



**TRANSPORT DUTY ROSTER
MONTH: - APRIL 2018**

Routes			1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	NAMES NOT INCLUDED IN THIS ROSTER AS THIS STAFF WILL BE ON SPOT EVALUATION DUTY		
NO. OF STUDENTS			45	66	68	51	46	44	48	64	72	48	59	65	63	20	45			
S.No.	Date	Day	Private Bus UP16BT-4974	School Bus UP16CT-5358	Private Bus UP16BT-4975	School Bus UP16CT-5045	Private Bus UP16BT-4975	Private Bus UP16CT-5045	Private Bus UP16BT-4975	School Bus UP16CT-5045	Private Bus UP16BT-4975	School Bus UP16CT-5045	School Bus No UP16 CT5044	School Bus 16 ET 3585	Private Bus	Pvt Bus	Staff to be put on emergency duty			
			Sectors 15,17,19Noida, Delhi East end Mayur Vihar-I	Sectors 73, 119,120	Sectors 39,41,47,49,47,8 2,105,110,100,93 ,82	Sector 62 Noida	Sector 34 Noida	Indirapuram Ghaziabad	Sectors 52,53	Sectors 11,12,56,55,22,23, 62 Rajat Vihar,M.V.Ph III	Sectors 76,78	Sectors 33,34	Sectors 61,71	Gaur City,Sec 70,71,121	Sectors 74,75,76,50,5 1	Crossing Republic	Sectors 75, 72,50,51,39			
01	02/04/18	MON	DEEPA K	ADITI G	S.MAITRA	MONIKA	K PANDEY	DEEPIKA	PRIYA S	SUMANA S	ARPITA	DEEPA P	SABA N	Preeti Bajpayee	S WALIA	NAMRITA K	---	NARENDER	RUBY	NILADRI
02	03/04/18	TUE		SONAM M		NISHI N	NEHA G	SHRAMISHTA C		MOHIT B	SUBHA R.	SWAPAN	R KHANNA		K SHREYA		---	TULSIRAM	ANSHUL D	
03	04/04/18	WED		P PALLAVI		VANDANA	NISHI S	M SETHI		S TYAGI	NAMISHA S	ISHITA P	KAMNA J		RICHA M		P. PANDEY	ASHUTOSH	U VERMA	
04	05/04/18	THU		NIVEDITA B		R K SIKRI	A DHAR	ANJU B		ANITA V	RUMPA B	ANJALI S	MUKUL S		R.NEGI		A PANDA	RAMESH	VIBHA J	
05	06/04/18	FRI		D BISHT		R SONDHI	ABHA B	SHRAMISHTA C		SUNITA M	P CHAND	M TRIPATHI	NISHA		NEERJA B		R GATHANIA	MAYA	V MITTAL	
06	07/04/18	SAT		SAMRA		POONAM S	POOJA K	DEEPIKA		SUGANDHI	KOMAL M	SHALINI G	DEEKSHA S		RADHIKA		MOHAN	A DIXIT	L MISHRA	
07	09/04/18	MON		VARDHAN S		U KUMARI	ILASHRI	ANJU B		MANISH	M ARORA	M.GULATI	PRABHAT		T KHURANA		YUVRAJ	88 SRIVASTAVA	V OBEROI	
08	Lady Guard (s)	Permanent Teacher		Beena		Permanent Teacher	Meena	Shaheen		Shabha	Permanent Teacher	Anju Bala	Kanchan		Leela(New)		Pinky	Permanent Teacher	Tara	Permanent Teacher

- Total number of students using Senior School Bus Services is 804.
- The teachers should avoid leave on the day of their respective bus duties.
- If a Teacher is on leave the next teacher as per Roster will be put on Transport duty for that day. Permanent teacher will inform their substitute teacher one day in advance in case they have put on School duty or are availing leave.
- When the absentee teacher joins, he/ she will take up the Bus Duty at the end of the roster. Transport Roster I/c's will ensure that the absentee teacher has attended the Transport duty for the same month.
- ROUTE-T will be under Supervision of PRIYA S, and if she proceeds on leave, the duty will be taken care of by Mr. Tulsiram.
- ROUTE-X will be under Supervision of S.MAITRA and if she proceeds on leave, the duty will be taken care of by Mr. V.Upadhyay.
- ROUTE-Z will be under Supervision of DEEPA K. and if she proceeds on leave, the duty will be taken care of by Ms Nishi N
- ROUTE-M ferrying on crossing republic will be under the charge of Ms. Namrata/ Mr. J.M.Pant. Route N will be taken care of Ms. Preeti Bajpayee
- All staff members on bus duty should carry the mobile Nos of PPL/VPL/ H Ms/ Transport I/c & A.O In case of a breakdown, impounding of the bus or Child missing from the bus, a phone call is to be made to the school to the concerned Authority by the bus duty teacher. Teachers on duty aboard school buses ,RoutesV&Q will have rotation of duty.
- Mr Anoop Dixit and Mr. Srivastava (Transport I/c's) are to reconcile the strength on each route every 15 days.
- No staff is permitted to change the duties without the express permission of Principal.
- For suggestions, Contact Ms. Subha. Renakumar / Ms. Manisha Sethi. Next date of Roster release : 09/04/2018

All Substitute teachers will be taken into account for rotational transport duty.

- Ms. Manisha Sethi
- Ms. Subha Renakumar (Originators)

Subha

- Mr. Anoop Dixit
- Mr. B B Srivastava (Transport I/Cs)

Anoop Dixit

Ms. Anupama Motwani
(Vice-Principal)

Anupama Motwani

Ms. Asha Prabhakar
(Principal)

Asha Prabhakar
01-4-18

Distribution

HM (Sr.), HM (Pr.) & Staff (via e mail)
Abha B/A.Dhar (Substitution Cell)