

**പൊതുവിദ്യാഭ്യാസ വകുപ്പ് (ഹയർസെക്കണ്ടറി വിഭാഗം) ഡയറക്ടറുടെ
നടപടിക്രമം**

ന്യൂ ഡി.പി.ഐ ബിൽഡിംഗ്, ജഗതി, തിരുവനന്തപുരം

വിഷയം:-പൊ.വി.വ- ഹ.സെ.വി-സി.ജി.&എ.സി- 2025- **DISHA**

**ഹയർസ്റ്റഡീസ് എക്സ്പോ കമ്മിറ്റികൾ നിർണ്ണയിച്ച്-ചുമതല
നൽകി ഉത്തരവാകുന്നത് സംബന്ധിച്ച്.**

സി.ജി.&എ.സി-1/15491/2025 /എച്ച്.എസ്.ഇ തീയതി :02-11-2025

പരാമർശം: 1) സർക്കാർ ഉത്തരവ് നം.GO(Rt)No.3860/2025/GEDN
തീയതി:16-06-2025

ഉത്തരവ്

പൊതുവിദ്യാഭ്യാസ വകുപ്പ് 2025 നവംബർ 20 മുതൽ 24 വരെ കോട്ടയം ജില്ലയിൽ നെഹ്റു സ്റ്റേഡിയത്തിൽ DISHA ഹയർസ്റ്റഡീസ് എക്സ്പോ എന്ന പേരിൽ വിദ്യാഭ്യാസ എക്സ്പോ സംഘടിപ്പിക്കുന്നു. 80 സ്റ്റാളുകളിലായി ഇന്ത്യയിലെ ഏറ്റവും മികച്ച യൂണിവേഴ്സിറ്റികളും വിദ്യാഭ്യാസ സ്ഥാപനങ്ങളും ഇതിൽ പങ്കെടുക്കുന്നു.

എക്സ്പോ നടത്തിപ്പിന്റെ ഭാഗമായി വിവിധ കമ്മിറ്റികൾ ചുവടെ ചേർക്കും പ്രകാരം നിർണ്ണയിച്ച് ചുമതല നൽകി ഉത്തരവാകുന്നു.കമ്മിറ്റികളിൽ ചുമതല നൽകപ്പെട്ട അധ്യാപകരെ 2025 നവംബർ 19 മുതൽ 24 വരെ പ്രോഗ്രാമിന്റെ സുഗമമായ നടത്തിപ്പിനായി പ്രിൻസിപ്പൽമാർ വിദ്യാലയങ്ങളിൽ നിന്നും വിടുതൽ ചെയ്യേണ്ടതും, അധ്യാപകർ 2025 നവംബർ 19 ന് 11.00 AM ന് മുൻപായി എക്സ്പോ നടക്കുന്ന കോട്ടയം നെഹ്റു സ്റ്റേഡിയത്തിൽ എത്തിച്ചേരേണ്ടതുമാണ്.

DISHA HIGHER STUDIES EXPO – 2025

COMMITTEE AND DUTIES

GENERAL COMMITTEE

Chairman - Sri Umesh N.S.K IAS (Director of General Education)

Vice- Chairman - 1. Dr. Shajitha. S (Joint Director,

Academic)

2. Dr. K. Manikaraj (Joint Director,
Exam)

General convener - Dr. Azeem C M (State Co-Ordinator
CG&AC)

PROGRAMME COMMITTEE

Chairman - Smt. Viji P N (RDD Kottayam)
Convener - Smt Mini Das (Co-ordinator, CG&AC,
Kottayam)
Joint Convener - Sri Praveen P R (Assistant Co-ordinator,
Kottayam)
Sri Jyothish Kumar.B (Former
Co-ordinator, CG&AC, Kottayam)

1. STAGE & SEMINAR (INCLUDING INTERNATIONAL CAREER CONCLAVE)

Chairman - Sri. Sudha K (RDD Chenganur)

