KENDRIYA VIDYALAYA, PATTOM, TRIVANDRUM (SHIFT I) ALLOTMENT OF DUTIES, COMMITTEES & SUB-COMMITTEES 2023-24

The following committees have been constituted for the smooth and effective functioning of various activities in the Vidyalaya during the academic year 2023-24. All the members of the staff are requested to extend their wholehearted co-operation.

The member placed at No.1 of each committee shall be the convener of the committee.

The conveners are requested to hold meetings of their committee under intimation to the undersigned, prepare an action plan for the year after

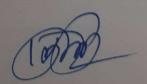
discussing details with the members and submit a report to the undersigned.

The committees will meet at regular intervals and review the progress of their program. The convener will maintain a record of their planning, implementation and follow up of the activities. Your contribution and support in the Vidyalaya is solicited.

SLNO	NAME	DESIGNATION		ALLOTMENT OF DUTIES
		1.VIDY	ALAYA ACADI	EMIC COMMITTEE
1	Shri. AMIT GUPTA - Coordinator	VICE PRINCIPAL		
2	Smt. ANITHA RAMESH I/C	PGT BIO		To prepare & finalise the institutional plan and monitor the whole academic
3	Shri, HARI KUMAR	PGT MATHS		programme for the year. Achieving excellence in all classes, prepare and implement
4	Dr.KRISHNA KUMAR	PGT(HINDI)		special programme for the academically backward and gifted children. Ensure that the split up syllabus is strictly followed by all the subject teachers and home work is
5	Smt.ASHA DEVI	PGT GEOGRAPHY		assigned and correction work is done regularly and properly. Hold subject committee
6	Smt. DEVI S R	PGT ENGLISH		meeting at regular intervals. Encourage new methodologies and innovative ideas.
7	Smt.SHYLA S	НМ		
			2. ADMIS	SSION
1	Shri. BINOJ BOSE K C	PGT PHYSICS		
2	Shri.VINU T V RAO	PGT CHEMISTRY		
3	Smt. SINI ALEX	PGT COMP.SCI		
4	Smt.ASHA DEVI	PGT GEOGRAPHY		
5	Smt.SWAPNA SATHEESH	PGT CHEM		
6	Smt.SAVITRI K C	TGT AE		
7 1	Mr.T A JOIY	TGT WE		To proces registration, verification and
8 5	Smt.CHITHRA S	TGT ENG	P. P. P. P.	admission strictly as per KVS guidelines 2023-24
9 5	Smt. SHYLA S	НМ		
10 5	Smt. BEENA CHANDRASEKHARA	PRT	-	
11 5	Smt. SHEEBA JOHN	PRT		
12 5	Smt. SREELATHA	PRT		
13 N	Mrs.R LATHA	PRT		
14 S	imt.RESHMI MOL A R	PRT		
			NTERNAL EX	AMINATION
SEC	CONDARY & SENIOR SECONDA	RY		
I S	mt. MAYA REGHURAJAN I/C	PGT CHEMISTRY		
2 M	IR. HARI KUMAR PS	PGT MATHS		
Si	mt. ASHWATHY R	PGT PHYSICS		
M	IRS.SINI ALEX	PGT CS		
M	RS.SWAPANA SATHEES	PGT CHEMISTRY		
М	r. PRAGNESH J RAVAT	TGT ENG		To plan Examination schedule well in advance, intimate the students about the dates, setting of the question papers well in time moderation and final declaration of
Sn	nt.S. SANDHYA	TGT SCIENCE		the result. Ensure that the Subject enrichment activity Portfolio/MDP and note be
PF	RIMARY			submission records to be maintained properly. Arrangement of necessary material for the smooth conduct of examination.
SN	MT.R.LATHA (I/C)	PRT		7
-	rs. SHEEBA JOHN	PRT		
Mr	rs.RESHMIMOL	PRT		
Mr	SUNIL KUMAR	PRT		
		4.	EXAMINATIO	ON (CBSE)
Sm	I.REKHA RAJAN	PGT ECO		
Sm	t. ASHA DEVI	PGT GEOGRAPHY	*	
Sm	t.SINI ALEX	PGT CS		Conduct the CBSE Examinations including registration of Class IX to XII and all
SHI	RI VINU TV RAO	PGT CHEMISTRY		correspondance with CBSE
Smt	CHITHRA S	TGT ENG		
1.		5. EX	AMINATION (EXTERNAL)
of References		PGT MATHS		
		PGT GEOGRAPHY		To make necessary erraneoment for the
SHR	RI VINU TV RAO	PGT CHEMISTRY		To make necessary arrangement for the smooth conduct of all exams for which the Vidyalaya is a centre.
SHR	I DDEM VIDAAD	GT HIST		

-	SUBJECT	SECONDARY	
1	ENGLISH	Smt. DEVI R	
2	MATHS	Shri. HARIKUMAR.P.S	
3	COMP.SCI	Smt. RADHA MOHAN	
3	HINDI&SANSKRIT	DrKRISHNA KUMAR	
4	SCIENCE	Smt. ANITHA RAMESH	Planning & Holding subject committee meetings & review of
5	SOCIAL SCIENCE	Smt.ASHA DEVI	performance of students, planning remedial measures for best result Implementing strategies for academic progress of students
1	EVS	Smt. Beena C	implementing strategies for academic progress or students
2	ENGLISH	Smt.SREELATHA	
3	MATHEMATICS	Smt. SHEEBA JOHN	Mark Mark Control of the Control of
4	HINDI	Smt. Sreeja Prasad	
		7. MINUTES OF ST	AFF MEETING (BILINGUAL)
1	Smt. DEVI S R I/C	PGT ENGLISH	
3	Smt. CHITHRA S Smt. ANITHA O	TGT ENG TGT HINDI	
4	Smt. SREELATHA	PRT	To note down the minutes of all staff meeting and keep its well maintained recor
5	Smt. SURBHI	PRT	
-	Team conditi		.V/ CELEBRATIONS/FUNCTIONS
1	Dr.KRISHNA KUMAR	PGT HINDI	
2	Smt. Devi SR	PGT ENGLISH	
4	SHRI PREM KUMAR Smt. SAVITHRI K C	PGT HISTORY TGT AE	
5	Shri. BINU ASHOKAN	TGT P & HE	To conduct morning assembly and to celebrate all important days in morning
6	Smt CHITHRA S	TGT ENG	assembly.To monitor day to day Morning Assembly programme effectively and ensure befitting presentation of all the
7	Smt. Sreeja Prasdad	PRT	items.
8	Sh. Sunil Kumar	PRT	
9	Smt. Surbhi	PRT	
	ALL CLASS TEACHERS		
	SECONDARY & SENI		AR ACTIVITIES (INTERNAL)
3	SMT. NIMMY S BABU-	PGT BIO TECH	Preparation of calender of activities, Division of studets in to 4 houses, Conduct of INTER HOUSE Competions at VIDYALAYA LEVEL and Vidyalaya Annual Da
	0.05		
1	Co-Ordinator	10.00.00	To select the students for students's council and to conduct investiture ceremony.
2	Shri.PREMKUMAR Associate Co-Ordinator	PGT HISTORY	To select the students for students's council and to conduct investiture ceremony. CCA calendar will be prepared in the beginning of the academic year keeping in
2	Shri.PREMKUMAR Associate Co-Ordinator		To select the students for students's council and to conduct investiture ceremony. \[\text{\$\text{\$\cute{c}\}} \cup \text{\$\cute{c}\} \cup \text{\$\cute{c}\} \] \[\text{\$\cute{c}\} \cup \text{\$\cute{c}\} \cup \text{\$\cute{c}\} \] \[\text{\$\cute{c}\} \cute{c}\} \text{\$\cute{c}\} \cup \$\c
	Shri.PREMKUMAR Associate Co-Ordinator Ms. CHANDRA LEKHA	PGT HISTORY	To select the students for students's council and to conduct investiture ceremony. CCA calendar will be prepared in the beginning of the academic year keeping in view of the academic calendar. Maximum number of students should be motivated to participate by conducting competitions at various levels giving chances to talented students than picking
3	Shri PREMKUMAR Associate Co-Ordinator Ms. CHANDRA LEKHA Mrs.SANDHYA S	PGT HISTORY TGT (ENG)	To select the students for students's council and to conduct investiture ceremony. CCA calendar will be prepared in the beginning of the academic year keeping in view of the academic calendar. Maximum number of students should be motivated to participate by conducting competitions at various levels giving chances to talented students than picking students based on familiarity or past performance alone.
