

KENDRIYA VIDYALAYA BERHAMPORE
VIDYALAYA COMMITTEE
(SESSION: 2022-23)

Institutional plan for session 2022-23 has been set up and placed before the staff members for further course of action. The following committees, departments and clubs are here by constituted to carry out various curricular, co-curricular and extra curricular activities and also to provide ample opportunities and encouragement to achieve the highest ethical and moral values among the students and also to facilitate the smooth functioning of the Vidyalaya during the academic session 2022-23 .

Therefore, all in charges, conveners and members of various departments/committees, and/ Clubs are hereby instructed to take the charge of their concerned department and discharge their duties as per the directions.

Please go through the Vidyalaya Academic plan for detailed information especially for guidelines, duties, responsibilities and activities.

DEPT/COMMITTEE/CLUB	IN-CHARGE/ CONVENOR/ MEMBER	DUTIES/RESPONSIBILITIES/ ACTIVITIES
1. COMMITTEE FOR INSTITUTIONAL PLAN & ADVICE	1. Mr.H.R.Biswas, PGT Chem (I/C) 2. Ms. Debasree Hazra Banerjee PGT(ENG) 3.Mr. R.K. Sahu (PGT Math) 4. Mr. N.Choudhury TGT-BIO 5. Mr. Sadhan Sarkar (PRT)	1. To guide, suggest and chalk out all action plan for academic and co – curricular activities. 2. To function as advisory board for Vidyalaya activities. 3. To implement calendar of activities with the help of other committees
2. ACADEMIC (A) PRIMARY (B) SECONDARY & SR. SECONDARY	1.Mr. Sadhan Sarkar,PRT (I/C) 2. Mr. Md. Jullu Nadab ,PRT 3. Mrs. Rinki Biswas ,PRT © 1. Mr.H.R.Biswas, PGT Chem (I/C) 2.Mr.R.K.Sahu,PGT Maths 3. Mr. Nirjan Karmakar, TGT Eng 4. Mr. Manoj Kumar , TGT Hind 5. Mrs. Mausumi Ghosh , PGT Hindi ©	1. To plan the Split-up of syllabus subject wise and class wise with the help of conveners, to distribute study material. 2. To list out the name of weak students to prepare remedial measures. 3. To prepare and inform subject teachers about the special time-table during all holidays, breaks (Autumn & Winter) and vacation etc. 4. To plan various methods to be adopted. 5.Any other related work
3. CO-CURRICULAR ACTIVITIES Secondary and Senior Secondary section Primary Section CCA Committee Conducting morning assembly in an effective manner. GANGA	1. Ms. Debasree Hazra Banerjee PGT(ENG), Co-ordinator 2. Mr. Chandan Mishra TGT (SST) 3.Mrs. M.Ghosh , PGT Hindi © 4. Mr. Ranjit Barua, TGT (AE) 1. Mr. Sadhan Sarkar ,PRT, Co-ordinator 2.Mr. MD. Jullu Nadab , PRT 3. Mr. Prithwish Das PRT © 1. Mrs. Rinki Biswas ,PRT © 2. Mr. Suprasad Mondal ,PRT©	ORGANISATION OF MORNING ASSEMBLY 1. To plan the morning assembly programmes and allots the house wise duty to concerned HM. In addition, to check the preparation of the programme before presenting in morning assembly. 2. Calendar for co-curricular activities 3. Arranging moral talks and guest lectures. 4. Any other related work CELEBRATION OF FESTIVALS & IMPORTANT DAYS 1. To prepare a plan to celebrate important festivals & days as per Vidyalaya academic Calendar & invite artists, dignitary(s) on the selected occasions. 2. To encourage the students & staff to participate in these programmes & assign