Vice- Chairman - Sri Sankara Narayanan (District Co-ordinator, Ernakulam)

Convener - 1.Dr Shaji P.K (CG&AC District Co-ordinator, Kozhikode)

*2. Sri.ShihabA (CG&AC Dist Co-ordinator
Thiruvanthapuram)*

Joint Convener

Sri. Purushothaman (Edu Dist Convener

Thaliparamba)

Dr.Sandhya M N (Edu Dist Convener Attingal)

Sri.Abhilash S S (Edn Dist Convener Neyatinkara)

Dr.Jyotsana P K (Edn Dist Convenor Kozhikode)

Dr.Nijoy P Jose (St Thomas HSSPala)

Dr. Jyothish Paul (GHSS Thalapoya)

Dr. Ismail Maitheri (GHSS Meppayyoor)

Members

Smt. Arooja M.V (SPO ,SSK STATE OFFICE)

Sri. Sabu Joseph (St Mary's Teekoy)

Smt. SreeVidya (NSS HSS Kidangoor)

Sri. Dominic Savio (St Thomas HSS Erumely)

Smt. Ligi Joseph (St Sebastian's HSS Ayarkunnam)

Smt . Reshmi Joseph (St. Mary's HSS Teekoy)

Smt. Ardra Baby (St Mary's HSS Kidangoor)

Smt. Sunitha Susan Abraham (Baker Memorial GHSS Kottayam)

Smt Deepakumari (NSS HSS Vazhoor)

Smt. Jitha P George (Mount Carmel Kottayam)

Sri.Mohan George (BEMPHSS Thallassery)

Duties

- Schedule Preparation for Stage Events (Main and International career conclave)
- Faculty selection for Stage Programmes, that include Topic selection, Time management, Question and Answer section, Refreshment of Faculties, seat Management.
- Schedule time allotment for presentation by each stalls
- Schedule of inauguration and closing ceremony.

2. RECEPTION COMMITTEE

Chairman

- Sri.Satheesh D J

(Rdd , Ernakulam)

Vice Chairman

- Paul A (District Co-Ordinator,Kollam)

Convener - **Sri. Francis Sebastian (CG&AC Dist Co-Ordinator Idukki)**

Joint –Convener

Smt. Jyothi B Nair (Edn.Dist. Convenor, Kaduthuruthy)

Smt. Archana Devi (Edn. Dist Convener Alappuzha)

Sri. Maneesh C (Edn.Dist Convener Thalasseri)

Smt Anitha Baby (Edn Dist Convenor Thiruvalla)

Smt.Manju S Kartha(Devi Vilasam VHSS

Kumaranalloor)

Members:

Smt. Suja P R (St Mary's Vallakom)

Smt. Swapna mol Jose (St Dominic Kanjirappally)

Smt. Jolly Mathew (St Michael Piravithanam)

Smt. Rajimol P S (Ghss Nedumkunnam)

Smt. Cicymol George (Am Hss Kalaketty)

Smt Manju M Nair (Mhss Kangazha)

Smt. Sreekala V N (Ghss Kudamalloor)

Smt. Prajitha Chandran (Mattakara Hss)

Dr. Vijayalekshmi (Skm Kumarakom)

Smt. Sony Sitharam (Avhss Kurichy)

Smt. Bindu S Nair (Nss Karukachal)

Duties

- Receiving representatives and other guests from various institutions
- Issuing and collection of feedback form
- All the matters regarding the guests till 08/10/2024 other than food, accommodation and transport
- Special attention for VIP Guests (Ministers, MP's, MLA's, Dept. heads etc.)

