



DUTIES AND RESPONSIBILITIES

(FOR THE SESSION 2023-24)

DAV Public School

SAIL-RMD, Bolani Ores Mines,
Bolani, Keonjhar-758037
(Odisha)

List of Class Teachers

| | | |
|----------------|---|---------------------------------|
| LKG | : | Ms. Shobha Kumari Pun |
| UKG | : | Ms. Monalisa Parhi |
| Std.I (A) | : | Ms. Soumya Pattnaik |
| Std.I (B) | : | Ms. K.N. Sireesha |
| Std.II (A) | : | Ms. Shrabanti Das |
| Std.II (B) | : | Ms. Varsha Gupta |
| Std.III (A) | : | Ms. Sunaina Karmakar |
| Std.III (B) | : | Ms. Nikitasha Singh |
| Std.IV (A) | : | Ms. Sangita Banerjee |
| Std.IV (B) | : | Mr. A. Rangababu |
| Std.V (A) | : | Ms. Soni Dash |
| Std.V (B) | : | Mr. Preethi Ranjan Nanda |
| Std.VI (A) | : | Mr. Deepak Kumar Samantaray |
| Std.VI (B) | : | Mr. Santosh Ku. Mishra |
| Std.VII (A) | : | Mr. Avinash Ranjan Gupta |
| Std.VII (B) | : | Mr. Peeyush Ranjan. Rai |
| Std.VIII (A) | : | Mrs.Puspanjali Rout |
| Std.VIII (B) | : | Mr. Ranjan Ku. Moharana |
| Std.IX(A) | : | Mr. Santosh Ku. Rout |
| Std.IX(B) | : | Ms. Rabi Narayan Mishra |
| Std.X (A) | : | Mr. Pradipta Kumar Dasmohapatra |
| Std.X (B) | : | Mrs.Jharna Swain |
| Std.XI (Sc.) | : | Mr. Md Imran Khan |
| Std.XI (Com.) | : | Mr. Bhaskar Kumar Singh |
| Std.XII (Sc.) | : | Mr. Bikram Keshari Satapathy |
| Std.XII (Com.) | : | Mr. Simanchal Panigrahi |

Academic Supervisor:

Biswaranjan Acharya
Bhaskar Kumar Singh
Saroj Kumar Mishra

Class Coordinators:

LKG – STD II : Shrabanti Das
STD III – STD V : Soni Dash
STD VI – STD VIII : R.N Mishra
STD IX – STD XII : Simanchal Panigrahi

Syllabus Committee:

Mr. Simanchal Panigrahi (I/C)
Mr. Avinash Ranjan Gupta
Mr. Deepak Samantaray
Mr. Santosh Kumar Rout
Ms. Soni Dash
Ms. Sunaina Karmakar
Ms. Sangita Banerjee

Time Table & Arrangement of Classes:

Mr. Santosh Kumar Rout (I/C)
Mr. Md Imran Khan
Mr. Rabinarayan Mishra
Mr. Amarendra Das

Entrance/Coaching/NTSE Class:

Ms. Nikitasha Singh (I/C)
Mr. Bhaskar Kumar Singh
Mr. Rabinarayan Mishra
Mr. Md Imran Khan
Mr. Ranjan Ku. Moharana
Mr. Deepak Kumar Samantaray
Ms. Sunaina Karmakar

Examination:

Mr. Saroj Kumar Mishra (I/C)
LKG – STD II : Ms. Shrabanti Das, Ms Shobha Kumari Pun
STD III – STD V : Ms. Soni Dash, Mr Santosh Kumar Mishra
STD VI – STD VIII : Mr. Bikram Keshari Satapathy, Mr. A. Rangababu
STD IX – STD XII : Mr. Pradipta Ku. Dasmohaparta, Mr. Amarendra Das

CBSE:

Mr. Amarenrda Das (I/C)
Mr. Biswaranjan Acharya
Mr. Bhaskar Kumar Singh

Morning Assembly:

Mr. Preethi Ranjan Nanda (I/C)
Mr. Peeyush Ranjan Rai
Mr. Avinash Gupta
Ms. Puspanjali Rout
Mr. Gopal Krushna Nahak
Mr. Deepankar Panda

Admission Committee:

Mr. Biswaranjan Acharya
Mr. Bhaskar Kumar Singh
Mr. Saroj Kumar Mishra
Mr. Simanchal Panigrahi
Mr. Tapan Kumar Mohanty

Laboratory In-Charge:

Physics : Mr. Biswaranjan Acharya
Maths. : Mr. Saroj Kumar Mishra
Soc.Sc. : Mr. Rabi Narayan Mishra
Computer : Mr. Amarendra Das
Language : Mr. Simanchal Panigrahi
Biology : Mr. Ranjan Kumar Moharana
Chemistry : Mr. Md. Imran Khan

Book In-Charge:

Mr. Amarendra Das
Mr. Preethi Ranjan Nanda
Mrs. Jharna Swain
Mrs. Soni Dash
Mr. Deepankar Panda
Mr. Manoranjan Mahapatra

Staff Secretaries:

Mrs. Jharana Swain
Ms. Preethi Ranjan Nanda

Staff Common Room

Ms. Soni Dash (I/C)
Ms. Sunaina Karmakar
Ms. Sangita Banerjee

Library Committee:

Mr. Deepankar Panda
Mr. Pradipta Kumar Dasmohapatra
Ms. Soumya Pattnaik, Mrs. Manisha Mahapatra

School Magazine:

Mr. Simanchal Panigrahi (I/C)
Mr. Peeyush Ranjan Rai
Mr. Chakradhar Panda
Mr. Pradipta Kumar Dasmohapatra
Mr. Manoj Kumar Swain
Ms. Puspanjali Rout
Mr. A.Rangababu

Purchase Committee:

Mr. Saroj Ku. Mishra
Mr. Simanchal Panigrahi
Mr. Bhaskar Kumar Singh
Mr. Manoranjan Mahapatra

Public Relation:

Mr. Preethi Ranjan Nanda
Mr. Rabinarayan Mishra
Ms. Jharana Swain
Mr. A. Rangababu
Ms. Puspanjali Rout
Mr. Deepankar Panda

Exhibitions (Science):

Ms. Nikitasha Singh (I/C)
Mr. Biswaranjan Acharya
Mr. Deepak Kumar Samantaray
Mr. Md Imran Khan
Ms. Sunaina Karmakar

Exhibitions (Social Science):

Mr. Rabinarayan Mishra (I/C)
Ms. Jharana Swain
Ms. Soni Dash

Exhibitions (Mathematics):

Mr. Bikram Keshari Satapathy(I/C)
Mr. Saroj Kumar Mishra
Mr. Santosh Kumar Rout
Mr. Santosh Kumar Mishra
Mr. Karuna Sindhu Barik

Exhibitions (Comp. Sci):

Mr. Amarendra Das (I/C)
Mr. Avinash Ranjan Gupta
Mr. Md Tanveer Ansari

Exhibitions (Literature):

All Concern Literature Teachers

Exhibitions (Art&Craft):

Mr. Manoj Kumar Swain

Cleanliness Committee:

Mr. A. Rangababu (I/C)

Ms. Silpi Laha

Ms. Soni Dash

Ms. Soumya Pattnayak

Mr. Deepankar Panda

Mr. Shesank Mahanta

School Discipline:

Mr. Saroj Kumar Mishra (I/C)

Mr. Peeyush Ranjan Rai

Mr. Bhaskar Kumar Singh

Mr. Preethi Ranjan Nanda

Ms. Jharana Swain

Ms. Silpi Laha

Mr. Deepankar Panda

Mr. Shesank Mahanta

Hawan:

Mr. Chakradhar Panda (I/C)

Mr. Peeyush Ranjan Rai

Ms. Manisha Mohapatra

Mrs. Puspanjali Rout

Mr. Gopal Krushna Nahak

School Uniform Committee:

Mr. Preethi Ranjan Nanda (I/C)

Mr. Santosh Kumar Rout

Ms. Silpi Laha

Mr. Chakradhar Panda

Ms. Soumya Pattnaik

Mr. Shesank Mahanta



Grievances Redressal & Sexual Harassment Committee:

Mr. Preethi Ranjan Nanda(Convener)

Mr. Saroj Ku. Mishra

Mrs. Jharana Swain

Mrs. Puspanjali Rout

Outside Competition:

Mr. Preethi Ranjan Nanda (I/C)