3	Shri.PREMKUMAR Associate Co-Ordinator Ms. CHANDRA LEKHA Mrs.SANDHYA S Mr.ANANTHAKUMAR Mrs. Sreelatha	PGT HISTORY TGT (ENG) TGT SCIENCE TGT HINDI PRT	To select the students for students's council and to conduct investiture ceremony. \[\textstyle \textstyle \text{CA calendar will be prepared in the beginning of the academic year keeping in view of the academic calendar. \[\textstyle \text{Maximum number of students should be motivated to participate by conducting competitions at various levels giving chances to talented students than picking students based on familiarity or past performance alone. \[\textstyle \text{Jdentify versatile talents among children through regular CCA.} \[\textstyle \text{All competitions/events of government agencies given through KVS should be} \]
3	Shri.PREMKUMAR Associate Co-Ordinator Ms. CHANDRA LEKHA Mrs.SANDHYA S Mr.ANANTHAKUMAR Mrs. Sreelatha Mrs. Sreeja Prasad	PGT HISTORY TGT (ENG) TGT SCIENCE TGT HINDI PRT PRT	To select the students for students's council and to conduct investiture ceremony. CCA calendar will be prepared in the beginning of the academic year keeping in view of the academic calendar. Maximum number of students should be motivated to participate by conducting competitions at various levels giving chances to talented students than picking students based on familiarity or past performance alone. Identify versatile talents among children through regular CCA. All competitions/events of government agencies given through KVS should be conducted in letter and spirit and their good quality Photographs and Videos are to
3	Shri.PREMKUMAR Associate Co-Ordinator Ms. CHANDRA LEKHA Mrs.SANDHYA S Mr.ANANTHAKUMAR Mrs. Sreelatha Mrs. Sreeja Prasad Mrs. Tranpreet kaur	PGT HISTORY TGT (ENG) TGT SCIENCE TGT HINDI PRT	To select the students for students's council and to conduct investiture ceremony. \[\textstyle="CCA" calendar will be prepared in the beginning of the academic year keeping in view of the academic calendar. \[\textstyle="Maximum number of students should be motivated to participate by conducting competitions at various levels giving chances to talented students than picking students based on familiarity or past performance alone. \[\textstyle="CA" delta" della" delta" delta" delta" della" della
3	Shri.PREMKUMAR Associate Co-Ordinator Ms. CHANDRA LEKHA Mrs.SANDHYA S Mr.ANANTHAKUMAR Mrs. Sreelatha Mrs. Sreeja Prasad	PGT HISTORY TGT (ENG) TGT SCIENCE TGT HINDI PRT PRT PRT	To select the students for students's council and to conduct investiture ceremony. CCA calendar will be prepared in the beginning of the academic year keeping in view of the academic calendar. Maximum number of students should be motivated to participate by conducting competitions at various levels giving chances to talented students than picking students based on familiarity or past performance alone. Identify versatile talents among children through regular CCA. All competitions/events of government agencies given through KVS should be conducted in letter and spirit and their good quality Photographs and Videos are to
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3 4 5	Shri.PREMKUMAR ASSOCIATE CO-Ordinator Ms. CHANDRA LEKHA Mrs.SANDHYA S Mr.ANANTHAKUMAR Mrs. Sreclatha Mrs. Srecja Prasad Mrs. Tranpreet kaur HOUSE MASTERS Smt. DEVI S R I/C Smt. CHITHRA S Smt. SHEEBA JOHN Smt. RESHMIMOL SECONDARY & SENIOR SE Smt. ASHWATHY R I/C Smt. ASHA DEVI Smt. Adeline M Mrs. S. SANDHYA Mrs. Beena C Smt. SHEEBA JOHN	PGT HISTORY TGT (ENG) TGT SCIENCE TGT HINDI PRT PRT PRT 10. CCA EXTERNA PGT ENGLISH TGT ENGLISH PRT PRT 11. CCONDARY PGT PHYSICS PGT GEOGRAPHY TGT MATH TGT SCIENCE PRT	To select the students for students's council and to conduct investiture ceremony. CCA calendar will be prepared in the beginning of the academic year keeping in view of the academic calendar. Maximum number of students should be motivated to participate by conducting competitions at various levels giving chances to talented students than picking students based on familiarity or past performance alone. Identify versatile talents among children through regular CCA. All competitions/events of government agencies given through KVS should be conducted in letter and spirit and their good quality Photographs and Videos are to sent to KVS RO as per the directions. AL(FUNDAY FOR PRIMARY) Select the students to participate External Competitions including KVS competition All competitions/events of government agencies given through KVS should be conducted in letter and spirit and their good quality Photographs and Videos are to sent to KVS RO as per the directions. TIME TABLE PRIMARY
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3 4 5 1 2 3 4 5 6	Shri.PREMKUMAR Associate Co-Ordinator Ms. CHANDRA LEKHA Mrs.SANDHYA S Mr.ANANTHAKUMAR Mrs. Sreelatha Mrs. Sreeja Prasad Mrs. Tranpreet kaur HOUSE MASTERS Smt. DEVI S R	PGT HISTORY TGT (ENG) TGT SCIENCE TGT HINDI PRT PRT PRT 10. CCA EXTERNA PGT ENGLISH TGT ENGLISH PRT PRT 11. CCONDARY PGT PHYSICS PGT GEOGRAPHY TGT MATH TGT SCIENCE PRT PRT PRT	To select the students for students's council and to conduct investiture ceremony. CCA calendar will be prepared in the beginning of the academic year keeping in view of the academic calendar. Maximum number of students should be motivated to participate by conducting competitions at various levels giving chances to talented students than picking students based on familiarity or past performance alone. Identify versatile talents among children through regular CCA. All competitions/events of government agencies given through KVS should be conducted in letter and spirit and their good quality Photographs and Videos are to sent to KVS RO as per the directions. Select the students to participate External Competitions including KVS competition All competitions/events of government agencies given through KVS should be conducted in letter and spirit and their good quality Photographs and Videos are to sent to KVS RO as per the directions. TIME TABLE PRIMARY
3 4 5 1 2 3 4 5 6 7	Shri.PREMKUMAR Associate Co-Ordinator Ms. CHANDRA LEKHA Mrs.SANDHYA S Mr.ANANTHAKUMAR Mrs. Sreeja Prasad Mrs. Tranpreet kaur HOUSE MASTERS Smt. DEVI S R I/C Smt. CHITHRA S Smt. SHEEBA JOHN Smt. RESHMIMOL SECONDARY & SENIOR SE Smt. ASHWATHY R I/C Smt. ASHA DEVI Smt. AGeline M Mrs. S. SANDHYA Mrs. Beena C Smt. SHEEBA JOHN Smt. RESHMIMOL	PGT HISTORY TGT (ENG) TGT SCIENCE TGT HINDI PRT PRT PRT 10. CCA EXTERNA PGT ENGLISH TGT ENGLISH PRT PRT PRT 11. CONDARY PGT PHYSICS PGT GEOGRAPHY TGT MATH TGT SCIENCE PRT PRT PRT PRT PRT PRT PRT PR	To select the students for students's council and to conduct investiture ceremony. CCA calendar will be prepared in the beginning of the academic year keeping in view of the academic calendar. Maximum number of students should be motivated to participate by conducting competitions at various levels giving chances to talented students than picking students based on familiarity or past performance alone. Identify versatile talents among children through regular CCA. All competitions/events of government agencies given through KVS should be conducted in letter and spirit and their good quality Photographs and Videos are to sent to KVS RO as per the directions. Select the students to participate External Competitions including KVS competitic All competitions/events of government agencies given through KVS should be conducted in letter and spirit and their good quality Photographs and Videos are to sent to KVS RO as per the directions. TIME TABLE PRIMARY
3 4 5 1 2 3 4 5 6 7 8	Shri.PREMKUMAR Associate Co-Ordinator Ms. CHANDRA LEKHA Mrs.SANDHYA S Mr.ANANTHAKUMAR Mrs. Sreclatha Mrs. Sreclatha Mrs. Sreclatha Mrs. Tranpreet kaur HOUSE MASTERS Smt. DEVI S R I/C Smt. CHITHRA S Smt. SHEEBA JOHN Smt. RESHMIMOL SECONDARY & SENIOR SE Smt. ASHWATHY R I/C Smt. ASHA DEVI Smt. Adeline M Mrs.S. SANDHYA Mrs. Beena C Smt. SHEEBA JOHN Smt. RESHMIMOL Mrs. Suril kumar Mrs. Surbhi Smt. SAVITRI	PGT HISTORY TGT (ENG) TGT SCIENCE TGT HINDI PRT PRT PRT 10. CCA EXTERNA PGT ENGLISH TGT ENGLISH PRT PRT 11. CCONDARY PGT PHYSICS PGT GEOGRAPHY TGT MATH TGT SCIENCE PRT PRT PRT PRT PRT PRT	To select the students for students's council and to conduct investiture ceremony. CCA calendar will be prepared in the beginning of the academic year keeping in view of the academic calendar. Maximum number of students should be motivated to participate by conducting competitions at various levels giving chances to talented students than picking students based on familiarity or past performance alone. Identify versatile talents among children through regular CCA. All competitions/events of government agencies given through KVS should be conducted in letter and spirit and their good quality Photographs and Videos are to sent to KVS RO as per the directions. AL(FUNDAY FOR PRIMARY) Select the students to participate External Competitions including KVS competition All competitions/events of government agencies given through KVS should be conducted in letter and spirit and their good quality Photographs and Videos are to sent to KVS RO as per the directions.

27.3.2023



		SPLAY BUARD &	CLASSROOM DISPLAY BOARD
Mr.PREMKUMAR	PGT HISTORY		To Ensure well planned and decorative Display Board in cordination with
Ms. CHANDRA LEKHA	TGT (ENG)		Housse Incharges and Class teachers with proper meanigful theme
Smt.SAVITHRI KC	TGT AE	12 HOUSE M	ACTEDS
SECONDARY & SENIOR SECO	NDARY	13. HOUSE M	ASTERO
Mrs. SWAPNA SATHEES	PGT CHEMISTRY		
Mr.JUBIN DHARMARAJAN	PGT COMM		
Mrs. SINI ALEX	PGT COMP SCIENCE		
			All House Maseters along with associates members will ensure the activ
		CALIVERY	participation of all students in inter house competitions
Mr. Sunil kumar			
Mrs. Surbhi			
Smt. SHEERA JOHN			
The state of the s			
		VERIFICATION (DF FEES (CS 54)
Smt. SINI ALEX	PGT (CS)		
Smt. RADHA MOHAN	PGT (CS)		The said for a self-saint for all the classes for each CVFD
SHRI HARI KUMAR PS	PGT MATHS		To verify fee collection for all the classes for each QTR.
SMT.SREELATHA T A	DRT		
THE PERSON NAMED IN COLUMN TWO IS NOT THE PERSON NAMED IN COLUMN TWO IS NAM		PORT OF VIDVAL	AVA ACTIVITIES
Mrs. DEVI S R		OKI OF VIDIA	To keep record of all the activities conducted during the
Shri.S.L.FAISAL	LIBRARIAN		Academic Session with Photographs
Smt.O ANITHA	TGT (HINDI)		To submit the report of activities conducted/organised in vidyalaya
SMT.SREELATHA.T.A	PRT	-	
		ACHING AIDS &	GEOGRAPHY LAB
Smt. ASHA DEVI.A	PGT GEOGRAPHY		To keep the lab maintained and ensuring the effective use of labs by respective
Smt. REKHA RAJAN	PGT ECO		teachers.
Mr. PREMKUMAR	PGT HISTORY		
. DADULANOVIAN		MPUTER LAB/IN	TERNET FACILITY
omt. SINI ALEX	PGT (COMP SCI)		Т
PRIMARY	ji o i (comi sei)		
RIMARY MT.SHEEBA JOHN	PRT		
RIMARY MT.SHEEBA JOHN MR.SUNILKUMAR	PRT PRT	VALAVA PATHRI	KA/E-MACAZINE/OTHER PURI ICATIONS
RIMARY MT.SHEEBA JOHN MR.SUNILKUMAR 18. SCI	PRT PRT HOOL MAGAZINE / VID	/ALAYA PATHRI	KA/E-MAGAZINE/OTHER PUBLICATIONS
RIMARY MT.SHEEBA JOHN MR.SUNILKUMAR	PRT PRT HOOL MAGAZINE / VIDY NDARY PGT HINDI	YALAYA PATHRI	KA/E-MAGAZINE/OTHER PUBLICATIONS
RIMARY MT.SHEEBA JOHN MR.SUNILKUMAR 18. SCI ECONDARY & SENIOR SECO OF, KRISHNA KUMAR mt. DEVI S R	PRT PRT HOOL MAGAZINE / VIDY NDARY PGT HINDI PGT ENG	/ALAYA PATHRI	KA/E-MAGAZINE/OTHER PUBLICATIONS
RIMARY MT.SHEEBA JOHN MR.SUNILKUMAR 18. SCI ECONDARY & SENIOR SECO Or. KRISHNA KUMAR mt. DEVI S R mt. ASHA DEVI A	PRT PRT PRT HOOL MAGAZINE / VIDY NDARY PGT HINDI PGT ENG PGT GEO	YALAYA PATHRI	
RIMARY MT.SHEEBA JOHN MR.SUNILKUMAR 18. SCI ECONDARY & SENIOR SECO Or. KRISHNA KUMAR mt. DEVI S R mt. ASHA DEVI A mt. REKHA RAJAN	PRT PRT HOOL MAGAZINE / VIDY NDARY PGT HINDI PGT ENG	/ALAYA PATHRI	KA/E-MAGAZINE/OTHER PUBLICATIONS Timely publication and distribution of School Magazine by collecting the articles/material from the students of all classes.
