

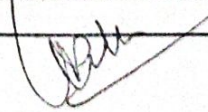
KENDRIYA VIDYALAYA NO.1 AFS GURUGRAM (SHIFT 2)

LIST OF DEPARTMENTS INCHARGES

PRIMARY

2023-24

Sr No	DEPARTMENT	MEMBERS	SIGN
1	ADMISSION	Mrs GEETA YADAV VP (I/C)	
		Ms TAARIKA HM	
		Mr SUNIL KUMAR	
		Ms RAJNI SHARMA	
2	EXAMINATION / NIPUN BHARAT	Ms PRIYANKA GOMBER (I/C)	
		Ms SUNITA	
3	TIME TABLE	Ms VIMLA SHAHRAWAT(I/C)	
		Ms PRIYANKA YADAV	
		Mr NEERAJ KUMAR	
4	CCA	Ms MOHITA BHARDWAJ	
		Mr NEERAJ KUMAR	
5	CUB/BULBUL	Ms PREETI KHATTAR I/C	
		Mr SANDEEP VAISHLEY	
6	RESOURCE ROOM	Mr RAKESH BHARDWAJ	
7	VIDYALAYA MAGAZINE	Mr RAJNI SHARMA (I/C)	
		Ms PRIYANKA GOMBER	
8	DISCIPLINE ,SAFETY & SECURITY OF STUDENTS	Ms VIMLA SHAHRAWAT(I/C)	
		Mr SUNIL KUMAR	
		ALL CLASS TEACHERS	
9	GAMES &SPORTS	Mr RAKESH BHARDWAJ(I/C)	
		Mr NEERAJ KUMAR	
10	PRAYER ASSEMBLY	Ms SONIA VERMA (I/C)	
		Ms MOHITA BHARDWAJ	
		ALL CLASS TEACHERS	
11	FUNDAY	Mr NEERAJ KUMAR (I/C)	
		Ms PRIYANKA YADAV	
		ALL CLASS TEACHERS	
12	COUNSELLOR	Ms PRIYANKA GOMBER (I/C)	
		Mr VIMLA SHAHRAWAT	
13	CLASS LIBRARY	Ms PRIYANKA YADAV (I/C)	
		ALL CLASS TEACHERS	
14	FIRST AID & MEDICAL CHECK UP	Mr RAJNI SHARMA (I/C)	
		Mr RAKESH BHARDWAJ	
		NURSE	



15	CMP	Ms TAARIKA (HM) Ms PRIYANKA GOMBER	
16	EXCURSION/TRANSPORT	Mr SUNIL KUMAR (I/C) Ms PRIYANKA YADAV	
17	RAJBHASHA	Mr VIMLA SHAHRWAT(I/C) Mr RAKESH BHARDWAJ	
18	NEWSLETTER VIDYALAYA PATRIKA & PRESS COMMITTEE	Mr SUNIL KUMAR (I/C) Ms RAJNI SHARMA Mr NEERAJ KUMAR	
19	PTM/PTA ALUMNI	Ms PRIYANKA GOMBER (I/C) Ms SUNITA	
20	VIDYALAYA BEAUTIFICATION	Ms PRIYANKA YADAV (I/C) Mr RAKESH BHARDWAJ Ms SONIA VERMA Mr SUNIL	
21	FURNITURE	Mr SANDEEP VAISHLEY (I/C) Ms PREETI KHATTAR	
22	STUDENT COUNCIL	Ms MOHITA BHARDWAJ Ms RAJNI SHARMA	
23	SCIENCE & MATHS EXTERNAL EXAM	Ms PRIYANKA GOMBER (I/C) Ms PRIYANKA YADAV	
24	CANTEEN / <i>Event Manage ment</i>	Ms VIMLA SHAHRWAT(I/C) Mr SUNIL Ms PRIYANKA YADAV	
25	PHOTOGRAPHY	Mr SUNIL KUMAR (I/C) Mr RAKESH Mr NEERAJ KUMAR	
26	STUDENTS & STAFF I CARD	Ms SONIA VERMA (I/C) Mr RAKESH	
27	STAFF ROOM CARE & MAINTANANCE	Ms MOHITA BHARDWAJ (I/C) Ms PRIYANKA YADAV Ms RAJNI SHARMA	
28	MINUTES WRITING FOR MEETING/REPORT WRITING	Ms PREETI KHATTAR Mr SUNIL KUMAR	
29	P A SYSTEM	Ms PRIYANKA YADAV(I/C) Ms SONIA VERMA	
30	ENROLLMENT/ARRIVAL& DISPERSAL OF STUDENTS	Mr SUNIL KUMAR(I/C) Mr RAKESH ALL CLASS TEACHERS	

