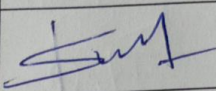

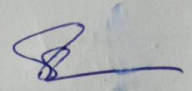
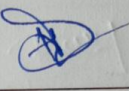
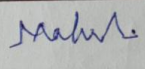
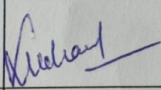


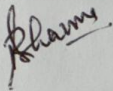
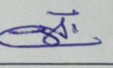
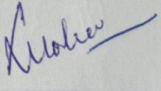
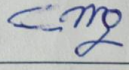
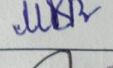
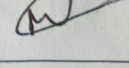
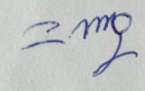

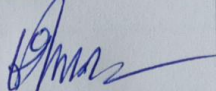

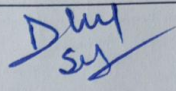
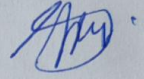

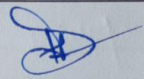
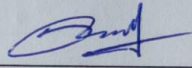



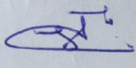
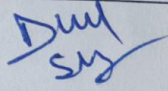


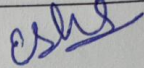
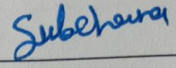
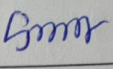
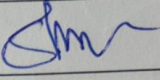
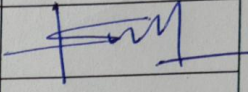
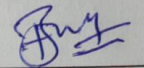
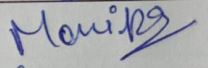
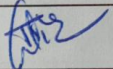
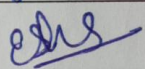


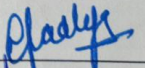
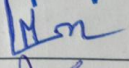

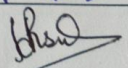
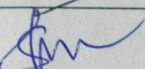
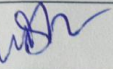
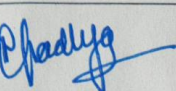
KENDRIYA VIDYALAYA HAPPY VALLEY, SHILLONG





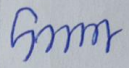
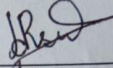
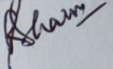
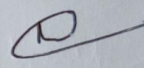
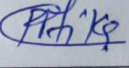

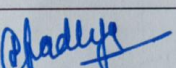
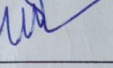
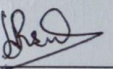


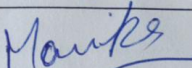
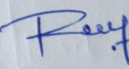
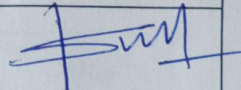
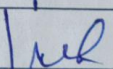
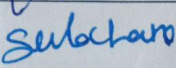

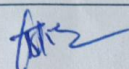
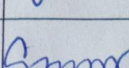
COMMITTEES 2021-22

NAME OF THE COMMITTEE	RESPONSIBILITIES OF CORE COMMITTEE	NAME OF THE I/C AND MEMBERS	SIGNATURE
Flag Hosting and Retreating Ceremony	<ul style="list-style-type: none"> To ensure raising of National Flag every morning and it's lowering before sunset, in the vidyalaya. To position the flag post at prominent place To ensure compliance of the Flag Code 	Mr Kuldeep Singh	
		Mr. M K Sehra	
		Sports Coach	
Admission Committee	<ul style="list-style-type: none"> Admission to all classes throughout the year including RTE as per KVS norms. Planning & Conducting of Admission Test for class IX. Maintenance of Register of the data required for submission to KVS(HQ). Every month Enrolment of the Vidyalaya has to be collected and checked by the department and submits the same to the Principal. Every month vacancy of each class & section-wise details are to be recorded in the admission register and submit to Principal. 	Mr. Deepak Kumar I/C	
		Mr. Harshvardhan	
		Mr. M.K. Nirala	
		Mr. Lal Mohan	
Home Exam (Pri)	<ul style="list-style-type: none"> Raising the indent for the papers and other important requirement Planning & conducting of the PT/HY/SEE Exam as per schedule. Listing out absentees and Planning & CONDUCTING Re-Tests 	Ms. Mhipli Nongkynrih I/C	
		Mr. Premlal Upadhyay	
Home Exam (Sec) & Exams by External Agencies	<ul style="list-style-type: none"> To prepare the result analysis of internal exams and maintaining the record in an appropriate manner. Distribution of the split up syllabus supplied by R.O to teachers and students. Responsibility of Core team is to coordinate and direct the supporting staff for a smooth execution of work. 	Mrs. Rajani Km Sharma I/C	
		Mr. Sunil Vodela	
		Mr. Lalmohan Mohanta	
		Captain Marbaniang	
CBSE	<ul style="list-style-type: none"> Completion of all CBSE related works like sending information about vidyalaya and Staff members to CBSE Completion of CBSE registration and Examination smoothly 	Mrs U D Baruah I/C	
		Mrs. Mitlesh	
		Captain Marbaniang	