RIMARY MT.SHEEBA JOHN MR.SUNILKUMAR 18. SCI ECONDARY & SENIOR SECO Or. KRISHNA KUMAR mt. DEVI S R mt. ASHA DEVI A	PRT PRT PRT HOOL MAGAZINE / VIDY NDARY PGT HINDI PGT ENG PGT GEO PGT ECO TGT HINDI TGT ENG	/ALAYA PATHRI	Timely publication and distribution of School Magazine by collecting the
PRIMARY MT.SHEEBA JOHN MR.SUNILKUMAR 18. SCI ECONDARY & SENIOR SECO OF, KRISHNA KUMAR mt. DEVI S R mt. ASHA DEVI A mt. REKHA RAJAN mt. ANITHA O mt. CHANDRA LEKHA fr FAISAL S L	PRT PRT PRT HOOL MAGAZINE / VIDY NDARY PGT HINDI PGT ENG PGT GEO PGT ECO TGT HINDI TGT ENG LIBRARIAN	/ALAYA PATHRI	Timely publication and distribution of School Magazine by collecting the
PRIMARY MT. SHEEBA JOHN MR. SUNILKUMAR 18. SCI ECONDARY & SENIOR SECO OF, KRISHNA KUMAR mt. DEVI S R mt. ASHA DEVI A mt. REKHA RAJAN mt. ANITHA O mt. CHANDRA LEKHA fr. FAISAL S L mt. SAVITHRI K C	PRT PRT PRT HOOL MAGAZINE / VIDY NDARY PGT HINDI PGT ENG PGT GEO PGT ECO TGT HINDI TGT ENG	/ALAYA PATHRI	Timely publication and distribution of School Magazine by collecting the
PRIMARY MT.SHEEBA JOHN MR.SUNILKUMAR 18. SCI ECONDARY & SENIOR SECO OF, KRISHNA KUMAR mt. DEVI S R mt. ASHA DEVI A mt. REKHA RAJAN mt. ANITHA O mt. CHANDRA LEKHA fr FAISAL S L	PRT PRT PRT PRT PRT HOOL MAGAZINE / VIDV NDARY PGT HINDI PGT ENG PGT GEO PGT ECO TGT HINDI TGT ENG LIBRARIAN TGT AE	/ALAYA PATHRI	Timely publication and distribution of School Magazine by collecting the
PRIMARY MT.SHEEBA JOHN MR.SUNILKUMAR 18. SCI ECONDARY & SENIOR SECO OF, KRISHNA KUMAR mt. DEVI S R mt. ASHA DEVI A mt. REKHA RAJAN mt. ANITHA O mt. CHANDRA LEKHA fir FAISAL S L mt. SAVITHRI K C RIMARY mt. SHYLA.S mt. SREEJA PRASAD	PRT PRT PRT PRT PRT HOOL MAGAZINE / VIDV NDARY PGT HINDI PGT ENG PGT GEO PGT ECO TGT HINDI TGT ENG LIBRARIAN TGT AE HM PRT	/ALAYA PATHRI	Timely publication and distribution of School Magazine by collecting the
PRIMARY MT.SHEEBA JOHN MR.SUNILKUMAR 18. SCI ECONDARY & SENIOR SECO Dr. KRISHNA KUMAR mt. DEVI S R mt. ASHA DEVI A mt. ASHA DEVI A mt. ANITHA O mt. CHANDRA LEKHA fr FAISAL S L mt. SAVITHRI K C RIMARY mt. SHYLA.S	PRT PRT PRT PRT HOOL MAGAZINE / VIDY NDARY PGT HINDI PGT ENG PGT GEO PGT ECO TGT HINDI TGT ENG LIBRARIAN TGT AE HM PRT PRT		Timely publication and distribution of School Magazine by collecting the articles/material from the students of all classes.
PRIMARY MT.SHEEBA JOHN MR.SUNILKUMAR 18. SCI ECONDARY & SENIOR SECO OF, KRISHNA KUMAR mt. DEVI S R mt. ASHA DEVI A mt. REKHA RAJAN mt. ANITHA O mt. CHANDRA LEKHA fir FAISAL S L mt. SAVITHRI K C RIMARY mt.SHYLA.S mt.SREEJA PRASAD mt. RESHMIMOL A R	PRT PRT PRT PRT HOOL MAGAZINE / VIDV NDARY PGT HINDI PGT ENG PGT GEO PGT ECO TGT HINDI TGT ENG LIBRARIAN TGT AE HM PRT PRT PRT		Timely publication and distribution of School Magazine by collecting the
PRIMARY MT. SHEEBA JOHN MR. SUNILKUMAR 18. SCI ECONDARY & SENIOR SECO OF, KRISHNA KUMAR mt. DEVI S R mt. ASHA DEVI A mt. ANITHA O mt. ANITHA O mt. CHANDRA LEKHA for FAISAL S L mt. SAVITHRI K C RIMARY mt. SHYLA. S mt. SREEJA PRASAD mt. RESHMIMOL A R mt. SHAMILA 1/C	PRT PRT PRT PRT HOOL MAGAZINE / VIDY NDARY PGT HINDI PGT ENG PGT GEO PGT ECO TGT HINDI TGT ENG LIBRARIAN TGT AE HM PRT PRT		Timely publication and distribution of School Magazine by collecting the articles/material from the students of all classes. POND MAINTENANANCE To look after Garden and Aquarium for its proper maintenance. To monitor the wor
PRIMARY MT.SHEEBA JOHN MR.SUNILKUMAR 18. SCI ECONDARY & SENIOR SECO OF, KRISHNA KUMAR mt. DEVI S R mt. ASHA DEVI A mt. REKHA RAJAN mt. ANITHA O mt. CHANDRA LEKHA fir FAISAL S L mt. SAVITHRI K C RIMARY mt.SHYLA.S mt.SREEJA PRASAD mt. RESHMIMOL A R	PRT PRT PRT PRT HOOL MAGAZINE / VIDY NDARY PGT HINDI PGT ENG PGT GEO PGT ECO TGT HINDI TGT ENG LIBRARIAN TGT AE HM PRT PRT PRT 19. GARDENII TGT BIO TGT SCIENCE TGT(SCIENCE)		Timely publication and distribution of School Magazine by collecting the articles/material from the students of all classes. POND MAINTENANANCE To look after Garden and Aquarium for its proper maintenance. To monitor the wor of gardener effectively and to offer technical expertise to improve gardening by
PRIMARY MT. SHEEBA JOHN MR. SUNILKUMAR 18. SCI ECONDARY & SENIOR SECO OF, KRISHNA KUMAR INT. DEVI S R INT. ASHA DEVI A INT. ASHA DEVI A INT. ASHA DEVI A INT. SAVITHRI K C RIMARY INT. SAVITHRI K C RIMARY INT. SEEJA PRASAD INT. RESHMIMOL A R INT. SHAMILA I/C INT. SANDHYA S INT. SANDHYA S INT. SHEEBA INT. SHEEBA INT. SHEEBA INT. BEENA C	PRT PRT PRT PRT PRT HOOL MAGAZINE / VIDY NDARY PGT HINDI PGT ENG PGT GEO PGT ECO TGT HINDI TGT ENG LIBRARIAN TGT AE HM PRT PRT 19. GARDENIT TGT BIO TGT SCIENCE TGT(SCIENCE) PRT		Timely publication and distribution of School Magazine by collecting the articles/material from the students of all classes. POND MAINTENANANCE To look after Garden and Aquarium for its proper maintenance. To monitor the wor
PRIMARY MT. SHEEBA JOHN MR. SUNILKUMAR 18. SCI ECONDARY & SENIOR SECO OF, KRISHNA KUMAR mt. DEVI S R mt. ASHA DEVI A mt. ANITHA O mt. CHANDRA LEKHA for FAISAL S L mt. SAVITHRI K C RIMARY mt. SHYLA. S mt. SREEJA PRASAD mt. RESHMIMOL A R mt. SHAMILA I/C mt. SANDHYA S	PRT PRT PRT PRT PRT PRT HOOL MAGAZINE / VIDV NDARY PGT HINDI PGT ENG PGT ECO TGT HINDI TGT ENG LIBRARIAN TGT AE HM PRT PRT 19. GARDENII TGT SCIENCE TGT(SCIENCE) PRT	NG AND WATER	Timely publication and distribution of School Magazine by collecting the articles/material from the students of all classes. POND MAINTENANANCE To look after Garden and Aquarium for its proper maintenance. To monitor the wor of gardener effectively and to offer technical expertise to improve gardening by
PRIMARY MT. SHEEBA JOHN MR. SUNILKUMAR 18. SCI ECONDARY & SENIOR SECO Pr. KRISHNA KUMAR III. DEVI S R III. ASHA DEVI A IIII. ASHA BELAA	PRT PRT PRT PRT PRT PRT HOOL MAGAZINE / VIDV NDARY PGT HINDI PGT ENG PGT ECO TGT HINDI TGT ENG LIBRARIAN TGT AE HM PRT PRT 19. GARDENII TGT SCIENCE TGT(SCIENCE) PRT	NG AND WATER	Timely publication and distribution of School Magazine by collecting the articles/material from the students of all classes. POND MAINTENANANCE To look after Garden and Aquarium for its proper maintenance. To monitor the wor of gardener effectively and to offer technical expertise to improve gardening by providing all required materials from time to time.
PRIMARY MT.SHEEBA JOHN MR.SUNILKUMAR 18. SCI ECONDARY & SENIOR SECO Pr. KRISHNA KUMAR III. DEVI S R III. ASHA DEVI A IIII. ASHA DEVI A IIII. ASHA DEVI A IIII. ASHA LEKHA IIII. ASHA LEKHA IIII. SAVITHRI K C RIMARY IIII. SHYLA.S IIII. SREEJA PRASAD IIII. RESHMIMOL A R IIII. SANDHYA S IIII. SANDHYA S IIII. SREEBA IIII. SREELATHA IIII. ANITHA RAMESH I/C	PRT PRT PRT PRT PRT PRT HOOL MAGAZINE / VIDY NDARY PGT HINDI PGT ENG PGT GEO PGT ECO TOT HINDI TGT ENG LIBRARIAN TGT AE HM PRT PRT 19. GARDENIY TGT BIO TGT SCIENCE TGT(SCIENCE) PRT PRT 20. G	NG AND WATER	Timely publication and distribution of School Magazine by collecting the articles/material from the students of all classes. POND MAINTENANANCE To look after Garden and Aquarium for its proper maintenance. To monitor the wor of gardener effectively and to offer technical expertise to improve gardening by providing all required materials from time to time.
PRIMARY MT. SHEEBA JOHN MR. SUNILKUMAR 18. SCI ECONDARY & SENIOR SECO Pr. KRISHNA KUMAR III. DEVI S R III. ASHA DEVI A IIII. ASHA BELAA	PRT PRT PRT PRT PRT HOOL MAGAZINE / VIDY NDARY PGT HINDI PGT ENG PGT GEO PGT ECO TOT HINDI TGT ENG LIBRARIAN TGT AE HM PRT PRT 19. GARDENIY TGT BIO TGT SCIENCE TGT(SCIENCE) PRT PRT PRT 20. GI PGT BIO PGT BIO PGT BIO PGT BIO PGT BIO PGT ENG	NG AND WATER	Timely publication and distribution of School Magazine by collecting the articles/material from the students of all classes. POND MAINTENANANCE To look after Garden and Aquarium for its proper maintenance. To monitor the wor of gardener effectively and to offer technical expertise to improve gardening by providing all required materials from time to time. NSELLING / AEP To conduct Guidance and counselling session and keep its well maintaind record T
PRIMARY MT. SHEEBA JOHN MR. SUNILKUMAR 18. SCI ECONDARY & SENIOR SECO OF, KRISHNA KUMAR III. DEVI S R III. ASHA DEVI A III. ANITHA O III. ANITHA O III. SAVITHRI K C RIMARY III. SAVITHRI K C RIMARY III. SHYLA.S III. SREEJA PRASAD III. SREEJA PRASAD III. SHAMILA I/C III. SANDHYA S III. SREELATHA III. ANITHA RAMESH I/C III. NIMMY S BABU	PRT PRT PRT PRT PRT HOOL MAGAZINE / VIDY NDARY PGT HINDI PGT ENG PGT GEO PGT ECO TGT HINDI TGT ENG LIBRARIAN TGT AE HM PRT PRT 19. GARDENIN TGT SCIENCE TGT(SCIENCE) PRT PRT 20. GI PGT BIO PGT BIO TECH PGT(ENG) LIBRARIAN	NG AND WATER	Timely publication and distribution of School Magazine by collecting the articles/material from the students of all classes. POND MAINTENANANCE To look after Garden and Aquarium for its proper maintenance. To monitor the wor of gardener effectively and to offer technical expertise to improve gardening by providing all required materials from time to time. NSELLING / AEP To conduct Guidance and counselling session and keep its well maintaind record T plan and organise the activities and monitor it effectively giving proper guidance or
PRIMARY MT. SHEEBA JOHN MR. SUNILKUMAR 18. SCI ECONDARY & SENIOR SECO OF, KRISHNA KUMAR III. DEVI S R III. ASHA DEVI A III. ASHA DEVI A III. ASHA DEVI A III. SAVITHRI K C RIMARY III. SAVITHRI K C RIMARY III. SHYLA.S III. SREEJA PRASAD III. SREEJA PRASAD III. SHAMILA I/C III. SANDHYA S III. SREELATHA III. ANITHA RAMESH I/C III. NIMMY S BABU III. NIMMY S BABU III. DEVI SR	PRT PRT PRT PRT PRT HOOL MAGAZINE / VIDY NDARY PGT HINDI PGT ENG PGT GEO PGT ECO TOT HINDI TGT ENG LIBRARIAN TGT AE HM PRT PRT 19. GARDENIY TGT BIO TGT SCIENCE TGT(SCIENCE) PRT PRT PRT 20. GI PGT BIO PGT BIO PGT BIO PGT BIO PGT ENG	NG AND WATER	Timely publication and distribution of School Magazzine by collecting the articles/material from the students of all classes. POND MAINTENANANCE To look after Garden and Aquarium for its proper maintenance. To monitor the wor of gardener effectively and to offer technical expertise to improve gardening by providing all required materials from time to time.