Ms. Simanchal Panigrahi

Mr. Ranjan Moharana

Ms. Silpi Laha

Ms. Nikitasha Singh

Ms. Sunaina Karmakar

Mr. Sheshank Mahanta

Reception, Refreshment & Prize:

Ms. Puspanjali Rout

Ms. Manisha Mahapatra

Ms. Shobha Kumari Pun

Excursions & Study Tours:

Mr. Preethi Ranjan Nanda (I/C)

Mr. Bhaskar Kumar Singh

Mr. Biswaranjan Acharya

Mr. Deepankar Panda

Mr. Karuna Sindhu Barik

Mr. Shesank Mahanta

Staff Get Together:

Mr. Preethi Ranjan Nanda (I/C)

Mr. Biswaranjan Acharya

Mr. Chakradhar Panda

Mr. Amarenrda Das

Mr. Karuna Sindhu Barik

Mr. Shesank Mahanta

Maintenance & Repair Committee:

Mr. Rabinarayan Mishra (I/C)

Mr. Santosh Kumar Rout

Mr. Santosh Kumar Mishra

Mr. A. Ragababu

Mr. Deepankar Panda

Mr. Shesank Mahanta

Conduct of Function:

Ms. Jharana Swain

Ms. Shrabanti Das

Mr. Simanchal Panigrahi

Mr. Preethi Ranjan Nanda

Ms. Sangita Banerjee

Mr. Karuna Sindhu Barik

Mr. Gopal Krushna Nahak

Rangoli:

Ms. Manisha Mohapatra
Ms. Nikitasha Singh
Ms. Monalisha Parhi

Cultural committee

Ms. Srabanti Das (I/C)
Ms. Chakradhar Panda
Mr. Manoj Ku. Swain
Mr. Gopal Krushna Nahak
Mr. Preethi Ranjan Nanda
Ms. Soumya Pattnaik
Ms. Monalisha Parhi
Ms. Shobha Pun
Mr. Karuna Sindu Barik

Staff Meeting Writing Register:

Mr. Simanchal Panigrahi
Mr. Pradipta Kumar Dasmohapatra

Late Comers Register:

Ms. Silpi Laha
Mr. Shesank Mahanta

Campus Beautification Committee:

Mr. Manoj Kumar Swain (I/C)
Ms. Manisha Mohapatra
Mr. Chakradhar Panda
Mr. A. Rangababu
Ms. Puspanjali Rout
Ms. Soumya Pattnaik
Ms. Shrabanti Das

First Aid:

Mr. Shesank Mahanta(I/C)
Ms. Varsha Gupta
Mr. A. Rangababu
Mr. Deepankar Panda

N.C.C (Army Wing):

Mr. Deepankar Panda (I/C)
Mr. Ranjan Ku. Moharana
Ms. Silpi Laha
Mr. Shesank Mahanta

Transport Committee:

Mr. Deepankar Panda (I/C)
Mr. Ranjan Kumar Moharana
Mr. Bhaskar Kumar Singh
Mr. Preethi Ranjan Nanda
Ms. Silpi Laha
Mr. Shesank Mahanta

CCTV:

Mr. Amarendra Das
Md.Tanveer Ansari
Mr. Tapan Kumar Mahanty

Eco-Club:

Mr. Deepak Kumar Samantaray
Mr. Ranjan Ku. Maharana
Ms. Sunaina Karmakar

Quiz Club:

Mr. Avinash Ranjan Gupta
Mr. Amarendra Das

Karate & Yoga:

Ms. Silpi Laha
Mr. Chakradhar Panda
Mr. Shesank Mahanta

Co-Curricular Activities:

Mr. Preethi Ranjan Nanda (I/C)
Mr. Peeyush Ranjan Rai
Ms. Shrabanti Das
Mr. A.Rangababu

DAV Alumni:

Mr. Amarendra Das (I/C)
Mr. Peeyush Ranjan Rai
Mr. Deepak Kumar Samantaray
Mr. Deepankar Panda

Health & Wellness Club:

Ms. Silpi Laha(I/C)
Mr. Deepankar Panda
Mr. Shesank Mahanta

Literary Club:

Mr. Avinash Ranjan Gupta(I/C)
Mr. Simanchal Panigrahi
Mr. Chakradhar Panda
Mr. A. Rangababu
Ms. Puspanjali Rout

