

**COMMITTEES:****(SHIFT-I)****COMMITTEES & ALLOTMENT OF DUTIES 2018-19**

<b>S.No.</b>	<b>Name</b>	<b>Designation</b>
<b>ACADEMICS</b>		
1	Shri Manoj Verma	<b>Principal</b>
2	Smt. Alka Gupta	<b>PGT (English)</b>
3	Sh. Indramani Upadhyay	<b>PGT (Hindi)</b>
4	Mr. Digvijai Tiwari	<b>PGT (Chem)</b>
5	Dr. V.P.Singh	<b>PGT (Eco)</b>
6	Mrs. Sana Anwar	<b>LIBRARIAN</b>
7	Smt. Maya Singh	<b>TGT (S.St)</b>
8	Shri S.A.Kamal	<b>PRT</b>
<b>ADMISSION</b>		
1	Shri Digvijai Tiwari I/C	<b>PGT (Chem)</b>
2	Dr. Rakesh Chaturvedi	<b>PGT (Maths)</b>
3	Smt. Manu Tripathi	<b>PRT</b>
<b>INTERNAL EXAMINATIONS</b>		
1	Mrs. Nitu Pandey I/C	<b>PGT (Comm.)</b>
2	Dr. V.P.Singh	<b>PGT (Eco)</b>
3	Shri Sanjay Shrivastava	<b>TGT (Maths)</b>
4	Shri Ramashray Ram I/C	<b>PRT</b>
5	Shri Vinay Kumar Sharma	<b>PRT</b>
6	Shri Hari Prakash Chandra	<b>SUB. STAFF</b>
<b>EXTERNAL EXAMINATION &amp; CBSE</b>		
1	Shri H.S.Upadhyay I/C	<b>PGT (Bio)</b>
2	Smt. Deep Shikha	<b>PGT (C.S.)</b>
3	Class teacher of class IX, X, XI & XII	
4	Shri Hari Prakash Chandra	<b>SUB STAFF</b>
<b>SEXUAL HARASSMENT COMMITTEE</b>		
1	Smt. Minakshi Sharma I/C	<b>PGT (Phy)</b>
2	Smt. Nitu Pandey	<b>PGT (Comm)</b>
3	Dr. V.P. Singh	<b>PGT (Eco)</b>
4	Sh. Hakimuddin	<b>PRT</b>
5	Smt. Sana Anwar	<b>LIBRARIAN</b>

	<b>SUBJECT COMMITTEE CONVENOR</b>	
	<b>Subject</b>	
1	Smt. Alka Gupta - English	PGT (Eng)
2	Shri Rakesh Chaturvedi -Maths	PGT (Maths)
3	Smt. Minakshi Sharma - Science	PGT (Phy)
4	Sh. Indramani Upadhyay -Hindi	PGT (Hindi)
5	Dr. V.P.Singh - S.St.	PGT (Eco)
	<b>MINUTES OF STAFF MEETING</b>	
1	Sh. Indramani Upadhyay I/C	PGT (Hindi)
2	Mrs. Alka Gutpa	PGT (Eng)
3	Sh. Rama Kant	TGT (SKT)
	<b>CO-CURRICULAR ACTIVITIES (CCA)</b>	
1	Smt. Alka Gupta I/C	PGT (English)
2	Sh. Indramani Upadhyay	PGT (Hindi)
3	Sh. Rama Kant	TGT (Sanskrit)
4	Smt. Manu Tripathi	PRT
	<b>MATHS LAB</b>	
1	Dr. Rakesh Chaturvedi I/C	PGT (Maths)
2	Shri Sanjay Srivastava	TGT (Maths)
	<b>MATHS OLYMPIAD ( KVS )</b>	
1	Dr. Rakesh Chaturvedi I/C	PGT (Maths)
2	Shri Sanjay Srivastava	TGT (Maths)
	<b>CYBER OLYMPIAD</b>	
1	Smt. Deep Shikha	PGT (C.S.)
	<b>SCIENCE OLYMPIAD JAWAHAR/NCSC (SOS)</b>	
1	Shri Digvijai Tiwari I/C	PGT (Chem)
2	Smt. Minakshi Sharma	PGT (Phy)
3	Shri H.S. Upadhyay	PGT (Bio)
4	Smt. Deep Shikha	PGT (C.S.)
	<b>ENGLISH OLYMPIAD</b>	
1	Smt. Alka Gupta I/C	PGT (English)
2	Smt. Madhulika Tiwari	TGT (English)
	<b>GREEN OLYMPIAD</b>	
1	Shri H.S.Upadhyay I/C	PGT (Bio)
2	Dr. Rakesh Chaturvedi	PGT (Maths)
3	Smt. Deep Shika	PGT (C.S.)
	<b>GUIDANCE &amp; COUNSELLING &amp; PTA MEETING</b>	
1	Sh. Indramani Upadhyay I/C	PGT (Hindi)
2	Smt. Maya Singh	TGT (S.St)
3	Counsellor	

