I/C) 8 NR. RARPANA SOOD, PRT. I/C PRIMARY 7 MS ANDRAICA (I/C) 9 NR. RARPANA SOOD, PRT. I/C PRIMARY 1 NS SONIA, TGT ENGLISH 1 MR. RARPANA SOOD, PRT (I/C-PRIMARY) 1 MS SONIA, TGT ENGLISH 1 MS. ARRANA SOOD, PRT (I/C-PRIMARY) 1 MS. SONIA, TGT ENGLISH 1 MS. SERVER ROOM 1 MS. SEEMA DAHIYA, PRT 1 TO Plan program for qualitative improvement to primary education.				
2 COMPUTER INSTR.(SEC & PRIMARY) 3 MR ROSHAN LAL, JSA 26 AWANKENED CITIZEN PROGRAM COMMITTEE 1 MS MUKESH KUMARI, TGT SCIENCE (I/C) 2 MS, POOJA RANI TGT HINDI 3 TGT SST 4 TGT SST. 5 MS SAVITA ROHILLA, PRT 27 CAREER COUSELLING & GUIDANCE 1 MR, JAIMAL SINGH, PGT PHYSICS (I/C) 2 MRS SHARANJIT GILL, PGT CHEM. 3 MS, KANINI, PGT COMMERCE 4 MS, MONIKA BHATT, TGT LIB 5 MS, ANCHAL, COUNSELLOR 28 PRESS, PHOTOGRAPHY, MEDIA AND PUBLICATION 4 MS, POOJA RANI, TGT HINDI (I/C) 2 MRS, SONIA, TGT ENGLISH - REPORT WRITING 3 MS, SAPPRENT, CTA RATS (I/C)-BANNER PREPRATION/Photography 4 MS RITU, PRT. I/C PRIMARY 5 MS, SAVITA RNI (PRT) 29 PRIMARY NEWS LETTERS EDITORIAL BOARD 1 MS, SANCHAL, PRT 3 MS, SANCHAL, PRT 4 MS, SONIA, PRT 5 MS, SANCHAR, PRT 5 MS, SANCHAR, PRT 6 MS, SANCHAR, PRT 7 MS, SANCHAR, PRT 8 MS, SANCHAR, PRT 9 PRIMARY NEWS LETTERS EDITORIAL BOARD 1 MS, SANCHAR, PRT 3 MS, SANCHAR, PRT 4 MS, SONIA, PRT 5 MS, SANCHAR, PRT 6 MS, SANCHAR, PRT 7 MS, MR, NARSH KUMAR, PGT MATHS (I/C) 7 MS, MR, NARSH KUMAR, PGT MATHS (I/C) 8 MS, SANCHAR, PGT MATHS (I/C) 9 MS, SANCHAR, PGT MATHS (I/C) 1 MR, PREM KUMAR, PGT MATHS (I/C) 1 MR, NARSH KUMAR, PGT MATHS (I/C) 2 MR, MANOJ KUMAR RASYWANT, TGT MATHS 3 MS, SANCHAR, PGT MATHS (I/C) 4 MS, SONIA, RGT HINDI 5 MS, SANCHAR, PGT MATHS (I/C) 5 MS, SANCHAR, PGT MATHS (I/C) 6 MS, SONIA, RAPANA, PGT MATHS (I/C) 7 MS, MR, NARSH KUMAR, PGT MATHS (I/C) 8 MS, SANCHAR, PGT MATHS (I/C) 9 MS, SANCHAR, PGT MATHS (I/C) 1 MR, NARSH KUMAR, TGT WET 1 MS, SONIA, PRT 1 MS, SONIA, PRT 1 MS, SONIA, PRT 1 MS, SONIA, RGT MATHS (I/C) 1 MR, NARSH KUMAR, PGT MATHS (I/C) 2 MR, MANOJ KUMAR RASYWANT, TGT MATHS 3 MR, NARSH KUMAR, TGT WET 4 MS, SONIA, RAPANA, SOOD, PRT I/C PRIMARY 5 MS, SEEMA DAHIVA, PRT 7 MS ANTIA, PRT 7				
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29 PRIMARY NEWS LETTERS EDITORIAL BOARD 1 MS. ARPANA SOOD, PRT-I/C PRIMARY 2 MR.PANKAJ KUMAR, PRT 3 MR. SANDEEP KUMAR, PRT 4 MS SONIA, PRT 30 EXCURSION/ TOUR 1 MR PREM KUMAR, PGT MATHS (I/C) 2 MR. MANOJ KUMAR RASWANT, TGT MATHS 3 MR. NARESH KUMAR, TGT WET 4 MS. SONIA, TGT ENGLISH 5 MS. ARTI, TGT (HIN) 6 MS. SONIA RAJPAL, PRT-I/C PRIMARY 7 MS ANITA, PRT 31 CMP & RESOURCE ROOM 1 MS. ARPANA SOOD, PRT (I/C-CMP) 7 To plan program for qualitative improvement to primary education.				
