

KENDRIYA VIDYALAYA BRBNMPL MYSURU
DIFFERENT COMMITTEES FOR THE FY & SESSION 2021-22

All the following staff members are informed that following various committees for the FY & session 2021-22 are constituted by the undersigned, so note for future compliance and sign accordingly.

PRINCIPAL

Sl. No	Name of the Committee	Description of Duties	Incharge	Members	Signature
1	Admission	Verification of forms & supporting documents, Preparation of List of eligible and ineligible candidates, Finalization of admissions as per KVS guidelines.	Dr. C A Nataraja	1. Mrs. Tajunnisa 2. Mr. Jyotiramaya Panigrahi 3. Mrs. Namrata R. Rangari,	
2	Time Table	Prepare time table of school, remedial classes. Arrangement for teachers on their absence as per KVS guidelines.	Dr. Mathew Chacko (For Secondary) Mrs. Namrata R Rangari (For Primary)	1. Mrs. Tanuja Negi 1. Mrs. H.G. Jyothi	
3	CCA and Morning Assembly	To conduct CCA on time and Conduct of morning assembly, celebration of important days as per KVS guidelines & formation of student council.	Mr. Basavaraja MPV (For Secondary) Mrs. H.G. Jyothi (For Primary)	1. Mrs. Tanuja Negi 2. All Class Teachers 3. Mrs. Supreetha 4. Mr. K A Somashekar 5. Mr. C B Devaraju 1. Dr. CA Nataraja 2. All Class Teachers 3. Mrs. Supreetha 4. Mr. K A Somashekar 5. Mr. C B Devaraju	
4	Examination Internal & other External Exams	Conducting CBSE and Internal Exam, Preparation of Result Analysis, Question paper for PT and Exams, Correspondence etc as per KVS guidelines.	Mrs. K P Suma (For Internal) Mrs. Tajunnisa Dr. Mathew Chacko (Ext. Exams)	1. Dr. Mathew Chacko 2. All Class Teachers 1. Mrs. C. Seshakumari 2. All Class Teachers	

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5	Academic Cum Subject Committee	Coverage of Syllabus, Class Work/Home Work monitoring Remedial Work, Conduct of Subject committees meetings as per KVS guidelines.	Dr. Mathew Chacko	1. Mrs. K P Suma 2. Mrs. Sujata 3. Mr. Basavaraj MP 4. TGT Hindi	
6	Discipline	To maintain the discipline of school and student's uniform. Allotting duties for different areas for safety and security of students as per KVS guidelines.	Mr. Jyotiramaya Panigrahi	1. Mr. S. Rama Prasad 2. Mr. Basavaraja MP 3. Dr. Mathew Chacko 4. All Class Teachers 5. Mrs. Supreetha 6. Mr. K A Somashekar 7. Mr. C B Devaraju	
7	Furniture	Maintenance of records and furniture items. Requisition of furniture if required, Adopt Procedure for condemnation of articles as per KVS guidelines.	Mr. Jyotiramaya Panigrahi	1. Mr. Piyush Tayde 2. Mr. K A Somashekar	
8	Repair and Maintenance of Building,	Maintenance and Repair works as per KVS guidelines.	Mr. S. Rama Prasad	1. Mr. Jyotirmaya Panigrahi 2. Mr. Umankant 3. Mr. K A Somashekar	
9	Awakened Citizen Program	Conduct of ACP classes for class 6, 7, 8	Mrs. K P Suma	1. Dr. Mathew Chacko 2. Mrs. Tanuja Negi 3. Mrs. Sujata 4. Mr. Basavaraja M P	
10	Gardening and Beautification of Campus	To maintain the Garden and maintain the beauty of school as per KVS guidelines.	Mr. S. Rama Prasad	1. Dr. Mathew Chacko 2. Mr. K A Somashekar 3. Mr. C. B. Devaraju	

