

## KENDRIYA VIDYALAYA SAP Thiruvananthapuram

### COMMITTEES FOR THE YEAR 2019-20

| Sl. No | Name of the Committee                | Committee Members  | Duties   |
|--------|--------------------------------------|--|--|
| 1      | Academic Co-ordination & Supervision | <ol style="list-style-type: none"> <li>1. Mr. Alex Jose, V P (I/C)</li> <li>2. Smt. Deepa CK</li> <li>3. Smt. Anithakumari, PGT(Eng)</li> <li>4. Smt. Mary V Cherian, PGT(Bio)</li> <li>5. Sh. Sarath SS PGT Commerce</li> <li>6. Smt. Jayasree V, HM(I/C)</li> <li>7. Smt. Rejila E C, TGT(PHE)</li> </ol>  | <p>To monitor the coverage of syllabus, maintenance of Teacher's diaries, correction work of teachers, implementation of Back to Basics programme, quality of teaching-learning activities in all classes etc</p> <p>To conduct periodic meetings of subject committee conveners and to decide the agenda for various subject committees.</p> <p>To conduct the academic activities as per KVS calendar.</p> |
| 2      | Admission                            | <p>Mr. Alex Jose V P (<b>Over all monitoring</b>)</p> <ol style="list-style-type: none"> <li>1. Smt. Beena Joseph, PGT (M) (I/C)</li> <li>2. Smt. Deepa P R, PGT(CS)</li> <li>3. Sh. T A Joiy, TGT(WE)</li> <li>4. Smt. Jayasree V</li> <li>5. Smt. Padmarekha, PRT</li> <li>6. Smt. Jisha A</li> </ol>  | <p>Real time basis verification of online registration, communication to applicants, distribution of offline registration forms, online/offline preparation/ randomization of selection lists.</p> <p>Admitting students after scrutiny of documents, and maintenance of Admission records</p>   |
| 3      | Time Table                           | <p>Mr. Alex Jose V P (<b>Over all monitoring</b>)</p> <p><u>Secondary</u></p> <ol style="list-style-type: none"> <li>1. Smt. Deepa P R, PGT(CS) (I/C)</li> <li>2. Sh. Saji R PGT Physics</li> <li>3. Sh. Rajesh Kumar G C, TGT(Bio)</li> <li>4. Smt. Sandhya S, TGT(Bio)</li> </ol> <p><u>Primary</u></p> <ol style="list-style-type: none"> <li>1. Smt. Jayasree V, PRT(I/C)</li> <li>2. Smt. Jisha A, PRT</li> <li>3. Smt. Jyoti Arora, PRT</li> <li>4. Smt. Neeta, PRT</li> </ol> | <p>Preparation of time table &amp; make amendments as per transfers, Preparation of every day substitution /work arrangement before 1<sup>st</sup> period, Preparation of special time table for breaks, extra classes, remedial classes etc.</p> <p>Ensuring that no classes are left un attended by ensuring implementation of work arrangements.</p>  |
| 4      | Examination                          | <p>Mr. Alex Jose V P (<b>Over all monitoring</b>)</p> <p><u>Secondary</u></p> <ol style="list-style-type: none"> <li>1. Smt. Mary Cherian, PGT(BIO) (I/c)</li> <li>2. Sh. Pratheesh PGT Che</li> <li>3. Sh. Manoj, TGT(SKT)</li> <li>4. Smt. Sreeja V J, TGT(Eng)</li> <li>5. Smt. Sreena P, TGT(Lib)</li> </ol> <p><u>Primary</u></p> <ol style="list-style-type: none"> <li>1. Smt. Veena C S, PRT(I/C)</li> <li>2. Smt. Neethumol U S., PRT</li> </ol>                            | <p>Conduct of various exams as per academic calendar. Preparation of result analysis, maintenance of records and documents as per Uniform system of assessment class/teacher/subject wise.</p> <p>Monitoring of preparation and issue of report cards monthly/periodically.</p>  |