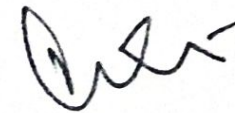
31	E-CLASSROOM & COMP LAB CONTENT	Mr SUNIL KUMAR (I/C) Mr NEERAJ KUMAR	
33	CLEANLINESS & SANITATION	Ms SUNITA (I/C) Ms VIMLA SHAHRAWAT ALL CLASS TEACHERS	
34	CULTURAL	Ms SONIA VERMA(I/C) Ms MOHITA BHARDWAJ Ms RAJNI SHARMA ALL CLASS TEACHERS	
35	FLN	Ms RAJNI SHARMA Ms PREETI KHATTAR Ms SUNITA	

HM

PRINCIPAL



प्राचार्य / Principal
केन्द्रीय विद्यालय क्र. 9 / Kendriya Vidyalaya No.1
वायु सेना स्थल, गुरुग्राम / Air Force Station, Gurugram
हरियाणा / HARYANA-122001



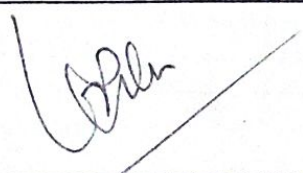
अध्यक्ष/Chairman
विद्यालय प्रबन्ध समिति
Vidyalaya Management Committee
केन्द्रीय विद्यालय, वायु सेना स्थल
Kendriya Vidyalaya, A.F. Station
गुड़गाँव (हरि.) / Gurgaon (Hr.)

पी.एम. श्री. केंद्रीय विद्यालय क्र.-1, वायु सेना स्थल, गुरुग्राम (द्वितीय पाली)

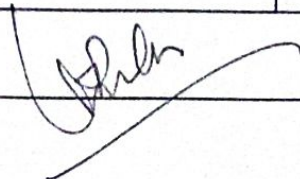
P M SHRI KENDRIYA VIDYALAYA NO.01 AFS GURUGRAM (SHIFT-II)

List of Committees (Session – 2024-25)

S.NO	Department/Committee	Committee Incharge & Members	Signature
1	Purchase, Maintenance and Repairs(M&R)	1. Ms. Sunita Bajpai, PGT(Geo), I/C 2. Mr. Puneet Kumar, PGT(Eng) 3. Mr. Rajesh sharms, PGT(Maths) 4. Mr. Gaurav Khanna, TGT(WE) 5. All Lab In- Charge, TGT(PHE), Librarian	
2	Admission	1. MS Geeta Yadav, VP, for over all supervision 2. Mr. S.N. Vats, PGT Physics(In-Charge) 3. Ms. Anup Bai, PGT(Hindi) 4. Mr Aman Yadav, TGT(Maths)	
3	Discipline and Safety and Security of the Students/ MANAGEMENT & DISASTER BUILDING SAFETY	1. Mr. U.P. Singh, PGT(Chem), I/C 2. Ms. Jyoti Purohit, PGT_Economics 3. Mr. Sunil Kataria, PGT(Comm) 4. Mr. Saurabh Vishwakarma, TGT(P&E), Co-I/C 5. Ms. Sangeeta, TGT(Lib) 6. Mr. Gaurav Khanna, TGT(WET) 7. All Class Teachers & Coaches	
4	CBSE & Other External Exams Internal Exam/ CCT CLUB	1. Mr. Puneet, PGT(English) 2. Mr. Pankaj Sharma, TGT(SKT) 1. Ms. Jyoti Purohit, PGT_Economics, I/C(Secondary) 2. Mr. Puneet, PGT(English) 3. Mr. Khimanand, TGT(S.St) 4. Mr. Pankaj Kumar Sharma, TGT(SKT)	
5	CCA(Including SPIC MACAY, Routes to Roots and other Cultural programmes)	1. Ms. Sunita Bajpai, PGT(Geography), I/C 2. Ms. Anup Bai, PGT(Hindi) 3. Mr. Rakesh Kumar, TGT(English) 4. Ms. Usha Chaubey, TGT(Hindi) 5. Pankaj Kumar Sharma, TGT(SKT)	
6	Time-Table & Daily Arrangement	1. Ms. Nikita Badgria, PGT-Bio(In-charge)/ Mr. Sanjay 2. Ms. Sangeeta 3. Ms. Amrita Verma, TGT(ART)	



