

PROCEEDINGS OF THE DISTRICT EDUCATIONAL OFFICER ( FAC ), NELLORE :: SPSR NELLORE DISTRICT.

Present : Smt. N. USHA, B.Com., B.Ed.,

Procs. Rc. No : 4703 / D 3 / 2014.

Dated : 24<sup>th</sup> July . 2014.

Sub :- INSPIRE Awards Scheme – 2014 – Organization of 4<sup>th</sup> District Level INSPIRE Science Exhibition from 30<sup>th</sup> July, 2014 to 01<sup>st</sup> August, 2014 at St. Joseph's Girls Telugu Medium High School, Santapeta, Nellore City, SPSR Nellore District - Constitution of various committees – Deputation of Various Committee Members – Orders – Issued.

Ref : 1. Procs. Rc. No : 15 / B 3 / Sci / SCERT / 2014, dated : 28.06.2014 of the Director, SCERT, AP., Hyderabad.  
2. Note orders of the Collector & District Magistrate, SPSR Nellore District, dated : .. ..  
.. .. . 07.2014.

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ORDER:

In pursuance of the orders issued in the reference cited above, it is proposed to conduct a 4<sup>th</sup> District Level INSPIRE Science Exhibition from 30<sup>th</sup> July, 2014 to 01<sup>st</sup> August, 2014 at St. Joseph's Girls Telugu Medium High School, Santapeta, Nellore City, SPSR Nellore District.

In this connection, various committees with the following personnel are constituted for smooth conduct of the programme. The head of the institution(s) concerned are herewith instructed to relieve the specified candidates well in advance so as to enable them to appear before the District Educational Officer at 09:00 AM on 28<sup>th</sup> July, 2014 to 01<sup>st</sup> August, 2014.

Encl : Annexure.

Sd/- N. USHA,  
(25.07.2014)  
District Educational Officer,  
SPSR Nellore District.

Copy to the individual(s) concerned through the head of the institution(s).

Copy to the Head of the institution(s) concerned.

Copy submitted to the Chief Executive Officer, Zilla Praja Parishad, Nellore for favour of kind information.

Copy submitted to the Collector & District Magistrate, Nellore for favour of kind information.

Copy submitted to the Director, SCERT, AP., Hyderabad for favour kind information.

I. REGISTRATION, JUDGEMENT & CERTIFICATE WRITING COMMITTEE			
Sl. No	Name SARVA SREE	Designation	Phone / Mobile No.
1	K. SAMBA SIVA RAO	DISTRICT SCIENCE OFFICER, NELLORE	
2	V. RADHA RANI	SCIENCE CONSULTANT, STPM GOVT IASE, SANTHA PETA, NELLORE.	
3	D. GAYATHRI	GOVT GIRLS HS, MULA PETA, NELLORE.	
4	CH. V. MARUTI	GOVT HS, KOVUR	
5	P. LAKSHMI RAJYAM	GOVT. GIRLS HS, RAPUR	
6	JOYCE JULIA	HM, ZPP HS, VEGUR	
7	M. MALLESWARI	GOVT HS, BUCHI	
8	CH. SURESH	SA (M), MPP UPS, TALVAIPADU, PELLAKUR	
9	A. MOHAN	ZPP HS, DAGGAVOLU, DAKKILI.	
10	K. SRINIVASULU	ZPP HS, INAMADUGU	
11	V.V. KAMESWARA RAO	ZPP BOYS HS, TADA	
12	S. CHANDRA SEKHAR BABU	MPP UPS, MANNURU NC, BALAYA PALLI.	
13	M. RADHAIAH	ZPP HS, KONDA GUNTA, GUDUR	
14	SAILAJA	GHS, RAPUR	
15	JAYA LAKSHMI	HM, MC HS, A.C. NAGAR, NELLORE	
16	ANASUYAMMA	HM, BVS G HS, NAWAB PETA, NELLORE	
17	D. SAILAJA	GHS, SULLURU PETA	
18	S. RANGA RAJU	ZPP ORIENTAL HS, VARIGONDA, TP GUDUR	
19	S.A.T. THATHA CHARYULU	ZPP HS, KRISHI NAGAR, NELLORE	
20	M. SURYA NARAYANA	WI. ZPP HS, NAVALAK GARDENS, NELLORE	
21	A. SUDHESHNA	MPPS, SANTHI NAGAR, SYDAPURAM	
22	R. VIJAYA LAKSHMI	SA, GHS, SULLURU PETA	
23	K. SUNEETHA	HM, ZPP HS, UTUKUR	
24	B. SRINIVASULU	ZPP HS, ISKA PALLI, ALLUR	
25	S. SIVA GANESH	ZPP HS, ISKA PALLI, ALLUR	