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11	Computer, Website Updation & Vidyalaya Information	To manage computer lab and purchase accessories if required Providing facility of ICT to for teachers and students. Adopt Procedure for condemnation of articles as per KVS guidelines. To ensure timely reporting and response to all e-mail correspondence from different offices as per KVS guidelines	Mr. Umakant <i>Smart</i>	1. Mr. Piyush Tayde 2. Mrs. Shalini Patel	<i>Sh</i>
12	Scout & Guide, Cubs & Bulbuls	To conduct the Scout and Guide, Cubs and BulBul Activities at school level and to arrange the same for different level like tritiya sopan etc as per KVS guidelines.	Mrs. K P Suma ✓ (For Scout & Guide)	1. Mrs. Tanuja Negi <i>Taj</i> <i>Namrata.R</i>	<i>Playni</i>
			Mrs. C Seshakumari ✓ (For Cubs & Bulbuls)	1. Mrs.H.G.Iyothi <i>Snnu.Snnu</i>	
13	Science and Nature Club	To conduct Science Exhibition and other activities related to science and nature. Develop eco club and sensitizing towards judical use of resources to all stake holders of Vidyalaya as per KVS guidelines.	Dr.Mathew Chacko <i>Chacko</i>	1. Mrs. Tanuja Negi <i>Taj</i> 2. Mr. Basavaraja MP	<i>A</i>
14	Social Science Exhibition & EBSB	Conducting social science exhibition as per KVS guidelines.	Mr. Basavaraja MP ✓	1. Mrs. K.P. Suma ✓ 2. TGT Hindi	
15	Guidance & Counseling & AEP	To solve the problems of the students (Psychological, Social, Emotional etc). To make them aware about different careers & courses after schooling and college as per KVS guidelines.	Mrs. K.P. Suma ✓	1. Mrs. Tajunnisa 2. Mrs. Namrata R Rangari <i>Rangari</i> 3. All TGTs <i>Chacko</i>	<i>Sh</i>

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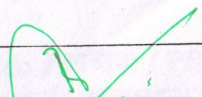
16	Sports and Games	To conduct different sports and games activities as per KVS guidelines.	Mr. Jyotirmaya Panigrahi	<ol style="list-style-type: none"> 1. Mr.S.Rama Prasad 2. Mr.Basavaraja MP 3. All Class Teachers & Subject Teachers 4. Mrs. Snu 5. Mrs. Supreetha 6. Mr. C B Devaraju 7. Mr. K A Somashekar
17	Grievance Redressal Committee & Sexual Harassment	To Make Efforts to resolve the Grievances of Staff and Students and act as per KVS guidelines.	Mrs. Tajunnisa	<ol style="list-style-type: none"> 1. Dr. C.A. Nataraja 2. Mrs. K P Suma 3. NGO member 4. Advocate member
18	Rajbhasha	To promote the use of Rajbhasha "HINDI" in day today life and working of the vidyalaya. Activities related to Rajbhasha as per KVS guidelines.	Mrs. Sujata	<ol style="list-style-type: none"> 1. TGT Hindi 2. Mr. Umakant 3. Mr. Piyush Tayde
19	Medical Checkup, First Aid & Medical Facility	To make the arrangement of Medical Checkup of the students as per KVS guidelines.	Mrs. KP Suma	<ol style="list-style-type: none"> 1. All Class Teachers 2. Mr. C B Devaraju 3. Mr. K A Somashekar
20	PTM	To conduct PTM and make the arrangement of PTM meetings as per KVS guidelines. Agenda planning & Record of meeting minutes.	Dr. C.A. Nataraja	<ol style="list-style-type: none"> 1. Dr.Mathew Chacko 2. Mrs. Tajunnisa 3. All Class Teachers 4. Mr. C B Devaraju 5. Mr. K A Somashekar
21	Photography	Photography of different activities / functions in Vidyalaya. Printing and displaying and providing on website and media publicity as per KVS guidelines.	Mr. Basavaraja MP	<ol style="list-style-type: none"> 1. Mr. Piyush Tayde 2. Mrs. Shalini Patel

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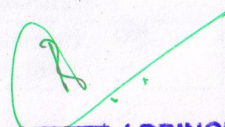
22	CCT / PISA	To Conduct the CCT / PISA related activities and exam. Agenda planning & Record of CCT / PISA.	Dr. Mathew Chacko	1. Mrs. Tanuja Negi 2. Mrs. K P Suma	
23	Library	To promote the maximum use of school library for the students as well as staff members as per KVS guidelines.	Mr. Jyotirmaya Panigrahi	1. Dr. Mathew Chacko 2. Mr. Basavaraj MP 3. Mrs. Tanuja Negi 4. Mrs. K P Suma 5. Mrs. Sujata 6. Mrs. HG Jyothi 7. Mrs. Namrata R Rangari 8. Mr. C B Devaraju	
24	Cleanliness	To monitor the cleanliness and hygiene of the area given in front of their names. Boys' washroom Girls' washroom Playground Corridors, Surroundings, All Lawns. as per KVS guidelines. (Planning duties on rotation basis among teachers)	Mr. S. Rama Prasad	1. Mrs. HG Jyothi 2. Mrs. C. Seshakumari 3. All Class Teachers 4. Mr. C B Devaraju 5. Mr. KA Somashekar	
25	Sports	To promote the maximum use of school sports infrastructure SBSB	Mr. Jyotirmaya Panigrahi	1. Mr. S. Rama Prasad 2. Mr. Basavaraja MP 3. Mrs. C. Seshakumari 4. Mrs. Shalini Patel 5. Mrs. Supreetha 6. All Class Teachers	
26	CS-54	To prepare CS-54 as per KVS guidelines.	Mr. Umakant	1. Mrs. Tanuja Negi 2. Piyush Tayde	
27	Educational Tours	To select the students for tours and arrangements for their safe departure and arrivals as per KVS guidelines.	Dr. C.A. Nataraja	1. Dr. Mathew Chacko 2. Mr. Basavaraja MP 3. Mr. Jyotirmaya Panigrahi 4. All Class Teachers 5. Mr. K A Somashekar 6. Mr. C B Devaraju	