7	PISA and Back To Basics	1. Ms. Jyoti Purohit, PGT_Economics, I/C(Secondary)	
		2. Mr Aman Yadav, TGT(Maths)	
		3. Ms Khushboo, TGT(English)	
		4. Ms Sweety Jain, TGT(Science)	
		5. Ms. Suman Yadav, TGT(Hindi)	
8	Uniform Checking	1. Mr. Saurabh Vishwakarma TGT (PHE.) I/C	
		2. Sports Coach	
		3. All Class Teachers & Co- Class Teachers	
		4. All Class Teachers & Co- Class Teachers	
9	Games & Sports	1. Mr. Saurabh Vishwakarma, TGT-P&E	
		2. Ms. Sangeeta, TGT(Lib)	
		3. Mr. Rakesh Kumar, TGT(English)	
10	Furniture	1.. Mr. Sanjay Kumar, PGT(History), I/C	
		2. Mr. Sunil Kataria, PGT(Comm)	
		3. Mr. Rajesh Kumar, TGT(English)	
11	Social Science Exhibition & Ek Bharat And Shreshtra Bharat(EBSB)	1. Ms. Sunita Bajpai, PGT(Geography), I/C	
		2. Ms. Anup Bai, PGT(Hindi)	
		3. Mr. Pankaj Kumar Sharma, TGT(SKT)	
		4. Ms. Amrita Verma, TGT(ART)	
		5. Mr. Puneet Kumar, PGT(English)	
12	Science Activities & Competitions	1. Mr. U.P. Singh, PGT(Chem), I/C	
		2. Mr. S.N. Vats, PGT Physics	
		3. Ms. Nikita Badgria, PGT-Bio	
		4. Ms Sweety Jain, TGT(Science)	
13	Excursion/Transport	1. Mr. U.P. Singh, PGT(Chemistry)	
		2. Ms Sangeeta, TGT(Lib) I/C	
		3. Ms. Suman Yadav, TGT(Hindi)	
		4. Ms. Usha Chaubey, TGT(Hindi)	
		5. Mr. Khimanand, TGT(S.St)	
		6. Mr. Saurabh Vishwakarma, TGT(P&HE) I/C	
14	Student council	1. Ms. Jyoti Purohit, PGT(ECO)	
		2. Ms. Sunita Bajpai, PGT(Geog), I/C	
		3. Mr. Sunil Kataria, PGT(Comm)	
		4. Mr. Punit Kumar, PGT(Eng)	
15	Integrity club	1. Ms Sunita Bajpai, PGT(Geog) I/C	
		2. Mr. Sanjay ,PGT(History)	
		3. Ms. Suman Yadav, TGT(Hindi)	
		4. Ms. Usha Chaubey, TGT(Hindi)	
		5. Mr. Pankaj Kumar, TGT(SKT)	