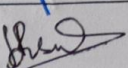


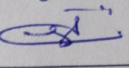



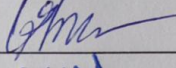
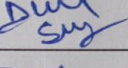
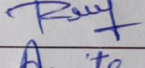
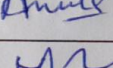
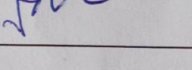
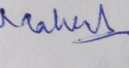
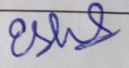
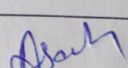

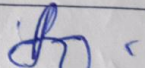
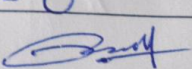
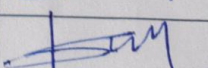

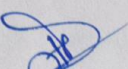
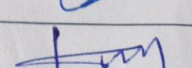
CCA (Secondary)	<ul style="list-style-type: none"> Preparation of Calendar of activities for the entire session. House Distribution activity. Selection and celebration of School Captains and Vice Captains under student's council. Planning preparation and Celebration of Annual Day. Duty allotment and monitoring of assembly program. Checking of the information on the display board in corridor and class rooms. Theme selection for every month and carrying out the suggested activities. Maintaining the record of achievements of the students of house and maintaining transparency in the result process. Important announcements in the assembly, planning & preparing students for various activities. 	Ms. L. Dolma I/C	
		Mr. S C L Meena	
Mrs. Esha Negi			
Mr. Dharmender			
Mrs. G Wahlang I/C			
Mrs. N Upadhya			
CCA (Primary)	<ul style="list-style-type: none"> Preparation of class & teacher's Time Table as per KVS norms. First period arrangement has to be announced in assembly itself. Preparation of special Time Table for Board Classes, Remedial CLASSES, Classes for slow learners and Zero period. Monitoring of bell timing 	Mr. Harshvardhan	
Time Table (Secondary)		Mr. Vinod Jangid	
Time Table (Primary)		Mr. L. Kipgen	
		Mr. Premlal Upadhyay	
		Ms. Pinky	
E-CLASS Rooms, KV Shala Darpan & UBI fees Portal related works, Updation of Vidyalaya website		Mr. Sunil Vodela I/C	
	Mr. Dharmender		
	Mrs. Sudha Rajput (Comp. Instructor)		

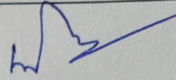
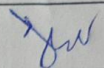
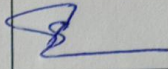
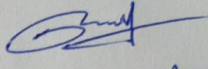
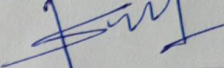
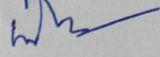
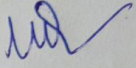
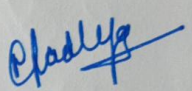
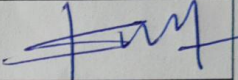
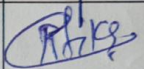
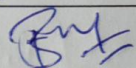
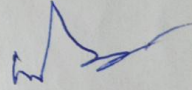
Furniture Deptt.	<ul style="list-style-type: none"> Raising the indent of the Furniture required within the ceiling. Maintenance of furniture register & inventories in each class, lab, departments, library, office, etc. Preparation of list of repairable and broken furniture 	Mr. M K Sehra I/C	
		Mr. A.K. Tripathi	
		Mr. Tikelal Bhoi	
		Mr. Birender Rai	
Discipline Committee	<ul style="list-style-type: none"> Checking of student's uniform, late comers, students missing assembly. Checking of student's behavior in and outside the class. Monitoring the movement of students in lines during arrival, departure and to ensure safe passage to students. Conducting Discipline Proceedings and submitting a report on such inquiries conducted and outcome of the inquiry along with recommendation. Checking the Movement of students in corridor without out-passes and recording the same to intimate Principal. 	Mr. K Ramesh I/C	
		Mr. Kuldeep Singh	
		Mrs. Esha Negi	
		Mr. M.K. Nirala	
		Mr A K Sah	
		Mrs. Amita Rani	
		Sports Coach	
		All Class Teachers	
Maintenance & Repair of School Building	<ul style="list-style-type: none"> Raising the quotations for procurement of materials required for civil work. Monitoring of Vidyalaya infrastructure development and work in progress. Checking the cracks in the wall, tree/plants growth in the roof and side walls of the Vidyalaya. Monitoring and recording of civil work/repair work undertaken. Preparing the estimates and submitting request for procurement of materials with justification. Stock entry and proper usage of materials purchased. Certifying the proper usage of materials at appropriate and required places 	Mr. Vinod Jangid I/C	
		Mr. Harshvardhan	
		Mr. Rajender	
		Mr. Manoj Sharma	
Maintenance & Repair of Staff Quarters	<ul style="list-style-type: none"> Raising the quotations for procurement of materials required for civil work. Monitoring of Vidyalaya infrastructure development and work in progress. Checking the cracks in the wall, tree/plants growth in the roof and side walls of the Vidyalaya. Monitoring and recording of civil work/repair work undertaken. Preparing the estimates and submitting request for procurement of materials with justification. Stock entry and proper usage of materials purchased. Certifying the proper usage of materials at appropriate and required places 	Mr. M K Sehra I/C	
		Mr. K. Ramesh	
		Ms. Pinky	
		Mr. Kuldeep Singh	
Purchase Committee and Outsourcing Employees & Contractual Teachers related works	<ul style="list-style-type: none"> To estimate the requirements in the beginning of the academic year. To procure the required items following the purchase procedure. To conduct market survey and collect quotation from the local market. Any other related work. To register firms for the supply of goods and provide services in the Vidyalaya. 	Mr. M K Sehra I/C	
		Mrs. H R Suchiang	
		Mrs. Nanda Upadhya	
		Mr. Ved Prakash	
		Mr. Vinod Kr. Jangid	
		Mr. Manoj Sharma	