<p>YAMUNA</p> <p>ALAKNANDA</p> <p>NARMADA</p> <p>Secondary Section CCA</p> <p>GANGA</p> <p>YAMUNA</p> <p>ALAKNANDA</p> <p>NARMADA</p>	<p>1. Ms. Noyela Mukherjee , PRT© 2. Mr. Prithwish Das, PRT©</p> <p>1. Mr. MD. Jullu Nadab , PRT 2. Mr. Sushmita Karmakar, PRT©</p> <p>1. Mr. Sadhan Sarkar,PRT 2. Mr.S .Kadia, PRT©</p> <p>HOUSE MASTERS & MEMBERS (List Attached)</p> <p>1. Mrs. Mausumi Ghosh , PGT Hindi 2. Mr. Abul Kalam azad , PGT History</p> <p>1. Mr. Rajkumar Ghosh ,PGT Geo 2.Mr.Samim Chowdhury, TGT Eng</p> <p>1. Ms. Shilpa Dhar , PGT phyisc 2. Mr. Nirjan Karmakar, TGT Eng</p> <p>1.Ms.Anwasha Ghosh,PGT Bio 2.Mr.C.Mishra,TGT SST</p> <p>HOUSE MASTERS & MEMBERS (List Attached)</p>	<p>duties for them.</p> <p>3. Arranging guest lectures and moral talk by teachers weakly once.</p> <p>4. Any other related work</p> <p>Co-curricular Activities</p> <p>1. To prepare an action plan for internal and external CCA activities for the session and complete in time.</p> <p>2. They will also have to suggest practical plans for improvement of CCA activities.</p> <p>3. To send the reports to R.O & to the media / agencies for publications.</p> <p>4. Any other related work.</p> <p>VALUE EDUCATION</p> <p>1. To prepare compact program for developing good habits and moral values among the students.</p> <p>2. To encourage the students on the observation of good deeds & behavior and award the best students.</p> <p>3. Any other related work</p>
<p>4. EXAMINATION</p> <p>Primary</p> <p>Secondary</p>	<p>1. Mr. Sadhan Sarkar , PRT 2. Mr. Md. Jullu Nadab , PRT</p> <p>1. Mr. H. R, Biswas, PGT Chem Coordinator 2. Mr. Nirjan Karmakar TGT Eng (I/C) 3. Mr. Manoj Kumar,TGT Hindi 4. Mr. Amitava Saha,PGT CS © 5. Mr. Kalu Hazra , Sub Staff</p>	<p>1. Smooth conducting of exams. Circulation of time table.</p> <p>2. As per the circulation of the KVS, examination/ test are to be conducted</p> <p>Monitoring the preparation of the result.</p> <p>3. Maintain the required stationary of Examination well in advance.</p> <p>4. Preparation & distribution results etc.</p> <p>5. Students and parents must be informed about the results of all tests & exam within a week of completion of test/examination & updated record must be kept ready for further course of action.</p> <p>6. To co – ordinate P.T. Meeting in consultation with the class teachers.</p> <p>7. To make minutes of the P.T meeting. And maintain the records along with attendance of parents.</p> <p>8. Preparation of result analysis.</p> <p>9. Any other related work.</p>
<p>CBSE</p>	<p>1. Mr. H.R. Biswas PGT (Chem) (I/C) 2. Mr. Amitava Saha , PGT CS 3. Mr. Kalu Hazra (Sub Staff)</p>	<p>1. All the work related to CBSE including affiliation, registration of the candidate, board practical, correspondence etc.</p> <p>2. Preparation of result analysis.</p>
<p>5. SCOUT & GUIDES</p>	<p>Scouts:</p> <p>1. Mr. Nirjan Karmakar,TGT Eng (I/C)</p>	<p>1. To prepare S&G activity plan with tentative date & months for organizing activities.</p>