16	Maths Activities & Competition	1. Mr. Rajesh Kumar, TGT(English) 2. Mr Aman Yadav, TGT(Maths) 3. Ms. Anamika Raghav, TGT(Maths)	
17	Vidyalaya Patrika /Newsletter/ Students Dairies/ Magazine and Press Committee	1. Mr. Puneet Kumar, PGT(English), I/C 2. Ms. Anup Bai, PGT(Hindi) 3. Mr. Rajesh Kumar, TGT(English) 4. Ms. Usha chaubey, TGT(Hindi) 5. Mr.Pankaj Sharma, TGT(SKT)	
18	NAEP	1. Nikita Badgaria, PGT(Bio) 2. Ms. Sweety Jain, TGT(Bio)	
	SBSB & Life skills	1. Mr. Saurabh Vishwakarma 2.Mr. Pankaj Sharma, TGT(SKT) 3. Sports Coach 4. Ms. Amrita Verma, TGT(AE)	
19	Canteen Hygiene & Quality Testing committee	1. Ms Nikita Badgaria, PGT(Bio) 2. MS. Usha Chaubey, TGT(Hindi)	
20	Scout & Guides	1. Ms. Amrita Verma, TGT(AE) 2. Ms Sangeeta, TGT(Lib) 3. Mr. Aman Yadav, TGT(Maths)	
21	Photography	1. Ms. Amrita Verma, TGT(AE) 2. Mr. Rajesh Kumar, TGT(Eng) 3. Computr Instructor	
22	First Aid/Medical Check-up	1. Ms. Nikita Badgaria, PGT(Bio), I/C 2. Ms. Amrita Verma, TGT(Eng) 3.Mr. Rajesh Kumar, TGT(Eng) 4. Nurse	
23	Nature & Eco club	1. Ms. Nikita Badgaria, PGT(Bio), I/C 2. Ms. Sunita Bajpai, PGT(Geo) 3. Ms. Amrita, TGT(AE)	
24	Online Fee collection & Maintenance of CS-54	1. Mr. Devinder Kumar, PGT(CS), I/C 2. Mr. Sanja Kumar, PGT(History) 3. Mr. Prince, SSA	
25	Staff -Room Care and Maintenance	1. Mr. Sunil Kumar Kataria, PGT(Comm) 2. Ms. Suman Yadav, TGT(Hindi), I/C	
26	Monthly Enrollment/ Arrival and Dispersal	1. Mr. Rajesh Sharma, PGT(Maths) 2. Mr. Rajesh Kumar, TGT(Eng)	
27	Library Committee/ CCT READER CLUB	1. Ms. Sangeeta , TGT(Lib) 2. Subject Convenors	
28	Guidance & Counselling	1. Mr. S.N. Vats, PGT(Phy) 2. Mr. U.P. Singh, PGT(Chem) 3. Ms. Sunita Bajpai, PGT(Geo) 4. Ms. Jyoti Purohit, PGT(Eco)	

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29	Computer Lab and Website updation	1. Mr. Devinder Kumar, PGT(CS) 2. Mr. Sunil Kumar	
30	NewsPaper in Education(NIE)	1. Ms. Sangeeta , TGT(LIB) 2. Ms. Khushbu Yadav, TGT(Hindi) 3. Ms. Anup Bai, PGT(Hindi)	
31	Committee against sexual Harassment at Workplace/POCSO Act	1. Ms. Jyoti Purohit, PGT(ECO), I/C 2. Ms. Sunita Bajpai, PGT(Geo) 3. Mr. U.P. Singh, PGT(Chem) 4. Mr. Sunil Kataria, PGT(Comm)	
32	Staff Quarters Related Matters	SECONDARY 1. Ms. Renu Grover, ASO 2. Ms. Indu, JSA 3. Mr. Saurabh Vishwakarma(PHE) 4. Ms. Nisha, PGT(CS)	
33	Subject committee Convenors	1. Ms. Anup Bai, PGT(Hindi) 2. Mr. Puneet Kumar, PGT(Eng) 3. Mr. Rajesh Sharma, PGT(Maths) 4. Mr. U.P. Singh, PGT(Chem), (Sci, CS & EVS) 5. Ms. Sunita Bajpai, PGT(Geo), S.Sci	
34	PTA/PTM/Alumni	1. Mr. Rajesh Sharma, PGT(Maths), I/C 2. Ms. Jyoti Purohit, PGT(ECO) 3. Ms. Usha Chaubey, TGT(Hindi) 4. Mr. Rajesh Kumar, TGT(English) 5. Parent Member__ 6. Parent Member	
35	House Masters	1. S-Ms. Khushbu Yadav, TGT(Eng) 2. T-Mr. Rajesh Kumar, TGT(Eng) 3. A-Ms. Anamika Raghav, TGT(Maths) 4. R-Ms. Suman Yadav, TGT(Hindi)	
36	PA System	1. Mr. Gaurav khanna, TGT(WE), I/C 2. CCA In-Charge(Primary & Secondary) 3. Mr. Devinder Kumar, PGT(CS)	
37	E-Classroom & Content	1. Mr. Devinder Kumar , PGT(CS), I/C 2. All Conerved Class Teachers 3. All Subject Teachers 4. computer Instructor	