PRIMARY MT. SHEEBA JOHN MR. SUNILKUMAR 18. SCI ECONDARY & SENIOR SECO OF, KRISHNA KUMAR III. DEVI S R III. ASHA DEVI A III. ANITHA O III. ANITHA O III. SAVITHRI K C RIMARY III. SAVITHRI K C RIMARY III. SHYLA. S III. SREEJA PRASAD III. SREEJA PRASAD IIII. SANDHYA S III. SREELATHA III. ANITHA RAMESH I/C III. NIMMY S BABU III. DEVI SR III. SL FAISAL	PRT PRT PRT PRT PRT HOOL MAGAZINE / VIDY NDARY PGT HINDI PGT ENG PGT GEO PGT ECO TGT HINDI TGT ENG LIBRARIAN TGT AE HM PRT PRT 19. GARDENIN TGT SCIENCE TGT(SCIENCE) PRT PRT 20. GI PGT BIO PGT BIO TECH PGT(ENG) LIBRARIAN	NG AND WATER	Timely publication and distribution of School Magazine by collecting the articles/material from the students of all classes. POND MAINTENANANCE To look after Garden and Aquarium for its proper maintenance. To monitor the wor of gardener effectively and to offer technical expertise to improve gardening by providing all required materials from time to time. NSELLING / AEP To conduct Guidance and counselling session and keep its well maintaind record. To plan and organise the activities and monitor it effectively giving proper guidance or regular basis to
	Ms. CHANDRA LEKHA Smt. SAVITHRI KC SECONDARY & SENIOR SECO Mrs. SWAPNA SATHEES Mr. JUBIN DHARMARAJAN Mrs. SINI ALEX Mr. VINU T V RAO Smt. RESHMIMOL Mr. Sunil kumar Mrs. Surbhi Smt. SHEEBA JOHN Smt. SINI ALEX Smt. RADHA MOHAN SHRI HARI KUMAR PS SMT. SREELATHA.T.A Mrs. DEVI S R Shri S.L FAISAL Smt. O ANITHA SMT. SREELATHA.T.A SECONDARY & SENIOR SECO Smt. ASHA DEVI.A Smt. REKHA RAJAN Mr. PREMKUMAR Smt. RECHA RAJAN Mr. PREMKUMAR Smt. RADHA MOHAN	Ms. CHANDRA LEKHA Smt. SAVITHRI KC TGT AE SECONDARY & SENIOR SECONDARY Mrs. SWAPNA SATHEES Mr. JUBIN DHARMARAJAN Mrs. SINI ALEX PGT COMP. SCIENCE Mr. VINU T V RAO Smt. RESHMIMOL PRT Mrs. Suribhi PRT Smt. SHEEBA JOHN PRT Smt. SINI ALEX PGT (CS) Smt. RADHA MOHAN PGT (CS) ShRI HARI KUMAR PS SMT. SREELATHA T. A PRT 15, REI Mrs. DEVI S R Shri S. L FAISAL LIBRARIAN SMT. SREELATHA T. A PRT 16. TEA SECONDARY & SENIOR SECONDARY Smt. ASHA DEVI. A Smt. REKHA RAJAN PGT ECO Mr. PREMKUMAR PGT (COMP SCI)	Ms. CHANDRA LEKHA Smt. SAVITHRI KC TGT AE 13. HOUSE M SECONDARY & SENIOR SECONDARY Mrs. SWAPNA SATHEES PGT CHEMISTRY Mr. JUBIN DHARMARAJAN PGT COMP. SCIENCE Mr. VINU T V RAO PGT CHEMISTRY Smt. RESHMIMOL PRT CAUVERY Mr. Sunil kumar PRT MR. Surbhi PRT NARMADA Smt. SHEEBA JOHN PRT GANGA 14. VERIFICATION O Smt. SINI ALEX PGT (CS) Smt. RADHA MOHAN PGT (CS) Smt. RADHA MOHAN PGT (CS) Smt. SREELATHA.T.A PRT 15. REPORT OF VIDYAL Mrs. DEVI S R PGT (ENG) Shri S. L FAISAL LIBRARIAN Smt. SREELATHA.T.A PRT 16. TEACHING AIDS & GECONDARY Smt. ASHA DEVI.A PGT ECO Mr. PREMKUMAR PGT HISTORY 17. COMPUTER LAB/IN Smt. RADHA MOHAN PGT (COMP SCI)





			21. STAFF ROOM
1	Dr.KRISHNA KUMAR	PGT(Hindi)	Upkeep of Staff room
	SMT.ASHA DEVI.A	PGT GEOGRAPHY	
			22. FURNITURE
	SECONDARY & SENIOR SECONI	DARY	
1	SHRI JUBIN	PGT COMMERCE	
2	Shri. BINOJ BOSE K C	PGT PHY	and answing adquate furniure in the class room
	Shri, VINU T V RAO	PGT CHEMISTRY	Keep the record of all furniture items and ensuring adquate furniture in the class room by removing broken furniture. Timely repair of all furniture items
	Sh. Sunil Kumar	PRT	By removing otoken rannan
	Smt. Tranpreet kaur	PRT	
6	ALL CLASS TEACHERS		
. 1	SL. TA ION US		23. P A SYSTEM
	Shri, T A JOIY I/C	TGT-WE	the and in seconds room
2 3	Shri Pragnesh Ravat	TGT-English	Well maintained PA system during morning assembly and in resourse room
3	Shri.BINU ASHOKAN	TGT PE	
	24	L E CLASS ROOM& CO	MPUTER AIDED LEARNING/ INTERACTIVE BOARD
1 !	Smt. SINI ALEX	PGT(COMP.SC)	
2 !	Smt. RADHA MOHAN	PGT(COMP.SC)	La Company for ICT
_	Shri. VINU T V RAO	PGT CHEMISTRY	To maintain all e class room and keep a record of its usage by the teachers for ICT
1	Smt.SHEEBA JOHN	PRT	
	MR.SUNIL KUMAR	PRT	
(COMPUTER INSTRUCTORS		The same of the sa
1 3	Smt.BIJUMOLE.P.C I/C		RST AID AND MEDICAL CHECK UP COVID CELL
		PGT(BIO)	
2	Smt. NIMMY S BABU	PGT (BIO TECH)	1. Ms. ANITHA RAMESH
3	Smt. SHAMILA S	TGT SCIENCE	2. Ms. ASHA DEVI A
4 1	Mr. BINU ASHOKAN	TGT P &HE	3. Ms. SHAMILA
7 1	DOCTOR & NURSE		DOCTOR & NURSE
	ALL CLASS TEACHERS		
1.	TEE CENTED TENTETER		as Lindania
			25. LIBRARY
-	SECONDARY & SENIOR SECON	NDARY	
1 3	Shri.S.L.FAISAL I/C	LIBRARIAN	
2 !	Shri, HARIKUMAR P S	PGT MATHS	
		DOM (UDIDI)	
3 1	Dr. KRISHNA KUMAR	PGT (HINDI)	Well maintained library with adequate no of books. To all library related activities,
4	Smt. REKHA RAJAN	PGT ECO	may also be ensured that a child read a minimum of 10 to 13 books in a 1 car issue
5	Smt. VALSALAKUMARI M S	PGT PHY	through library
	Smt. Indu K S	TGT MATHS	
6			
6			
	Shri. ANANTHA KUMAR	TGT HINDI	ADDIVACONTHI V POLIND UP OF ACTIVITIES
7		26. PHOTOGR	APHY/MONTHLY ROUND UP OF ACTIVITIES
7	Smt.SAVITRI	26. PHOTOGR	To take whotes of all activities/celebration in the vidvalaya and its digital storage for
7	Smt.SAVITRI Shri. S.L.FAISAL	26. PHOTOGR TGT AE LIBRARIAN	To take photos of all activities/celebration in the vidyalaya and its digital storage from the photos of all activities/celebration in the vidyalaya and its digital storage from the photos of all activities are provided agency. To prepare a monthly report of
7	Smt.SAVITRI Shri, S.L.FAISAL Shri Pragnesh Rayat	26. PHOTOGR	To take photos of all activities/celebration in the vidyalaya and its digital storage for onward submissio to RO/HQ or any other agency. To prepare a monthly report of round up of activities in the vidyalaya for onward submission to RO before 27th or
7	Smt.SAVITRI Shri. S.L.FAISAL Shri Pragnesh Ravat CCA I/C EXTERNAL AND	26. PHOTOGR TGT AE LIBRARIAN	To take photos of all activities/celebration in the vidyalaya and its digital storage from the photos of all activities/celebration in the vidyalaya and its digital storage from the photos of all activities are provided agency. To prepare a monthly report of
7 1 2 3 4	Smt.SAVITRI Shri. S.L.FAISAL Shri Pragnesh Ravat CCA I/C EXTERNAL AND	26. PHOTOGR TGT AE LIBRARIAN TGT ENGLISH	To take photos of all activities/celebration in the vidyalaya and its digital storage f onward submissio to RO/HQ or any other agency. To prepare a monthly report of round up of activities in the vidyalaya for onward submission to RO before 27th of each month.
7 1 2 3 4 6	Smt.SAVITRI Shri. S.L.FAISAL Shri Pragnesh Ravat CCA I/C EXTERNAL AND INTERNAL ALL CLASS TEACHERS	26. PHOTOGR TGT AE LIBRARIAN TGT ENGLISH 27. PROMOTION	To take photos of all activities/celebration in the vidyalaya and its digital storage for onward submissio to RO/HQ or any other agency. To prepare a monthly report of round up of activities in the vidyalaya for onward submission to RO before 27th or
7 1 2 3 4 6	Smt.SAVITRI Shri. S.L.FAISAL Shri Pragnesh Ravat CCA I/C EXTERNAL AND INTERNAL ALL CLASS TEACHERS	26. PHOTOGR TGT AE LIBRARIAN TGT ENGLISH 27. PROMOTION 6	To take photos of all activities/celebration in the vidyalaya and its digital storage f onward submissio to RO/HQ or any other agency. To prepare a monthly report of round up of activities in the vidyalaya for onward submission to RO before 27th of each month.