	<b>MORNING ASSEMBLY/ PA System</b>	
1	Shri. T.C. Srivastava I/C	<b>PRT (Music)</b>
2	Smt. Alka Gupta	<b>PGT (English)</b>
3	Sh. Indramani Upadhyay	<b>PGT (Hindi)</b>
4	Sh. Rama Kant	<b>TGT(SKT)</b>
5	Shri S.K.Tiwari	<b>WE</b>
6	Shri Sanjay Srivastava	<b>TGT (Maths)</b>
7	Shri S.S. Chauhan	<b>PH &amp; E</b>
8	Shri Lalit Kumar Sah	<b>Yoga Teacher</b>
9	All teachers.	
	<b>DISCIPLINE</b>	
1	Shri S.S. Chauhan I/C	<b>TGT (P&amp;HE)</b>
2	Dr. V.P.Singh	<b>PGT (Eco)</b>
3	Mrs. Nitu Pandey	<b>PGT (Comm)</b>
4	Shri Lalit Kumar Sah	<b>Yoga Teacher</b>
5	Shri Ramashray Ram	<b>PRT</b>
6	Shri S.A.Kamal	<b>PRT</b>
7	All Class Teachers (I-XII)	<b>.....</b>
	<b>DEALING WITH LATE COMERS</b>	
1	Shri S.A.Kamal I/C	<b>PRT</b>
2	Shri S.S. Chauhan	<b>PH &amp; E</b>
3	Shri Ramashray Ram	<b>PRT</b>
4	All Class Teachers	<b>.....</b>
	<b>TIME TABLE SECONDARY</b>	
1	Smt. Minakshi Sharma I/C	<b>PGT (Phy)</b>
2	Dr. Rakesh Chaturvedi	<b>PGT (Maths)</b>
3	Shri Sanjay Srivastava	<b>TGT (Maths)</b>
	<b>TIME TABLE PRIMARY</b>	
1	Shri S. A. Kamal I/C	<b>PRT</b>
2	Smt. Manu Tripathi	<b>PRT</b>
	<b>SHAALA DARPAN PROJECT</b>	
1	Smt. Deep Shikha I/C	<b>PGT(C.S.)</b>
2	Dr. Rakesh Chaturvedi	<b>PGT(Maths)</b>
3	Smt. Maya Singh	<b>TGT(S.st)</b>
4	Smt. Sana Anwar	<b>Librarian</b>
5	Smt. Manu Tripathi	<b>PRT</b>
6	Shri Ajay Pal	<b>JSA</b>
	<b>VERIFICATION OF FEES</b>	
1	Smt. Deep Shikha I/C	<b>PGT (C.S.)</b>
2	Shri. Sanjay Srivastava	<b>TGT (Maths)</b>
3	All Class Teachers (I – XII)	