38	Cleanliness and Sanitation	1. Ms. Nikita Badgria, PGT(Bio)-Ground Floor 2. Mr. Sanjay Kumar, PGT(History)-First Floor 3. Ms. Sunita Bajpai, PGT(Geo)- First Floor 4. Mr. Puneet Kumar, PGT(Eng)-Ground Floor 5. Mr. U.P. Singh, PGT(Chem)-Ground Floor	
39	राजभाषा समिति	1. Ms. Anup Bai, PGT(Hindi), I/C 2. Ms. Usha Chaubey, TGT(Hindi) 3. Ms. Suman Yadav, TGT(hindi) 4. Mr. Pankaj Kr. Sharma, TGT(SKT) 5. Mr. Prince, SSA	
40	Bio Matric/ Staff Attendance Register	1. Ms. Indu, JSA 2. Ms. Amrita Verma, TGT(AE) 3. Mr. Gaurav khanna, TGT(WET)	
41	Shala Darpan, U-Dise, E-Pranja & Internet Connection	1. Mr. Devinder Kumar, PGT(CS), I/C 2. Mr Aman Yadav, TGT(Maths) 3. Ms. Indu, JSA	
42	RTI & Grievance Cell	1. Mr. Puneet Kumar, PGT(English) 2. Ms. Indu, JSA	
43	Students and Staff Identity Card	1. Mr. Puneet Kumar, PGT(English) 2. Mr. Saurabh Vishwakarma, TGT-P&E	
44	Awaken Citizen Programme(ACP)	1. Ms. Sangeeta, TGT(Lib), I/C 2. Ms. Suman Yadav, TGT(Hindi) 3. Ms. Usha Chaubey, TGT(Hindi) 4. All TGTs	
45	Artificial Intelligence	1. Mr. Devinder Kumar, PGT(CS), I/C 2. Mr. Gaurav Khanna, TGT(WE) 3. Computer Instructor	
46	SC,ST & Minority Welfare	1. Ms. Anup Bai, PGT(Hindi), I/C 2. Ms. Nikita Badgria, PGT(Biology) 3. Mr. Rajesh Kumar, TGT(English)	
47	Audio-Visual Aid	1. Ms. Sunita Bajpai, PGT(GEO), I/C 2. Mr. Puneet Kumar, PGT(Eng) 3. Mr. Sanjay, PGT(History) 4. Mr. Gaurav Khanna, TGT(WET)	
48	Vidyalaya Decoration and Display Board	1. Ms. Nikita Badgria, PGT(Bio), I/C 2. Ms. Amrita Verma, TGT(AE) 3. Ms. Sangeeta, TGT(Lib)	

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49	Minutes writing for staff meetings	1. Ms. Anup Bai, PGT(Hindi), I/C 2. Mr. Rajesh Kumar, TGT(Eng)	
50	NTSE	1. Mr. U.P. Singh, PGT(Chem), I/C 2. Ms. Nikita Badgaria, PGT(Bio) 3. Ms. Sweety Jain, TGT(Maths)	
51	Press and Publicity	1. Mr. Puneet Kumar, PGT(Eng), I/C 2. Mr. Saurabh Vishwakarma, TGT(PHE)	
52	Alumni Association	1. Mr. Puneet Kumar, PGT(Eng), I/C 2. Mr. Sanjay Kumar, PGT(History) 3. Mr. Devinder Kumar, PGT(CS) 4. Mr. Rajesh Kumar, TGT(Eng)	



प्राचार्य / PRINCIPAL
 केन्द्रीय विद्यालय नं. 1 / Kendriya Vidyalaya No. 1
 वायु सेना कक्षा, गुरुग्राम / Air Force Station, Gurugram
 हरियाणा / HARYANA-122001

APPROVED / NOT APPROVED



अध्यक्ष / Chairman
 VIDYALAYA MANAGEMENT COMMITTEE
 विद्यालय प्रबंध समिति
 P M SHRI K V NO. 01 AES GURUGRAM
 Vidyalaya Management Committee
 केन्द्रीय विद्यालय, वायु सेना स्थल
 Kendriya Vidyalaya, A.F. Station
 गुड़गाँव (हरि.) / Gurgaon (Hr.)