7 1 2 3 4 6 1	Smt.SAVITRI Shri. S.L.FAISAL Shri Pragnesh Ravat CCA I/C EXTERNAL AND INTERNAL ALL CLASS TEACHERS MR. BINU ASHOKAN I/C	26. PHOTOGR TGT AE LIBRARIAN TGT ENGLISH 27. PROMOTION OF TGT P&HE PGT HINDI	To take photos of all activities/celebration in the vidyalaya and its digital storage f onward submissio to RO/HQ or any other agency. To prepare a monthly report of round up of activities in the vidyalaya for onward submission to RO before 27th of each month.
7 1 1 2 2 3 3 4 4 4 6 6 1 1 1 2 2	Smt.SAVITRI Shri. S.L.FAISAL Shri Pragnesh Ravat CCA I/C EXTERNAL AND INTERNAL ALL CLASS TEACHERS MR. BINU ASHOKAN I/C DR. KRISHNAKUMAR	26. PHOTOGR TGT AE LIBRARIAN TGT ENGLISH 27. PROMOTION OF TGT P&HE PGT HINDI TGT WE	To take photos of all activities/celebration in the vidyalaya and its digital storage f onward submissio to RO/HQ or any other agency. To prepare a monthly report of round up of activities in the vidyalaya for onward submission to RO before 27th ceach month. DF SPORTS GAMES AND VOCATIONAL CLASSES
7 1 1 2 2 2 3 3 4 4 4 6 6	Smt SAVITRI Shri S.L.FAISAL Shri Pragnesh Ravat CCA I/C EXTERNAL AND INTERNAL ALL CLASS TEACHERS MR. BINU ASHOKAN I/C DR. KRISHNAKUMAR Shri TA Joiy Smt.Shamila Sajan	26. PHOTOGR TGT AE LIBRARIAN TGT ENGLISH 27. PROMOTION OF TGT P&HE PGT HINDI TGT WE TGT SCIENCE	To take photos of all activities/celebration in the vidyalaya and its digital storage for onward submission to RO/HQ or any other agency. To prepare a monthly report of round up of activities in the vidyalaya for onward submission to RO before 27th ceach month. DF SPORTS GAMES AND VOCATIONAL CLASSES
77 :: 11 :: 122 :: 33 :: 44 :: 466 :: 11 :: 122 :: 33 :: 44 :: 14 :	Smt SAVITRI Shri S.L.FAISAL Shri Pragnesh Ravat CCA I/C EXTERNAL AND INTERNAL ALL CLASS TEACHERS MR. BINU ASHOKAN I/C DR. KRISHNAKUMAR Shri TA Joiy Smt.Shamila Sajan	26. PHOTOGR TGT AE LIBRARIAN TGT ENGLISH 27. PROMOTION OF TGT P&HE PGT HINDI TGT WE TGT SCIENCE TGT Eng	To take photos of all activities/celebration in the vidyalaya and its digital storage for onward submission to RO/HQ or any other agency. To prepare a monthly report of round up of activities in the vidyalaya for onward submission to RO before 27th ceach month. DF SPORTS GAMES AND VOCATIONAL CLASSES
1 1 2 2 3 3 3 4 4 4 6 6 1 1 1 2 2 2 3 3 3 4 4 4 5 5 5 6 6 6 6 1 1 1 1 1 1 1 1 1 1 1 1 1	Smt.SAVITRI Shri. S.L.FAISAL Shri Pragnesh Ravat CCA I/C EXTERNAL AND INTERNAL ALL CLASS TEACHERS MR. BINU ASHOKAN I/C DR. KRISHNAKUMAR Shri TA Joiy Smt.Shamila Sajan MS.CHANDRA LEKHA	26. PHOTOGR TGT AE LIBRARIAN TGT ENGLISH 27. PROMOTION OF TGT P&HE PGT HINDI TGT WE TGT SCIENCE TGT Eng TGT AE	To take photos of all activities/celebration in the vidyalaya and its digital storage f onward submissio to RO/HQ or any other agency. To prepare a monthly report of round up of activities in the vidyalaya for onward submission to RO before 27th of each month. DF SPORTS GAMES AND VOCATIONAL CLASSES To help in promoting sports, games and ensuring active participation of students. To keep a record of all vocational classes and students in these
77 11 12 22 13 33 44 4 66 1.1 1 22 23 33 34 4 1 5 5 66 77	Smt.SAVITRI Shri. S.L.FAISAL Shri Pragnesh Ravat CCA I/C EXTERNAL AND INTERNAL ALL CLASS TEACHERS MR. BINU ASHOKAN I/C DR. KRISHNAKUMAR Shri TA Joiy Smt.Shamila Sajan MS.CHANDRA LEKHA Smt.SAVITRI SMT SHEEBA JOHN (SBSB I/c)	26. PHOTOGR TGT AE LIBRARIAN TGT ENGLISH 27. PROMOTION OF TGT P&HE PGT HINDI TGT WE TGT SCIENCE TGT Eng TGT AE PRT	To take photos of all activities/celebration in the vidyalaya and its digital storage f onward submissio to RO/HQ or any other agency. To prepare a monthly report of round up of activities in the vidyalaya for onward submission to RO before 27th of each month. DF SPORTS GAMES AND VOCATIONAL CLASSES To help in promoting sports, games and ensuring active participation of students. To keep a record of all vocational classes and students in these
77 11 12 22 13 33 44 4 66 1.1 1 22 23 33 34 4 1 5 5 66 77	Smt.SAVITRI Shri. S.L.FAISAL Shri Pragnesh Ravat CCA I/C EXTERNAL AND INTERNAL ALL CLASS TEACHERS MR. BINU ASHOKAN I/C DR. KRISHNAKUMAR Shri TA Joiy Smt.Shamila Sajan MS.CHANDRA LEKHA Smt.SAVITRI SMT SHEEBA JOHN (SBSB I/c)	26. PHOTOGR TGT AE LIBRARIAN TGT ENGLISH 27. PROMOTION OF TGT P&HE PGT HINDI TGT WE TGT SCIENCE TGT Eng TGT AE PRT PRT	To take photos of all activities/celebration in the vidyalaya and its digital storage f onward submissio to RO/HQ or any other agency. To prepare a monthly report of round up of activities in the vidyalaya for onward submission to RO before 27th of each month. DF SPORTS GAMES AND VOCATIONAL CLASSES To help in promoting sports, games and ensuring active participation of students. To keep a record of all vocational classes and students in these
7 1 2 2 3 3 4 4 6 6 1 1 2 2 3 3 4 4 5 5 6 6 7 7 8 8 8 8 9 9	Smt.SAVITRI Shri. S.L.FAISAL Shri Pragnesh Ravat CCA I/C EXTERNAL AND INTERNAL ALL CLASS TEACHERS MR. BINU ASHOKAN I/C DR. KRISHNAKUMAR Shri TA Joiy Smt.Shamila Sajan MS.CHANDRA LEKHA	26. PHOTOGR TGT AE LIBRARIAN TGT ENGLISH 27. PROMOTION OF TGT P&HE PGT HINDI TGT WE TGT SCIENCE TGT Eng TGT AE PRT	To take photos of all activities/celebration in the vidyalaya and its digital storage fromward submissio to RO/HQ or any other agency. To prepare a monthly report of round up of activities in the vidyalaya for onward submission to RO before 27th ceach month. DF SPORTS GAMES AND VOCATIONAL CLASSES To help in promoting sports, games and ensuring active participation of students. To keep a record of all vocational classses and students in these

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,	Cost ANITHA DAMESTILIO	OCT PIO	28. PURCHAS	
