
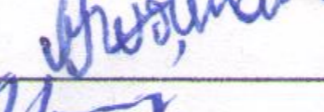

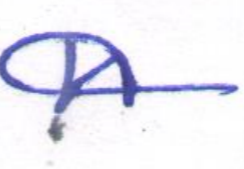



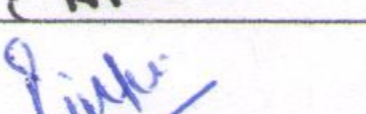









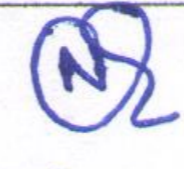
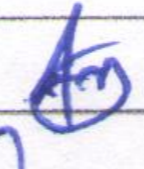
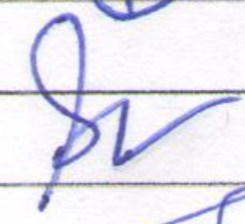
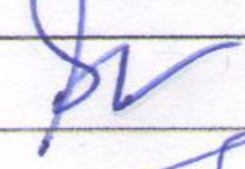
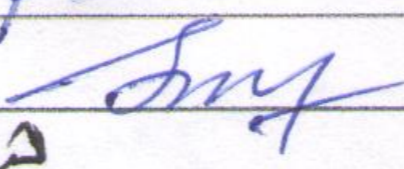
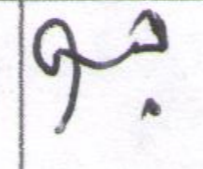
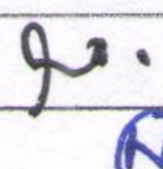

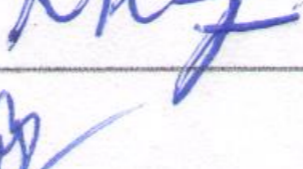

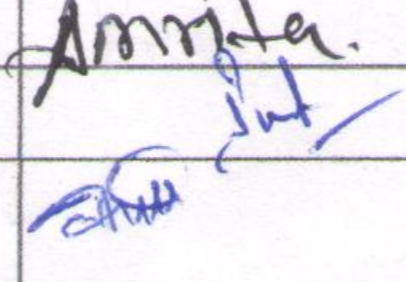
KENDRIYA VIDYALAYA NO2 KANCHRAPARA

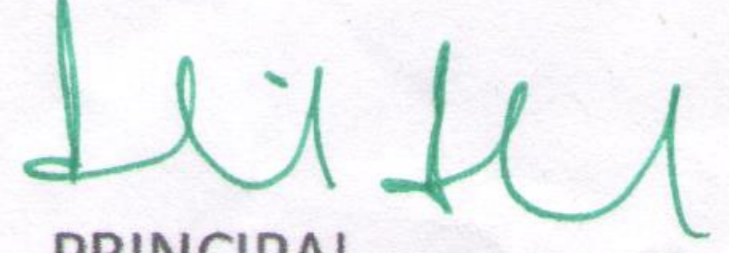
COMMITTEE 2022-23

W.E.F 01.04.2022

NAME OF COMMITTEE	NAME (MR/MRS/MS)	SIGNATURE	ROLE
ACADEMIC ADVISORY COMMITTEE	M G MAJI, PGT COMM(I/C)		1. Overall improvement of result 2. co-ordinate all academic activities. 3. To prepare academic plan to be carried out throughout the session by setting short term and long term goals.
	M BURMAN, PGT BIO		
	MANOJ OJHA		
	MAMTA KHATRI		
ADMISSION	K K GUPTA (I/C)		1. To issue admission/registration form. 2. to scrutinize the documents submitted for admission 3. To prepare admission list as per KVS directions 4. To display admission list in the website 5. To give the admission challan UID number through UBI to all newly admitted students. 6. To keep the record of all RTE, and other category admitted students for the session.
	K BARIK, PGT CHEM		
	A M JHA, TGT SKT		
	AMRITA SHARMA, PRT		
	PINKI, PRT		
EXAMINATION Primary, Secondary (Internal & External)	S DEB, PGT MATHS (I/C)		1. To prepare invigilation duty for the smooth conduct of the exam in co-ordination with TT I/C. 2. To collect question paper and see to the timely conduct of all examinations 3. To get the result analysis from the teachers. 4. To prepare schedule for the timely correction, result preparation and distribution of report card to the students. 5. To conduct all external
	K BARIK, PGT CHEM		
	NILIMA KUMARI, TGT HINDI		
	NEHA YADAV, TGT MATH		
	ANSHUMAN DUTTA, PRT		