	<b>TEACHING AIDS/VISUAL AIDS</b>	
1	Smt. Maya Singh I/C	TGT (S.St.)
2	Sh. Rama Kant	TGT (Sanskrit)
3	Shri Sanjay Srivastava	TGT (Maths)
	<b>COMPUTER LAB/SCHOOL WEBSITE</b>	
1	Smt. Deep Shikha I/C	PGT (C.S.)
2	Shri Manoj Kumar	SSA
	<b>SCHOOL MAGAZINE</b>	
1	Smt. Alka Gupta	PGT (English)
2	Sh. Indramani Upadhyay	PGT (Hindi)
3	Sh. Rama Kant	TGT (Sanskrit)
4	Smt. Madhulika Tiwari	TGT (Eng)
	<b>GARDENING AND SCHOOL BEAUTIFICATION AND AQUARIUM MAINTENANCE</b>	
1	Shri Ramasray Ram I/C	PRT
2	Shri H.S.Upadhyay	PGT (Bio)
3	Smt. Shivani Jaiswal	TGT (Art)
4	Shri S. A. Kamal	PRT
	<b>N.A.E.P</b>	
1	Smt. Deep Shikha	PGT (C.S.)
2	Shri H.S.Upadhyay	PGT (Bio)
	<b>STAFF ROOM MAINTENANCE</b>	
1	Smt. Maya Singh I/C	TGT (S.st)
2	Smt. Shivani Jaiswal	TGT (Art)
3	Smt. Madhulika Tiwari	TGT (Eng)
	<b>FURNITURE</b>	
1	Shri Ramasray Ram I/C	PRT
2	Sh. Rama Kant	TGT (Sanskrit)
3	Shri S.K.Tiwari	WE
4	All Class Teachers (I-XII)	.....
	<b>EXCURSION (TOUR)</b>	
1	Sh. Indramani Upadhyay I/C	PGT (Hindi)
2	Smt. Nitu Pandey	PGT (Comm)
3	Dr. Rakesh Chaturvedi	PGT (Maths)
4	Shri S.K.Tiwari	WE
5	Shri Ramashray Ram	PRT
	<b>MEDICAL CHECK UP</b>	
1	Shri H.S.Upadhyay	PGT (Bio)
2	Smt. Maya Singh	TGT (S.St.)
3	Shri. Vinay Kumar Sharma	PRT

	<b>COMPLAIN/SUGGESTION BOX</b>	
1	Smt. Nitu Pandey I/C	<b>PGT (Comm)</b> <b>Librarian</b> <b>PRT</b>
2	Smt. Sana Anwar	
3	Sh. S.A. Kamal	
	<b>CANTEEN ARRANGEMENT &amp; CLEANLINESS</b>	
1	Shri S.A.Kamal I/C	<b>PRT</b> <b>TGT (WE)</b> <b>PRT</b> <b>TGT(Eng)</b> <b>Librarian</b>
2	Shri S.K.Tiwari	
3	Shri Ramashray Ram	
4	Smt. Madhulika Tiwari	
5	Smt. Sana Anwar	
	<b>RAJBHASHA COMMITTEE</b>	
1	Sh. Indramani Upadhyay I/C	<b>PGT (Hindi)</b> <b>PGT (C.S.)</b> <b>TGT (Sanskrit)</b>
2	Smt. Deep Shikha	
3	Sh. Rama Kant	
	<b>ALUMNI CLUB</b>	
1	Smt. Minakshi Sharma I/C	<b>PGT (Phy)</b> <b>PGT (Chem)</b> <b>PGT (Comm.)</b> <b>PGT (Eco)</b>
2	Mr. Digvijai Tiwari	
3	Mrs. Nitu Pandey	
4	Dr. V. P. Singh	
	<b>STANDARD OPERATING PROCESSOR (S.O.P)</b>	
1	Shri S.K.Tiwari I/C	<b>WE</b> <b>PGT (Comm)</b> <b>PGT (Eco)</b> <b>PH&amp;E</b> <b>Yoga Teacher</b>
2	Smt. Nitu Pandey	
3	Dr. V.P. Singh	
4	Shri S.S. Chauhan	
5	Shri Lalit Kumar Sah	
	<b>SANITATION AND SWACHHATA COMMITTEE (STAFF &amp; STUDENTS)</b>	
	<b>Primary</b>	<b>PRT</b> <b>PRT</b> <b>PRT</b>
1	Shri S.A.Kamal I/C	
2	Sh. Hakimuddin	
3	Shri Ramashray Ram	<b>PGT (Bio)</b> <b>Librarian</b> <b>WE</b>
	<b>Secondary</b>	
1	Shri H. S. Upadhyay I/C	
2	Mrs. Sana Anwar	
3	Shri S.K.Tiwari	
	<b>FIRST AID</b>	
1	Shri H.S.Upadhyay I/C	<b>PGT (Bio)</b> <b>PRT</b> <b>TGT (P&amp;HE)</b> <b>.....</b>
2	Smt. Manu Tripathi	
3	Shri S.S. Chauhan	
4	Counsellor	