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|   |  | 3. Sh. Kiran Kumar, PRT<br>4. Smt. Nitika, PRT<br><u>External &amp; CBSE</u><br>1. Sh. Sarath S S, PGT(Commerce) (I/C)<br>2. Smt. Gayathri S V, PGT(Physics)<br>3. Mr. Saji R, PGT (Phy)<br>4. Smt. Jisha A PRT  | Necessary arrangements for centralised Valuation programmes<br><br>Pre- registration/Registration of students with CBSE, uploading of LOC data/marks, correspondence with CBSE, downloading materials from CBSE and compliance of CBSE instructions on Board exam related matters. Conducting CBSE exams in the exam centre. |
| 5 | Morning Assembly                             | <u>Secondary</u><br>1. Smt. Anitha Kumari, PGT (Eng)(I/C)<br>2. Smt. Sara Philip,TGT(Eng)<br>3. Smt. Rejila E C,TGT(PHE)<br>4. Mrs. Sreeja V J TGT English<br>5. Sports Coach<br>6. All Class Teachers<br><u>Primary</u><br>1. Smt. Litty Ninan (I/C)<br>2. Smt. Jisha A, PRT<br>3. All class Teachers<br>Ms. Anjali Rana PRT Music will help/train/coordinate both the sections           | Allotment of morning assembly duties, conduct of morning assembly in qualitative manner ensuring mass participation, evaluation of morning assembly, maintenance of discipline.<br>Imparting Value education through Morning Assembly activities   |
| 6 | CCA (Inter House activities)                 | <u>Secondary</u><br>1. Smt. Geetha Kumari,PGT Hindi(I/C)<br>2. Smt. Sara Philip TGT (Eng)<br><u>House Masters</u><br>1. Sh. Anantha Kumar N<br>2. Sh. Manoj B<br>3. Sh. Rajesh Kumar GC<br>4. Sh. T A Joi<br><u>Primary</u><br>1. Smt Hema, PRT(I/C)<br>2. Smt. Gunjan lata,PRT<br><u>House masters</u><br>1. Sh. Kiran Kumar, PRT<br>2. Smt. Jyoti Arora<br>3. Smt. Alka<br>4. Smt. Neeta | Formation of Houses, organisation of all inter House activities including CCA competitions as per the prepared schedule and maintenance of records.<br>Organize CCA/Cultural programmes on special occasions, Inspection/visit etc.  |
| 7 | Celebrations/ Events/Inter School activities | 1. Smt. Deepa C K, PGT(Chem)(I/C)<br>2. Sh. Sreejith P<br>3. Smt. Neethumol US, PRT<br>4. Smt. Anjali Rana, PRT Music  | Organize programmes on special occasions in coordination with CCA I/c & Assembly I/c. Taking measures for selection/ participation of students for external competitions and maintenance of records  |
| 8 | Excursion & Transport                        | 1. Sh. Saji R PGT Phy (I/C)<br>2. Sh. Sarath SS,PGT(Comm)<br>3. Sh. Ananthakumar,TGT(Hin)  | To identify the transportation contractors, organize excursions for  |

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|    |  | <ol style="list-style-type: none"> <li>4. Smt. Sreena P Librarian</li> <li>5. Smt. Jisha A, PRT</li> </ol>  | all classes and maintenance of report.   |
| 9  | Discipline   | <ol style="list-style-type: none"> <li>1. Sh. Ananthakumar,TGT(Hi) (I/C)</li> <li>2. Sh. Manoj B,TGT(Skt)</li> <li>3. Smt. Gayathri S V PGT(Phy)</li> <li>4. Smt. Rejila E C,TGT(P&amp;E)</li> <li>5. Sh. T A Joiy,TGT(WE)</li> <li>6. Smt. Jayasree V,PRT</li> <li>7. All class Teachers</li> </ol>      | To look after overall discipline of Vidyalaya, look after discipline of students during special occasions. Pursue action on cases referred to Discipline Committee. Ensure discipline during lunch break through special duties. |
| 10 | Publications<br>(Students' Diary, Teachers Diary, Vidyalaya patrika, News letter etc.) | <ol style="list-style-type: none"> <li>1. Smt. Anithakumari, PGT(Eng)(I/C)</li> <li>2. Smt. Geetha Kumari, PGT(Hin)</li> <li>3. Smt. Sara Philip, TGT(Eng)</li> <li>4. Sh. Sreejith,TGT(Eng)</li> <li>5. Dr. Manoj B,TGT(SKT)</li> <li>6. Smt. Sreena P (Lib)</li> <li>7. Smt. Jayasree V, PRT</li> </ol> | Collection of articles, editing, printing and distribution of diary, magazines and all publications by KV<br>Publication of Class magazines, Hindi Patrika etc   |