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MR. SANDEEP KOMAR, PRT MS SONIA, PRT MR PREM KUMAR, PGT MATHS (I/C) MR. MANOJ KUMAR RASWANT, TGT MATHS MR. NARESH KUMAR, TGT WET MS. SONIA, TGT ENGLISH MS. ARTI, TGT (HIN) MS. SONIA RAJPAL, PRT-I/C PRIMARY MS ANITA, PRT MS. ARPANA SOOD, PRT (I/C-CMP) MS. ARPANA SOOD, PRT (I/C-CMP) MS. SEEMA DAHIYA, PRT To plan program for qualitative improvement to primary education.	2	MR.PANKAJ KUMAR, PRT	ne. To plan & design the news letter head quarterly to	
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5 MS. ARTI, TGT (HIN) 6 MS. SONIA RAJPAL, PRT-I/C PRIMARY 7 MS ANITA, PRT 31 CMP & RESOURCE ROOM 1 MS. ARPANA SOOD, PRT (I/C-CMP) 3 MS. SEEMA DAHIYA , PRT To plan program for qualitative improvement to primary education.				
6 MS. SONIA RAJPAL, PRT-I/C PRIMARY 7 MS ANITA, PRT 31 CMP & RESOURCE ROOM 1 MS. ARPANA SOOD, PRT (I/C-CMP) 3 MS. SEEMA DAHIYA , PRT To plan program for qualitative improvement to primary education.				
7 MS ANITA, PRT 31 CMP & RESOURCE ROOM 1 MS. ARPANA SOOD, PRT (I/C-CMP) 3 MS. SEEMA DAHIYA, PRT To plan program for qualitative improvement to primary education.				
31 CMP & RESOURCE ROOM 1 MS. ARPANA SOOD, PRT (I/C-CMP) 3 MS. SEEMA DAHIYA , PRT To plan program for qualitative improvement to primary education.				
1 MS. ARPANA SOOD, PRT (I/C-CMP) To plan program for qualitative improvement to primary education. 3 MS. SEEMA DAHIYA , PRT		•		
3 MS. SEEMA DAHIYA , PRT primary education.			To plan program for qualitative improvement to	
4 MS. NEELAM PRT				
	4	MS. NEELAM PRT		
5 MS. SONIA, PRT	5	MS. SONIA, PRT		

	TEACHERS DUTY CHART FOR THE ACADEMIC TEAR 2023-24				
S. N.	COMMITTEE	DUTY ASSIGNED	SIGNATURE		
32	MUSIC AND DANCE COMMITTEE				
	MS. KUSUM LATA, PRT MUSIC (I/C)				
2	MS. SHARANJIT GILL, PGT CHEMISTRY				
	MS. POOJA RANI, TGT HINDI				
4	MS. ASHPREET, TGT (ART)	To plan different activities related to environment.			
5	MS. ARPANA SOOD - PRT I/C PRIMARY MR. SANDEEP VERMA , PRT	-			
	MS. ANITA, PRT	-			
33	OFFICE COMMITTE/ INCOME TAX/ T.D.S.				
	MR. SOMBIR, SSA (I/C)				
	MS. SUMAN CHOUDHARY, PGT CS	To complete the official work in time and To plan &			
	MS. KAMINI, PGT COMMERCE MR. ROSHAN LAL, JSA	complete the income tax/ T.D.S. details in time & return should be submit in time.			
	MR. SURESH KUMAR, SUB-STAFF	return should be submit in time.			
34	INTERNAL AUDITING /FEES & FINES- COMMITTEE				
1	MS. KAMINI, PGT COMMERCE -I/C	Mrs. SumanTo monitor all recordes of online fee			
	MS. SHIKHA, PGT CS	consession , Mrs. Kamini to prepare and maintain cs-			
	MR . MANOJ KUMAR RASWANT, TGT MATHS	54 &income tax, D.O letter. Mr. Manoj to assist the			
35	ACADEMIC ADVISORY COMMITTE MRS.SHARANJIT GILL PGT CHEMISTRY-(I/C)				
	MRS. VIMLA ASWAL PGT HINDI				
	MS. ARPANA SOOD , PRT				
	MR KARAN KUMAR, TGT MATHS	To uplift the academic standards using adequate			
	MR PREM KUMAR , PGT MATHS	necessary measures.			
