

DUTIES OF THE STAFF

Patron	:	Fr. K.K. Joseph SDB, Rector
Chairman	:	Fr. Babu Stephen SDB, Principal
Chief Coordinator	:	Fr. K.A. Thomas SDB, Vice-principal
School ERP	:	Vice-Principal
School Website	:	Principal
School Timing	:	Principal
Student and Staff Routine	:	Principal
M.C. Representatives	:	Mr. Dinesh Debbarma and Mrs. Moni Jamatia
School office	:	Mr. Sukumar Debbarma (Fee Collection)
CBSE In-charge	:	Mr. Subhankar Saha
Supervisor (Hr. Sec.)	:	Ms. Chirjanjit Tripura
Supervisor (Sec.)	:	Mr. Haripada Pal
Supervisor (UP)	:	Ms. Rita Jamatia
Supervisor (Prm.)	:	Ms. Roseline Debbarma
Official Programmes	:	Brothers and Committees
Board Exams	:	Mr. Subhankar Saha
School Exams	:	Supervisors
Exam Seat Arrangement	:	Mr. Pradip Debnath and Mr. Ramkrishna
Exam Question Paper Print	:	Mr. Jehova Kaipeng
Sports and Games	:	Mr. Pradesh, Mr. Shanti and Mr. Jehova
School Choir	:	Bro. Savio Kurbah, Sr. Monica Sangma Mr. Amir J.
Scout and Guide	:	Mr. Dinesh DB and Ms. Priyanka DB
NCC	:	Mr. Clinton Tripura, Ms. Riya Debbarma
Chess	:	Mr. Chiranjit, Mr. Samir and Ms. Rita
Table Tennis	:	Mr. Sailen Jamatia and Mr. Amir Jamatia
Karate	:	Mr. Indison Debbarma
Badminton	:	Mr. Clement and Mr. Dwpjyoti
Basketball	:	Br. Purnojoy and Bro. Savio

Football Incharge	:	Mr. Dinesh, Mr. Haripada, Mr. Sailen
Volley ball	:	Mr. Jehova, Mr. Pradesh, Ms. Mary J and Ms. Sarojini
Throw ball	:	Mr. Clinton, Mr. Swapon, and Mr. Ronald
Kabadi Trainer	:	Mr. Jehova , Ms. Roseline, Mr. Basudeb, Ms. Priti DB
Quiz Incharge	:	Ms. Roseline DB and Ms. Raima, Ms. Eli
Dance Instructor	:	Ms. Mona Jamatia, Ms. Priti, Ms. Soma, Ms. Hamari
Magazine Report	:	Ms. Khum Kiyok and Mr. Sudarsan
Creative Writing	:	Ms. Moni Jamatia and Ms. Ribilda K.
Speech/Choral Recitation	:	Ms. Cyntia and Mr. Ankan Bhowmik
Debate Competition	:	Mr. Clement, Ms. Khum Kiyok, Ms. Eli Debbarma
Drawing/ Art	:	Sr. Martlin and Mr. Ankan
Competitions Outside	:	Ms. Roseline, Ms. Priyanka, Ms. Khum Kiyok
Competitions in the school	:	Ms. Moni J, Ms. Mary J.and Ms. Jusna
March-past Instructor	:	Mr. Shanti, Mr. Clinton and Mr. Dinesh
Cultural Dance	:	Ms. Mona J. Ms. Roseline, Ms. Eli Debbarma
Discipline Committee	:	Mr. Shanti, Mr. Dinesh, Mr. Chiranjit, Ms.Priyanka
Computer Incharge/UDISE	:	Mr. Dosorot Kaipeng, Mr. Sukumar
Generator and Electricity	:	Mr. Bimal and Mr. Dosorot Kaipeng
Sound System	:	Mr. Johova and Bro. Purnojoy
Music	:	Bro. Savio and Sr. Monica, Mr. Amir
Secretary- staff Meeting	:	Sr. Monica and Ms. Moni J
School Chronicles	:	Ms. Moni Jamatia
Association of Past-pupils	:	Mr.Sudarshan and Ms. Aprama
Science Lab	:	Mr. Sukhen and Mr. Sachi
Computer Lab	:	Mr. Amalendu Debbarma
Library	:	Ms. Namita Debbarma and Mr. Bishu Kumar
School Infirmary	:	Sr. Monica and Sr. Martlin
Staff (Morning Tea)	:	Support Staff (Ayesha)
Girls Hairstyle	:	Ms. Ribilda, Ms. Sarojini, Ms. Ratna, Ms. Cynthia
Boys Haircut	:	Mr. Chiranjit, Mr. Dinesh, Mr. Haripada, & Mr. Ronald
School Uniform	:	Class Teachers and School Captains
Late comers	:	Mr. Indison, Mr. Ramu, Mr. Swopan
Morning Assembly	:	Mr. Shanti and Mr. Pradesh
School Photography	:	Mr. Dosorot, Mr. Johova and Mr. Clinton

School Stationary	:	Mr. Bimal Debbarma
School Receptionist	:	Ms. Ishri Jamatia
School Band	:	Mr. Clinton Tripura
Staff Attendance Register	:	Mr. Sukumar and Br. Savio
Birds and Fish	:	Support Staff (Sima)
Podium In-charge	:	Mr. Dosorot and Mr. Johova
School Bus	:	Mr. Sukumar Debbarma
School Canteen	:	Mr. Bimal
Bell Ringer	:	Support Staff (Bimal)
Stage In-charge	:	Bro. Purnojoy and Mr. Dosorot
CCTV	:	Mr. Johova and Mr. Dosorot
Yoga	:	Ms. Ratna and Ms. Madhumita
Certificates / Medals	:	Ms. Moni J, Ms. Mona J and Ms. Roseline DB
Picnic Coordinator	:	Mr. Shanti, Ms. Roseline Mr. Pradesh and Ms. Priyanka
School Stationeries	:	Mr. Bimal, Mr. Jehova and Mr. Dosorot
Staff Room Incharge	:	Ms. Aparna and Ms. Ratna
Syllabus checking	:	Mr. Pradesh, Moni Jamatia, Roseline, Khum Kiyok
Heli Fan Incharge	:	Br. Purnojoy, Mr. Bimal
Tailoring	:	Ms. Amala Debbarma
Beautician	:	Ms. Asha Debbarma
Carpentry/ Electrical	:	Mr. Komal
Flower Pots/ Garden	:	Mr. Braja and Ms. Elizabeth



**FR. BABU STEPHEN SDB
PRINCIPAL**