| 11 | Library  | <ol style="list-style-type: none"> <li>1. Smt. Sreena P (Lib) (Lib)(I/C)</li> <li>2. Smt. Geetha Kumari,TGT(Hin)</li> <li>3. Smt. Sara Philip,TGT(Eng)</li> <li>4. Smt. Padmarekha,PRT</li> <li>5. Sh. Kiran Kumar, PRT</li> </ol>  | Purchase of books as per suggestions from students and teachers. Organizing Book fair, and Library extension activities for students and staff though Library Automation and digitalisation                                      |
| 12 | Guidance & Counselling   | <ol style="list-style-type: none"> <li>1. Smt Anitha Kumari,PGT(Eng)(I/C)</li> <li>2. Dr. Manoj,TGT(SKT)</li> <li>3. Smt. Sreena P, Librarian</li> <li>4. All Class Teachers</li> </ol>   | Arrangement of awareness programmes for staff and students, career guidance classes for 10 <sup>th</sup> and 12 <sup>th</sup> and monitoring of Counselling imparted by school counsellor  |
| 13 | Grievance cell and suggestion box  | <ol style="list-style-type: none"> <li>1. Smt. Gayathri S V PGT Phy (I/C)</li> <li>2. Mr. Pratheesh N PGT (Che)</li> <li>3. Smt. Rejila ,TGT(P&amp;HE)</li> <li>4. Smt. Jayasree V, HM I/c</li> </ol>   | To periodically verify the grievances reported/ submitted as per KVS guidelines for necessary follow up  |
| 14 | Uniform checking and dealing of late comers etc  | <ol style="list-style-type: none"> <li>1. Sh. Manoj B,TGT(Skt)(I/C)</li> <li>2. Sh. Anantha Kumar,TGT(Hin)</li> <li>3. Smt. Rejila E C,TGT(P&amp;E)</li> <li>4. All Class teachers</li> </ol>   | To plan and implement measures to ensure proper uniform and punctuality among all students   |
| 15 | First aid & Medical checkup  | <ol style="list-style-type: none"> <li>1. Smt. Rejila E C,TGT(P&amp;E)(I/C)</li> <li>2. Smt. Sandhya S,TGT(Sci)</li> <li>3. Dr. Manoj,TGT(SKT)</li> <li>4. Smt. Jayasree V, HM</li> <li>5. Smt. Alka,PRT</li> <li>6. Smt. Nitika,PRT</li> </ol>   | To monitor and facilitate the Medical Room activities and conduct two rounds of Health Check up to all students as per KVS guidelines  |
| 16 | Sports   | <ol style="list-style-type: none"> <li>1. Smt. Rejila E C,TGT(P&amp;HE)</li> <li>2. Sports Coach</li> <li>3. Sh. T A Joiy, TGT(WE)</li> <li>4. Sh. Rajesh G C</li> <li>5. Smt Hema PRT</li> </ol>   | To coordinate Health education and Sports& Games activities of the Vidyalaya, organize coaching camps, conduct Annual Sports Day   |

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| 17 | AV room/ Sec. Resource Room            | <ol style="list-style-type: none"> <li>1. Sh. T A Joi, TGT(WE) (I/C)</li> <li>2. Smt Deepa P R,PGT(CS)</li> <li>3. Smt. Jyoti Arora</li> </ol>  | Ensuring maximum utilization of ICT resources and facilitating CAL/TAL classes. Proper and safe upkeep of AV equipments  |
| 18 | CMP Room & Primary Resource Room       | <ol style="list-style-type: none"> <li>1. Smt. Neethumol U S,PRT (I/C)</li> <li>2. Smt. Veena C S,PRT</li> <li>3. Smt. Nitika ,PRT</li> <li>4. Smt. Anjali Rana PRT Music</li> </ol>  | Setting up of CMP room with required facilities /resources and ensuring optimum utilization of CMP room  |
| 19 | Safety & Security, Disaster Management | <ol style="list-style-type: none"> <li>1. Sh. Saji R PGT Phy (I/C)</li> <li>2. Sh. Anantha Kumar,TGT(Hin)</li> <li>3. Dr. Manoj B,TGT(SKT)</li> <li>4. Sh. Joiy,TGT(WE)</li> <li>5. Smt. ALka</li> </ol>  | To take measures as per SOP and organize Mock drills with the help of Fire force/Police authorities, Refilling of Fire fighting equipments etc   |