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28	Child Rights Protection Cell & Anti Bulging	Protecting rights of Children & preventing any untoward happening with the students as per KVS guidelines.	Mrs.C. Seshakumari	1. Mrs. K P Suma 2. Mrs. Namrata R Rangari 3. All Class Teachers	
29	News Letter	Preparation and updation	Mrs. HG Jyothi	1. Mrs. Namrata R Rangari 2. Mrs.C. Seshakumari	
30	E - Magazine	Preparation and updation	Mr. Basavaraja MP	1. Mrs. K P Suma 2. TGT Hindi	
31	Evacuation, Search & Rescue	To train the staff & students for safe evacuation as per KVS guidelines.	Dr. C A Nataraja	1. Mr. Jyotirmaya Panigrahi 2. Mrs. Namrata R Rangari 3. Mr. K A Somashekar 4. All Class Teachers	
32	Transport Safety	For safe departure & arrival of students as per KVS guidelines.	Dr. C.A. Nataraja	1. Mr. Jyotirmaya Panigrahi 2. Mrs. HG Jyothi 3. Mrs. Snu 4. All Class Teachers	
33	Team for students with special needs (Divyang)	To hold and providing necessary help to needy students as &when required as per KVS guidelines.	Mr.S.Rama Prasad	1. Mr. K A Somashekar 2. Mr. C B Devaraju	
34	Internal Complaint	To address the complaint if any by the students and staff member as per KVS guidelines.	Mrs. Tajunnisa	3. Mrs. K P Suma 4. Mrs. Namrata R Rangari	
35	CBSE	Affiliation process for the Vidyalaya and registration of students in CBSE.	Dr.Mathew Chacko	1. Mrs. K P Suma 2. Mr. Basavaraja MP 3. Mrs. Tanuja Negi 4. Mrs. Sujata	
36.	Purchase & GEM Portal Committee	For purchasing the articles for Vidyalaya from GEM Portal as per KVS norms.	Dr.Mathew Chacko	1. Mr.Basavaraja MP 2. Mr. Jyotirmaya Panigrahi 3. Mr.Umakant	
37.	Computer Lab & Computer Infrastructure	To maintain Computer Lab and purchase computer articles and maintain stock register.	Mr. Jyotrimaya Panigrahi	1. Mrs.Tanuja Negi 2. Mrs. Shalini Patel	


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38.	Audio & Visual	To maintain all audio and visual equipments	Mr. S. Rama Prasad SRA	1. Mr. Basavaraja MP 2. Mr K A Somashekar 3. Mr. C B Devaraju	
39.	Conservancy Department	Purchase of conservancy items and distribution to house keeping	Mr. S Rama Prasad SRA	1. Mr. K A Somashekar 2. Mr. C B Devaraju	
40.	House-keeping & Security	To check attendance, materials and supervise outsourcing staff	Mr. S Rama Prasad SRA	1. Mr. K A Somashekar 2. Mr. C B Devaraju	
41.	Music Department	To maintain all musical equipments	Dr. C A Natraj CAN		
42.	Work Experience Department	To maintain work experience room and related equipments	Mr. S Rama Prasad SRA		
43.	Olympiad Committee / NCSC	To supervise Olympiad exams and NCSC related projects	Mrs. Tanuja Negi TN	1. Dr. Mathew Chacko	
44.	Kannada Implementation Committee		Mr. S Rama Prasad SRA	1. Dr. C A Natraj 2. Mrs. Shakunthala 3. Mrs. Shalini	
45.	Junior Science Lab		Dr. Mathew Chacko MC	1. Mrs. Tanuja Negi	
46.	Teaching Aid		Mr. Basavaraj MP BMP	1. Mrs. K P Suma 2. Dr. Mathew Chacko 3. Mrs. Tanuja Negi	
47.	CMP		Mrs. C Seshakumari CS	1. Mrs. Tajunnisa 2. Mrs. H G Jyothi 3. Mrs. Namrata R Rangari	


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