	<b>LIBRARY</b>	
1	Smt. Sana Anwar I/C	<b>Librarian</b>
2	Smt. Alka Gupta	<b>PGT (English)</b>
3	Sh. Indramani Upadhyay	<b>PGT (Hindi)</b>
4	Smt. Madhulika Tiwari	<b>TGT (English)</b>
5	Smt. Nitu Pandey	<b>PGT (Comm)</b>
6	Dr. Rakesh Chaturvedi	<b>PGT (Maths)</b>
7	Sh. Rama Kant	<b>TGT (Sanskrit)</b>
8	Shri Hem Nath	<b>PRT</b>
	<b>PURCHASE/CONDEMNATION/DEPRECIATION</b>	
1	Dr. V.P. Singh I/C	<b>PGT (Eco)</b>
2	Smt. Minakshi Sharma	<b>PGT (Phy)</b>
3	Shri Ramasharay Ram	<b>PRT</b>
	<b>SCOUT &amp; GUIDE AND CUB BULBUL</b>	
1	Shri Hem Nath I/C	<b>PRT</b>
2	Shri S. K. Tiwari	<b>WE</b>
3	Sh. Hakimuddin	<b>PRT</b>
4	Smt. Manu Tripathi	<b>PRT</b>
	<b>National Flag</b>	
1	Shri S.S. Chauhan I/C	<b>PH &amp; E</b>
2	Shri Lalit Kumar Sah	<b>Yoga Teacher</b>
3	Shri S.K.Tiwari	<b>WE</b>
4	Shri Sanjay Srivastava	<b>TGT (Maths)</b>
5	Shri Hem Nath	<b>PRT</b>
6	Shri Hari Prakash Chandra	<b>Sub Staff</b>
	<b>STAFF &amp; GUEST REFRESHMENT</b>	
1	Mrs. Nitu Pandey I/C	<b>PGT (Comm)</b>
2	Mrs. Minakshi Sharma	<b>PGT (Phy)</b>
3	Mrs. Sana Anwar	<b>Librarian</b>
	<b>STAFF. QUARTER MAINTENANCE</b>	
1	Mr. S.K. Tiwari I/c	<b>TGT (WE)</b>
2	Mrs. Maya Singh	<b>TGT (S.st)</b>
3	Mr. Sanjay Srivastava	<b>TGT (Maths)</b>

4	Sh. Rama Kant/	<b>TGT(Skt)</b>
5	Miss. Shivani Jaiswal	<b>TGT(Art)</b>
6	Mr. Hari Prakash Chandra	<b>Sub Staff</b>
<b>MUSIC &amp; CULTURAL</b>		
1	Mr. T.C. Srivastava	<b>MUSIC</b>
2	Mrs. Maya Singh	<b>TGT (S.St)</b>
3	Sh. Hakimuddin/Mrs. Manu Tripathi	<b>PRT</b>
4	Smt. Sana Anwar	<b>LIBRARIAN</b>
5	Ms. Shivani Jaiswal	<b>TGT (Art)</b>
6	Mr. S. K. Tiwari	<b>WE</b>
<b>GAMES</b>		
1	Mr. S.S. Chauhan	<b>PH&amp;E</b>
2	Mr. L. K. Sah	<b>TGT (Yoga)</b>
3	Mr. Ramashray Ram	<b>PRT</b>
4	Sh. Hakimuddin/Mrs. Manu Tripathi	<b>PRT</b>
5	Ms. Shivani Jaiswal	<b>TGT (Art)</b>
<b>NATURE CLUB</b>		
1	Mr. H. S. Upadhyay I/C	<b>PGT (Bio)</b>
2	Mrs. Manu Tripathi	<b>PRT</b>
3	Mr. Ramashray Ram	<b>PRT</b>
<b>INTEGRITY CLUB</b>		
1	Smt. Maya Singh I/C	<b>TGT (S.St)</b>
2	Ms. Shivani Jaiswal	<b>TGT (AE)</b>
3	Smt. Madhulika Tiwari	<b>TGT (English)</b>
<b>HEALTH CLUB &amp; WELLNESS</b>		
1	Sh. H.S. Upadhyay I/C	<b>PGT (Bio)</b>