3. REGISTRATION COMMITTEE

Chairman- *Smt. Ajitha.(Rdd Thiruvananthapuram)*

Vice chairman- *Sri. Saji Varghese(District*
Co- Ordinator,Pathanamthitta)

Convenor- *Sri. Anilkumar (District Co-ordinator,*
Malappuram CGAC)

Joint Convenor

Sri. Kochanujan (CG&AC Dist Coordinator
Kollam)

Smt. Shyni Kurian (Edn Dist Convenor Kottayam)

Sri. Vinod PK (Edn Dist Convener
Wandoor)

Smt. Ambika R (Edn Dist convenor Kottarakara)

Sri.Manoj K(GVHSS for Girls Peruva)

Members

Sri. Vinod T N (Sm Hss Thrikanarvattom)

Sri Jose Ralph(St Philominas Hss Kunamavu)

Smt. Smitha Abharam (Neerpara)

Smt. Archana Xaviour (St Little Theresas Vaikom)

Smt. Nithya Vijayan (Cms Melukavu)

Smt. Rekha V Nair (Ghss Peruva)

Smt Indu V Menon (St Mary's Manarcad)

Smt. Priya P B (Nss Karapuzha)

Smt. Sobha P S (Mcv Hss Arpookara)

Smt. Manju Jose (GHSS Vadakekkara)

Smt . Shina S (Vbsn Neezhoor)

Smt.Aneehamol (Hss Brahmamangalam)

Dr. Sushama M V (Gbhss Vaikom)

*Smt.Minimol Sebastian (St Dominic
Kanjirappally)*

Duties:

*Registration for Seminar,Stall Visit,K-DAT & Participants
in International Career Conclave.
Ensure the registered participants in all days
of programme .
Keeping visitors details such as student register ,school
register and attendance*

4. STALL MANAGEMENT

Chairman - P X Beatreas Maria(Rdd Malapuram)

*Vice chairman- Saji j (District Co-
Ordinator,Alappuzha)*

Convener - Sri. Mayson.K

(District Co-ordinator, Kazargod)

Joint Convener

*- Sri. Binu T A (Edn Dist Convener
Palakkad)*

Members-

Sri Jyothish Kumar.B (GHSS Anchal East)

Sri. Pradeep G Nair (GMRHSS Kannur, Pattuvam)

*Smt. Karthika P (SRKGVM HSS,
Puranattukara,Thrissur)*

Sri. Binoj Chacko (JJMMHSS Yendayar)

Sri. Sojan Jose (GHSS Areeparambu)

Smt. Rosamma Joseph (St George Aruvithura)

Smt. Preethy Damodaran (SMV Poonjar)

Smt. Rincy Mathew (Holy Cross Cherpunkal)

Smt. Smitha Jose (SKV GHSS Neendoor)

Smt. Sophiya Kurian(St Mary's Kuravilangad)

Sri. Tiju K Thomas (CMS College HSS Kottayam)

Smt. Neethu Gopi (GMHSS Kottayam)

Smt. Maya K A(GHSS Vayala)

Smt. Leena Tom (St Annes Kurianadu)

Dr. Sinju B (GHSS Murikumvayal)

Mr.Jankesh K (Iritty HSS)

Duties

- Distribution of stalls
- Infrastructure of stalls (Ensuring Wi-fi connectivity and electricity)
- Keeping attendance of stall members
- Keeping cleanliness of stall
- Waste management of stall (Paper and other rags)
- Faculty selection for stage programme. It includes topic selection and time management
- Stall management during lunch break & other refreshment times

5. FOOD AND REFRESHMENT

Chairman - Sri.Vinodkumar A K(Rdd Kannur)

Convener - Smt. Haseena Beevi (CG&AC Dist CoordinatorAllappuzha)

Joint Convener-

Sri. Anwar V P (Edn Dist Convener Vadakara)

Sri. Jaison John (Edn Dist Convener Kattapana)

Sri. Manoj N Paul (Edn Dist Convener Aluva)

Baiju A J (Assistant District Coordinator,Idukki)

Members

Sri. Priju P R (MGGHSS

Erattupetta)

***Smt. Jetty J Rose (Ckm Hss
Koruthodu)***

***Smt. Vineetha K Vijayan (Ghss
Puthuveli)***

Smt. Bindu K Balakrishnan (St

Augustious Ramapuram)

