

Kendriya Vidyalaya Dhana

Committees for the Vidyalaya for (2019-20) w.e.f. 01/04/2019

S.No.	Duties Assigned	Name of Staff Member	Signature
01	Examination (Home)	Mr. S. K. Soni (I/c)	
		Mrs. Lakshmi Shahi	
		Mrs. Dolly Mishra	
		Ms. Tanuja	
		Mr. Manish Kumar Naruka	
		Mrs. Sushma Tripathi	
02	Admission	Mr. Anil Shrivastava	
		Mr. Brajesh Pouranik	
		Ms. Upasana	
03	CCA Coordinators	Mr. A. N. Khan	
		Mr. Manish Kumar Naruka	
		Mr. Suwan Khan	
		Mrs. Shailja Baghel	
		Mrs. Dolly Mishra	
04	Examination CBSE	Mr. S. K. Soni	
		Mrs. Lakshmi Shahi	
		Mr. Manish Kumar Naruka	
05	Furniture	Mr. Anil Shrivastava	
		Mr. Ramanuj Gupta	
		Ms. Tanuja	
		Mr. Md. Muzahid	
06	P.A. System & Electricity	Mr. P. K. Ahirwar	

S.No.	Duties Assigned	Name of Staff Member	Signature
07	Beautification	Mr. Jagmohan Shrivastava	
		Mrs. Deepika Sharma	
		Mrs. Sushma Tripathi	
		Mrs. Savita	
		Mrs. Shailja Baghel	
		Mrs. Shrilekha	
08	Building Maintenance & Repairing	Mr. Ramanuj Gupta	
		Dr. Hariom Sharma	
		Mr. P. K. Ahirwar	
09	Audio-Visual	Mr. S. K. Soni	
		Mr. A. N. Khan	
		Mr. P. K. Ahirwar	
10	Games & Sports Activities	Dr. Hariom Sharma	
		Mr. Md. Muzahid	
		Ms. Tanuja	
		Mr. Mahendra Singh Rajput	
11	Office /E-mail	Mr. Ravi Pratap	
		Mr. S. K. Soni	
		Mr. Anil Shrivastava	
		Mr. Brajesh Shrivastava	
12	First Aid & Medical	Nurse	
		Mrs. Anupama Chaurasia	
		Mrs. Lakshmi Shahi	
13	Vidyalaya Patrika	Mr. A. N. Khan	
		Mr. Manish Kumar Naruka	
		Mrs. Geeta	

S.No.	Duties Assigned	Name of Staff Member	Signature
		Mr. Mahendra Singh Rajput	
14	RTE	Mr. Brajesh Kumar Pouranik	
		Mr. Ravi Pratap	
15	RTI	Mr. Jagmohan Shrivastava	
		Mr. Ravi Pratap	
16	Excursion	Mr. A. N. Khan	
		Mr. Jagmohan Shrivastava	
		Dr. Hariom Sharma	
		Mrs. Anupama Chourasia	
		Mrs. Sushma Tripathi	
17	Cleanliness	Mr. Jagmohan Shrivastava	
		Mr. Mahendra Singh Rajput	
		Mrs. Geeta	
		Mrs. Dolly Mishra	
		Ms. Upasana	
		Mrs. Deepika Sharma	
		Mrs. Shrilekha	
18	Drinking Water Maintenance	Mr. P. K. Ahirwar	
		Mr. Suwan Khan	
		Dr. Hariom Sharma	
		Mr. Ramanuj Gupta	
19	Work towards RO JBP	Mr. Anil Shrivastava	

S.No.	Duties Assigned	Name of Staff Member	Signature
		Mr. Manish Kumar Naruka	
		Mr. Ravi Pratap	
20	Grievance Cell (Official)	Mr. S. K. Soni	
		Mr. Anil Shrivastava	
		Mr. Ravi Pratap	
		Mrs. Kamini Saxena	
21	Grievance Cell (Sexual Harassment)	Mrs. Sushma Tripathi	
		Mrs. Anupama Chaurasia	
		Mrs. Dolly Mishra	
		Mrs. Kamini Saxena	
22	Maintenance of Outsourcing Agencies	Mr. A. N. Khan	
		Mr. Md. Muzahid	
		Mrs. Deepika Sharma	
23	Photography & Videography	Mr. S. K. Soni	
		Mr. Brajesh Shrivastava	
		Ms. Tanuja	
24	Press & Publication	Mr. A. N. Khan	
		Mr. Manish Kumar Naruka	
25	Monitoring of Canteen	Dr. Hariom Sharma	
		Mrs. Dolly Mishra	
26	Academic Council	Mr. S. K. Soni	
		Mr. A. N. Khan	
		Mr. Anil Shrivastava	
		Mr. Jagmohan Shrivastava	