<p>Cubs & Bulbul</p>	<p>Guides: 1. Ms. Priya Mallick , Lib</p> <p>Cubs 1. Mr. Sadhan Sarkar, PRT (I/C) 2. S.Kadia ,PRT</p> <p>BulBul 1. Ms.Sushmita Karmakar, PRT ©</p>	<p>2. To select students for cubs, bulbul, scout & guide enrolment in the month of April'08. 3. To make an arrangement for proper training of the students. 4. To organize Pratham Sopan. Implementing RO circulars. 5 Any other related work</p>
<p>6. A) ADOLESCENT EDUCATION PROGRAMME (AEP)</p> <p>B) CAREER GUIDANCE & COUNSELLING</p>	<p>1. Mr.N.Chaudhry TGT (Bio) I/C 2. Mr. Chandan Mishra, TGT SST 3. Mrs.Sutapa Bandopadhyay,PRT Music 4. Nurse</p> <p>1.Mr.H.R.Biswas ,PGT Chem (I/C) 2. Mr. Samim Choudhary,TGT Eng 3. Mr. N.Chaudhry TGT (Bio) 4. Ms.Priya Mallick ,Lib</p>	<p>1. Plan and conduct AEP programme as per KVS direction. 2. Report of conducted activities should be sent to KVS RO (BGR) for its information. 3. To give counseling and guidance to students who are facing adolescent's problems. 4. To organize lecture or seminars related to the field. 1. Provide proper guidance to students for their future plan 2. Employment News, magazines and newspapers' information should also be placed on Notice board for students & staff. 3. Experts should also be invited time-to-time to provide proper guidance to the students. 4. Keep a close contact with guidance & counseling agency for collecting proper guidance & information to students. 5.To maintain one career corner</p>
<p>7. ADMISSION</p> <p>Secondary</p> <p>Primary</p>	<p>1. Mr. R K Sahu, PGT Maths (I/C) 2.Mr.Ranjit Barua,TGT(AE) 3.Mr. Samim Chaudhari ,TGT Eng</p> <p>1. Mr. Sadhan Sarkar, PRT 2. Mr. Md. Jullu Nadab , PRT</p>	<p>1. To plan admission procedure as per KVS guidelines. 2. To keep ready admission forms prospectus & test plan well in advance. To issue & collect the admission registration form. 3.To prepare Master List of admissions for the year 2011-12 4. Any other related work.</p>
<p>8.TIME TABLE AND ARRANGEMENT</p> <p>(A) PRIMARY</p> <p>(B) SECONDARY & SR.SECONDARY</p>	<p>1. Mr. Sadhan Sarkar, PRT (I/C) 2. Mr. Md. Jullu Nadab , PRT</p> <p>1. Mr.R.K.Sahu, PGT Maths (I/C) 2. Mrs. Mausumi Ghosh ,PGT Hindi</p>	<p>1. Time – table In charge& Asst. In charge will frame the time-tables as per allotment. 2. To make an arrangement during the leave of the teacher. 3.To prepare schedule for extra classes and remedial classes. 4. To ensure ringing of the bell in time 5. Calling the contractual teachers. From the panel. 6. Any other related work</p>
<p>9. SUBJECT COMMITTEES</p> <p>PRIMARY</p> <p>SECONDARY & SR. SECONDARY SECTION</p> <p>English</p>	<p>Convenors Mr. Sadhan Sarkar Mr. Md. Jullu Nadab , PRT</p> <p>Ms. Debasree Hazra Banerjee , PGT Eng</p>	<p>1. To check class wise monthly academic performance analysis & discuss for further course of action. 2. To conduct the monthly meeting in order to check the progress of syllabus. If coverage of syllabus is not in time, a plan must be chalked out to complete the syllabus without any further delay. 3. Prepare the report on last working day of</p>