1		PGT BIO		
2		PGT MATHS		
3		PGT HINDI PGT CS	-	ti de la consedura for different departments
5		HM		Purchase according to purchase procedure for different departments
6		ASO		
	HEADS OF ALL THE			
7	DEPARTMENTS			
		29. MAINTENANCE	& REPAIR, INFRAS	STRUCTURE DEVELOPMENT
	SECONDARY & SENIOR SECOND	ARY		
1		TGT WE		
3	The state of the s	PGT MATHS		
4		PGT CHEMSITRY PGT PHYSICS		to ensure Well maintained and safe infrastructure for students.
5		PGT GEO		
6		TGT AE		
	PRIMARY			
2	Smt. SHYLA.S Smt. BEENA CHANDRASEKHARAN	HM		
3		PRT		
			30. SCOUTS &	GUIDES
1	Shri.K.RAJAN I/C Scouts	TGT(ENG)		
2	SHRI ANANTHA KUMAR	TGT (HINDI)		To ensure all activities in scout and guide. Complete the correspondence well in time
3	Smt. SAVITHRI K C	TGT AE		and keep its records. All days celebration by scout and guide wing.
	ALL TRAINED SCOUT MASTERS	TOTAE		
4	& GUIDES			
_			31. CUBS & B	UBULS
1	Mrs.RESHMIMOL A.R I/C BULBUL	PRT		Sufficient number of students should be enrolled based on the number of uni
2	MR.SUNIL KUMAR I/C CUB	PRT		6timing in the Vidvalaya Once in a week, preferably Wednesday
				or Saturday one period (zero Period) should be used for various activities at
3	ALL TRAINED CUB MASTERS & FLOCK LEADERS			Students and teachers will attend these activities in uniform.
	T EOCK ELINDERO			
			32. JUNIOR SCI	ENCE LAB
1	Smt.P.SHEEBA I/C	TGT(BIO)		VV 1 C . II amintained Coismon I also
	Smt.P.SHEEBA I/C SMT.SANDHYA	TGT SCIENCE		Upkeep of well amintained Science Labs
2		TGT SCIENCE	SANITATION & BI	
2	SMT.SANDHYA Smt. SHAMILA S	TGT SCIENCE TGT SCIENCE 33.	SANITATION & BI	
3	SMT.SANDHYA	TGT SCIENCE	SANITATION & BI	
3	SMT. SANDHYA Smt. SHAMILA S Smt. BIJUMOLE P C I/C Smt. ANITHA RAMESH	TGT SCIENCE TGT SCIENCE 33. PGT BIO PGT BIO	SANITATION & BI	
2 3 1 2 3	SMT. SANDHYA Smt. SHAMILA S Smt. BIJUMOLE P C I/C Smt. ANITHA RAMESH SMT.REKHA RAJAN	TGT SCIENCE TGT SCIENCE 33. PGT BIO PGT BIO PGT ECO	SANITATION & BI	
2 3 1 1 2 3 3	SMT. SANDHYA Smt. SHAMILA S Smt. BIJUMOLE P C I/C Smt. ANITHA RAMESH SMT. REKHA RAJAN Smt. SWAPANA SATHEES	TGT SCIENCE TGT SCIENCE 33. PGT BIO PGT BIO PGT ECO PGT CHEMISTRY	SANITATION & BI	
2 3 3 4 5 5	SMT. SANDHYA Smt. SHAMILA S Smt. BIJUMOLE P C I/C Smt. ANITHA RAMESH SMT. REKHA RAJAN Smt. SWAPANA SATHEES SHRI JUBIN	TGT SCIENCE TGT SCIENCE 33. PGT BIO PGT BIO PGT ECO PGT CHEMISTRY PGT COMMERCE	SANITATION & BI	EAUTIFICATION Ensuring proper sanitation in the school permises and toilets. Ensuring well
2 3 4 5 5 5 6	SMT. SANDHYA Smt. SHAMILA S Smt. BIJUMOLE P C I/C Smt. ANITHA RAMESH SMT. REKHA RAJAN Smt. SWAPANA SATHEES SHRI JUBIN Smt. SREEJA S	TGT SCIENCE TGT SCIENCE 33. PGT BIO PGT BIO PGT ECO PGT CHEMISTRY PGT COMMERCE TGT MATHS	SANITATION & BI	EAUTIFICATION Ensuring proper sanitation in the school permises and toilets. Ensuring well maintained and beautiful Vidyalaya campus. To ensure the removal of all unsa
2 3 1 1 2 2 3 3 4 5 6	SMT. SANDHYA Smt. SHAMILA S Smt. BIJUMOLE P C I/C Smt. ANITHA RAMESH SMT. REKHA RAJAN Smt. SWAPANA SATHEES SHRI JUBIN Smt. SREEJA S Mrs. SHAMILA S	TGT SCIENCE TGT SCIENCE 33. PGT BIO PGT BIO PGT ECO PGT CHEMISTRY PGT COMMERCE TGT MATHS TGT SCIENCE	SANITATION & BI	EAUTIFICATION Ensuring proper sanitation in the school permises and toilets. Ensuring well
2 3 1 1 2 2 3 3 4 5 6 7 7	SMT. SANDHYA Smt. SHAMILA S Smt. BIJUMOLE P C I/C Smt. ANITHA RAMESH SMT. REKHA RAJAN Smt. SWAPANA SATHEES SHRI JUBIN Smt. SREEJA S Mrs. SHAMILA S Smt. SAVIITHRI	TGT SCIENCE TGT SCIENCE 33. PGT BIO PGT BIO PGT ECO PGT CHEMISTRY PGT COMMERCE TGT MATHS TGT SCIENCE TGT AE	SANITATION & BI	EAUTIFICATION Ensuring proper sanitation in the school permises and toilets. Ensuring well maintained and beautiful Vidyalaya campus. To ensure the removal of all unsay
2 3 1 1 2 2 3 4 4 5 6 6 7 7 8 9	SMT. SANDHYA Smt. SHAMILA S Smt. BIJUMOLE P C I/C Smt. ANITHA RAMESH SMT. REKHA RAJAN Smt. SWAPANA SATHEES SHRI JUBIN Smt. SREEJA S Mrs. SHAMILA S Smt. SAVIITHRI Smt. Indu K S	TGT SCIENCE TGT SCIENCE 33. PGT BIO PGT BIO PGT ECO PGT CHEMISTRY PGT COMMERCE TGT MATHS TGT SCIENCE TGT AE TGT MATHS	SANITATION & BI	EAUTIFICATION Ensuring proper sanitation in the school permises and toilets. Ensuring well maintained and beautiful Vidyalaya campus. To ensure the removal of all unsa
2 3 1 1 2 2 3 4 4 5 6 6 7 7 8 9	SMT.SANDHYA Smt. SHAMILA S Smt. BIJUMOLE P C I/C Smt. ANITHA RAMESH SMT.REKHA RAJAN Smt. SWAPANA SATHEES SHRI JUBIN Smt. SREEJA S Mrs. SHAMILA S Smt. SAVIITHRI Smt. Indu K S Smt. BEENA CHANDRASEKHARA	TGT SCIENCE TGT SCIENCE 33. PGT BIO PGT BIO PGT ECO PGT CHEMISTRY PGT COMMERCE TGT MATHS TGT SCIENCE TGT AE TGT MATHS	SANITATION & BI	EAUTIFICATION Ensuring proper sanitation in the school permises and toilets. Ensuring well maintained and beautiful Vidyalaya campus. To ensure the removal of all unsa
2 3 1 1 2 2 3 3 4 4 5 6 6 7 7 8 9 0 1	SMT.SANDHYA Smt. SHAMILA S Smt. BIJUMOLE P C I/C Smt. ANITHA RAMESH SMT REKHA RAJAN Smt. SWAPANA SATHEES SHRI JUBIN Smt. SREEJA S Mrs. SHAMILA S Smt.SAVIITHRI Smt. Indu K S Smt. BEENA CHANDRASEKHARA Smt. SREEJA PRASAD	TGT SCIENCE TGT SCIENCE 33. PGT BIO PGT BIO PGT ECO PGT CHEMISTRY PGT COMMERCE TGT MATHS TGT SCIENCE TGT AE TGT MATHS PRT PRT	SANITATION & BI	EAUTIFICATION Ensuring proper sanitation in the school permises and toilets. Ensuring well maintained and beautiful Vidyalaya campus. To ensure the removal of all unsay
2 3 3 1 1 2 2 3 3 4 4 5 5 7 7 1 2 2 1 2 1 2 1 2 1 2 1 2 1 2 1 1 2 1 2 1 2 1 2 1 2 1 2 1 2 1 2 1 2 1 2 1 2 1 2 1 2 1 2 1 2 1 2 1 2 1 2 1 2 2 1 2 2 1 2	SMT. SANDHYA Smt. SHAMILA S Smt. BIJUMOLE P C I/C Smt. ANITHA RAMESH SMT. REKHA RAJAN Smt. SWAPANA SATHEES SHRI JUBIN Smt. SREEJA S Mrs. SHAMILA S Smt. SAVIITHRI Smt. Indu K S Smt. BEENA CHANDRASEKHARA Smt. SREEJA PRASAD Mrs. SURBHI	TGT SCIENCE TGT SCIENCE 33. PGT BIO PGT BIO PGT ECO PGT CHEMISTRY PGT COMMERCE TGT MATHS TGT SCIENCE TGT AE TGT MATHS PRT PRT PRT		EAUTIFICATION Ensuring proper sanitation in the school permises and toilets. Ensuring well maintained and beautiful Vidyalaya campus. To ensure the removal of all unsamaterial from the campus
2 3 3 1 1 2 2 3 3 4 4 5 5 7 7 1 2 2 1 2 1 2 1 2 1 2 1 2 1 2 1 1 2 1 2 1 2 1 2 1 2 1 2 1 2 1 2 1 2 1 2 1 2 1 2 1 2 1 2 1 2 1 2 1 2 1 2 1 2 2 1 2 2 1 2	SMT. SANDHYA Smt. SHAMILA S Smt. BIJUMOLE P C I/C Smt. ANITHA RAMESH SMT REKHA RAJAN Smt. SWAPANA SATHEES SHRI JUBIN Smt. SREEJA S Mrs. SHAMILA S Smt. SAVIITHRI Smt. Indu K S Smt. BEENA CHANDRASEKHARA Smt. SREEJA PRASAD Mrs. SURBHI Mr. SUNIL KUMAR	TGT SCIENCE TGT SCIENCE 33. PGT BIO PGT BIO PGT ECO PGT CHEMISTRY PGT COMMERCE TGT MATHS TGT SCIENCE TGT AE TGT MATHS PRT PRT PRT PRT PRT 34. AD		EAUTIFICATION Ensuring proper sanitation in the school permises and toilets. Ensuring well maintained and beautiful Vidyalaya campus. To ensure the removal of all unsa
2 3 1 2 3	SMT. SANDHYA Smt. SHAMILA S Smt. BIJUMOLE P C I/C Smt. ANITHA RAMESH SMT REKHA RAJAN Smt. SWAPANA SATHEES SHRI JUBIN Smt. SREEJA S Mrs. SHAMILA S Smt. SAVIITHRI Smt. Indu K S Smt. BEENA CHANDRASEKHARA Smt. SREEJA PRASAD Mrs. SURBHI Mr. SUNIL KUMAR	TGT SCIENCE TGT SCIENCE 33. PGT BIO PGT BIO PGT ECO PGT CHEMISTRY PGT COMMERCE TGT MATHS TGT SCIENCE TGT AE TGT MATHS PRT PRT PRT PRT PRT 34. AD		EAUTIFICATION Ensuring proper sanitation in the school permises and toilets. Ensuring well maintained and beautiful Vidyalaya campus. To ensure the removal of all unsamaterial from the campus
2 3 1 2 3 3 4 5 6 6 7 7 8 8 9 0 1 2 3	SMT. SANDHYA Smt. SHAMILA S Smt. BIJUMOLE P C I/C Smt. ANITHA RAMESH SMT. REKHA RAJAN Smt. SWAPANA SATHEES SHRI JUBIN Smt. SREEJA S Mrs. SHAMILA S Smt. SAVIITHRI Smt. Indu K S Smt. BEENA CHANDRASEKHARA Smt. SREEJA PRASAD Mrs. SURBHI Mr. SUNIL KUMAR SECONDARY & SENIOR SECON	TGT SCIENCE TGT SCIENCE 33. PGT BIO PGT BIO PGT ECO PGT CHEMISTRY PGT COMMERCE TGT MATHS TGT SCIENCE TGT AE TGT MATHS PRT PRT PRT PRT PRT 34. AD		EAUTIFICATION Ensuring proper sanitation in the school permises and toilets. Ensuring well maintained and beautiful Vidyalaya campus. To ensure the removal of all unsamaterial from the campus
2 3 1 2 3 4 4 5 6 6 7 7 8 8 9 0 1 2 3	SMT. SANDHYA Smt. SHAMILA S Smt. BIJUMOLE P C I/C Smt. ANITHA RAMESH SMT REKHA RAJAN Smt. SWAPANA SATHEES SHRI JUBIN Smt. SREEJA S Mrs. SHAMILA S Smt. SAVIITHRI Smt. Indu K S Smt. BEENA CHANDRASEKHARA Smt. SREEJA PRASAD Mrs. SURBHI Mr. SUNIL KUMAR SECONDARY & SENIOR SECON Mr. BINU ASHOKAN S I/C	TGT SCIENCE TGT SCIENCE 33. PGT BIO PGT BIO PGT ECO PGT CHEMISTRY PGT COMMERCE TGT MATHS TGT SCIENCE TGT AE TGT MATHS PRT PRT PRT PRT A4. AD DARY TGT P&HE		EAUTIFICATION Ensuring proper sanitation in the school permises and toilets. Ensuring well maintained and beautiful Vidyalaya campus. To ensure the removal of all unsa material from the campus
22 33 4 5 5 5 6 7 7 7 8 9 9 9 9 9 9 9 9 9 9 9 9 9 9 9 9	SMT. SANDHYA Smt. SHAMILA S Smt. BIJUMOLE P C I/C Smt. ANITHA RAMESH SMT. REKHA RAJAN Smt. SWAPANA SATHEES SHRI JUBIN Smt. SREEJA S Mrs. SHAMILA S Smt. SAVIITHRI Smt. Indu K S Smt. BEENA CHANDRASEKHARA Smt. SREEJA PRASAD Mrs. SURBHI Mr. SUNIL KUMAR SECONDARY & SENIOR SECON Mr. BINU ASHOKAN S I/C Dr. KRISHNA KUMAR	TGT SCIENCE TGT SCIENCE 33. PGT BIO PGT BIO PGT ECO PGT CHEMISTRY PGT COMMERCE TGT MATHS TGT SCIENCE TGT AE TGT MATHS PRT PRT PRT PRT TGT P&HE PGT HINDI		EAUTIFICATION Ensuring proper sanitation in the school permises and toilets. Ensuring well maintained and beautiful Vidyalaya campus. To ensure the removal of all unsa material from the campus
2 3 3 1 1 2 2 3 3 4 4 5 5 6 7 7 8 8 9 0 1 1 2 2 3 3 1 1 1 2 2 3 3 1 1 1 1 2 1 2	SMT.SANDHYA Smt. SHAMILA S Smt. BIJUMOLE P C I/C Smt. ANITHA RAMESH SMT.REKHA RAJAN Smt. SWAPANA SATHEES SHRI JUBIN Smt. SREEJA S Mrs. SHAMILA S Smt. SAVIITHRI Smt. Indu K S Smt. BEENA CHANDRASEKHARA Smt. SREEJA PRASAD Mrs. SURBHI Mr. SUNIL KUMAR SECONDARY & SENIOR SECON Mr. BINU ASHOKAN S I/C Dr. KRISHNA KUMAR Mr. PREMKUMAR	TGT SCIENCE TGT SCIENCE 33. PGT BIO PGT BIO PGT ECO PGT CHEMISTRY PGT COMMERCE TGT MATHS TGT SCIENCE TGT AE TGT MATHS PRT PRT PRT PRT TGT P&HE PGT HINDI PGT HISTORY		EAUTIFICATION Ensuring proper sanitation in the school permises and toilets. Ensuring well maintained and beautiful Vidyalaya campus. To ensure the removal of all unsa material from the campus RSION& FIELD TRIPS
2 3 3 1 1 2 2 3 4 4 5 6 7 7 8 8 9 0 1 2 3 1 1 2 2 3 3 1 1 2 3 3	SMT.SANDHYA Smt. SHAMILA S Smt. BIJUMOLE P C I/C Smt. ANITHA RAMESH SMT.REKHA RAJAN Smt. SWAPANA SATHEES SHRI JUBIN Smt. SREEJA S Mrs. SHAMILA S Smt. SAVIITHRI Smt. Indu K S Smt. BEENA CHANDRASEKHARA Smt. SREEJA PRASAD Mrs. SURBHI Mr. SUNIL KUMAR SECONDARY & SENIOR SECON Mr. BINU ASHOKAN S I/C Dr. KRISHNA KUMAR Mr. PREMKUMAR	TGT SCIENCE TGT SCIENCE 33. PGT BIO PGT BIO PGT ECO PGT CHEMISTRY PGT COMMERCE TGT MATHS TGT SCIENCE TGT AE TGT MATHS PRT PRT PRT PRT TGT P&HE PGT HINDI		Ensuring proper sanitation in the school permises and toilets. Ensuring well maintained and beautiful Vidyalaya campus. To ensure the removal of all unsa material from the campus RSION& FIELD TRIPS
2 3 3 1 2 2 3 4 4 5 6 6 7 7 8 8 9 0 1 2 2 3 3 1 1 2 2 3 3 3 3 3 3 3 3 3 3 3	SMT. SANDHYA Smt. SHAMILA S Smt. BIJUMOLE P C I/C Smt. ANITHA RAMESH SMT REKHA RAJAN Smt. SWAPANA SATHEES SHRI JUBIN Smt. SREEJA S Mrs. SHAMILA S Smt. SAVIITHRI Smt. Indu K S Smt. BEENA CHANDRASEKHARA Smt. SREEJA PRASAD Mrs. SURBHI Mr. SUNIL KUMAR SECONDARY & SENIOR SECON Mr. BINU ASHOKAN S I/C Dr. KRISHNA KUMAR Mr. PREMKUMAR MRS. VALASALA KUMARI	TGT SCIENCE TGT SCIENCE 33. PGT BIO PGT BIO PGT ECO PGT CHEMISTRY PGT COMMERCE TGT MATHS TGT SCIENCE TGT AE TGT MATHS PRT PRT PRT PRT TGT P&HE PGT HINDI PGT HISTORY		Ensuring proper sanitation in the school permises and toilets. Ensuring well maintained and beautiful Vidyalaya campus. To ensure the removal of all unsay material from the campus RSION& FIELD TRIPS To check out and implement Annual plan for outing of the student as per
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		35. CHILD	REN PARK & A	DVENTURE PARK