***Smt. Sageena V T(Iringannur Hss
Kozhikode)***

***Smt. Sanitha K (Vadakkumpad Hss
Paleri)***

***Smt. Sija K (Kunjali Marakar Hss
Iringal)***

***Smt. Sindhu V K(Sree Vasudeva
Ashramam Hss Naduvathoor,
Koilandi)***

***Smt. Nafsana K V (Mumvhss
Vadakara)***

***Smt. Ligimol Paul (St.Paul
Valiyakumaramangalam)***

***Smt. Shamlia Beevi (Skv Hss
Neendoor)***

***Sri. Jijo Mathew (St Antony's
Plassanal)***

Smt. Bindu G Nair (Nss Kidangoor)

***Smt. Dhanyamol A R (Sm Sn
Vaikom)***

***Smt Bency Mathew (Emmanuel Hss
Kothaneloor)***

***Smt. Jomol Thomas (St Mary's
Kuravilangad)***

***Smt. Manjusha Resminikurian (St
Aloysius Athirampuzha)***

***Smt. Merin Mary Jacob (Mt Hss
Kottayam)***

***Smt. Mayarani V (Pvm Hss
Pampady)***

***Smt. Remya P Nair (Mgm Nss
Lakkatoor)***

***Smt. Anumole Antony (St Epherm
Mannanam)***

***Smt. Smitha Paul (Hss
Brhamhamangalam)***

Smt. Soumya S Nair (Ghss Kurichy)

*Smt. Sophiya Thomas (Ghss
Edakunnam)*

*Smt. Manju A S (Ghss
Nedumkunnam)*

Smt. Suja C K (G Hss Peruva)

*Sri. Biju Dominic (St George Hss
Aruvithura)*

*Sri. Roy Varghese (Sjnhss
Kozhuvanal)*

Sri. Bijoy (Holy Cross Cherpunkal)

Sri. Reji K (St Mary's Teekoy)

*Justin T Augustian (St Joseph's
Vilakumadam)*

Sri. Shaji (St Mary's Pala)

Sri. Shakker (Mhss Kangazha)

Sri. Jomy (St Peter's Elanji)

Duties

- Providing Food and refreshment for delegates and guests
- Providing drinking water facilities
- Providing other snacks for the delegates and guests during the
review meetings

6. ACCOMMODATION & TRANSPORT

Chairman: *Sri. Rajeshkumar. R (RDD Kozhikkode)*

Convener: *Sri. Ameer Faisal (CG&AC Dist Coordinator
Ernakulam)*

Joint Convener: *Sri. Sony Joseph (Edn Dist Convener Kanjirapally)*
Sri. Dhaneesh V (Edn Dist Convener Malapuram)
Sri. Santhosh T (Edn Dist Convenor Mannarcad)

Members:

Sri. Alex Tom (Holy Family Muttambalam,Kottayam)

Smt. Deepalal (NSS HSS Anicad)

Sri. Thomas K (OLL HSS Uzhavoor)

Sri. Syno Zacharia (MD HSS Kottayam)

Smt. Sheeba K .A (GVHSS Ettumanoor)

Sri. Anilkumar K G (MGGHSS Pala)

Sri. Tojokumar (CCM Karikatoor)

Sri. Thomas M Cherian(JM HSS Vakathanam)

Sri. Vinod T J (GVHSS Ponkunnam)

Sri. Jerin Joseph (St Peter's Kurumbanadam)

Duties

- Providing accommodation facilities for guests and other delegates
- Picking and dropping of guests and other delegates from stall to hotel and vice-versa
- All the matters regarding transport and accommodation of other officials

7. DISCIPLINE,CROWD MANAGEMENT

Chairman: Sri.Sajan (DD Exam HSE)

*Convener: Dr. Sunil KumaG (Cg&Ac Dist
Co-ordinator Pathanamthitta)*

Joint- Convener:

Sri. Binoj M U (Joint Coordinator Thrissur)

