



केन्द्रीय विद्यालय 210 कोबरा के.रि.पु.ब.दलगांव

Kendriya Vidyalaya, 210 CoBRA, CRPF, Dalgaoon

(शिक्षा मंत्रालय, भारत सरकार के अधीन)

(Under Ministry of Education, Govt of India)

दरंग, असम, ७८४ ११६ / Darrang, Assam -784 116

दूरभाष / Tel: 03713-299928

वेब / Website: <https://210cobracrpf.kvs.ac.in>

ईमेल / E-mail: kv210cobra2019@gmail.com

UDICE: 18080317406, KV Code: 2399



संदर्भ संख्या: 200345/2399/के.वि.210 कोबरा/ 2021-22/ 51

दिनांक: 04.03.2022

कार्यालय आदेश / OFFICE ORDER

The following committees/clubs are hereby updated after new transfers to the vidyalaya for the smooth and effective functioning of the Vidyalaya session 2022-23 w.e.f. 01.04.2022. The former In-charges should handover their charge immediately to the new In-charges as per the KVS rules:-

(Mool Singh Shekhawat)
Principal

S.No.	Name of Committee	Name of teachers	Signature
1	Purchase Committee	1. Mr. Abhishek Kumar(I/C)	
		2. Mr. Gursewak Singh	
		3. Mr Sunny Dahiya	
		4. Mrs Asha	
		5. Mrs Pankhuri Arora	
2	Discipline Committee	1. Mr. Sunny Dahiya (I/C)	
		2. Mr Vishwanath Singh	
		3. Mrs Pankhuri Arora	
		4. Ms. Preeti Satti	
	Sub Committees under Discipline Committee	To Check late Commers on the Vidyalaya Main Gate:-	
		1. Mr. Abhishek Kumar (I/C)	
		2. Mrs Asha	
		Note:-	
		1. When the school is over at 01:40 PM / 02:10 PM in summer & winter respectively, to ensure the safety and security of students, the teacher who has 8 th period in a class will go with the students up to the Vidyalaya Main Gate and will stay with them till the students board the bus/auto rickshaw/any other mode of transportation or go with their guardian/parent to their home.	
		2. All the concerned Class teachers/Co-Class teachers of primary classes are directed to take their lunch during the interval with the students of their respective classes. They will be fully responsible for the safety and security of the students during the interval.	
		3. All the concerned Class teachers/Co-Class teachers are also directed to take attendance of students at 07:35 AM/ 08:10 AM.	

		4. The Class teacher must take attendance just after lunch is at 10:55 AM/ 11:25 AM in summer/ winter respectively. 5. All the teachers must follow COVID guidelines strictly.	
3	Engagement of Part time teachers on contract basis	Secondary 1. Mr Ravinder Singh	Ravinder
		Primary 1. Mr Vishwa Nath Singh	Vishwa
		Note: -The above committee will call and engage part time contractual teachers/coaches from the panel prepared for the session after consulting with the principal.	
4	Repair & Maintenance Works Committee (Including Civil, Electrical & Petty Construction Works)	1. Mr. Vishwanath Singh (I/C)	Preeti Santosh Preeti
		2. Mr Santosh Kumar	
		3. Ms Preeti Satti	
		4.	
		5.	
5	Water Arrangement Committee	1. Mr. Satish Khedkar (I/C)	Satish
		2. Mrs Pankhuri	Pankhuri
		Note: Committee members will also look after the maintenance of tanks and hygiene condition of the water tank with the help of committee members. They must ensure proper supply of drinking water.	
6	Furniture Committee	1. Mr. Gursewak Singh (I/C)	Gursewak
		2. Mr Santosh Kumar	Santosh
		3. Mr. Vishwanath Singh	Vishwa
		4.	
7	Pupil Societies & VVN	1. Mr. Sunny Dahiya (I/C)	Sunny
		2. Mrs Asha	Asha
		3.	
8	Social Science Exhibition Committee (Youth Parliament)	1. Mr Gursewak Singh (I/C)	Gursewak
		2. Mr Sunny Dahiya	Sunny
		3. Mrs Asha	Asha
		4. Mrs Pankhuri Arora	Pankhuri
9	Science Exhibition Committee	1. Mr Ravinder Singh (I/C)	Ravinder
		2. Mrs Asha	Asha
		3. Mr Satish Khedkar	Satish
10	Examination (Home)	1. Mr. Santosh Kumar(I/C)	Santosh
		2. Mr. Sunny Dahiya (I/C) Primary	Sunny
		3. Mrs Asha	Asha
		4.	
11	Admission Committee	1. Mr Abhishek Kumar (I/C)	Abhishek
		2. Mrs Pankhuri Arora	Pankhuri
		3. Ms PREETI SATTI	Preeti
12	Time Table & Arrangement Committee	1. Mr Ravinder Singh (I/C) Secondary	Ravinder
		2. Mr Vishwanath Singh (I/C) Primary	Vishwa
13	Vidyalaya Cleanliness Committee	1. Mr Santosh Kumar (I/C)	Santosh
		2. Mr Vishwanath Singh	Vishwa
		3. Ms Preeti Satti	Preeti
		4.	

