

**ANNUAL SCHOLAR BADGE / BLAZER/P.T.A. AWARDS CEREMONY**

The 18<sup>TH</sup> SCHOLAR BADGE CEREMONY will be held for Classes IV– XII on **16 Jul, 2022 (Saturday)**.

**Given below is the list of various duties with names of Incharges indicated against each area of responsibility.**

<b><u>Duties</u></b>	<b><u>Tr-In-Charge</u></b>
• <b>OVERALL I/C</b>	<b>VPL</b>
• Convenor(s)	<b>Ms Amita Ganjoo – HM (Sr)</b> <b>Ms Vinaya Pujari - HM (Pr)</b>
• List of Scholar Badge and Subject Proficiency Awardees	Ms Anjali S, Ms Abha B & Ms Ruchika K (List to be released on School website by 04 Jul, 2022)
• Procurement of Scholar Shirts & Blazers	Ms S Walia & Ms Vidhi O
• Procurement of Badges	Ms Nivedita B & Ms Rajni G
• Emcee Mentor	Ms Rumpa B & Ms Kamna J
• Preparation of Certificates	Ms A Bhardwaj to be assisted by Ms Samra R, Ms Deepti M & Ms Dhanya P
• Press Release / <b>uploading of report on SCHOOL WEBSITE</b>	Ms Deepti T, Ms R Gathania & Ms Mamta M <b>(The same should be uploaded latest by 18 Jul, 2022)</b>
• e-Invite	Mr Faiz A & Ms Payal C under the supervision of HM (Pr)
(b) e-invite to Parents	Ms Vibha Jain, Ms Subha R & Ms Mukul S (To be mailed to the parents of awardees latest by 13 Jul, 2022)
(c) e-invite PTA Members	Ms A Razdan
• Cultural Programme (Duration : 10 Min)	
(a) School Choir (Musical Rendition)	Mr P Pallavi & Ms Sumana S
(b) Dance	Mr Swapan M & Ms Kavita P
• Scholar Badge awardees Templates	Ms Sonam M (Primary School) Ms Asha M (Middle School) Ms M Gulati (Secondary School) Ms M Tripathi (Sr Secondary School)
• Seating Arrangement	Mr Anoop dixit & Mr Sanjay Dua
• Arrangement of Plants in Audi	Ms Neerja B
• Hospitality	Ms Neha G & Ms Patimeeta K
• Preparation of Banners (For the stage & outside the Audi)	Mr Yuvraj P & Mr Niladri S Das
• A/V Support-Placing of mikes,speakers etc	Mr Prabhat M, Mr Harender, Mr Narender & Mr Jagatpal
• Photography / Videography	Mr Yuvraj P & Mr Niladri S Das
• Welcome Address	Principal
• <b>Address by the President – Student Council</b>	Mentor : Ms Rachna S
• Vote of Thanks by the Head Girl	Mentor : Manisha Arora



**Asha Prabhakar**  
(Principal)

स्वच्छ भारत  
एक कदम स्वच्छता की ओर

**Distribution**

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