| 20 | Scouts and Guides                      | <p><u>Scouts</u></p> <ol style="list-style-type: none"> <li>1. Dr. Manoj B,TGT(SKT)(I/C)</li> <li>2. Sh. Anantha Kumar,TGT(Hin)</li> <li>3. Sh. Pratheesh N<br/>&amp; all trained teachers</li> </ol> <p><u>Cubs</u></p> <ol style="list-style-type: none"> <li>1. Sh. K Kiran Kumar PRT(I/c)</li> </ol> <p><u>Guides</u></p> <ol style="list-style-type: none"> <li>1. Smt. Sandhya, TGT (Sci)(I/C)</li> <li>2. Smt. Gayathri S V, PGT Phy</li> <li>3. Smt. Deepa P R, PGT Comp Sci</li> </ol> <p><u>Bulbuls</u></p> <ol style="list-style-type: none"> <li>4. Smt. Jisha, PRT (I/c)</li> <li>5. Smt. Neethumol,PRT</li> <li>6. Smt. Veena C S,PRT<br/>&amp; all trained teachers</li> </ol> | To coordinate and implement all activities of Scouts&Guides movement from time to time.  |
| 21 | Purchase Committee                     | <ol style="list-style-type: none"> <li>1. Sh. Pratheesh N, PGT (Che) (I/c)</li> <li>2. Smt. Deepa C K PGT (Che)</li> <li>3. Smt. Sreena P ,Librarian</li> <li>4. Sh. Joiy,TGT(WE)</li> <li>5. Smt. Rejila EC TGT(P&amp;HE)</li> </ol>   | To purchase various items as per requirement by strictly following the purchase procedures of KVS  |
| 22 | House Keeping & Sanitation             | <ol style="list-style-type: none"> <li>1. Smt. Sreeja V J,TGT(Eng) (I/C)</li> <li>2. Sh. Joiy, TGT(WE)</li> <li>3. Smt. Rejila EC, TGT(P&amp;HE)</li> <li>4. Smt. Hema PRT</li> <li>5. Smt. Neeta, PRT</li> </ol>   | To check and verify the Cleaning materials supplied by the Agency. monitor the House Keeping & Sanitation activities on every day basis (3 times a day) and take appropriate interventional action as and when required. |
| 23 | Maintenance & Repair                   | <ol style="list-style-type: none"> <li>1. Sh. T A Joiy, TGT(WE)(I/C)</li> <li>2. Sh. Anantha Kumar,TGT(Hindi)</li> <li>3. Dr. Manoj,TGT(SKT)</li> <li>4. Sh. Sreejith.TGT(Eng)</li> </ol>   | Maintenance of Vidyalaya plant as per KVS norms  |
| 24 | Furniture                              | <ol style="list-style-type: none"> <li>1. Sh. PratheeshN, PGT(Chem) (I/c)</li> <li>2. Smt. Anitha Kumari,PGT(Eng)</li> <li>3. Smt. Rejila E C,TGT(P&amp;E)</li> <li>4. Sh. Anantha Kumar,TGT(Hin)</li> </ol>  | Ensuring sufficient, suitable furniture to all concerned as per KVS norms and maintain the stock and records accordingly   |

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|    |  | 5. Smt. Nitika PRT  |   |
| 25 | Beatification & Gardening                        | 1. Smt. Mary Cherian, PGT(Bio)(I/C)<br>2. Smt. Sandhya S,TGT(Sci)<br>3. TGT(Art Edn)<br>4. Sh. Rajesh Kumar G C,TGT(Bio)  | To inculcate the habit of donating potted plants to Vidyalaya garden and upkeeping the plants with the help of students                             |
| 26 | Cs 54 Maintenance & Monitoring of Fee collection | 1. Smt. Sreena P,TGT(Lib)(I/C)<br>2. Smt. Jisha A,PRT   | To help Office in calculation and maintaining records   |
| 27 | Photography & Videography                        | 1. Sh. Saji R, PGT(Phy)(I/C)<br>2. Smt. Deepa P R, PGT(Comp Sci)<br>3. Sh. Joiy,TGT(WE)   | To start Photography club, organize photo exhibitions, arrange photo/Videographer for functions   |
| 28 | Science & Mathematics Exhibition                 | 1. Smt. Sandhya S,TGT(Sci) (I/c)<br>2. Smt. Deepa C K,PGT(Che)<br>3. Smt. Gayathri S,PGT(Phy)<br>4. Smt. Beena Joseph,PGT(Maths)  | To identify, select students, assign projects/ideas to them, monitor and guide students for maximum successful participation in Inter KV activities |