14	School Excursion & Adventure Programme Committee	1. Mrs. Pankhuri Arora(I/C)	Pankhuri
		2. Mr Gursewak Singh	Gursewak
		3. Mrs. Asha	Asha
		4.	
		5.	
15	CS-54 Committee	1. Mr. Abhishek Kumar (I/C)	Abhishek
16	Beautification, Horticulture & Nature Club	1. Mr Vishwa Nath Singh (I/C)	Vishwa
		2. Mr. Satish Khedkar	Satish
		3. Ms Preeti Satti	Preeti
17	Rajbhasha Committee	1. Mr Santosh Kumar(I/C)	Santosh
		2. Mr. Gaurav	Gaurav Nigam
18	In-charge of Subject Committee	Maths – TGT MATHS-Mr Ravinder Singh	Ravinder
		Science – TGT MATHS- Mr Ravinder Singh	Ravinder
		Hindi – TGT SKT- Mr Santosh Kumar	
		English - TGT ENG- Mr Gursewak Singh	Gursewak
19	Income Tax Committee	1. Mr. Gaurav (I/C)	Gaurav Nigam
		2. Mr. Abhishek Kumar	Abhishek
20	Games & Sports Committee Teaching Aid	1. Mrs Pankhuri Arora (I/C)	Pankhuri
		2. Mrs Asha (I/C)	Asha
		3.	
21	First Aid / Medical / Health Checkup Committee	1. Ms Preeti Satti (I/C)	Preeti
		2. Mr Sunny Dahiya	Sunny
		3. Mr Santosh Kumar	Santosh
		4.	
22	Staff Room In-charge	1. Mr Santosh Kumar(I/C)	Santosh
		2. Mr Ravinder Singh	Ravinder
23	Total and Sub-Total checking of Cash Book	1. Mr Abhishek Kumar	Abhishek
24	Bharat Scout & Guide Committee	1. Mr Satish khedkar I/C	Satish
		2. Ms Preeti Satti	Preeti
		3.	
25	PTA Meeting	1. Mr. Santosh Kumar (I/C)	Santosh
		2. Mr. Sunny Dahiya	Sunny
		3. Mrs Pankhuri	Pankhuri
		4. Mrs Asha	Asha
26	Student Strength Information Committee	1. Mr. Gaurav	Gaurav Nigam
		2. All Class Teachers	Pankhuri Asha Preeti
27	Photography & Media	1. Mr. Ravinder Singh(I/C)	Ravinder
		2. Mr. Vishwanath Singh	Vishwa
		Note: I/C will make event wise folder of photographs in computer lab and Principal Office and prepare Log Book.	
29	Safety & Security Monitoring Committee Fire & Building	1. Mr. Vishwanath Singh (I/C)	Vishwa
		2. Mrs. Asha	Asha
		3. Ms. Preeti Satti	Preeti
		4. Mr Abhishek Kumar	Abhishek