S.No.	Duties Assigned	Name of Staff Member	Signature
		Mr. Manish Kumar Naruka	
		Mrs. Sushma Tripathi	
27	Administrative Council	Mr. S. K. Soni	
		Mr. A. N. Khan	
		Mr. Anil Shrivastava	
		Mr. Brajesh Kumar Pauranik	
		Dr. Hariom Sharma	
		Mrs. Dolly Mishra	
28	State Govt. related Issues	Mr. Brajesh Pauranik	
		Mr. Md. Muzahid	
		Mr. Anil Shrivastava	
29	Discipline	Dr. Hariom Sharma	
		Mr. Jagmohan Shrivastava	
		Mr. Mahendra Singh Rajput	
		Mr. Suwan Khan	
		Mr. Brajesh Kumar Pauranik	
		Mrs. Anupama Chourasia	
30	PRO Male	Mr. A. N. Khan	
	PRO Female	Mrs. Anupama Chaurasia	
31	Morning Assembly	Dr. Hariom Sharma	
		Concerned House Master & Associates	
		Mr. Pradeep Kumar Ahirwar	
		Music Teacher/Coach	

S.No.	Duties Assigned	Name of Staff Member	Signature
		CCA Co-ordinator or Co-coordinator	
32	Time Table	Mr. A. N. Khan	
		Mr. Anil Shrivastava	
		Ms. Upasna	
		Mrs. Dolly Mishra	
33	CMP	Mrs. Kamini Saxena	
		Mrs. Dolly Mishra	
		Ms. Tanuja	
		Mrs. Shailja Baghel	
34	Staff Quarter Allotment	Mr. Md. Muzahid	
		Mrs. Neetu Sharma	
		Mrs. Deepika Sharma	
		Dr. Hariom Sharma	
35	Guidance & Counselling	Mr. S. K. Soni	
		Mr. A. N. Khan	
		Mrs. Sushma Tripathi	
		Mrs. Anupama Chaurasia	
		Mrs. Dolly Mishra	
		Mrs. Sarita Soni	
		Mrs. Shrilekha	
36	Local Purchase Committee	Mr. A. N. Khan	
		Mr. Anil Shrivastava	
		Mr. Brajesh Kumar Pouranik	
		Ms. Tanuja	
		Ms. Upasana	
		Mr. Mahendra Singh Rajput	

S.No.	Duties Assigned	Name of Staff Member	Signature
		Mr. Brajesh Shrivastava	
37	Scout & Guide	Mr. Suwan Khan	
		Mr. Mahendra Singh Rajput	
		Dr. Hariom Sharma	
38	Rajbhasha	Mr. Manish Kumar Naruka	
		Mrs. Geeta	
		Mr. Brajesh Kumar Pauranik	
		Mr. Ravi Pratap	
		Mrs. Kamini Saxena	
39	Music	Mrs. Sarita Soni	
		Mrs. Dolly Mishra	
		Mr. S. K. Soni	
40	AEP	Mr. Jagmohan Shrivastava	
		Mrs. Lakshmi Shahi	
		Mrs. Anupama Chaurasia	
41	Outsource Management	Mr. Anil Shrivastava	
		Mr. Brajesh Kumar Pauranik	
		Mr. Ravi Pratap	
42	Website Update	Mr. S. K. Soni	
		Mr. Brajesh Shrivastava	
		Mr. A. N. Khan	
		Mr. Manish Kumar Naruka	

S.No.	Duties Assigned	Name of Staff Member	Signature
43	Attendance Monitoring of Outsourcing Employees	Mr. S. K. Soni	

PRINCIPAL
[DR. M. K. JHA]