| 29 | Social Science Exhibition                        | 1. Sh. Sarath SS PGT Commerce (I/C)<br>2. PGT Economics<br>3. TGT(SST)<br>4. TGT(SST)<br>5. TGT ART Edn   | To identify, select students, assign projects/ideas to them, monitor and guide students for maximum successful participation in Inter KV activities |
| 30 | Science Congress, INSPIRE                        | 1. Sh. Saji R , PGT(Phy)(I/C)<br>2. Smt. Mary Cherian,PGT(Bio)<br>3. Smt. Deepa C K,PGT(Chem)<br>4. Smt. Gayathri S V,PGT(Phy)<br>5. Sh. Rajesh G C<br>Smt. Sandhya S,TGT(Sci)(I/c) INSPIRE   | To identify, select students, assign projects/ideas to them, monitor and guide students for maximum successful participation in Inter KV activities |
| 31 | Olympiads  | JMO<br>1. Mrs. Beena Joseph, PGT (Maths)<br>Science Olympiad<br>1. Smt Sandhya S,TGT(Sci)(I/C)<br>Maths Olympiad<br>1. TGT(M)(I/C)<br>Cyber Olympiad<br>1. Smt. Deepa P R,PGT(CS)(I/C)<br>English Olympiad<br>1. Sh. Sreejith P,TGT(Eng)(I/C) | To identify, select students, assign themes/ideas to them, monitor and guide students for maximum successful participation in Inter KV activities   |
| 32 | Minutes of staff meeting                         | 1. Smt. Sara Philip,TGT(Eng)(I/C)<br>2. Smt. Sreeja V J TGT English   | To prepare minutes and to circulate them to staff members within 3 days   |
| 33 | AEP  | 1. Smt. Sara Philip,TGT(Eng)(I/C)<br>2. Dr. Manoj B,TGT(SKT)  | To implement the AEP programme as per KVS norms and to send Online/offline reports promptly   |
| 34 | ACP  | 1. Dr. Manoj B, TGT (Skt) (I/c)<br>2. Mr. Sreejith P TGT Eng<br>3. Mrs. Sreeja V J TGT Eng<br>4. Mr. Anantha Kumar N  | To implement the ACP programme as per KVS norms and to send Online/offline reports promptly   |

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|    |  | 5. Mr. Rajesh Kumar G  |   |
| 35 | PTA Meetings & Maintenance of records  | 1. Smt. Gayathri S V, PGT (Phy ) (I/C)<br>2. Sh. Sarath.SS PGT(Comm)<br>3. Sh. Anantha Kumar,TGT(Hindi)<br>4. All Class Teachers   | To chalk out class wise, term wise PTA meetings, inform parents, conduct meetings and maintain records  |
| 36 | Drinking water   | 1. Sh. Pratheesh N, PGT(Chem)(I/C)<br>2. Sh. Joiy,TGT(WE)<br>3. Smt. Padmarekha,PRT  | To take effective action to ensure safe potable drinking water, install water purifiers if required and to procure certificates from the Depts. concerned                   |
| 37 | Rajbhasha implementation & TOLIC   | 1. Smt. Geetha Kumari,PGT(Hin)(I/C)<br>2. Sh. Anantha Kumar,TGT(Hin)<br>3. Dr. Manoj B,TGT(SKT)<br>4. Sh. Ramachandran Nair, ASO<br>5. Smt. Nisha Nazeer SSA   | To take all possible steps to implement Hindi in all official communications, to display more Hindi banners/Notice boards/quotes and to organize Hindi fortnight activities |
| 38 | Security & Daily supervision of KV SAP Land, Monitoring new building Construction & <b>shifting to new premise</b>     | 1. Sh. Joiy,TGT(WE) (I/C)<br>2. Sh. Anantha Kumar, TGT(Hindi)<br>3. Dr. Manoj, TGT(SKT) ( <b>Shifting I/c</b> )<br>4. Sh. Sarath S S<br>5. Sh. Pratheesh N<br>6. Sh. Rajesh EC & Sh. Ramachandran Nair ASO | To liaison between KV and CPWD for smooth completion of construction activities and facilitating proper 'Handing/Taking over' and shifting to new premise                   |
| 39 | Club Activities  | 1. Sh. Pratheesh N,PGT(Che)(I/C)   |   |