Hindi/Sanskrit Science Mathematics Social Science	Mrs. M. Ghosh , PGT (Hindi) Mr. H R Biswas , PGT(Chem) Mr.R.K.Sahu, PGT Maths Mr. Chandan Mishra , TGT SST & All the subject teachers are members.	every month & submit it to Principal. 4. To conduct subject committee meetings whenever necessary (at least once in a month) 5. To keep a vigil on class wise progress of subject as per guidelines of KVS. 6. To plan activities like science exhibitions, seminars, field trips, film shows, talks, etc. related to their subject 7.To inform /prepare/select and conduct various competitive Exams 8. Any other related work
10. CAL/TAL Secondary Primary	1.Mr. Amitava Saha, PGT Computer Science © (I/C) 2. Mr. Biswajeet Mandal , PGT Eco © 3. Mr.N.Chaudhary TGT Bio 1. Mr. Sadhan Sarkar. PRT 2.Mr. Md. Jullu Nadab , PRT 3. Mr. Prithwish Das PRT ©	1. To encourage and train the students and staff to work on think.com 2. To facilitate the web access to all in the learning process 3. To arrange modern technologies like LCD, Visualizer, Magic Box, etc. for Teaching/Learning. 4. To procure required audio and video CDs or cassettes 5. Any other related work 6. Maintaining /Guiding the E Lab/class room/Smart Class/Resource room.
11. LIBRARY COMMITTEE	1.Mr.H.R.Bswas,Principal offg 2. Ms.Priya Mallick , Lib (I/C) 3.Mr. Chandan Mishra , TGT SST 4. Mr. N.Chaudhry TGT (Bio) 5. Mr. Rajkumar Ghosh , PGT Geo 6. Mr. Md. Jullu Nadab , PRT 7. Two Students (1. Udita Ghatak , XII Hum 2. Anam Samiha , XII Scienc) 6. Mr.Kalu Hazra (Sub Staff)	1. Make available curriculum books, Textbooks, Collection of CBSE & session ending examination old question papers for the help of the students. 2. To organize book exhibition 3. Issue of books to the students & staff should be frequent & should be recorded in issue register for verification by the higher officers. 4. To purchase books to the Library as per the recommendations of Library Committee. 5.Weekly once book review in the morning assembly. 6. Any other related work
12. COMPUTER DEPARTMENT	1. Mr. Manoj Kumar, TGT Hindi (I/C) 2. Mr. Amitava Saha, PGT Computer Science © 3. Mr. Jullu Nadab ,PRT 4. Mr. S. Sardar (Sub Staff)	1. To maintain KV Website and to Update the website on regular basis 2. To manage the requirements for the computer classes. 3. Maintenance and upkeep of computers, LCD etc. 4. To help KV in downloading / Uploading academic, administrative circulars from internet. 5. To help/train the teachers in preparation of E Results, E Teaching and Computer related works. Monitoring Think Quest activities of Teachers 6. Any other related work
13. FURNITURE DEPARTMENT	1. Mr. Manoj Kumar TGT Hindi (I/C) 2. Mr. Samim Choudhary , TGT Eng 3.Mr.Mukesh Biswas,Games Coach 3. Mr.Kalu Hazra (Sub Staff)	1. To supervise the use of furniture by the students. 2. To plan for repair & purchase of Vidyalaya furniture for students & staff in various classrooms & departments as per requirement & budget. 3. To clear / get shifted un utilized furniture 4. To get classroom, black boards, name boards, etc. painted and maintained. 5. Any related work

