

**KV KESHAVPURAM, DELHI-35 (2023-24)****CCA COMMITTEES**

S.NO.	Name of the Committee	Shift-I	Shift-II
1	<b>ASSEMBLY</b>	Mrs. Tanuja Jha I/C Mr. Satish Kumar PET Teachers of House on Duty	Mrs. Shashi Prabha I/C Ms. Aastha Mr. Bijender Teachers of House on Duty
2	<b>Uniform checking/Mobile Checking and Dispersal</b>	Mr. Gaurav Kumar I/C Mr. Kamal Kumar Mr. S.N. Gaur Mrs. Laxmi Sen	Mr. RP Yadav I/C Mr. Bijender Mrs. Bela Kundra Mrs. Nishu
3	<b>Scout and Guide/Cubs and bulbul</b>	Mr. S.N. Gaur I/C Mr. A.K. Pandey PET Mrs. Laxmi Sen Mr. Upender	Mr. RP Yadav I/C Mr. Saurabh Singh Mrs. Nishu Mrs. Sonia Jain
4	<b>Photography</b>	Mr. Arvind Dubey I/C Mr. Kamal Kumar	Mrs. Neetu I/C Mrs. Bhawna Choudhary
5	<b>Hospitality</b>	Mrs. Poonam Kapoor I/C Mrs. Laxmi Sen Mrs. Lata Thakral Mrs. Saroj Devi	Mrs. Alka Bhagat I/C Mrs. Tulsi Thakur Mrs. Shashi Prabha Mrs. Bhawna Choudhary
6	<b>Disaster Management and Fire Safety</b>	Mrs. Shailja Dubey I/C Mr. Kamal Kumar	Mr. Tanveer Ahmed I/C Mrs. Nishu

**ADMINISTRATIVE COMMITTEES**

S.NO.	Name of the Committee	Shift-I	Shift-II
1	<b>ADMISSION</b>	Mrs. Satish Kumar I/C Mrs. Ekta Anand Mrs. Lata Thakral	Mr. Raju Ram meghwal I/C Mrs. Bela Kundra Mrs. Ritu Aggarwal
2	<b>DISCIPLINE</b>	Mrs. Poonam Kapoor I/C PET Mr. Arvind Kumar Dubey Mr. A.K. Pandey All Class Teachers	Mr. Virender Singh I/C Mr. RP Yadav Mrs. Bela Kundra Mr. Bijender All Class Teachers
3	<b>MAINTENANCE AND DEVELOPMENT</b>	Mrs. Satish Kumar I/C Mr. Kamal Kumar	Mr. Tanveer Ahmed I/C Mrs. Nishu
4	<b>E-MAIL REPLY CHECK</b>	Mr. Manish I/C Mr. Ranjeet Mamgain	SSA/JSA I/C Ms. Bhuvnesh
5	<b>D O REPORT MAKING AND SENDING</b>	Mrs. Laxmi Sen I/C Mrs. Durgawati	Mrs. Alka Bhagat I/C Mrs. Tulsi Thakur
6	<b>RECORDING OF MINUTES AND STAFF MEETING</b>	Mrs. Poonam Kapoor I/C Mrs. Sonia Kumari Mrs. Durgawati	Mrs. Alka Bhagat I/C Mrs. Tulsi Thakur Mrs. Shashi Prabha
7	<b>SCHOLARSHIP AND RTE</b>	Mrs. Pramila Devi I/C Mrs. Laxmi Sen	Mr. Raju Ram meghwal I/C Mrs. Neetu
8	<b>E-CLASSROOM LOCKING</b>	Concerned teachers	Concerned teachers
9	<b>WEBSITE UPDATION</b>	Mr. Ranjeet Mamgain I/C Computer Instructor Mrs. Poonam Gupta	Ms. Bhuvnesh I/C Computer Instructor Mrs. Shashi Prabha
10	<b>FORMATION OF ALUMINI ASSOCIATION</b>	Mrs. Poonam Kapoor I/C Mr. Kamal Kumar	Mrs. Alka Bhagat I/C Mr. Virender Singh

11	<b>UDISE DATA</b>	Mr. Gaurav Kumar I/C Computer Instructor	Mr. Virender Singh I/C Computer Instructor
12	<b>FURNITURE</b>	Mr. Arvind Kumar Dubey I/C	Mr. RP Yadav I/C Mrs. Neetu
13	<b>UBI</b>	Mr. Ranjeet Mamgain I/C Computer Instructor Class Teachers Co- Class Teachers	Ms. Bhuvnesh I/C Computer Instructor Class Teachers Co- Class Teachers
14	<b>SMART CLASS AND E-CLASS ROOM</b>	Mr. Ranjeet Mamgain I/C Computer Instructor All Class Teachers	Ms. Bhuvnesh I/C Computer Instructor All Class Teachers
15	<b>YOUTH PARLIAMENT AND SOCIAL SCIENCE EXHIBITION</b>	Mrs. Pramila Devi I/C MR. A.K. Pandey Mrs. Geeta	Mr. Virender Singh I/C Mr. Saurabh Singh Mrs. Ajeta
16	<b>TARUN UTSAV</b>	Mr. Gaurav Kumar I/C Mr. Kamal Kumar	Mr. Raju Ram meghwal I/C Mr. Tanveer Ahmed
17	<b>KALA UTSAV</b>	Mr. Arvind Dubey I/C Mrs. Tanuja Jha	Mrs. Neetu Ms. Aastha Tripathi
18	<b>JIGYASA</b>	Mr. Satish Kumar I/C Mrs. Babita Singh	Mr. Tanveer Ahmed I/C Mrs. Bela Kundra
19	<b>AUDIO-VISUAL/CCTV/EPABX</b>	Mr. Kamal Kumar I/C Mr. Satbir Singh	Mrs. Nishu I/C Sub-staff
20	<b>ECO CLUB</b>	Mrs. Shailja Dubey I/C	Mrs. Bela Kundra I/C
21	<b>AEP &amp; Counselling</b>	Mrs. Shailja Dubey I/C Mrs. Babita Singh Mrs. Laxmi Sen Counsellor Mrs. Satish Kumar Mr. S.N. Gaur	PGT Biology Mrs. Alka Bhagat Mrs. Bela Kundra Counsellor Mr. Raju Ram meghwal Mr. Ranjeet Singh