Smt.Sareena Haneefa.K Joint Co-ordinator Palakkad

Smt Regi Paulose (Edn Dist Convenor Muvattupuzha)

Members:

Sri. Jince M J (AJJM HSS Thalayolaparambu)

Sri. Joshy Thomas (GHSS Edakkunnam)

Smt. Cici Jose (GVHSS Ettumanoor)

Smt. Anitha Babu (SJNHSS Kozhuvanal)

Smt. Ida Jacob (GHSS Edakoly)

Smt. Bincy Kurian (AJJM Thalayplaparambu)

Smt. Shibimol R (DV GHSS Kudavechoor)

Smt. Bindu Joseph (St Ephrem Mannanam)

Smt. Lovely Alexander, SB HSS Changanacherry

Sri. Anish Mathew (CKM Koruthode)

Sri. Joby K V

Smt. Soumya Gopi (GVHSS Ponkunnam)

Smt. Preetha C Rose CCM Karikattoor)

Smt. Rincy John (St. George Aruvithura

Smt. Renjini Das (GHSS Murikumvayal)

Smt. Prajitha N P (Muslim HSS Kangazha)

Smt, Sini Thomas (GHSS Adukkam)

Sri. Ratheesh K N (GHSS Edakoly)

Sri. Sam Abraham (GHSS Thazhathuvadakara)

Sri. Manoj Sebastian (MT HSS Kottayam)

Sri. Mathew P J (PVHSS Pambady)

Duties

- Crowd Management
- Time management for school visiting
- Keeping silent environment in the stall and seminar hall
- Scheduling time for student visit.
- Discipline committee can use Scouts & Guides and SPC in addition to teachers if required.

8. DOCUMENTATION

<i>Chairman</i>	- <i>Saji (DD HSE,Academic)</i>
<i>Convener</i>	- <i>Sri. Sanu Sugathan(District</i>

Co-ordinator-Palakkad)

Joint-Convener

**Smt. Nisha Ann Jacob (Edn Dist Convener
Mavelikara)**

Sri. Abdul Latheef C M (Edn Dist Convenor Tirur)

Members

Smt. Priya P Alex (St Ann's Kottayam)

Sri. Sajeev S (Ghss Karukone Anchal. Kollam)

Smt. Sreeja P H (GHSS Ksmangalam)

Smt. Seema Joseph (St Mary's Bharanganam)

Smt. Seema (St Antony's Poonjar)

Smt. Mamitha K D (Ghss T.V Puram)

Smt. Aswathy M S (Mgm Nss Hss Lakattoor)

Smt. Nice George (Holy Cross Cherpunkal)

Duties

- Schedule verification
- Press Meeting
- News Writing
- Documentation of the programme
- Publishing the draft document of DISHA -2024-25 during valedictory function
- Events Documentation Reports Photos Etc
- Visitors Diary Stall Officials Diary
- Magazine
- Special Reports : Seminar Hall

9. MEDIA & PUBLICITY

Chairman - Sri. Manikandan (DD Exam)

Convener - Sri. Simil.K.B(District Co-ordinator-Wayanad)

Sri. Rajesh M(Joint Co-ordinator Kannur)

Joint Convener - Sri.Hashim Tharayil (CG &AC Educational District Convenor Ottapalam)

Sri Venu Padmanabhan (Educational Dist.Convenor)Pala

Smt. Cinimol T G, (Ednl.Dist Conveor, Ernakulam)

Sri .Jineesh Mathew,(Educational Dist.Convenor ,Wayanad)

Members

Dr. Jani George (JM HSS Vakathanam)

Sri. Manoj T Benjamin (GHSS Erattupetta)

Sri. Prabhashkumar S (GHSS Thottakad)

Smt. Sincy P Jose (Mount Carmel Kottayam)

Smt. Blessy K Mathew (St Ann's Kottayam)

Smt. Neena Mary Philip (SH Mount Kottayam)

Smt. Catherin Joseph (St Theresas Vazhapally)

Smt. Maria Isabella (St Mary's HSS Pala)