Medical Room, First Aid & Health Checkup	<ul style="list-style-type: none"> Planning a calendar for Medical checkup of students twice a year. Collection of medical Certificate from class teachers. Keeping the entire first aid item readily available in the medical room. 	Mrs. Esha Negi I/C	
		Mrs. Sulochana Devi	
		Mr. Sarabjeet Singh	
		Staff Nurse	
Teaching Aids & A.V Aids	<ul style="list-style-type: none"> Procurement of Audio Visual and teaching aids. Upkeep of audio visuals and teaching aids. Keeping the record of Audio Visual and teaching used by the teachers. 	Mrs. Swati Panwar I/C	
		Mrs. G. Wahlang	
Games & Sports (Secondary)	<ul style="list-style-type: none"> Coaching the students in various games and preparing the team for participation. Arrangement of sports meets as per KVS norms. Planning and conducting Annual Sports Day celebration for 2019-2020. 	Mr. Kuldeep Singh	
		Sports Coach	
		Yoga Teacher	
Games & Sports (Primary)	<ul style="list-style-type: none"> Planning for sending teams/ players to participate in Regional/National/SGFI games. 	Mr. Tike Lal Bhoi I/C	
		Mrs. Monika Nandal	
		Mrs. Rimpay	
Bharat Scouts & Guide Activities	<ul style="list-style-type: none"> Registration of units. Fresh registration for Pravesh, Cubs & Bulbuls etc. Conducting upgrading camps & celebrations related to Scouts & Guides or Cubs & Bulbuls. 	Mrs. Esha Negi & all trained SMs & GCs	
Cubs & Bulbul Activities	<ul style="list-style-type: none"> Taking up Community development and service works once in a month. Submitting monthly Reports & carrying out other work related. 	Mr. Premlal Upadhya & all trained CMs & FLs	
Educational Excursion	<ul style="list-style-type: none"> Planning & deciding the places of educational tour for different classes as per schedule given by the KVS. Planning safety measures, communicating parents through DO letters, charting busses, contacting the visiting places, taking permissions etc. 	Mrs. U D Baruah I/C	
		Mrs. N Upadhya	
		Ms. Mhipli	
		Mr. Pradeep Kr. Rai	
Guidance & Counseling	<ul style="list-style-type: none"> Planning for counseling sessions for entire session Collection of information and providing to students. Arrangement of Guest Lectures. 	Mrs. H R Suchiang I/C	
		Mrs. Swati Panwar	
		Mrs. U D Baruah	
		Mrs. N Upadhya	

