



KENDRIYA VIDYALAYA RAIGARH

DUTIES AND RESPONSIBILITIES OF DIFFERENT COMMITTEES (2021-22)

S. N.	NAME OF COMMITTEE	INCHARGE	MEMBERS
1	ACADEMIC ADVISORY	MR. S K CHAINI I/C	MR. H. KIRO, MR SK SAHA, MRS. T PANIGRAHI MR BIRENDRA SAHU, MR S PADHAN
2	ADMISSION	MR. TARUN PATEL I/C	MR H KIRO, MRS. T PANIGRAHI, MRS D EKKA, MR. S. PADHAN
3	UBI	MR ALOK SINGH	MR. S. K. VERMA, MS ANJALI DEVI, ALL CLASS TEACHERS
4	TIME TABLE	MR. SAMIT SETH I/C	MRS. T PANIGRAHI, MR ALOK KUMAR, MR. TARUN PATEL, MR. R. S. BUDHIA
5	HOME EXAMINATION	MR. S.K SAHA I/C	Mr V K KESHARI, MRS SAVITA, MR. SAMIT SETH, MR AJAI YADAVA
6	CBSE EXAMINATION	MR. ALOK SINGH	MRS. GITA SINGH, MR. B. R. SAHU, MRS. SAVITA
7	TLM	MR BIRENDRA SAHU	MR S PADHAN, MR AMIT, MRS SEEMA MISHRA
8	CCA	MR. H KIRO I/C (Secondary)	MRS. J LAKRA, MR. KAMLENDU MISHRA, MRS SAVITA
		MRS. PRIYANKA I/C (Primary)	MRS SEEMA MISHRA, MR AJIT
9	SAFETY & SECURITY	MRS. V. V. NAG I/C	MR. V. K. KESHARI, MR. R.K. YADAW, MR AJIT SINGH, All Class Teachers
10	STUDENTS WITH SPECIAL NEEDS	MR. S K CHAINI I/C	MRS. V. V. NAG, MR. AJAI YADAVA
11	GRIEVANCE REDRESSAL	MR J LAKRA I/C	MR. TARUN PATEL, MRS. GEETA SINGH
12	ACCREDITATION	MR ALOK SINGH	MRS GITA SINGH, MR. R.K.YADAW
13	RTE, SCHOLARSHIP AND U-DISE	MR. H.KIRO I/C	MR. R.S. BUDHIA, MRS. S. LAKRA, MRS. DEEPMALA EKKA
14	CONDEMNATION	MS ANJALI DEVI	MR MAYADHAR PANDA, MRS. V. V. NAG, MR. BIRENDRA SAHU,, MR. R.K. YADAW
15	GUIDANCE AND COUNSELING N.A.E.P.	MR. S. K. VERMA I/C	MR. V. K. KESHARI, MRS. S. LAKRA, MRS T PANIGRAHI, MRS. GITA SINGH, COUNSELLOR, DOCTOR, NURSE
16	NTSE & OTHER COMPETTIVE EXAMS LIKE OLYMPIAD	MR. M PANDA	MR S PADHAN
17	MAINTENANCE AND REPAIR	MR. S. K. VERMA I/C	MR SAMIT SETH, MR. SAMRAT PADHAN, MR. R. K. YADAW
18	CLEANLINESS	MR. S K VERM I/C	MR. S. K. SAHA, MR. V. K. KESHARI, MR. J LAKRA, MRS. GITA SINGH, MRS. S. LAKRA, MRS. V. V. NAG, MR AMIT
19	FURNITURE	MR. R. K. YADAV I/C	MR. VINOD KESHRI, MR. TARUN PATEL
20	CHECKING OF FEES COMMITTEE (CS	MR TAKESH RAM	MR. S. K. VERMA, MRS. GEETA SINGH, MR. TARUN PATEL