Duties

- Photography
- Media Management
- Recording the Seminar and other programmes
- Making arrangement for news and other media persons

10. CERTIFICATE AND MEMENTO

Smt. Saritha (Edn Dist Convener Iringalakuda)

Smt. Sweeta Maria Kurian (Oll HSS Uzhavoor)

Members:

Sri. Nishanth .T O (AJJ M HSS

Thalayolaparambu)

Smt. Jisha Jose (St John The Baptist

Nedumkunnam

Sri Jaison T Jose (PHSS padagiri)

Dr.Seema.S(BEM HSS parappanagadi)

Dr Sandhya (GHSS othukungal)

Duties:

- Description about History of Higher Secondary Department
- Description about CG & AC
- Activities of CG & AC through the years
- Space for personnel counseling
- CG &AC stall may include display boards, PowerPoint presentation, poster, banner etc.

12. Pre-Orientation:

Chairman - Sri. Santhosh.VS (State Co ordinator VHSE)

Convenor: Dr.Vinayakumar(Joint co-ordinator Malappuram)

Joint Convenor:

Sri.Casmir Thomas (Educational District Convenor, Kollam)

*Dr. K R Rajesh Babu (Edn Dist Convener ,
Kannur)*

Smt. Radhika Unnikrishnan (Edn Dist ConvenorThiruvanthapuram)

Sri. Joice Mathew (Edn Dist Convenor

Thodupuzha)

Sri. Pramod V S (Joint co-ordinator Eranakulam)

B. Members

Sri.Pradeep Payyanate (Kprgs Kalliasseri, Kannur)

Sri. Joji Innocent (St Augustian Ramapuram)

Smt. Nima Paul (Ghss Puthuveli)

Fr.Dr. Jyothis P K (St. Little Therasa's Vaikom)

Fr. Gigi George (St. Joseph's Vilakumadam)

Smt. Beena Samuel (Ghss Paipadu)

Smt. Deepthy V (Nss Hss Perunna)

Smt. Asha K S (Skm Kumarakom)

Smt.Anupama M S (Ghss Vayala)

13. K-DAT AND CAREER COUNSELLING

*Convener - Sri. Manoj John (Joint Coordinator
Wayanad))*

Joint-Convener-

Sri. Nasar Kunnummal (Edn Dist Convener

Thamarassery)

Smt. Balkeese P M (Edn Dist Convener

Kothamangalam)

Sri. Ajo Jose (Joint Coordinator Idukki)

Members

Smt. Indu B (NSS HSS Manakad)

Sri. Shaji C Mani (St Sebastian's Ayarkunnam)

Smt. Subha M K (GHSS Thrikodithanam)

Smt. Rakhi Krishna (St Mary's Vallakom)

Sri. Sunil K S (GHSS Panamattom)

Smt. Deepthy Jose (St Sebastian's Kadanad)

Smt. Alphonsa Augustian (SJN HSS Kozhuvanal)

Smt. Renjini K C (St Michael's Kaduthuruthy)

Smt. Julie Thomas (St Michael's Piravithanam)

Sri. Jacob C I (GVHSS Kanakary)

Smt. Aswathy J (GMHSS Kottayam)

Smt. Aswathy Checha varghese (MT HSS Kottayam)

Smt. Jubeena Ibrahim (GHSS Vadakekkara).

Dr. Sobhana Mary S (MCVHSS Arpookara)

Smt. Priya K G (NSS Karukachal)

Sri. Ragesh R Nair (SMV NSS HSS Kallara)

Smt. Elsamma Jacob (GHSS Amaravathy)

Duties

- Make arrangements to conduct K-DAT Test using the computer lab
- Make arrangements to conduct K-DAT and Career Counseling
- Prepare general career Charts for exhibition
- Prepare exhibition charts for scholarships
- Collecting computer and other laptops from nearby higher Secondary Schools and returning.