7	MR JAGDISH DAHIYA, PGT ENGLISH MRS. SONIA RANI , TGT ENGLISH	_			
	MRS. DIMPLE RANI , TGT ENGLISH				
36	CHILD RIGHTS PROTECTION /CORPORAL PUNISHMENT COMMITTE				
1	MS. SHARANJIT GILL, PGT CHEM(I/C)				
	MR. SANJAY KUMAR, PGT ECO				
	MS. SONIA RANI, TGT ENG	Ensure protection of child rights. Ensure no corporal			
	MS. KAMINI, PGT COMMERCE MR. LOVENEESH, TGT PH&E	punishment is given to any child inside the school.			
	MS. ARPANA SOOD, PRT	-			
	MS. SONIA, PRT				
37	CUB &BULBUL COMMITTE	1			
	MR. PANKAJ KUMAR, PRT (I/C CUBS)				
	MR. SANDEEP, PRT MRS. SONIA, PRT (I/C BULBULS)	To monitor all the activities of Cubs & Bulbuls			
	MS. NEELAM, PRT	-			
38	GRIEVANCE REDRESSAL/SEXUAL HARASSMENT COMMITTEE				
	MR. RAJENDER KUMAR, PRINCIPAL (I/C)				
	MS. SHARANJIT GILL, PGT CHEM	Maintain the dignity among each and every member			
	MS. VIMLA ASWAL, PGT HINDI MR. SANJAY KUMAR, PGT(ECO)	of school and develop brother hood feeling. To make the students aware of sexual harassment			
4	MS. KAMINI, PGT COMM	and tell them to inform about any wrong doing/			
	MS. SONIA, TGT ENGLISH	suspect incident to parents/ teachers.To settle the			
6	MS. ARPANA SOOD, PRT	grievances of students with utmost priority			
	MR. ANITA , PRT				
39	CANTEEN SUPERVESION MAS. SANIAV KIIMAR, BCT ECO.				
	MS. SANJAY KUMAR, PGT ECO MR JAGDISH CHANDER DAHIYA, PGT ENG				
	MS. ASHPREET, TGT (ART)	TO CHECK THE HYGIENIC CONDITIONS & QUALITY			
	MS. KUSUM, PRT (MUSIC)	OF PRODUCTS SERVED BY THE CANTEEN			
5	MR. KARAN KAPOOR, TGT (MATHS)				
6	NURSE	TTC			
40	COMPUTER COMMITTEE /SMART ROOM AND MULTIMEDIA COMMITTE				
	MS. SHIKHA, PGT CS (I/C) COMPUTER INSTRUCTOR	To ensure the proper condition and working of computers in vidyalaya.To ensure the smooth working of devices in the smart room and to maintain the records related to smart room usage by the teachers.			
4	MS. SANJAY KUMAR, PGT ECO				
5	MR. JAGDISH CHANDER DAHIYA, PGT ENG				
	ALL CLASS TEACHERS				
	MR. SOMBIR, SSA				
41	P.A. SYSTEM MR. NARESH KUMAR, TGT WET				
	MRS POOJA RANI, TGT HINDI	To arrange all the devices and ensure their smooth working in the morning assembly (on daily basis).			
	MR SANDEEP KUMAR, TGT SST				
4	SCHOOL PERFECT- BOY				
5	BOY STUDENTS				

