



# D.A.V. PUBLIC SCHOOL

NAYAGARH, ODISHA, PIN - 752069

Managed by : DAV COLLEGE MANAGING COMMITTEE, NEW DELHI

School Code.- OR-035

U-DISE Code - 21161001351

Ref. No. DAV (NGR)/ 443 /2025

Date :- 28/07/2025

## LIST OF VARIOUS COMMITTEES FOR THE SESSION 2025-26

### INTERNAL COMPLAINTS COMMITTEE (ICC)

Internal complaint committee (ICC) is a mandatory body established in work places to address and resolve complaints of sexual harassment, discrimination and other forms of misconduct within the academic community. Specifically focusing on the well being and safety of women staff, the ICC plays a pivotal role in creating a conducive work environment that fosters dignity, respect and equality.

The followings are the members of the committee:

Sl No.	Name of the Member	Designation	Mobile No.	E-mail ID
1	Ms.Sasmita Pattnaik (Presiding officer)	(TGT-Sanskrit)	8895671100	<a href="mailto:sasmitapattnaik488@gmail.com">sasmitapattnaik488@gmail.com</a>
2	Mr.Saroj Kumar Sahoo	Staff Member	9437306452	<a href="mailto:saroj.sahoongr@gmail.com">saroj.sahoongr@gmail.com</a>
3	Mrs.Sasmita Mohapatra	Staff Member	977635437	
4	Ms.Usha Pattanaik (Social Activist)	External Member	9937016933	<a href="mailto:gucodisha@rediffmail.com">gucodisha@rediffmail.com</a>

### SEXUAL HARASSMENT COMMITTEE

The purpose of establishment of sexual harassment committee is to provide a safe and confidential space for teachers and staff to report incidents, investigate allegations and resolve the issue put forth to the committee.

May organize seminars and invite suitable eminent persons from different fields and create awareness among students & Parents.

Maintain records of proceedings.

The above-mentioned Sexual Harassment Committee comprises of the following members:

Sl No	Name of the Member	Designation	Mobile No.	Email-ID
1	Mr.Saroj Kumar Mishra	Principal	7894686448	<a href="mailto:davnayagarh2021@gmail.com">davnayagarh2021@gmail.com</a>
2	Ms.Sasmita Pattnaik	Teacher(TGT)	8895671100	<a href="mailto:sasmitapattnaik488@gmail.com">sasmitapattnaik488@gmail.com</a>
3	Mrs.Smaranika Satapathy	Teacher(PRT)	8917666311	<a href="mailto:smaranika.satapathy.94@gmail.com">smaranika.satapathy.94@gmail.com</a>
4	Mrs.Chinmayee Khuntia	Teacher(PPT)	7008210096	<a href="mailto:chinmayeekhuntia32@gmail.com">chinmayeekhuntia32@gmail.com</a>

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ADDRESS : OLD HOSTEL ROAD, NAYAGARH - 752069, ODISHA

PH. - 06753 296046, MOB. - 8895314745

E-mail : [davnayagarh2021@gmail.com](mailto:davnayagarh2021@gmail.com), Website : [www.davnayagarh.org](http://www.davnayagarh.org)





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## GRIEVANCE/ COMPLAINT REDRESSAL COMMITTEE FOR STUDENT, STAFF AND PARENTS

The school has a Grievance Redressal Committee following CBSE norms. The function of the committee is to take action against the complaint lodged by any student regarding bullying, ragging, harassment, inappropriate behavior etc. Anyone with a genuine complaint may approach the committee members in person is unwilling to reveal the identity, complaint in written may be dropped in the suggestion box placed at the entrance of the school.

The above-mentioned Grievance Redressal Committee comprises of the following members:

Sl No.	Name of the Member	Designation	Mobile No.	Email-ID
1	Mr.Saroj Kumar Mishra	Principal	7894686448	davnayagarh2021@gmail.com
2	Ms.Sasmita Pattnaik	Teacher (TGT)	8895671100	sasmitapattnaik488@gmail.com
3	Mr.Soubhagya Ranjan Biswal	Teacher (PRT)	7008533268	soubhagyanjan91@gmail.com
4	Mr. Manoj Kumar Rathi	Non-Teaching Staff	9937615280	mkrathi1972@gmail.com
5	Mr.Pratyush Kumar Mohanta	PTCC Member	8249471789	
6	Master Arya Debansh	Student (Std-X)		





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## PROTECTION OF CHILDREN FROM SEXUAL OFFENCES ACT. (POCSO)

POCSO committee is constituted to protect all children (including male and female) from any issues related to sexual offences in any form. The committee ensures the healthy physical, emotional and social development of the child and protects children from offences of sexual assault and sexual harassment, and for the matters concerning the Protection of Children from sexual offences Act, 2012, notified by the Government of India.

The committee is liable to provide a suitable and friendly academic environment where students feel free to approach the committee members in person.

The above-mentioned Grievance Redressal Committee comprises of the following members:

Sl No.	Name of the Member	Designation	Mobile No.	Email ID
1	Ms.Usha Pattanaik	Social Activist	9937016933	gucodisha@rediffmail.com
2	Ms.Sasmita Pattnaik (Convenor)	Teacher (TGT)	8895671100	sasmitapattnaik488@gmail.com
2	Mrs.Chinmayee Khuntia	Teacher (PPT)	7008210096	chinmayeehuntia32@gmail.com
3	Mr.Dilip Kumar Mohapatra	Teacher (PRT)	8093199269	dilipmohapatra508@gmail.com
5	Mrs. Annapurna Tanmayalakshmi Pradhan	Parent Member	9348478961	
6	Master Amit Pradhan	Student (Std-IX)		
7	Miss Srujanika Dash	Student (Std-IX)		





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## TRANSPORT COMMITTEE

The transport committee is responsible for the smooth transportation of students via bus. They are responsible for maintenance of bus and renewal of fitness certificate, pollution certificate, etc. Bus in-charge teachers should discuss and decide the timings and stoppages for the buses and finalise the bus routes. They should maintain a record of the number of students going in specific buses and verify the same from time to time. They are responsible for arranging buses during Examinations, extra classes, functions, picnics, educational tours etc. Proper instructions should be given to the teachers availing buses to maintain discipline inside the bus and also while boarding the buses.

Maintain records of proceedings in registers and submit the same to the Principal at the end of every month for verification.

The above-mentioned Transport Committee comprises of the following members:

Sl No.	Name of the Member	Designation	Mobile No.	Email-ID
1	Mr.Saroj Kumar Sahoo	In-charge Teacher (PRT)	9437306452	saroj.sahoongr@gmail.com
2	Ms.Sasmita Pattnaik	Teacher (TGT)	8895671100	sasmitapattnaik488@gmail.com
3	Mr.Dilip Kumar Mohapatra	Teacher (PRT)	8093199269	dilipmohapatra508@gmail.com
4	Mrs.Jyotsnamayee Priyadarshini	Parent Member	8917529956	
5	Mr. Pradeep Kumar	Parent Member	7008004040	
6	Miss Monalisa Mantri	Student(Std-VIII)		
7	Master K Sai Samarth Patro	Student(Std-VIII)		

NOTE: All Convenors are required to conduct at least two meetings in a year and place the proceedings in the SMC.

  
HEADMASTER  
D.A.V. PUBLIC SCHOOL  
NAYAGARH

Copy to:

1. The School website for information to all concerned.
2. The persons concerned for information & necessary action.
3. The file concerned.

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