Primary Activity Room/ Resource Room	<ul style="list-style-type: none"> Maintenance, beautification and development of resource within the room for the purpose of effective functioning of Primary Wing. Planning of CMP room usage by PRTs. Exploring resources planning and developing room to ensure strengthen of primary education. Acquiring material, teaching aids, CD, books, play material etc., to display in the CMP so as to make it a better resource room. 	Mrs. Anju	
		Ms. Pinky	
		Ms. Punisha Pal	
Secondary Activity Room Cum Language Lab	<ul style="list-style-type: none"> Maintenance, beautification and development of resources within the room for the purpose of effective functioning of Language activities. 	Ms. L Dolma	
		Mr. Sarabjeet Singh	
AEP	<ul style="list-style-type: none"> Organizing PT meeting, creating awareness among parents and children about the changes in adolescent stage. Awareness & Solution for stress related problems. Planning, Preparation & conducting the programs. 	Mrs. H R Suchiang I/C	
		Mrs. Rajani Km. Sharma	
		Mrs. Mitlesh	
CMP	<ul style="list-style-type: none"> All works related to Primary education. Maintaining CMP Records A monthly report on activities undertaken by the Primary wing. Preparation of Quarterly CMP News Letter 	Ms. Ritika I/C	
		Mrs. Anju	
		Mrs. N Upadhya	
Staff Room	<ul style="list-style-type: none"> Maintenance of staff room and all the items available. Allotment and up-keeping of Cub boards 	Mrs. U D Baruah	
		Mrs. H R Suchiang	
		Mrs. Anju	
TLM	<ul style="list-style-type: none"> To procure items required for making TLM To keep the record of all the TLM prepared by the teachers 	Mrs. Amita Rani	
		Mrs. Monika Nandal	
Vidyalaya Swachchta Club & (Vidyalaya Sanitation Deptt.) & Vidyalaya Garden	<ul style="list-style-type: none"> Checking cleanliness in toilet and other places, daily pursuing sweeper to work promptly. Submitting Monthly report on observations. The committee shall take up the work in a very effective manner so that the children get hygienic environment and sanitized toilets. Please ensure that, the labours use disinfectants. Once in every week, the committee shall go round the Vidyalaya exterior view and find out the growths in the wall and the surroundings. Plan the cleaning campaign get the work done with the help of Student/Labour. 	Mr. Rajender I/C	
		Mr. Kuldeep Singh	
		Mr. Ved Prakash	
		Mrs. Sulochana Devi	
		Ms. Punisha Pal	
		Mrs. Rimpny	
		Mr. Sarabjeet Singh	

Eco Club & Vidyalaya Beautification Club	<ul style="list-style-type: none"> Vidyalaya Garden maintenance making suggestion to gardener. Planning for the beautification of the Vidyalaya building. Raising the requirement for Garden and Vidyalaya beautification. 	Mrs. Rajani Km Sharma I/C	<i>Rajani</i>
		Mr. A K Sah	<i>Asah</i>
		Mrs. Preeti Awasthi	<i>P</i>
		Mr. Vinod Jangid	<i>Vinod</i>
		Mrs. Monika Nandal	<i>Monika</i>
		Art & Craft Teacher (Pri.)	
Science & Maths Club	<ul style="list-style-type: none"> To plan for the Science Exhibition from beginning of the session and guide the students to prepare exhibits. To make efforts to develop Science/Mathematical Park in the Vidyalaya. To conduct all the Olympiads Smoothly. To make the students aware about the different kinds of Olympiads conducted in the Vidyalaya. 	Mr. Harshvardhan I/C & All the teachers of Science, Maths and Computer	<i>HV</i> <i>H</i>
Sexual Harassment & Gender Sensitization Committee and Grievance Committee (Internal Complaint Committee)	<ul style="list-style-type: none"> To periodically open suggestion box at least once in a months. To keep a record of suggestions or grievances received from the students, staff or parents. Prevent discrimination and sexual harassment against women, by promoting gender amity among students and employees. Deal with cases of discrimination and sexual harassment against students or staff members in a time bound manner, aiming at ensuring support services to the victimized and termination of the harassment; Recommend appropriate punitive action against the guilty party to the Principal. 	Mrs. Rajani Sharma	<i>Rajani</i>
		Mrs. H R Suchiang	<i>HR</i>
		Mrs N Upadhya	<i>N Upadhya</i>
		Parent Member VMC	
		Rosanna Lyngdoh (Board Director Impulse NGO Network)	
Staff Quarters allotment Committee & Maintenance of Guest room	<ul style="list-style-type: none"> To check and keep the records of all the inventories in Guest Room and staff quarters at the time of allotment and vacation of guest room/quarters. To give suggestions for the maintenance of staff quarters and Guest room. To make a panel for the allotment of staff quarters as per KVS norms. To monitor the functioning of Vidyalaya canteen such as nature and quality of items available in the Vidyalaya canteen and their rates too. 	Mr. K Ramesh I/C	<i>KR</i>
		Mr. M K Sehra	<i>MK</i>
		Mr. A K Sah	<i>Asah</i>
		Mr. Tike Lal Bhoi	<i>Tike</i>
		Mr. Manoj Sharma	<i>Manoj</i>