	TEACHERS DUTY CHART FOR THE ACADEMIC YEAR 2023-24				
S. N.	COMMITTEE	DUTY ASSIGNED	SIGNATURE		
42	STAFF ROOM CLEANLINESS COMMITTEE				
1	MR. ARPANA SOOD, PRT (I/C)				
2	MS. DIMPAL RANI, TGT SANSKRIT	T			
3	MS. POOJA RANI, TGT HINDI	To ensure the cleanliness of the Staff room month			
4	MR. NARESH KUMAR, TGT WET	wise.			
5	MR. JAIPAL, SUB-STAFF				
43	ALL TEACHERS VIDYALAYA ASSET COMMITTEE				
45	MR. SOMBIR, SSA (I/C)				
2	MR. ROSHAN LAL, JSA	To look after the Vidyalaya Assets in the campus.			
3	MR. SURESH KUMAR, SUB-STAFF	10 look after the vidyalaya Assets in the campus.			
44	NCC				
1	MR. SANDEEP VERMA, PRT (I/C-BOYS)	To ensure the proper conduct of all the activities of			
2	MS. DIMPAL RANI, TGT SANSKRIT (I/C-GIRLS)	NCC.			
45	FLAG HOSITING	NCC.			
1	MR. PREM KUMAR, PGT MATHS -(I/C)				
2	MR. LOVNISH SHARMA, TGT PH&E	To look after the daily hoisting and lowering of flag			
3	MR. SANDEEP KUMAR, TGT PHAE	with proper procedure.			
4	MR. PANKAJ KUMAR, PRT				
	MR. RAVINDER, SUB-STAFF				
46	ACTIVITY INCHARGES				
		MRS.KAMINI ,PGT COMMERCE; MRS ASHPREET TGT			
1	TARUNOTASAVA	ART- CONDUCT AND REPORT TO HIGHER			
_	IARONOTASAVA	AUTHORITY			
		AOTHORIT			
2	JIGYASA	MRS. SHARANJIT GILL,PGT CHEM; TGT SCI-2-			
	JIGTAJA	CONDUCT AND REPORT TO HIGHER AUTHORITY			
		MS.MONIKA BHATT , TGT LIB- CONDUCT AND			
3	PUSTAKOPHAAR	REPORT TO HIGHER AUTHORITY			
		MR. JAIMAL SINGH, PGT PHY- CONDUCT AND			
4	PARTNERSHIP WITH LINKED SCHOOLS	REPORT TO HIGHER AUTHORITY			
		MR. LOVENISH, TGT PHE; MR. SONU BAN ,PGT BIO;			
		MS. MUKESH KUMARI, TGT SC.; MR. SANDEEP			
5	STUDENTS' FITNESS SCORE CARDS	KUMAR TGT SST- CONDUCT AND REPORT TO			
		HIGHER AUTHORITY			
6	VIDYALAYA PLAN	MR.JC DAHIYA, PGT ENG; MRS. SHIKHA PGT CS-			
		CONDUCT AND REPORT TO HIGHER AUTHORITY			
47	ACADEMIC LOSS COMPENSATION COMMITTEE	<u> </u>			
1	MS. SHARANJIT GILL, PGT CHEMISTRY	PLANNING REGARDING CONDUCTION OF SPECIAL			
2	MS. POOJA RANI, TGT HINDI	CLASSES - WHENEVER REQUIRED AS PER KVS			
3	MR. MANOJ KUMAR, TGT MATHS	DIRECTION ref;- KVS(HQ) No.11029/16/2015-			
4	MS. ARPANA SOOD- PRT PRIMARY	KVSHQ/Acad/Comp./Acad.loss DATED 28.02.2018			
5	ALL SUBJECT HEADS	RV3FIQ/Acau/Comp./Acau.ioss DATED 26.02.2018			
48	CCT COMMITTEE				
1	MR. KARAN KAPOOR, TGT (MATHS)	FOR SMOOTH CONDUCTION OF ALL THE ACTIVITIES			
2	MR. MANOJ KUMAR, TGT MATHS	INVOLVED IN CREATIVE AND CRITICAL THINKING			
3	MS. MEENAKSHI, TGT SC	ASSIGNED/REQUIRED AS PER KVS DIRECTION			
	ALL CLASS TEACHERS	ASSIGNED/NEGOINED ASTER IVS DIRECTION			
49	MENTAL WELL BEING COMMITTEE				
1	MS. SHARANJIT GILL, PGT CHEMISTRY (I/C)				
2	MS. SUMAN, PGT COMP	PLANNING REGARDING MENTAL WELL BEING OF			
3	MR. SONU BAN, TGT BIO	THE STUDENTS DURING AND AFTER COVID 19			
4	MR. LOVNISH SHARMA, TGT PH&E	OUTBREAK AS PER KVS DIRECTION ref;- KVS(HQ)			
5	MS. MONIKA BHATT, TGT LIB	No.11029/16/2020-KVSHQ/Acad/			
6	MS. ARPANA SOOD- PRT PRIMARY	DATED 06.04.2020			
7	MS. SEEMA DAHIYA, PRT				

S. N.	COMMITTEE	DUTY ASSIGNED	SIGNATURE
50	MONITERING ONLINE TEACHING COMMITTEE		
1	MS. SHARANJIT GILL, PGT CHEMISTRY (I/C)		
2	MS. VIMLA ASWAL, PGT HINDI		İ
3	MR. JAGDISH DAHIYA, PGT ENGLISH		İ
4	MS. SUMAN PGT COMP		İ
5	MS. KAMINI PGT COMM		İ
6	MS. POOJA RANI, TGT HINDI	PLANNING REGARDING ONLINE TEACHING DURING COVID 19 OUTBREAK AS PER KVS DIRECTION	
7	MR. KARAN KUMAR, TGT MATHS		
8	MS. MEENAKSHI TGT (SCIENCE)	COVID 19 OUTBREAK AS FER KVS DIRECTION	İ
9	MS. MONIKA, LIB		İ
10	MS. ARPANA SOOD, PRT		l
11	MS. RITU, PRT		·
12	MS. SEEMA DAHIYA, PRT		
13	MR. SANDEEP VERMA, PRT		
14	COMPUTER INS		<u> </u>

PRINCIPAL

KENDRIYA VIDYALAYA No. 4 AMBALA CANTT