<p>14. PURCHASE COMMITTEE</p> <p>CONDEMNATION COMMITTEE</p>	<p>1. Mr.R.K.Sahu, PGT Maths (I/C) 2.Mr.N.Chaudhari,TGT Bio 2. Mr.Ranjit Barua , TGT AE 3. Mrs,S.Bandhopadhyay , PRT Music 4. CONCERN STOCK INCHARGE</p> <p>1. Mr.Nirmal Chaudhari , TGT Bio (I/C) 2. Mr. Samim Choudhary , TGT Eng 3. CONCERN STOCK INCHARGE 4. Mr.Kartik (Sub Staff)</p>	<p>1. To estimate the requirements in the beginning of the academic year. 2. To procure the required items by following the purchase procedure 3. To take into stock 4. Any other related work</p>
<p>15. RAJBHASHA KALYAN SAMITI</p>	<p>1. Mr. Manoj Kumar ,TGT Hindi (I/C) 2. Mrs. M.Ghosh PGT HINDI 3. Ms. Md. Jullu Nadab, PRT 4. Mr. Asit Kumar Biswas, SSA</p>	<p>1. To follow Rajbhasha Kalyan Samiti guidelines 2. To take necessary action for proper functioning of this Samiti. 3. To create a Hindi atmosphere & to promote usage of Hindi in daily use. 4. To keep a vigil on quarterly progress of RAJBASHA SAMITI. 5. To follow all instructions of town official language implementation committee and attend its meeting 6. To Help Children in participating in Sanskrit and Hindi competitions 7. Any other related work.</p>
<p>16. VIDYALAY REPAIR MAINTENANCE AND SECURITY</p>	<p>1. Mr. R. Barua , TGT AE (I/C) 2.Mr.R.K.Sahu,PGT Maths 3.Mr.Samim Chowdhury , TGT Eng 4. Ms.Priya Mallick ,Librarian 5. Mrs. S.Bandopadhyay PRT Music 6.Mr. Md. Jullu Nadab, PRT 7.Mr. Kartik C.Sarkar , Sub Staff</p>	<p>1. Maintain/Up keeping of the Vidyalaya building. 2. White washing /colouring. 3. Safety and security of the students from fire electricity etc. 4. Minor repairs of the building and water facilities sanitation etc. 5. Any other building related.</p>
<p>17.. DISCIPLINE</p>	<p>1. Mr. Mukesh Biswas , Games Coach© (I/C) 2. Mr. N. Chaudhury , TGT Bio 3. Mrs. S. Bandhopadhyay , Music 4. Mrs. M. Ghosh , PGT Hindi 5. Mr. Prithwish Das ,PRT© 6. Mr. S. Bhakat , TGT Sanskrit 7. Ms. Noyela Mukherjee, PRT © 8. Mrs. Rinki Biswas PRT ©</p>	<p>1. Whether general instructions related to discipline is being maintained by the students or not, committee will take proper care for this. 2. Committee members will keep a keen watch on behavior of students in Vidyalaya campus. 3. This committee will take the responsibility to ensure healthy conducive atmospheres in Vidyalaya 4. If any member finds any misbehavior by the students(s) it should be brought to the notice of all the members & the Principal so as to take necessary action. 5. Committee will decide the punishment to concerned student. 6. Any other related work.</p>

