



ION/39/2017-18

Date: 15 Jan, 2018

AASHIRWAAD CEREMONY

**"THE ONLY PERSON, WHO SHALL SHAPE YOUR FUTURE, IS YOU."
GOOD LUCK.**

Aashirwaad Ceremony for Classes X and XII students will be held on **22 Jan, 2018 (Monday) at 08.45 a.m.** Concerned staff members are requested to remain available in the Pre Primary Courtyard between 08.30 and 10.30 a.m.

Class X and XII students are to report to the Pre Primary Courtyard at sharp 08.45 a.m.

Schedule for the day will be as follows:

- **Hawan Ceremony** : 09.30 to 10.30 a.m.
 - Address by respective Class Reps (X & XII) : 09.00 – 09.15 a.m.
 - Principal's Address : 09.15 to 09.20 a.m.
 - Hawan begins : 09.30 a.m.
 - Address by the School Head Boy / Head Girl / Class X Student's Rep : On completion of Hawan
 - Vote of thanks – To the school & staff : President, Student's Council
 - In Conclusion : Prayer Song - Action : Mr Pallavi & Mr Tulsiram
- **Scribbling Activity for CI XII** : 02.00 to 02.50 p.m.
(Under the strict supervision of respective Class teachers in the Senior Secondary Block)

Following are the areas of responsibility :

NATURE OF WORK

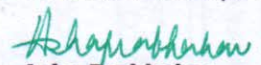
STAFF ON DUTY

- | | | |
|---|---|---|
| Engaging of Panditjee
Procurement of Hawan Samagri
Prasad (including charanamrit),
fruits etc and Dakshina | } | : Ms Anjali S / Ms Indula M / Mr Jagpat Pal & Mr Sunder Lal |
| Seating Arrangements / Mike
(For staff & students) | | : A.O. / Mr A Dixit / Mr P Pallavi / Mr Tulsiram / Ms U Kumari
Mr Manish Mishra |
| Banner / Decoration Rangoli / Potted Plants | | : Mr Niladri, Ms Neha |
| Procuring of Prasad
(Inclusive of disposable plates) | | : Ms Neerja B, Ms Rani V & Ms Kamleshwari |
| Distribution of Prasad | | : Mr Sunderlal & Ms Leela (New)
(Under the supervision of Ms S Walia & Ms Komal M) |
| Winding up process /
Cleanness of Pre Primary Courtyard | | : Mr D Bist, Ms Ruby S & Mr Harender S |
| Raising of Minute Sheet | | : VPL / HM (Sr) |
| Videography & Photography | | : Mr Yuvraj, Ms Meenakshi |
| Reporting on School Website
(with photographs) | | : Ms Rachna S, Ms Indula M & Ms Meetu T |

Note : Timings for Pre Board-I/II Examination for Class X & XII will be from 10.45 a.m. to 02.00 p.m. on 22 Jan, 18.

Distribution

VPL / HMs, A.O.
Staff (via-email)
Mr Jitender (Website)
A Razdan (File)


Asha Prabhakar
(Principal)

स्वच्छ भारत
एक कदम स्वच्छता की ओर