

## REVISED PROFORMA

### INFORMATION OF THE SCHOOL REQUIRED TO BE UPLOADED ON WEBSITE

- |  |   |
|--|---|
| 1. Name of the school with address:<br>(Strictly as per Affiliated sanction<br>Letter or as permitted by the Board)<br>With pin code No. | S.D. Memorial Convent High<br>Kiloi (Rohtak)<br>Haryana(124001) |
| a. E-mail  | sdmconvent@gmail.com  |
| b. Ph. No  | 9812914567,9812543767   |
| c. Fax No  |   |
| 2. Year of establishment of school   | 2013  |
| 3. Whether NOC from state/ UT<br>Or recommendation of Embassy<br>Of India obtained?  | Yes   |
| a. NOC No.   | 11/55-2008 PS(3)  |
| b. NOC issuing date  | 21/06/2013  |
| 4. Is the school is recognized, if yes<br>By which Authority   | Yes Director Secondary Education Haryana                        |
| 5. State of affiliation:<br>Permanent/ Regular/Provisional   | Provisional   |
| a. Affiliation No.   | 531163  |
| b. Affiliation with Board since  | 2014  |
| c. Extension of affiliation upto   | 2018  |
| 6. Name of Trust/ Security/ Company<br>Registered under Society Registration<br>Act, 1860  | Shri Giri Raj Education Society<br>118                          |
| Period up to which Registration of<br>Trust/ Society is valid  | Life time   |

7. List of member of School

S.No	Name	Father's /Husband's name S/Sh	Occupation	Designation	Terms of Membership
1	Sunita	Bhagat Ram	Social Worker	President	3 Years
2	Mahesh Kumar	Kashmiri Lal	Business	Vice President	3 Years
3	Shailja	Rakesh Kumar	Private Service	Gen. Secretary	3 Years
4	Bharat Bhushan Makkar	K.K Makkar	Business	Treasurer	3 Years
5	Raj Kumari	K.L Gakhar	Retd.	Member	3 Years
6	Navita	Ram Lal Soni	Service	Principal Member Secretary	3 Years
7	Jyoti	Sumit Narula	Service	Teacher Representative	3 Years
8	Jyoti Gomber	Satpal	Service	Teacher Representative	3 Years
9	Monika	Rajesh Sharma	Private Service	Parents Representative(Female)	3 Years
10	Shyam Sundar	Kishori Lal	Business	Parents Representative(male)	3 Years
11	Des Raj Dhingra	Harhi Ram	Retd. Head Master	Educationist	3 Years
12	Gianeshwar Kumar	Kishan Lal	Principal	Kendriya Vidyalaya Delhi Bye pass Rohtak	3 Years
13	Kailash Chand	Mohan Lal	Principal	Jawahar Navodaya Vidyalaya Ghuskani, Rohtak	3 years

8. Name of the Manager  
President/ Chairman/  
Correspondent

Rakesh Kumar  
360/26 Jawahar Nagar Rohtak 124001  
[rakeshkhurana67@gmail.com](mailto:rakeshkhurana67@gmail.com)

9. Area of school campus  
a. In acres  
b. In sq. mtrs.

2 Acres  
8093.72 sq. mtrs.

- c. Built up area(mtrs) 2370.13 sq. mtrs.
- d. Area of playground in sq mtrs. 5723.59 sq mtrs.
- e. Other facilities
  - i. Swimming pool NO
  - ii. Indoor games Chess, Carrom, Table Tennis, Baidminton
  - iii. Dance Rooms Yes
  - iv. Gymnasium No
  - v. Music Rooms Yes
  - vi. Hostels No
  - vii. Health and Medical Checkup ` Yes

10. Detail of fee(monthly total fee)

- a. I to X Rs. 900 to Rs. 1500

11. Transport facility

- a. Own buses Nil
- b. Buses hired on contract basis Yes
- c. Details of transport Charges Rs.250 to Rs 350

12. Number of teaching staff (to be updated from time to time)

Designation	Total No.
Principal	01
TGT	09
PRT	08
PTI	01
Health Wellness Teacher	01
Librarian	01
Others	01

13. Details of salary being paid by the school to teaching staff/ non-teaching staff(to be updated time to time)

Designation	Total No.	
	From Rs.	To Rs.
Principal	AS PER GOVT. NORMS	
TGT		
PRT		
PTI		
Health Wellness Teacher		
Librarian		
Others		

14. Mode of payment of salary

- a. Name of the Bank through which salary is drawing : State Bank of Patiyala
- b. Through single cheque transfer advice : yes(ECS)
- c. Individual cheque : No
- d. Cash : No

15. Library facilities

- a. Size of the library in sq. feet : 1500 sq. feet
- b. No. of periodicals : 6
- c. No. of Dailies : 9
- d. No. of Reference books class-wise : 1900
- e. No. of Magazine : 14
- f. Other : 3800

16. Name of the Grievance/ redressal officer

With E-mail and Fax No. :

17. Members of Saxual Harassment Committee

- (1) Smt. Neena
- (2) Smt . Jyoti
- (3) Smt. Rimpay
- (4) Smt. Jagbir

18. Class wise enrolment of school for the  
Current session

Class	No. of Sections	Enrollment
1 <sup>st</sup>	01	33
2 <sup>nd</sup>	01	38
3 <sup>rd</sup>	01	38
4 <sup>th</sup>	01	36
5 <sup>th</sup>	01	39
6 <sup>th</sup>	01	39
7 <sup>th</sup>	01	32
8 <sup>th</sup>	01	38
9 <sup>th</sup>	01	42
10 <sup>th</sup>	02	67

- 19. Academic session period : 01.04. 2015 to 31.03.2016
- 20. Vacation Period : 01.06.2015 to 30.06.2015
- 21. Admission period : 15.03.2015 to 30.04.2015