14. a) CAREER STALL

Convener

Sri. Jayakumar L. S (Joint Coordinator Kollam)

Joint- Convener -

*Sri. Shihabudeen .K (Educational District Convenor
Cherthala)*

Sri. Mathew Prakash (Edn Dist Convenor Punalur)

Sri. Joby Sebastian (St Joseph HSS Vilakkumadam)

Members:

Sri Reny C (GHSS Karunagapally)

*Sri. Ajithkumar K P (GSM HSS
Thathamangalam)*

*Sri. Satheeshkumar R (GHSS
Poruvazhy)*

Sri. Joy J (GHSS West Kallada)

*Smt. Fareeda M T (VMHMHSS
Anyamkkunnu)*

*Sri. Aksar (Chendamangaloor
HSS)*

Duties

- Presenting Career related programmes
- Making banners and posters regarding different career's higher students & scholarships
- Facility for career counseling
- Making notes and other posters regarding CUET entrance test

- Arranging faculty regarding CUET entrance test
- Career counselors

15. GREEN PROTOCOL

Convenor: **Smt. Subha S Nair (Joint Coordinator. Thiruvananthapuram)**

Joint Convenor: **Smt. Sudha M (Edn Dist Convener. Thrissur)**

Members:

Smt. Mijo Elizabeth (Baker HSS Kottayam)
Smt. Sunitha Sebastian (GHSS KS Mangalam)
Smt. Biji N Mathew (GGHSS Vaikom)
Smt. Betty Chacko (St Peter's Kurumbanadom)
Smt. Alphonsa Jacob (GHSS Panamattom)
Smt. Resmi Varghese (St Antony's Mutholy)

Duties of green protocol

- Ensure there is no plastic waste around the main, conference, dining halls in the expo
- Make sure the proper disposal of waste
- Co-ordinate with the waste management team of the concerned event management.

16. HEALTH

Convenor: **Sunil Kumar (Joint Co-ordinator, Kasaragod)**

Joint Convenor - **Smt. Priya (Edn. Dist convener Chavakadu)**

Sr. Seenamma George (St Mary's Pala)

Sr. Mini John (St Sebastian's Kadanad)

17. FINANCE COMMITTEE

Chairman - Sri Thomas P J (Senior F.O, Hse, Thiruvananthapuram)

Convener - Sri. Maya M.G (Jr.Superintendent, CG &AC)

Members -

1. Sri. Ugwal Prakash (Senior Clerk, CG & AC))
2. Sri.Sachu.V (Clerk,Cg&Ac)
3. Sri.Jeen lal.B (Senior Clerk, CG & AC)
4. Sri.Sarathkumar.S(O A Academic)
5. Smt.Rekha R Chandran(CA, DGE)
6. Sri.Ajmal P Sali(Clerk RDD Kottayam)
7. Smt.Sheejamol A R(Sln.Grade Typist RDD Kottayam)
8. Sri.Blesson Louis(Clerk RDD Kottayam)
9. Sri.Abdul Karim.A(Driver,HSE With Vehicle No.KL 01 BZ 6375)

Duties

- Finance Management
- Verification of bills & Vouchers
- Reimbursement of bills submitted by various committee
- Verification of the Allotment of the vehicles & daily running kilometers.

ഡ്യൂട്ടിക്കായി നിയോഗിച്ചിട്ടുള്ള കരിയർ ഗൈഡൻസ് സെല്ലിലെ ഉദ്യോഗസ്ഥരും ഡ്രൈവർ ശ്രീ.അബ്ദുൾ കരീം.എ യും(വാഹനം ഉൾപടെ) 18/11/2025 രാവിലെ 10 മണി മുതൽ 25/11/2025 വരെ എക്സ്പോ വേദിയിൽ ഉണ്ടായിരിക്കേണ്ടതാണ്.

DIRECTOR

DIRECTOR OF GENERAL EDUCATION

Copy to

1. All RDD's
2. Finance Officer DHSE
3. Superintendent, Finance Section
4. Cash Section
5. Persons concerned

SF/FC