2	Sh. Rama Kant		<b>TGT (Sanskrit)</b>
3	Sh. Hakimuddin /Mrs. Manu Tripathi		<b>PRT</b>
<b>LITERARY CLUB</b>			
1	Mrs. Alka Gupta I/C		<b>PGT (Eng)</b>
2	Sh. Indramani Upadhyay		<b>PGT (Hindi)</b>
3	Sh. Rama Kant		<b>TGT (Sanskrit)</b>
4	Smt. Madhulika Tiwari		<b>TGT (English)</b>
<b>HERITAGE CLUB</b>			
1	Dr. V. P. Singh		<b>PGT (Eco)</b>
2	Mr. Vinay Kumar Sharma		<b>PRT</b>
<b>HOUSE</b>			
<b>I-SHIVA JI HOUSE</b>			
1	Mrs. Maya Singh	(House Master)	<b>TGT (S.St)</b>
2	Mr. S. K. Tiwari	Member - 1	<b>WE</b>
3	Mrs. Alka Gupta	Member - 2	<b>PGT (Eng)</b>
4	Mr. H.S. Upadhyay	Member – 3	<b>PGT (Bio)</b>
5	Sh. Hakimuddin	Member - 4	<b>PRT</b>
<b>II- TAGORE HOUSE</b>			
1	Mrs. Madhulika Tiwari	(House Master)	<b>TGT (Eng)</b>
2	Mr. Sanjay Srivastava	Member - 1	<b>TGT (Maths)</b>
3	Mrs. Nitu Pandey	Member - 2	<b>PGT (Comm)</b>
4	Dr. V. P. Singh	Member - 3	<b>PGT (Eco)</b>
5	Mr. Hemnath	Member - 4	<b>PRT</b>



<b>III-ASHOKA HOUSE</b>			
1	Sh. Rama Kant	(House Master)	<b>TGT (Sanskrit)</b>
2	Mrs. Sana Anwar	Member - 1	<b>LIBRARIAN</b>
3	Mr. Digvijai Tiwari	Member - 2	<b>PGT (Chem)</b>
4	Mrs. Minakshi Sharma	Member - 3	<b>PGT (Phy)</b>
5	Mrs. Manu Tripathi	Member - 4	<b>PRT</b>
<b>IV-RAMAN HOUSE</b>			
1	Miss Shivani Jaiswal	(House Master)	<b>TGT (Art)</b>
2	Mr. Lalit Kumar Sah	Member - 1	<b>Yoga Teacher</b>
3	Dr. Rakesh Chaturvedi	Member - 2	<b>PGT (Maths)</b>
4	Mrs. Deep Shikha	Member - 3	<b>PGT (C.S.)</b>
5	Mr. S.A. Kamal	Member - 4	<b>PRT</b>
<b>DRINKING WATER</b>			
1	Shri S.K.Tiwari		<b>TGT WE</b>
2	Shri Ramashray Ram		<b>PRT</b>
<b>PHOTOGRAPHY</b>			
1	Shri Sanjay Srivastava		<b>PGT (Maths)</b>
2	Dr. V. P. Singh		<b>PGT (Eco)</b>
<b>M.O.D. COMMITTEE</b>			
1	Smt. Minakshi Sharma		<b>PGT (Phy)</b>
2	Shri S.A. Kamal		<b>PRT</b>
<b>C.M.P.</b>			
1	Sh. Vinay Kumar Sharma	I/C	<b>PRT</b>
2	Sh. Hakimuddin		<b>PRT</b>
3	Sh. S.A. Kamal		<b>PRT</b>
4	Smt. Manu Tripathi		<b>PRT</b>