	54) AND PAY BILL & INCOME TAX		
21	DISCIPLINE	MR S K CHAINI I/C	MRS. V.V. NAG., MR. M. PANDA, MRS. GITA SINGH, MR BIRENDRA SAHU, MR S PRADHAN
22	EXCURSION & EDUCATION TOUR	MR. MR. R.K.YADAW I/C	MR. R. S. BUDHIA, MR. SAMIT SETH, MRS S. LAKRA, MR. TARUN PATEL
23	SCHOOL BEAUTIFICATION	MR. SAMIT SETH I/C	MR J. LAKRA, MRS S LAKRA, MRS. PRIYANKA SAHU, MR AMIT
24	SCOUT & GUIDE	MR. S.K. VERMA I/C	MRS. GITA SINGH, ALL SCOUT AND GUIDE TEACHERS
25	REFRESHMENT	MRS. SOSAN LAKRA I/C	MRS. GITA SINGH, MRS. DEEPMALA EKKA, MR AMIT
26	CMP MONITORING	MR BIRENDRA SAHU	MR. SAMRAT PADHAN, MR. R.S. BUDHIYA
27	SHALA DARPAN	MS ANJALI DEVI	MR. S. K. VERMA, MR. S MISHRA, All Class Teacher
28	CLUB (A) INTEGRITY (B) ECO CLUB (C) READERS	(A) INTEGRITY CLUB -	MRS. R K YADAW I/C , MR. V. K. KESHARI
		(B) ECO CLUB -	MRS. GITA SINGH I/C , MR. AJIT, MRS SEEMA MISHRA
		(C) READERS CLUB -	MRS. SOSAN LAKRA I/C , MRS. DEEPMALA, MR. H. KIRO, MR. KAMLENDU MISHRA
	ENGLISH	MR.H KIRO	
	HINDI	MR K MISHRA	
	SCIENCE	MR. S K CHAINI	
	SOCIAL SCIENCE	MR V K KESHARI	
	MATHS	MRS T PANIGRAHI	
29	PURCHASE	MR. S. K . CHAINI	MR. B. SAHU, MRS S LAKRA, All Department In-Charge
30	LIBRARY	MRS. S. LAKRA	MR S K CHAINI, MR H KIRO, MR J LAKRA, MR K MISHRA, MR R K YADAV, MR M. PANDA, MRS. DEEPMALA
31	STAFF Q. MAINTENANCE & REPAIRS	MR. MR. SUMIT SETH I/C	MR. V. K. KESHARI, MR. SUMIT SETH, MR. M PANDA, MR. SAMRAT PADHAN
32	QUARTER ALLOTMENT	MR. M PANDA I/C	MR S. K. SAHA, MR. S.K. VERMA, MRS. S. LAKRA
33	MEDICAL CHECK UP	MRS. DEEPMALA I/C	MRS. V. V NAG, MRS SEEMA MISHRA
34	WEBSITE COMMITTEE	MS. ANJALI DEVI	COMPUTER INSTRUCTOR , MR. S. K. VERMA
35	INTERNAL COMPLAINTS	MR. S.K. CHAINI	MR. H KIRO, MRS. V V NAG MRS GITA SINGH
36	EQUIP	MR. V.K. KESHRI I/C	MRS. GITA SINGH, MR. AJAY YADAW
37	CHILD RIGHTS PROTECTION CELL	MRS. GITA SINGH I/C	MR AJAI YADAVA , MRS. DEEPMALA EKKA, MR. R S BUDHIA, MRS. SEEMA MISHRA
38	DISASTER MANAGEMENT AND FIRE SAFETY	MR. KAMALENDU MISHRA I/C	
		MR. S. K. VERMA	MRS. V.V. NAG, MR. R.K. YADAW
39	VERIFICATION	MR. S.K. SAHA I/C	MRS. GITA SINGGH, MR TARUN PATEL , MR. SAMRAT PADHAN

40	OFFICE MANAGEMENT	MR. TAKESH RAM	MR. SUMIT YADAV, MR. SAMMELAL, MR . B.R .SAHU
41	PHOTOGRAPHY	MR TUSHANT BHOI I/C	MR. KAMALENDU MISHRA, MR. MANISH YADAV (FOR COMPILATION)
42	TEACHING AID	MR. V. K. KESHRI I/C	MR R K YADAW, MRS SAVITA, MRS S MISHRA
43	AWAKENED CITIZEN PROGRAMME	MRS S LAKRA ,V. V. NAG, SAMIT SETH	
		MR V. K. KESHARI MR K MISHRA , MRS GITA SINGH	
44	LANGUAGE CLUB HINDI	MR J LAKRA	MR K MISHRA, MR.R K YADAW
45	MATHS LAB	MRS T PANIGRAHI	MRS GITA SINGH, MRS D EKKA, MR TARUN PATEL
46	UTILIZATION OF E-CLASS	ALL CLASS TEACHERS	
47	EBSB	MR. V. K. KESHARI I/C	MR SAMIT SETH, MR, MR KAMALENDU MISHRA, MRS GITA SINGH, PRIYANKA SAHU, MR AJAY YADAW
48	FUN DAY	MR BIRENDRA SAHU I/C	MR AMIT, MRS SEEMA MISHRA
49	SBSB	MRS. V V NAG I/C	MRS. SOSAN LAKRA, MRS. DEEPMALA EKKA, ALL CLASS TEACHERS
50	GAMES & SPORTS	MRS. V. V. NAG I/C	MR M PANDA, MR ALOK SINGH MR. TARUN PATEL MRS. DEEPMALA EKKA
51	RAJBHASHA	MR J LAKRA	MR. KAMLENDU MISHRA, MR R K YADAW
52	ATAL TINKERING LAB	MR MAYADHAR PANDA	
53	VIDYALAYA MAGAZINE	MR H KIRO I/C	MR J LAKRA ,MR KAMALENDU ,MISHRAMR R K YADAW,ALL DEPT HEADS
54	ANTI-SEXUAL HARASSMENT AT WORK PLACE	MRS T PANIGRAHI MRS GITA SINGH	
55	STUDENT LATE COMERS	ALL CLASS TEACHERS	MR SAMELAL
56	INFORMATION ON RTI	MR TAKESH RAM	
57	ALUMNI COMMITTEE	MR S K CHAINI MR H KIRO	
58	BACK TO BASIC	MRS. GEETA SINGH	MR. KAMLENDU MISHRA, MRS. DEEPMALA EKKA, MRS. DEEPMALA EKKA, MR. TARUN PATEL, MR R BUDHIYA
59	PACE SETTING ACTIVITIES/ SCHOOL PARTNERSHIP PROGRAMME	MR S K CHAINI	MR S PADHAN, MR GITA SINGH