Science Club:

Ms. Nikitasha Singh (I/C)
Mr. Biswaranjan Acharya
Mr. Md Imran Khan
Mr. Deepak Kumar Samantaray
Ms.Sunaina Karmakar
Mr. Ranjan Kumar Moharana



Heritage Club:

Mr. Rabi Narayan Mishra (I/C)
Ms. Varsha Gupta
Ms. Jharana Swain
Ms. Soni Dash

Cyber Club:

Mr. Amarendra Das (I/C)
Mr. Avinash Ranjan Gupta
Mr. Md Tanveer Ansari

Mathematics Club:

Mr. Santosh Kumar Rout (I/C)
Mr. Saroj Kumar Mishra
Mr. Bikram Keshari Satapathy
Mr. Santosh Kumar Mishra
Mr. Karuna Sindhu Barik

PTCC Members:

Mr. Bhaskar Kumar Singh (I/C)
Mr. Preethi Ranjan Nanda
Mr. Saroj Kumar Mishra
Mr. P.K. Das Mohapatara
Mr. Amarendra Das
Ms. Sangita Banerjee
Ms. Nikitasha Singh

Challengers House:

CCA House

Mr. Pradipta Kumar Das Mohapatra (House Master)
Ms. Manisha Mohapatra (House Mistress)
Mr. Rabi Narayan Mishra
Mr. Santosh Ku. Mishra
Ms. K.N Sireesha
Ms. Monalisa Parhi
Mr. Karuna Sindhu Barik

Warriors House:

Mr. Santosh Kumar Rout (House Master)
Ms. Puspanjali Rout (House Mistress)
Mr. Saroj Kumar Mishra
Mr. Ranjan Ku. Moharana
Ms. Sangita Banerjee
Ms. Nikitasha Singh
Ms. Shobha Kumari Pun
Mr. Deepankar Panda

Achievers House:

Mr. Peeyush Ranjan Rai (House Master)
Ms. Jharana Swain (House Mistress)
Mr. Bhaskar Kumar Singh
Mr. Chakradhar Panda
Mr. Simanchal Panigrahi
Mr. Bikram Keshari Satapathy
Ms. Varsha Gupta

Explorers House:

Mr. Avinash Ranjan Gupta (House Master)
Ms. Sunaina Karmakar (House Mistress)
Mr. Md Imran Khan
Mr. Deepak Kumar Samantaray
Ms. Soni Dash
Mr. Amarendra Das
Mr. A. Rangababu
Ms. Soumya Pattnaik

Subject Coordinators:**LKG – STD-II**

Shrabanti Das

Maths

STD: III – V Santosh Ku. Mishra

STD: VI – VIII B.K. Satapathy

STD: IX – XII S.K. Rout

English

STD: III – V A. Rangababu

STD: VI – VIII P.K. Das Mohapatra

STD: IX – XII Simanchal Panigrahi

S.St

STD: III – V Sangita Banerjee

STD: VI – VIII Karunasindhu Barik

STD: IX – XII

HIST. & CIVICS: R.N Mishra

Geography: Soni Dash

Economics: Shrabanti Das/New

Science

STD: III – V Sunaina Karmakar

STD: VI – VIII Nikitasha Singh

STD IX - XII

PHY-

Biswaranjan Acharya

CHEM:

Md Imran Khan

BIO:

R.K Maharana

Hindi

STD: III–V

Peeyush Ranjan Rai

STD: VI–VIII

Preethi Ranjan Nanda

STD: IX – XII

Avinash Ranjan Gupta

Odia

STD: III – V

Soumya Pattnaik

STD: VI – VIII

Manisha Mohapatra

STD: IX – X

Puspanjali Rout

Sans

STD: V – X

D.K. Samantaray

B.ST & ACC.

STD: XI & XII

Mrs. Jharna Swain

P.E

STD: XI

Silpi Laha

STD: XII

Shesank Mohanta

Note: 1. All are kindly requested to put their best efforts while discharging the duties loyally as per the assignment.

2. Besides the assigned duties, anybody can be asked to perform any duty as & when required.

3. Accountability is fixed on the teacher written first as (I/C) in each head. For any lapses he / she will be held responsible. In his/her absence the second one and so on.

**(Hiranmayee Mohanty)
Principal**