|    | Charity Club<br>Readers Club<br>Eco Club<br>Health & Well -ness Club<br>Integrity Club<br>Science Club<br>Primary wing | Smt. Sreeja V J, TGT(E)<br>Sh. Sreejith, ,TGT(Eng)<br>Smr. Sandhya,TGT(Sci)<br>Smr. Rejila,TGT(P&E)<br><br>Smt. Sreena P(Lib)<br>Sh. Deepa C K ,PGT(Che)<br>Smt. Anjali Rana, PRT Music I/c                | To organize various innovative and effective club activities with maximum involvement and participation of students and maintain records accordingly                        |
| 40 | Shaala darpan project  | 1. Smt. Deepa P R,PGT(CS)(I/C)<br>2. Computer Instructor 1   | Implementation of KV Shaaladarpan project and sending reports from time to time   |
| 41 | EQUIP/Back to Basics   | 1. Smt. Sara Philip, TGT(Eng)(I/C)<br>2. Smt. Jayasree V<br><br>Smt. Padmarekha, PRT (Primary I/c)   | Implementation of EQUIP/B2B activities with the support of other teachers concerned, maintenance of records, attending cluster level meetings and training programmes       |
| 42 | UBI online fees collection   | 1. Smt. Sreena P,(Lib) (I/C)<br>2. Smt. Deepa P R PGT(CS)  | All activities pertaining to Online Fees collection with the help of Class Teachers and submitting compiled summary/data to office  |
| 43 | Harit Vidyalaya , GSP & Swach  | 1. Sh. Rajesh Kumar G C ,TGT(Bio)(I/C)<br>2. Smt. Sandhya S, ,TGT(Sci)<br>3. TGT Art Edn   | All activities as per KVS norms regarding Cleanliness & Swach Bharath abhiyan   |

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|    | Vidyalaya abhiyan                   |   |   |
| 45 | Students Council                    | <ol style="list-style-type: none"> <li>1. Mr. Sarath SS, PGT Comm (I/c)</li> <li>2. Mrs. Geetha Kumari PGT Hindi</li> </ol>   | Formation of students council, deciding agenda for meetings as per KVS norms, organizing monthly meetings and maintenance of records  |
| 46 | Website/digitalization programme    | <p>Mr. Alex Jose V P (<b>Overall monitoring</b>)</p> <ol style="list-style-type: none"> <li>1. Smt. Deepa P R, ,PGT(CS)(I/C)</li> <li>2. Mrs. Geetha Kumari PGT Hindi</li> </ol>                            | Regular updation and maintenance of Vidyalaya website in bilingual manner   |
| 47 | Maths Lab & Maths Clinic            | <ol style="list-style-type: none"> <li>1. TGT (M) (I/c)</li> <li>2. TGT (M)</li> </ol>  | To set up Maths Lab as per KVS specification and ensuring its optimum utilisation   |
| 48 | Yoga Education                      | <ol style="list-style-type: none"> <li>1. Mrs. Rejila TGT (P&amp;HE) (I/c)</li> <li>2. Yoga Instructor</li> </ol>   | Implementation of Yoga education  |
| 49 | Tarunotsav                          | <ol style="list-style-type: none"> <li>1. Mrs. Sara Philip TGT (Eng) I/c</li> <li>2. Mrs. Gayathri S V</li> <li>3. Mrs. Rejila E C</li> <li>4. TGT Art Edn</li> <li>5. Ms. Anjali Rana PRT Music</li> </ol> | Implementation of Tarunotsav programme for Class X (2018-19) students as per KVS guidelines   |
| 50 | Liaisoning with parents, Alumni etc | <ol style="list-style-type: none"> <li>1. Dr. Manoj B TGT Skt (I/C)</li> <li>2. Mrs. Anitha Kumari PGT English</li> <li>3. Mrs. Jisha A, PRT</li> </ol>   | To liaison with parents, public, Alumni etc to support school activities and mobilise help from various corners   |
| 51 | ICC                                 | <p>Mrs. Mary V Cherian PGT Bio (I/c)</p> <p>Mrs. Beena Joseph (Female member)</p> <p>Dr. Manoj B (Male member)</p> <p>NGO member</p>  | To act as per Govt. norms and KVS guidelines pertaining to Internal Complaints Committee vide Section 4(2) of the Sexual Harassment of Women at Workplace (Prevention, Prohibition and Redressal) Act, 2013 |

PRINCIPAL