1	Mr. BINU ASHOKAN S I/C	GT P&HE		
9		IM .		
		PRT		Upkeep of well maintained and safe children park
		PRT		
	The state of the s		GUAGE IMPLE	MENTATION COMMITTEE
1	Dr.Krishnakumar I/C	PGT Hindi		
	Cout O Amister	TGT HINDI		To conduct quarterly meetings of
_	Cmt Chula	TGT Hindi		Rajbhasha and to submit quarterly
5	Mrs Coasis Donnel	HM PRT		reports to the Regional Office.
6	Chri Cummblane 1 12	ASO		
1	Smt. RADHA MOHAN	3	7. WEBSITE CO	MMITTEE
	Smt. SINI ALEX	PGT(COMP SCI)		
	Shri.S.L.FAISAL	PGT(COMP SCI)		To keep vidyalaya website updated with all information and uploading of
	Smt. SHYLA	LIBRARIAN		photos of different events/celebratiuons.
	Olik. OTT LA	НМ	30 CHAD	TTV
1	SMT. CHITHRA S	TGT ENGLISH	38. CHAR	IIY
	Shri. FAISAL S L	LIBRARIAN		The state of the s
3	Smt. REKHA RAJAN	PGT Eco		The second secon
4	Ms. CHANDRALEKHA C	TGT ENG		To raise funds for charity and motivate the students for all kind of charity
5	Smt.SREEJA PRASAD I/C	PRT		
6	Ms. SREELATHA T A	PRT		
			39. DISCIP	LINE
1	Mr. BINU ASHOKAN	TGT P&HE	1	To check latecomers arriavl during morning assembly To ensure well maintained discipline during arrival/break and dispersagl of students.
2	Shri.HARIKUMAR.P.S	PGT MATHS		from the vidyalaya. 3.To make roster of duties during Recess time for different sections/blocks of vidyalaya.
3	Smt. ANITHA RAMESH	PGT BIO		4.To ensure the congenial atmosphere by maintaining gentle movement of students and dealing the cases of indiscipline of students if any separate file to be maintained.
4	Dr.KRISHNA KUMAR	PGT HINDI		5.To implement pass system. Systematic/ orderly movement of students for assembly.
5	Smt.ASHA DEVI.A	PGT Geog		
6	Mr. BINOJ BOSE K C	PGT Phy		
7	Ms. CHANDRALEKHA	TGT ENG		
8	Mr. ANANTHAKUMAR	TGT HINDI		
8	Smt.SHYLA.S	НМ		
9	Smt. R.LATHA I/C	PRT		
10	Mrs.RESHMIMOL A.R	PRT		
11	Mr.SUNILKUMAR	PRT		
12	ALL Class Teachers		40. VIDYALA	YA BAND
1	Smt. Savithri K C	TGT AE		Well mainatined Vidyalaya band
	Mr.BINU ASHOKAN	TGT P&HE		Well manuacined vidyanaya bandi
2	INITEDINO ASTIONAL		41. CL	UBS
		Smt.VALSALA		
	CO-ORDINATOR OF CLUBS	KUMARI		
	ASSOCIATE CO-ORDINATOR	Smt. BIJUMOLE P C		
1	INTEGRITY	SHRI PREM KUMAR Shri.FAISAL S L MR. FAISAL I/C		
2	READERS & LITERACY	MR. FAISAL I/C Ms.Chandralekha Shri Ananthakumar Ms. Rekha Rajan		Smt. Sreeja Prasad
3	THEATRE	Ms. Rekna Rajan Ms.Devi R Ms.Savithri Shri. HARIKUMAR		Smt. Sheeba John
5	MATHS	Smt. INDU K S Smt. ASHWATHY		
6	SCIENCE	Smt. SWAPNA SATHEES		Smt. Sreelatha TA
7	NATURE & ECO, ENERGY AND WATER CONSERVATION	Smt. SHAMILA S SHRI TA JOIY SMT.NIMMY S		
8	HEALTH & WELL BEING, FOOD SAFETY	Smt. Sandhya S		
9	- TO S PHOTOGRAPHY	Smt.SAVITHRI K C Smt.S.SANDHYA		A
9	FINE ARTS & THE			th



THE REAL PROPERTY.			AND DESCRIPTION OF THE PERSON NAMED IN	
0	AEP CLUB	Smt. ANITHA RAMESH Smt. NIMMY S BABU ALL TRAINED TEACHERS		
11	QUIZ CLUB	Mr. BINOJ BOSE Mrs. ANITHA RAMESH		Smt. Reshmimol
12	ROAD SAFETY	Shri BINU ASHOKAN Shri, T A JOIY		
13	TINKERING/INNOVATION	Shri. Vinu T V Rao Smt. Radha Mohan		
14	CYBER CLUB	Smt.Sini Alex Computer Instructor		
15	SOCIAL SCIENCE &	Ms. Asha Devi A Mr. PREM KUMAR		
-	CONSTITUTION CLUB	Mrs. DEVI S R		Smt. Surbhi, Smt Tranpreet kaur
16	EBSB	M. D Village		
17	AKAM	Mr. Prem Kumar J Mrs. Savithri		
18	YUVA TOURISM	Mr. Pragnesh Mr. Ananthakumar		
19	Bureau of Indian Standards	Smt. Valasal kumari Smt. Rekha Rajan Shri Vinu TV Rao		
-	ALL CL	LUB ACTIVITIES WITH AC	TIVE PARTICIPA	TION OF STUDENTS AND KEEP ITS RECORDS
				NG OF CONDEMNED ARTICLES
1	Smt. RADHA MOHAN I/C	PGT CS		•
2	Shri.T A JOIY	TGT WE	1	
3	Smt. Anitha Ramesh Smt. Sini Alex	PGT BIO PGT CS		- to different
5	MR. JUBIN	PGT COMMERCE		To intiate and complete the procedure of condemnation for different departments
5	Shri. S.L.Faisal	LIBRARIAN		- Geparine
7	Shri. Suresh Kumar L V		1	
3	INCHARGES OF ALL DEPARTMENTS			
		43. 5	CHOLARSHIPS	FEE CONCESSION
		PGT GEO	IG SGC/ RTE/SC	/ST OBC/MINORITY ETC)
	Smt. ASHA DEVI.A I/C	POT GEO		
		PGT CS		Receiving the letters of Scholarship and to follow the instruction of the process.
	Smt. SINI ALEX	PGT CS TGT SCIENCE		Receiving the letters of Scholarship and to follow the instruction of the process. Arrangement & verification of the documents.
		TGT SCIENCE HM		Receiving the letters of Scholarship and to follow the instruction of the process. Arrangement & verification of the documents. Preparation of Report regarding the same and submit the applications in time.
	Smt. SINI ALEX Smt. SANDHYA S	TGT SCIENCE	AA EIDE	Arrangement & verification of the documents. Preparation of Report regarding the same and submit the applications in time.
	Smt. SANDHYA S Smt. SHYLA	TGT SCIENCE HM	44. FIRE	1. 9ification of the documents
	Smt. SINI ALEX Smt. SANDHYA S Smt. SHYLA Smt. RESHMIMOL AR	TGT SCIENCE HM	44. FIRE	Arrangement & verification of the documents. Preparation of Report regarding the same and submit the applications in time. SAFETY The same and submit the applications in time.
	Smt. SINI ALEX Smt. SANDHYA S Smt. SHYLA Smt. RESHMIMOL AR Shri T A JOIY VC	TGT SCIENCE HM PRT	44. FIRE	Arrangement & verification of the documents. Preparation of Report regarding the same and submit the applications in time. SAFETY
	Smt. SINI ALEX Smt. SANDHYA S Smt. SHYLA Smt. RESHMIMOL AR Shri T A JOIY I/C SHRI ANATHA KUMAR	TGT SCIENCE HM PRT TGT WE TGT HINDI HM		Arrangement & verification of the documents. Preparation of Report regarding the same and submit the applications in time. SAFETY To ensure that sufficient fire extinguishers are in place as per the safety policy and maintain the extinguishers already installed.
	Smt. SINI ALEX Smt. SANDHYA S Smt. SHYLA Smt. RESHMIMOL AR Shri T A JOIY I/C SHRI ANATHA KUMAR	TGT SCIENCE HM PRT TGT WE TGT HINDI HM		Arrangement & verification of the documents. Preparation of Report regarding the same and submit the applications in time. SAFETY To ensure that sufficient fire extinguishers are in place as per the safety policy and maintain the extinguishers already installed.
