Kendriya Vidyalaya Moradabad

Distribution of Academic Duties – 2019-20

S.No.	Name of Committee	I/C & Members	Signature
1.	**Academic Supervision**	Principal (All) Vice Principal (All) HM (Primary)	
2.	**Examination**	Dr. Ashok Kumar Sharma I/C Mrs. Shraddha Anand Mr. Kamla Prasad Dr. A.S. Khan Mrs. Ruqayya Khatoon Computer Instructor	
3.	**CCA Co-Ordinator**	Mrs. Pooja Bisht I/C Dr. Amitabh Sharma Mrs. Nahid Jamal	
4.	**Academic Committee**	Dr. A.K. Sharma I/C All Heads of Subject CommitteeMaths:- (Dr. A.K. Sharma) Science:- (Sh A.K. Singh) Hindi:- (Dr. Amitabh Sharma) English:- (Mrs. Pooja Bisht) Social Science:- (Dr. N. Kumar) Commerce:- (Mrs.Madhu Bala) Computer :- (Mrs. S. anand)	
5.	Admission Committee	Dr. Amitabh Sharma I/C Mrs. Pooja Bisht Ms. Nidhi Kumar Mr. Vipin Kumar	
6.	**Time Table Committee**	Dr. Narendra Kumar I/C Sh. A.K. Sharma	
7.	**Discipline Committee**	Dr. Narendra Kumar (I/C) Mr. Virendra singh Mrs. Rachna Chaudhary Mr. V.K. Tyagi Mr.R B Tripathi Dr. A.S. Khan Mr. Waseemuddin Ahmed Mrs. Paramjeet Kaur	

8.	**Furniture Committee**	Mr. A.K. Singh I/C Mr. Kamla Prasad Mr. Vipin Kumar	
9.	Purchase **Committee**	Dr. A.K. Sharma I/C Mr. A.K. Singh Dr. Narendra Kumar Mr. Kamla Prasad Mrs. Ruqayya Khatoon Mrs. Nahid Jamal	
10.	**Raj Bhasha Committee**	Dr. Amitabh Sharma (Secretary) Mrs. Alka Sharma Mr. Kamla Prasad Ms. Nidhi Kumari	
11.	**Vidyalaya Building Maintenance (Elec.+Civil+Drinking Water)**	Dr. A.K. Sharma I/C Dr. Narendra Kumar Mr. Kamla Prasad Dr. A.S. Khan Mrs. Aarti Sharma	
12.	**Vidyalaya Beautification**	Mrs. Aarti Sharma I/C Ms. Poonam Upadhyay Ms. Amita Kashyap	
13.	Swachchta Abhiyan **Secondary Section Block Ground Floor** **Secondary Section Block First Floor** **Primary Section Ground Floor Ground Floor Gallery** **First Floor First Floor Gallery**	Mrs. Rachna Chaudhary (I/C for Girls Washroom) Mr. P. M. Khan (I/C for Boys Washroom) Ms. Nidhi Kumari Mr. P.M. Khan Ms. Radha Yadav Mr. Yogesh Kumar Ms. Amita Kashyap Mr. Vipin Kumar Ms. Poonam Upadhyay (Girls) Dr. A.S. Khan (Boys) Ms. Jyoti (Girls) Dr. A.S. Khan (Boys)	
14.	**Eco Club,Gardening & Plantation**	Mrs. Rachana Chaudhary Mr. R.B. Tripathi	

		Mr. Kamla Prasad	
15.	**Adolescence Education Programme**	Dr. Narendra Kumar **(I/C)** Mrs. Rachna Chaudhary (Girls) Dr. Amitabh Sharma (Boys) Mrs. Poonam Yadav Mrs. Bhawana Upadhaya Mrs. Kalpana Agarwal Dr. A.S. Khan Counselor Doctor Nurse	
16.	**Career Guidance & Counseling**	Counselor	
17.	**Integrity Club**	Ms. Radha Yadav Ms. Nidhi Kumari Mrs. Jaya Tiwari Sh. A.K. Sharma	
18.	**Olympiad (Maths, Science, G.K., Social Science etc.)**	All Subject Committee Head & Subject Teachers	
19.	**Teaching Aids**	Mr. Kamla Prasad I/C Ms. Radha Yadav Sh. A.K. Sharma Mr. Yogesh Kumar	
20.	**A.V. Aids**	Mr. Vipin Kumar	
21.	**Condemnation Committee**	Dr. A.K. Sharma (I/C) Mrs. Shraddha Anand Mr. A.K. singh Mr. A.S. Khan	
22.	**Computer Committee**	Mrs. Sharddha Anand (I/C) Mrs. Pooja Gupta All Computer Instructors	
23.	**Photography**	Mr. Vipin Kumar	
24.	**Website Upkeepment**	Mrs. Shraddha Anand I/C Mr. A. S. Khan	
25.	**Vidyalaya Patrika Publication & Student Diary**	Ms. Pooja Bisht I/C Dr. Amitabh Sharma Mrs. Ruquyya Khatoon Mr. Kamla Prasad Mrs. Nahid Jamal	
26.	**Bharat Scout & Guide & Communal Harmony Club** **<u>Secondary Section</u>**	Mr. Kamla Prasad I/C Mrs. Pooja BIsht	

	Primary Section	Mr. Vipin Kumar I/C Mr. Vikesh Kumar Ms. Poonam Ms. Jyoti	
27.	**Wet Canteen**	Dr. Amitabh Sharma (I/C) Dr. Narendra Kumar Mrs. Akshita Chaudhary Mr. B.B. Mittal Dr. A.S. Khan Mr. E.A. Khan	
28.	**K.V. Shala Darpan & UBI**	Dr. Narendra Kumar I/C Mrs. Shraddha Anand Dr. A.S. Khan Mr. Mukesh Pal Computer Instructor (Secondary & Primary)	
29.	**Excursion**	Mr. Virendra Singh Mr. Yogesh Kumar Ms. Radha Yadav Ms. Jyoti	
30.	**Parent- Teacher Meeting**	Dr. A.K. Sharma (I/C) Dr. Amitabh Sharma Dr. Narendra Kumar Mr. Kamla Prasad Ms. Nidhi Kumari	
31.	**First Aid**	Mrs. Arti Sharma I/C Doctor Nurse	
32.	**Library**	Dr. A.S. Khan I/C Dr. A.K. Sharma Dr. Amitabh Sharma Dr. Narendra Kumar Mrs. Ruquyya Khatoon Mrs. Nahid Jamal	
33.	**Staff Quarter Allotment & Maintenance**	Mr. Kamla Prasad Mrs. R. Khatoon Ms. Pooja Gupta Mr. E.A. Khan	
34.	**Salary Verification & Income Tax**	Mr. Waseemuddin	

PRINCIPAL