18. RECORDING VIDYALAYA ACHIEVEMENT .	1. Mr. Ranijit Barua , TGT AE (I/C) 2. Mr. . Amitava Saha, PGT CS© 3. Mrs. S. Bandopadhyay , Music 4. Mr. Nirjan Karmakar , TGT Eng 5. Mr. Samim Chowdhury, TGT Eng	1. To record minutes of all staff meeting P.T Meetings, X and XII class P.T Meeting and To Maintain Records / File of the same 2. To Note down all important events / functions etc. held in Vidyalaya. 3. To record and maintain all achievements of students including internal, external, competitions prizes won etc. in chronological order by collecting information from primary and secondary CCA I/C 4. To prepare Bimonthly news letter and to send to RO and other Officials of KVS 5. Any other related work.
19. SCHOOL MAGAZINE AND DIARY and Vidyalaya Patrika	1. Mrs. Debasree hazra Banerjee , PGT Eng (I/C) 2. Mr. N. Chaudhari , TGT Bio 3. Mr. manoj Kumar , TGT Hindi 4. Mrs. M. Ghosh , PGT Hindi 5. Ms. Priya Mallick, Lib.	1. To collect and edit the articles 2. To suggest improvisation in all matters related to diary and magazine. 3. Any other related work 4. To prepare the newsletters CMP letters and to collect quotations etc. 5. Monitoring all the publications.
20. EXCURSION	1. Mr. Samim Choudhary , TGT Eng(I/C) 2. Mr. Nirjan Karmakar , TGT Eng 3. Mr. Sadhan Sarkar , PRT 4. Mr. Md. Jullu Nadab, PRT 5. Mrs. Rinki Biswas , PRT ©	1. To plan the excursion. 2. To decide the place, make arrangement for conveyance 3. Estimate the amount to be collected from students 4. Keep the willingness form ready. 5. Arrange refreshments. 6. Any other related work.
21. GRIEVANCE CELL	1. Mr. H.R. Biswas , PGT Chem(I/C) 2. Mr. R. Barua, TGT AE 3. Mr. N. Chaudhury , TGT – Bio 4. Mr. Samim Chowdhury, TGT Eng 5. Mrs. S. Bandopadhyay , Music	Dealing the applications received by the committee.
22. RECEPTIONS / REFRESHMENTS	1. Mrs. Debashree hazra Banerjee , PGT Eng (I/C) 2. Mr. N. Chaudhury , TGT - Bio 3. Mrs. M Ghosh PGT Hindi 4. Ms. Shipra Bhakat, TGT sans 5. Ms. Noyela Mukherjee , PRT © 1. Mr. N. Chaudhury , TGT - Bio 2. Mrs. M Ghosh PGT Hindi 3. Ms. Rinki Biswas, PRT 4. Mr. M. Biswas, Games Coach 5. Mr. Kalu Hazra (Sub Staff)	1. To receive the guests and arrangements of bouquets and stay arrangements etc. 2. To arrange refreshments or sweets for all important function like republic day, independence day, sports day, annual day or any other occasions 3. To inquire market survey and set competitive rates without compromising the quality 4. To arrange refreshments for cluster level, regional level, coaching camps, etc. 5. Any other related work
23. PHOTOGRAPHY	1. Mr. R. Barua (I/C) TGT AE 2. Mr. M. Bhowmick, PGT PolSc. 3. Mr. Prithwish Das, PRT © 4. Ms. Shipra Bhakat , TGT Sans	1. To take photographs of all important functions/ occasions/ events including morning assembly programmes 2. To upload on the website. 3. To take prints 4. To display on the display boards 5. To take the photographs into stock & maintain it.
24. RTI	1. Mr. N. Chaudhury , TGT - Bio (I/C) 2. Mr. R.K. Sahu , PGT Maths 3. Mr. Samim Chowdhury, TGT	To provide the required information under RTI.