	Smt. SINI ALEX Smt. SANDHYA S Smt. SHYLA Smt. RESHMIMOL AR Shri T A JOIY I/C SHRI ANATHA KUMAR Smt.Shyla SMT.SHEEBA JOHN 45. SA	TGT SCIENCE HM PRT TGT WE TGT HINDI HM PRT FETY & SECURITY OF		Arrangement & verification of the documents. Preparation of Report regarding the same and submit the applications in time. SAFETY The same and submit the applications in time.
	Smt. SINI ALEX Smt. SANDHYA S Smt. SHYLA Smt. RESHMIMOL AR Shri T A JOIY I/C SHRI ANATHA KUMAR Smt. Shyla SMT. SHEEBA JOHN 45. SA Dr KRISHNAKUMAR	TGT SCIENCE HM PRT TGT WE TGT HINDI HM PRT FETY & SECURITY OF (P&HE)		Arrangement & verification of the documents. Preparation of Report regarding the same and submit the applications in time. SAFETY To ensure that sufficient fire extinguishers are in place as per the safety policy and maintain the extinguishers already installed.
	Smt. SINI ALEX Smt. SANDHYA S Smt. SHYLA Smt. RESHMIMOL AR Shri T A JOIY I/C SHRI ANATHA KUMAR Smt. Shyla SMT. SHEEBA JOHN 45. SA Dr. KRISHNAKUMAR Mr. BINU ASHOKAN	TGT SCIENCE HM PRT TGT WE TGT HINDI HM PRT FETY & SECURITY OF 0 PGT Hindi TGT (P&HE) PGT ENG		Arrangement & verification of the documents. Preparation of Report regarding the same and submit the applications in time. SAFETY To ensure that sufficient fire extinguishers are in place as per the safety policy and maintain the extinguishers already installed.
	Smt. SINI ALEX Smt. SANDHYA S Smt. SHYLA Smt. RESHMIMOL AR Shri T A JOIY I/C SHRI ANATHA KUMAR Smt. Shyla SMT. SHEEBA JOHN 45. SA Dr. KRISHNAKUMAR Mr. BINU ASHOKAN Mrs. DEVI SR Mrs. ANITHA RAMESH	TGT SCIENCE HM PRT TGT WE TGT HINDI HM PRT FETY & SECURITY OF OPERATION OPERATION OPERATION OPPORT OF OPERATION OPPORT OF OPERATION OPPORT OPPOR		Arrangement & verification of the documents. Preparation of Report regarding the same and submit the applications in time. SAFETY To ensure that sufficient fire extinguishers are in place as per the safety policy and maintain the extinguishers already installed.
	Smt. SINI ALEX Smt. SANDHYA S Smt. SHYLA Smt. RESHMIMOL AR Shri T A JOIY I/C SHRI ANATHA KUMAR Smt. Shyla SMT. SHEEBA JOHN 45. SA Dr. KRISHNAKUMAR Mr. BINU ASHOKAN Mrs. DEVI SR Mrs. ANITHA RAMESH ELE HABIKI IMAR	TGT SCIENCE HM PRT TGT WE TGT HINDI HM PRT FETY & SECURITY OF OPEN CONTROL OF CONTROL		Arrangement & verification of the documents. Preparation of Report regarding the same and submit the applications in time. SAFETY To ensure that sufficient fire extinguishers are in place as per the safety policy and maintain the extinguishers already installed. RING ARRIVAL, DEPARTURE & EVACUATION)
	Smt. SINI ALEX Smt. SANDHYA S Smt. SANDHYA S Smt. RESHMIMOL AR Shri T A JOIY I/C SHRI ANATHA KUMAR Smt. Shyla SMT. SHEEBA JOHN 45. SA Dr. KRISHNAKUMAR Mr. BINU ASHOKAN Mrs. DEVI SR Mrs. ANITHA RAMESH Shri. HARIKUMAR Smt. VAI SALA KUMARI M S	TGT SCIENCE HM PRT TGT WE TGT HINDI HM PRT FETY & SECURITY OF (PGT Hindi TGT (P&HE) PGT ENG PGT BIO PGT Maths PGT PHY TGT ENG		Arrangement & verification of the documents. Preparation of Report regarding the same and submit the applications in time. SAFETY To ensure that sufficient fire extinguishers are in place as per the safety policy and maintain the extinguishers already installed. RING ARRIVAL, DEPARTURE & EVACUATION)
	Smt. SINI ALEX Smt. SANDHYA S Smt. SANDHYA S Smt. RESHMIMOL AR Shri T A JOIY I/C SHRI ANATHA KUMAR Smt. Shyla SMT. SHEEBA JOHN 45. SA Dr. KRISHNAKUMAR Mr. BINU ASHOKAN Mrs. DEVI SR Mrs. ANITHA RAMESH Shri. HARIKUMAR Smt. VALSALA KUMARI M S Ms. CHANDRALEKHA C	TGT SCIENCE HM PRT TGT WE TGT HINDI HM PRT FETY & SECURITY OF (P&HE) PGT ENG PGT BIO PGT Maths PGT PHY TGT ENG TGT ENG TGT MATHS		Arrangement & verification of the documents. Preparation of Report regarding the same and submit the applications in time. SAFETY To ensure that sufficient fire extinguishers are in place as per the safety policy and maintain the extinguishers already installed. RING ARRIVAL, DEPARTURE & EVACUATION)
	Smt. SINI ALEX Smt. SANDHYA S Smt. SHYLA Smt. RESHMIMOL AR Shri T A JOIY I/C SHRI ANATHA KUMAR Smt. Shyla SMT. SHEEBA JOHN 45. SA Dr. KRISHNAKUMAR Mr. BINU ASHOKAN Mrs. DEVI SR Mrs. ANITHA RAMESH Shri. HARIKUMAR Smt. VALSALA KUMARI M S Ms. CHANDRALEKHA C SMT. CHANDRALEKHA C SMT. CHANDRALEKHA C	TGT SCIENCE HM PRT TGT WE TGT HINDI HM PRT FETY & SECURITY OF		Arrangement & verification of the documents. Preparation of Report regarding the same and submit the applications in time. SAFETY To ensure that sufficient fire extinguishers are in place as per the safety policy and maintain the extinguishers already installed. RING ARRIVAL, DEPARTURE & EVACUATION)
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, 1-	ANITHA DAMECH NO	NAME AND ADDRESS OF THE OWNER, WHEN PERSON AND PARTY OF THE OWNER,	PISA (Monitoring	and Implementation)
THE RESERVE OF THE PERSON NAMED IN	Smt. ANITHA RAMESH I/C	PGT BIO TGT MATHS		
STATE OF THE PARTY NAMED IN		PGT C.S		
	Smt. SINI ALEX	PGT C.S		Implemnetation of CCT for all classes and to keep its well maintaind records.
-	Smt. RADHA MOHAN	TGT MATHS		Monthly submission of report at clustyerlevel/ro level.
5	Smt. INDU K S			Trontiny submission of report at endstyerior and issues
6	ALL TRAINED TEACHERS/ MENT MRS. SREEJA PRASAD I/C	PRIMARY SECTION		
-		FRIMART SECTION		
8	SUBJECT CONVENOR		48. MATHS C	CLINIC
1	Smt.HARIKUMAR P S I/C	PGT Maths		
1 2	Smt. ADELINE M JAQUALINE	TGT Maths		To upkeep of maths Lab and to intiate efforts for developing the interest of students
3	Smt. Indu K S	TGT Maths		in mathematics with different activites.
4	Smt. Sreeja S	TGT Maths		
-	John, Sredji S		OM, INNOVATIO	N & EXPERIMENTATION/ATL
-	SHRI. VINU T V RAO	PGT CHEM		
2	Mrs. ASHWATHY R	PGT PHY		Maximise the Use of ATL lab for the benefitts of students. To ensure the
3	SHRI. S.L.FAISAL	LIBRARIAN		maintenatance and cleanliness of resource room.
4	SMT.SINI ALEX	PGT CS		
	Distribution		50. TRANSPOL	RTATION
1	DR. KRISHNA KUMAR I/C	PGT HINDI		
2	SHRI BINU ASHOKAN	TGT P&HE		
3	SHRI.ANANTHAKUMAR	TGT HINDI		The state of the s
4		TGT SCIENCE TGT ENGLISH		
5				
6	SHRI.SUNILKUMAR	PRT	NICHT PROTECT	TION CELL & POCSO
			RIGHT PROTEC	HON CELL & POCSO
1	Shri.ANITHA RAMESH Smt.REKHA RAJAN	PGT BIO PGT ECO		
2	THE PERSON NAMED IN COLUMN 1	PGT GEO		
3		TGT ENG		
3		HM		
6	Smt. BEENA C	PRT	52. PTA /VMC	MEETINGS
	12 1 11 12 11/0	Incr pio	52. PIA/VNIC	VIETINGS
1	Smt.Anitha Ramesh I/C Mrs. Asha Devi A	PGT BIO PGT GEO		
3	Mrs. Rekha Rajan K	PGT ECO		To make arrangements for all PTA and VMC meeting.
4	Smt. Sini Alex	PGT CS		To make arrangements for all FTA and VIVE meeting.
	Smt. Shyla S	HM		
1 5				
5	Smt.RESHMIMOL	PRT		The state of the s
			53. ALUMINI AS	SOCIATION
	Smt.RESHMIMOL Mr. FAISAL S L	LIBRARIAN	53. ALUMINI AS	To maximise the involvement of all alumni for better development of Vidyalaya and
1 2	Smt.RESHMIMOL Mr. FAISAL S L Mrs. ANITHA RAMESH	LIBRARIAN PGT BIO		To maximise the involvement of all alumni for better development of Vidyalaya and to keep their all data.
6	Smt.RESHMIMOL Mr. FAISAL S L	LIBRARIAN PGT BIO		To maximise the involvement of all alumni for better development of Vidyalaya and to keep their all data.
1 2	Mr. FAISAL S L Mrs. ANITHA RAMESH Mrs. SHYLA S	LIBRARIAN PGT BIO HM 54.CHILDRENS		To maximise the involvement of all alumni for better development of Vidyalaya and to keep their all data. ESS & SCIENCE EXHIBITION
1 2 3	Mr. FAISAL S L Mrs. ANITHA RAMESH Mrs. SHYLA S SMT. ANITHA RAMESH I/c	LIBRARIAN PGT BIO		To maximise the involvement of all alumni for better development of Vidyalaya and to keep their all data. ESS & SCIENCE EXHIBITION To prepare and select studnts for Science congress for the themes selected for each
1 2 3	Smt RESHMIMOL Mr. FAISAL S L Mrs. ANITHA RAMESH Mrs. SHYLA S SMT. ANITHA RAMESH I/c SMT. MAYA REGHURAJAN	LIBRARIAN PGT BIO HM 54.CHILDREN S PGT BIO PGT CHEM PGT PHY		To maximise the involvement of all alumni for better development of Vidyalaya and to keep their all data. ESS & SCIENCE EXHIBITION
1 2 3	Mr. FAISAL S L Mrs. ANITHA RAMESH Mrs. SHYLA S SMT. ANITHA RAMESH I/c SMT. MAYA REGHURAJAN SMT. ASHWATHY R	LIBRARIAN PGT BIO HM 54.CHILDREN S PGT BIO PGT CHEM PGT PHY	SCIENCE CONGR	To maximise the involvement of all alumni for better development of Vidyalaya and to keep their all data. ESS & SCIENCE EXHIBITION To prepare and select studnts for Science congress for the themes selected for each year.
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VICE PRINCIPAL

23.2023