Alumni Association	<ul style="list-style-type: none"> To maintain proper records of alumni of the Vidyalaya. To arrange alumni meet in the Vidyalaya by discussing with the undersigned. 	Mrs Nanda Upadhya I/C	
		Mrs. H R Suchiang	
School Building Electrical Maintenance & Monitoring, PA System management	<ul style="list-style-type: none"> Monitoring the electrical system of the Vidyalaya. Preparing the estimates and submitting request for procurement of materials. Informing Principal the areas of immediate attention. To check the proper functioning of PA system and CCTV camera of the Vidyalaya. To check the CCTV recording time to time. To arrange mic & other items in morning assembly. 	Mr. Deepak Kumar I/C	
		Mr. SCL Meena	
		Mr. Sunil Vodela	
		Mr. A.K. Tripathi	
		Mr. A. Deka	
		Mr. Birender Rai	
राजभाषा कार्यान्वयन समिति	<ul style="list-style-type: none"> To prepare and send quarterly Rajbhasha reports. To organize Hindi Pakhwada with proper planning. To prepare roster of all the employees as per Rajbhasha Adhiniyam. To ensure that all documents and proformae used in the Vidyalaya are bilingual. To attend the नराकास meetings and send reports in time. 	Mr. M K Sehra I/C	
		Mr. SCL Meena	
		Mr. Dharmender	
		Mr. Rajender	
		Mrs Amita Rani	
		Mr. Manoj Sharma	
		Mr. A Deka	
ACP	<ul style="list-style-type: none"> To take ACP classes in the allotted classes. To complete all the sessions/modules as per norms. To send monthly report. 	Mr. M K Nirala I/C	
		Mrs. Esha Negi	
		Mr. A K Sah	
		Mrs. U D Baruah	
		Mr. Ved Prakash	
		Mr. L Kipgen	
		Mr. Vinod Jangid	
		Mr. Kuldeep Singh	
		Mrs. H R Suchiang	
NCC	<ul style="list-style-type: none"> To select the students for NCC To organize parade as per norms To attend the meetings in NCC office To make correspondence with NCC office as per requirement 	Mr. Harshvardhan I/C SD	
		Mr. Kuldeep Singh I/C JD	

Vidyalaya Safety Committee	<ul style="list-style-type: none"> To ensure Safety & Security of the students during school hours and at the time of departure from the Vidyalaya. To check the danger points in the Vidyalaya building & Campus and to plan for their removal/repairing. To do the needful to get the Building Safety Certificate and Fire Safety Certificate To follow NDMC guidelines & send quarterly reports in time. 	Mr. K Ramesh I/C	
		Mr. M K Sehra	
		Mr. Deepak Kumar	
		Mr. Vinod Jangid	
		Mr. Kuldeep Singh	
Back to Basics	<ul style="list-style-type: none"> To ensure the proper implementation of Back to Basic project in all the classes from I to VIII To complete all the proformae and send reports in time. Distribution of Back to Basics booklets to the teachers. 	Mr. K Ramesh I/C	
		Mrs. U D Baruah	
		Mrs. Nanda Upadhya	
SBSB	<ul style="list-style-type: none"> To plan for testing of students of all the classes as per guidelines. To distribute all the proformae to the class teachers and collecting back after completion of the activities. To compile the reports and sending to the RO. 	Mr. Kuldeep Singh	
		Ms. Ritika	
		Mr. Tikelal Bhoi	
Academic & Administrative support	<ul style="list-style-type: none"> He will be the Coordinator of all Academic Activities on behalf of the Principal. Interacting with the teachers and directing them on their academic duties. To check the academic activities of teachers. Planning and making schedule for Notebooks (C/W & H/W) checking. Preparation of duty chart of the teachers such as Recess Duty, Escort duty, etc. Class room Supervision and Checking of Teachers' Diary of all the teachers teaching classes I to VIII Planning for Improvement of students' academic performance to achieve 100% results in all the classes. Planning of remedial measures for low Achievers in consultation with the Principal. Preparation of all the necessary proformae and records for Annual Panel Inspection. 	Mr. K Ramesh VP	

(D.K.Deran)
Principal