29	Arrangement of Refreshment for VIPs Committee	1. Mr. Ravinder Singh(I/C) 2. Mr Sunny Dahiya 3. Mrs. Asha	Ravinder Asha
30	Pay Bill Checking	1. Mr. Gaurav (I/C) 2. Mr. Abhishek Kumar	Asha Gaurav Pankhuri
31	NAEP	1. Ms. Preeti Satti(I/C) 2. Mrs Asha 3. Mr Satish Khedkar	Preeti Asha Satish
32	Website, Internet & TC Uploading on Website	1. Mr. Gaurav (I/C) 2. Mr Abhishek kumar 3.	Gaurav Pankhuri
33	CCA & Morning Assembly	1. Ms. Preeti Satti (I/C) (Morning Assn.) 2. Mr Gursewak Singh (CCA Vc) seeo. 3. Mr Sunny Dahiya (CCA Vc) PRIM 4. Mrs Asha 5.	Preeti Gursewak Asha
34	House Master	1. Ms Preeti (Blue) (Shivaji House I/C) 2. Mr. Gursewak Singh 3. Mr Ravider Singh (Green) (Tagore House I/C) 4. Mrs Asha 5. Mr. Satish Khedkar (Yellow)(Ashoka House I/C) 6. Mr Vishwanath Singh 7. Mrs. Pankhuri Arora (Red) (Raman House I/C) 8. Mr Santosh Kumar	Preeti Gursewak Ravinder Asha Satish Pankhuri Par Santosh
35	Olympiad Examination (NTSC/ Green Olypiad, etc.)	1. Mr Gursewak Singh 2. Mr Ravinder Singh 3.	Gursewak Ravinder
36	Vidyalaya Magazine	1. Mr Santosh Kumar (I/C) 2. Mr Gursewak Singh 3. Mrs. Asha 4. Mrs Pankhuri	Santosh Gursewak Asha Pankhuri
37	RTI	1. Mr. Gursewak Singh (I/C) 2. Mr. Gaurav	Gursewak Gaurav
38	PA System	1. Ms. Preeti Satti(I/C) 2. Mr. Vishwanath Singh 3.	Preeti Vishwanath
39	Woman Grievances Redressal Committee	1. Mrs. Asha (I/C) 2. Mrs. Pankhuri Arora 3. Ms Preeti Satti	Asha Pankhuri Preeti
41	SC/ST Grievances Redressal Committee	1. Mr Gursewak Singh (I/C) 2. Mr. Gaurav	Gursewak Gaurav
42	RTE Reimbursement Committee	1. Mr. Satish Khedkar (I/C) 2. Mrs. Pankhuri 3.	Satish Pankhuri
43	Integrity Club	1. Mr. Viswanath Singh(I/C) 2. Ms. Preeti Satti 3.	Viswanath Preeti
44	Tender Opening Committee	1. Mr. Satish Khedkar (I/C) 2. Mr. Gaurav 3. Mr. Viswanath Singh 4.	Satish Gaurav Viswanath

45	Event Decoration Committee	1. Ms. Preeti Satti (I/C)	Preeti
		2. Mrs Pankhuri	Pankhuri
		3. Mr Santosh Kumar	Santosh
		4. Mr Ravinder Singh	Ravinder
46	Guidance & Counselling Committee	1. Mrs. Asha (I/C)	Asha
		2. Mrs. Pankhuri Arora	Pankhuri
		3. Mr Gursewak Singh	Gursewak
47	Internet Complaint Committee	1. Mr Ravinder singh (I/C)	Ravinder
		2. Mr. Gaurav	Gaurav
		3.	
48	Evacuation Committee (For Emergency Situation)	1. Mr. Viswanath Singh (I/C)	Viswanath
		2. Ms. Preeti Satti	Preeti
		3.	
		4.	
49	Sexual Harrashment (Prevention) & Child Rights Protection Committee	1. Mrs. Asha (I/C)	Asha
		2. Ms. Preeti Satti	Preeti
		3. Mrs. Pankhuri Arora	Pankhuri
50	Academic Committee	1. Mr Gursewak Singh (I/C)	Gursewak
		2. Mr. Santosh Kumar	Santosh
		3. Mrs Pankhuri Arora	Pankhuri
51	UBI Salary & Fee Portal	1. Mr. Gaurav (I/C)	Gaurav
		2. Mr Abhishek Kumar	Abhishek
		3.	
52	CMP	1. Mr Sunny Dahiya I/C	Sunny
		2. Mr. Satish Khedkar	Satish
53	COPUTER LAB	1. Mr Ravinder Singh	Ravinder
53	Fun Day Activities	1. Mr. Satish Khedkar (I/C)	Satish
		2. Ms. Preeti Satti	Preeti
		3.	
54	Library committee	1. Mr Abhishek Kumar (I/C)	Abhishek
		2. Mrs Pankhuri Arora	Pankhuri
		3. Mr Santosh Kumar	Santosh
		4. Mr Ravinder Singh	Ravinder
		5. Mr Satish Khedkar	Satish
		6. Student representative 1.	
		4. Student representative 2.	

M. S. Singh
04/03/2022
Principal

प्राचार्य / PRINCIPAL
केन्द्रीय विद्यालय
KENDRIYA VIDYALAYA
२१० कोबरा, दलगांव/ 210 CoBRA, Dalgaon
दरंग, आसाम/DARRANG (ASSAM)

Approved/ Not-Approved

Approved

Chairman
VMC/VEC

(S. J. S. T. M.)
(S. J. S. T. M.)

अध्यक्ष
Chairman
विद्यालय प्रबंध समिति
KENDRIYA VIDYALAYA MANAGEMENT COMMITTEE
केन्द्रीय विद्यालय २१० कोबरा, दलगांव
KENDRIYA VIDYALAYA 210 CoBRA Dalgaon