



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

The 19TH SCHOLAR BADGE CEREMONY will be held for Classes VI– XII on **27 July, 2023**

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

<u>Duties</u>	<u>Tr-In-Charge</u>
<ul style="list-style-type: none"> ● OVERALL I/C : ● Convenor(s) : 	<p>VPL Ms Amita Ganjoo – HM (Sr) Ms Vinaya Pujari - HM (Pr)</p>
<ul style="list-style-type: none"> ● List of Scholar Badge and Subject Proficiency Awardees : 	Ms Asha M, Ms Abha B & Ms Smriti S (List to be released on School website by 10 Jul, 2023)
<ul style="list-style-type: none"> ● Procurement of Scholar Shirts & Blazers : 	Ms S Walia & Ms Vidhi O
<ul style="list-style-type: none"> ● Procurement of Badges : 	Ms Nivedita B & Smriti S
<ul style="list-style-type: none"> ● Emcee Mentor : 	Ms Rumpa B & Ms Manisha A
<ul style="list-style-type: none"> ● Certificate Writing : 	Ms A Bhardwaj to be assisted by Ms Deepti M & Ms Rashi A
<ul style="list-style-type: none"> ● Press Release / uploading of report on SCHOOL WEBSITE : 	Ms Rumpa B, Ms R Gathania & Ms Mamta M (The same should be uploaded latest by 31 Jul, 2023)
<ul style="list-style-type: none"> ● e-Invite : 	Mr Faiz A & Ms Kamna J under the supervision of HM (Pr)
<ul style="list-style-type: none"> (b) e-invite to Parents : 	Ms Vibha Jain, Ms Subha R & Ms Mukul S (To be mailed to the parents of awardees latest by 24 Jul, 2023)
<ul style="list-style-type: none"> (c) e-invite PTA Members : 	Ms A Razdan
<ul style="list-style-type: none"> ● Cultural Programme (Duration : 10 Min) (a) School Choir (Musical Rendition) : (b) Dance : 	Mr P Pallavi & Ms Sumana S Mr Swapan M & Ms Kavita P
<ul style="list-style-type: none"> ● Scholar Badge awardees Templates : 	Ms Alka R (Primary School) Ms Sonam M (Middle School) Ms M Gulati (Secondary School) Ms Asha M (Sr Secondary School)
<ul style="list-style-type: none"> ● Seating Arrangement : 	Mr Mohit B & Mr Anshul D
<ul style="list-style-type: none"> ● Arrangement of Plants in Audi : 	Ms Neerja B
<ul style="list-style-type: none"> ● Hospitality : 	Ms Neha G & Ms Parimeeta K
<ul style="list-style-type: none"> ● Preparation of Banners (For the stage side panels & outside the Audi) : 	Mr Yuvraj P & Mr Niladri S Das
<ul style="list-style-type: none"> ● A/V Support-Placing of mikes, speakers etc. : 	Mr Prabhat M, Mr Harender, Mr Narender & Mr Jagatpal
<ul style="list-style-type: none"> ● Photography / Videography : 	Mr Yuvraj P & Mr Niladri S Das
<ul style="list-style-type: none"> ● Welcome Address : 	Principal
<ul style="list-style-type: none"> ● Address by Head Boy : 	Mentor : Ms Komal M & Ms Umesh K
<ul style="list-style-type: none"> ● Vote of Thanks by President, Student Council : 	Mentor : Ms Rumpa B
<ul style="list-style-type: none"> ● Report Writing : 	Ms Manisha A
<ul style="list-style-type: none"> (Report to be forwarded to PPL latest by 28 Jul, 2023) 	

Asha Prabhakar
(Principal)

स्वच्छ भारत

एक कदम स्वच्छता की ओर

Distribution

VPL, HMs, A.O.
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Website I/C, File