



# TRANSPORT DUTY ROSTER

## MONTH: - 10 SEPTEMBER TO 24 SEPTEMBER 2018

Routes			1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	STAFF TO BE PUT ON EMERGENCY DUTY	STAFF ON RESERVE/* DUTY MISSED IN THE LAST ROSTER
NO. OF STUDENTS			45	57	57	51	42	40	45	57	57	48	73	60	66	22	57		
S.No.	Date	Day	Private Bus	School Bus UP16BT-4974	Private Bus	School Bus UP16CT-5358	Private Bus	Private Bus	Private Bus	Private Bus	School Bus UP16BT 4975	Private Bus	School Bus UP16CT 5045	School Bus No UP16 CT5044	School Bus 16ET3585	Private Bus	Private Bus		
			Sectors 15,17,19Noida,Delhi Eastend Mayur Vihar - I	Sectors 73, 119,120	Sectors 39,41,47,49,47,82,105,110,100,93,82	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 74,75,76,50,51	Crossing Republic	Sectors 75, 72,50,51,39		
01	10.09.18	MON	DEEPA K/ MAYA	ANJALI. S	S.MAITRA	SHALINI. G	R. KHANNA	3. SHARMISHTA	A DHAR	7. R NEGI	T. KHURANA	ILASHRI	SONAM. M	MEGHA CHUAHAN/P REETI BAJPAYEE	ALKA /P.PANDEY (AFTER NOON)	NAMRTA K.	PRIYA S	5. V.UPADHYAY	*VIDHI
02	11.09.18	TUE		NANDINI. B		RUBY.S	DEEPA. P	4. MANISHA		1. RUMPA. B	MUKUL. S	POOJA. K	P. PALLAVI					6. TULSIRAM	*RUMPA
03	12.09.18	WED		VARDHAN. S		S. TYAGI	KAMNA. J	5. ASHA		2. SUMANA. S	PRABHAT	K. SHREYA	NILADRI.D					7.TARACHAND	
04	13.09.18	THU		ABHA. B		SHAWOLI	NISHA	6. INDULA		3. NISHI. S	V. MITTAL	R. GATHANIA	SUNAINA					1. ASHUTOSH	
05	14.09.18	FRI		ADITI.G		U. VERMA	DEEKSHA. S	1.DEEPIKA		4. U. KUMARI	ANITA. V	RICHA. M	NEERJA. B					2. RAMESH	
06	15.09.18	SAT		VIBHA J		SWAPAN.M	ASTHA R	2.VIDHI		5. SANIA T	R. SONDHI	YUVRAJ	RADHIKA					3. MOHAN	
07	17.09.18	MON		S. WALIA		M.GULATI	R K SIKRI	3. SHARMISHTA		6. M. TRIPATHI	SHAZI J	NISHI. N	NEHA. G					4. MAYA	
08	18.09.18	TUE		K. PANDEY		NIVEDITA B	SABA. N	4. MANISHA		7. R NEGI	D. BIST	A PANDA	SUBHA. R					5. V.UPADHYAY	
09	19.09.18	WED		KOMAL. M		PREETY B.	POONAM. S	5. ASHA		1. RUMPA. B	P PANDEY	MONIKA	SAMRA					6. TULSIRAM	
10	20.09.18	THU		VANDANA		ARPITA	PGT PHY	6. INDULA		2. SUMANA. S	MOHIT. B	A.DIXIT	M. ARORA					7.TARACHAND	
	Lady Guard (s)		Permanent Teacher	Beena	Permanent Teacher	Meena	Shaheen	Shobha	Permanent Teacher	Anju Bala	Kanchan	Pooja	Pinky	Permanent Teacher	Santosh	Permanent Teacher	Permanent Teacher	Sunita and Sangeeta (Stand by duty)	

Total number of students using Senior School Bus Services is 777.

The teachers should avoid leave on the day of their respective bus duties.

If a Teacher is on leave the next teacher 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-L** will be under Supervision of PRIYA S, and if she proceeds on leave, the duty will be taken care of by Mr. Mohan.

**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-O** will be under Supervision of ALKA and if she proceeds on leave, the duty will be taken care of by MS.PREETI P.

**ROUTE-Z** will be under Supervision of DEEPA K. and if she proceeds on leave, the duty will be taken care of by Ms. MAYA.

**ROUTE-T** will be under Supervision of Ms.A DHAR and if she proceeds on leave, the duty will be taken care of by Mr. Tulsiram.

**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 Megha Chauhan/Ms. Preeti Bajpayee

All staff members on bus duty should carry the mobile No of PPL/VPL/ H M/ 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, Routes V&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 / Mr.A.Dixit/Ms.Mukul S .Next date of Roster release : 19.09.2018

- Mr.A.Dixit
- Ms. Subha Renakumar & Ms.Mukul S (Originators)

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

Ms.Anupama Motwani (Vice-Principal)

Ms.Asha Prabhakar (Principal)

**Distribution**

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

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

All Teachers and staff on duty are to ensure the availability of Lady Guards in School buses as mentioned above.