	ENG	
25. HOUSE KEEPING Primary	<p>1. Ms. Priya Mallick, Librarian (I/C) (Secondary & Sr.Secondary)</p> <p>2. Mr. Sadhan Sarkar ,PRT ,PRT(I/C Primary)</p> <p>3. Mr. Shilpa Dhar , PGT Phyics©</p> <p>4. Mr. Sahensha Seikh , TGT Maths©</p> <p>5.Ms.Shipra Bhakat,TGT Skt©</p> <p>6.Mr.M.Bhowmick,PGT Pol sc©</p> <p>1.Mr. Md. Jullu Nadab , PRT</p> <p>2.Mr. Subhadip KAdia , PRT©</p> <p>3. Ms. Sushmita Karmakar , PRT ©</p>	<p>Monitoring the cleanliness of the entire school building.</p> <p>1.Ground & First Floor of administrative Wing</p> <p>2. First floor of Primary section</p> <p>3. Ground floor of Secondary & Sr. Sec section</p> <p>4. First Floor of Secondary & Sir Sec section</p> <p>5. Ground Floor of Primary section and all toilets and bathrooms.</p> <p>6. Wet mop of all corridors, departments and staircase.</p> <p>The above said place will be cleaned after school hours and maintained by assigned person.</p> <p>7 Any other related work.</p>
26. BEAUTIFICATION	<p>1. Mr. N. Chaudhury , TGT – Bio(I/C)</p> <p>2. Mr. R.Barua , TGT AE</p> <p>3.Ms. Anwasha Ghosh, PGT Bio©</p> <p>4. Mr. Md. Jullu Nadab, PRT</p>	Beautification of the Vidyalaya and general ambience.
27. STAFF CLUB	<p>1.Mr. Samim Chowdhury ,TGT Eng (I/C)</p> <p>2. Mr. Ranjit Barua , TGT AE</p> <p>2.Mrs. S.Bandopadhay , Music</p> <p>3.Mr. Sadhan Sarkar, PRT</p> <p>4.Mr. Kalu Hazra (Sub staff)</p>	Making Arrangement of staff meeting and monitoring staff welfare activities including farewell parties. Recording the minutes of meeting.
28. RESOURCE ROOM/ CMP ACTIVITES	<p>1.Mrs.S. Bandopadhay</p> <p>2. Mr. Sadhan Sarkar , PRT Stock I/C</p> <p>3. Mr. Md. Jullu Nadab , PRT</p> <p>4. Ms. Noyela Mukherjee , PRT ©</p> <p>5.Ms. Sushmita Karmakar, PRT ©</p>	Maintaining resource room, LCD schedule, arranging the block periods, Film Shows, display of the student and teacher work, CMP meeting. All t he works related to CMP as per the direction of the KVS
29. PTA Secondary Primary	<p>1.Mr.R.K.Sahu,PGT Maths(I/C)</p> <p>2.Ms.Debasree Hazra Banerjee ,PGT Eng</p> <p>3.Mr Amitava Saha,PGT CS</p> <p>4.Mr. N.Chaudhry TGT Bio</p> <p>1.Mr. Sadhan Sarkar , PRT</p> <p>2. Mr. Md. Jullu Nadab , PRT</p>	To make proper arrangement for PTA, keep records with date.
30. MEDICAL FACILITIES	<p>1.Mr. N.Chaudhary , TGT BIO (I/C)</p> <p>2.Mrs. Rinki Biswas , PRT ©</p> <p>3. Dr.R.S.P.Ravi , doctor</p> <p>4. Nurse</p>	<p>1.To provide medical facility to students in emergent condition</p> <p>2.Medical checkup twice(02) in a year</p> <p>3. To aware the students the about Health & Hygiene.</p>
31.Games & Sports	<p>1.Mr. Samim Chowdhury ,TGT ENG(I/C)</p> <p>2.Mr. Mukesh Biswas , Games Coach</p> <p>3.Mr. Sahensha Seikh ,TGT Maths</p> <p>4.Mr. Prithwish Das , PRT</p>	To provide GAMES & SPORTS facility in the vidyalaya.

32.NCC	1.Mr. Chandan Mishra ,TGT SST 2.Mr.Mukesh Biswas ,Games Coach	To provide NCC facility in the vidyalaya.
32.Student's Safety & Security	1.Mr. Nirmal Choudhari ,TGT Bio 2.Mr. Priya Mallick , Lib 3.Ms. Chandan Mishra TGT SST 4.Mr.Mukesh Biswas ,Games Coach 5.Nurse	To ensure safety & Security of the students in the vidyalaya .
33.Internal Complaint Committee (ICC)	1.Mrs. P.C. Mohapatra , AC , KVS RO KOLKATA 2.Ms.Mahua Chaterjee, Clinical Psychologist 3.Mrs.Sutapa Bandopadhyay ,PRT Music 4.Ms. Debasree Hazra Banerjee ,PGT English 5.Mr. Nirmal Choudhari,TGT Bio 6.Mr.Rakesh Kumar Sahu ,PGT Mathematics 7.Mrs. Srabani Ghosh ,Parent Member VMC ,	To enquire the matters regarding Sexual harassment of women at Workplace (Prevention , Prohibition & Redressal Act 2013) ,
34. Internal POSCO Complain Committee	Mr.H.R.Biswas ,Principal offg Mr.Rakesh Kumar Sahu,PGT Maths Mrs.Sutapa bandopadhyay ,PRT Music Ms.Priti Saha , XII Sc Mr.Swarnadeep Mahato , XII Hum Mr. Asit Kumar Biswas ,SSA	Protection of Children from Sexual Offence (POCSO) Act 2012
35. Inspire MANAK Award	1. Mr. N.Chaudhry TGT Bio	
36. Bureau of Standard Club	1. Mr.H.R.Biswas ,Principal offg	

(.....)
PRINCIPAL