	AMRITA SHARMA, PRT	<u>Amrita</u>	examinations like, CBSE, NIOS, NEET etc. 6. Timely printing of all QPs of cycle Test, monthly Test, Periodic Test etc of both Primary and Secondary
TIME TABLE (secondary)	M BURMAN, PGT BIO(I/C)	<u>Burman</u>	1. To prepare class Time Table, Teacher's TT, HW TT, Recess Time TT 2. To see that daily arrangement of classes for teacher's on leave is prepared timely
	AJAY KUMAR, PGT PHY	<u>Ajay</u>	
	BIDISA GHANTI, TGT S.St		
TIME TABLE (Primary)	Amrita Sharma (I/C)	<u>Amrita</u>	1. To prepare class Time Table, Teacher's Time Table, Home Work Time Table, Recess TT. 2. To see that daily arrangement of classes for teacher's on leave is prepared timely.
	Anshuman Dutta	<u>Anshuman</u>	
CCA Secondary	Manoj Ojha, PGT Geog(I/C)	<u>Manoj</u>	1. To prepare the yearly schedule of CCA. 2. To see to the smooth conduct of all CCA activities. 3. To keep the record of all winners and distribute prizes, certificates etc. 4. To adhere to the deadlines and schedule of all special events to be observed as per the direction of KVS/Ministry etc.
	S Ghoshal	<u>S Ghoshal</u>	
	A M Jha	<u>A M Jha</u>	
	S S Nag	<u>S S Nag</u>	
	R Dalal	<u>R Dalal</u>	
	B Mukhopadhyay	<u>B Mukhopadhyay</u>	
CCA (Primary)	Pinki , PRT (I/C)	<u>Pinki</u>	1. To see to the smooth conduct of CCA activities, Record keeping, prize and certificate distribution.
	Mamta Khatri, PRT	<u>Mamta</u>	
PISA & CCT	NEHA YADAV, TGT MATHS(I/C)		1. Mentor -to keep record of their respective PISA eligible students. 2. To form their group with the allotted students and co-ordinate with them for timely completion of PISA related practice Test and CCT. 3. To motivate the students for related study. 4. To keep track and record of students in various PISA tests. 5. To prepare CCT practice test by going through the pool of CCT question bank kept in the school library
	MALLIKA BURMAN, PGT BIO, MENTOR	<u>Mallika</u>	
	S DEB, PGT MATHS, MENTOR	<u>S Deb</u>	
	K BARIK, MENTOR	<u>K Barik</u>	
	A KUMAR, MENTOR	<u>A Kumar</u>	
	A M JHA	<u>A M Jha</u>	
	All Class Teachers for non PISA eligible students		

RJBHASHA	NILIMA KUMARI, TGT HINDI (I/C)		1.To see to the guidelines of the implementation of Rajbhasha. 2.To see to the timely preparation of the various reports pertaining to Rajbhasha. 3.To keep record and track activities for compliance of Rajbhasha.
	A M JHA, TGT SKT		
FURNITURE	N G MAJI, PGT Comm(I/C)		1.To keep record of all furniture in the school 2.To separate the furniture requiring repair and maintenance.
	A M Jha		
	BIDISA GHANTI		
BEAUTIFICATION & GARDENING	S S NAG, TGT WE (I/C)		1.To look after and upkeep of the school campus. 2.To suggest for the timely plantation of seasonal flowers and trees. 3.Upkeep of school's green area
	S C MAJUMDER		
	R DALAL		
DISCIPLINE	R DALAL, TGT P&HE(I/C)		1.To monitor that students do not get out of class without out pass. 2.To prepare entry, exit and recess duty and specially see to the discipline during this time. 3.To issue ID Card, out-pass, monitor batch. 4.To set rules and decide about appropriate incentives and corrective measures to ensure discipline in the school.
	N G MAJI		
	MANOJ OJHA		
	MALLIKA BURMAN		
CMP	MAMTA KHATRI, PRT (I/C)		1.To prepare the Common Minimum Programme report. 2.To implement FLN activities. 3. To coordinate all related activities and its follow up.
	AMRITA SHARMA		
	PINKI		
	ANSHUMAN DUTTA		


PRINCIPAL

(SABIHA SHAHIN)

प्राचार्य/Principal

केन्द्रीय विद्यालय/Kendriya Vidyalaya

कांचरापाड़ा-II/Kanchrapara-II

प.ब./W.B.