## DUTIES & RESPONSIBILITIES :

- Ø Registration of participants, guide teachers,
- Ø Allotment of Rooms and seats to the participants,
- Ø Responsible for registration of each and every exhibit and handing over of certificates,
- Ø Should collect one copy of writeup and one CD containing Write up in MS – Word only,
- Ø Guidance to Room – in – Charges,
- Ø Guidance to Jury Members for judging,
- Ø Preparation of participation certificates to students and guide teachers in time,
- Ø Other duties endorsed by the Member-Secretary & District Educational Officer from time to time.

II. INAUGURATION, RECEPTION & VALEDICTORY COMMITTEE			
Sl. No	Name SARVA SREE	Designation	Phone / Mobile No.
1	HARI PRASAD	HM, ZPP HS, ALAGANIPADU	
2	ANTHONY REDDY	HM, ST. PETER'S HS, ISUKA DONKA, RANGANAYAKULA PETA, NELLORE.	
3	ANASUYAMMA	HM, BVS GIRLS MC HS, NAWAB PETA, NELLORE.	
4	CH. RAMESH BABU	MANDAL EDUCATIONAL OFFICER, NELLORE MANDAL.	
5	NAIK	HM, GOVT ASHRAM HS, MYPADU	
6	M.V. SIVA KUMAR	HM, ZPP HS, KOTHA VANGALLU	
7	K. MADHUSUDHAN	HM, ZPP HS, GANDAVARAM	
8	M.V. CHALAPATHI	HM, ZPP HS, YELLAYA PALEM	
9	CH. VENKATA SUBBAIAH	HM, APPA RAO PALEM	
10	G. SREENIVASA RAO	HM, ZPP HS, NARASA PURAM	
11	V. JOEL KUMAR	SA ( MATHS ), ZPP HS, ISKA PALLI	
12	F.J. SHEELA KUMAR	RA, ST. PETERS, NELLORE	
13	P. PRASAD	CRAFT, ST. PETERS, NELLORE	
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## DUTIES & RESPONSIBILITIES :

- Ø Arrangements for Inaugural and valedictory functions,
- Ø Decorating the Dias as per the need,
- Ø Supply of reports and notes to the VVIPs, Guests as per the schedule,
- Ø Guidance to the VVIPs, Guests for the respective programmes,
- Ø Other duties endorsed by the Member-Secretary & District Educational Officer from time to time.

III. FINANCE & AUDITING COMMITTEE			
Sl. No	Name SARVA SREE	Designation	Phone / Mobile No.
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### DUTIES & RESPONSIBILITIES :

- Ø Proper auditing of the programme expenditure,
- Ø Presenting of all bills, vouchers with proper signatures of the concerned.
- Ø Submission of utilization certificates,
- Ø Other duties endorsed by the Member-Secretary & District Educational Officer from time to time.

IV. DISCIPLINE COMMITTEE			
Sl. No	Name SARVA SREE	Designation SA ( PE ) / PET	Phone / Mobile No.
1	CH. KRISHNA REDDY	ZPPHS, NAVALAK GARDENS, NELLORE.	
2	S. SUBRAHMANYAM	G.S.M. HS, GUDUR	
3	G. SRINIVASULU	V.R. HS, NELLORE	
4	K. LEELA KUMAR	GHS, PELLAKUR	
5	K. SANATH KUMAR	ZPP HS, NORTH MOPUR	
6	M. CHINNA RAYUDU	ZPP HS, NORTH RAJU PALEM	
7	K. KOTESWARAMMA	ZPP G HS, KOVUR	
8	A. SRINIVASA RAO	ZPP HS, ALLI PURAM, NELLORE	
9	K. DEVIKA	ZPP G HS, BUCHI	
10	A. SUKUMAR	ZPP HS, MUTHUKUR	
11	I. RAMESH BABU	ZPP HS, PENUBALLI, BUCHI	
12	I. DILIP RAJU	ZPP HS, MARRIPADU	
13	SK. KARIMULLAH KHAN	ZPP HS, KALUVOYI	
14	SD. SIRAZ AHMED	ZPP HS, VALLIPEDU	
15	A. VIJAY KUMAR	ZPP HS, CHILLAKUR	
16	K. GURU PRASAD	PN MC HS, NELLORE	
17	K. VENKATESWARLU	ZPP HS, MANUBOLU	
18	P. THOMAS PETER	ZPP HS, PATHA VELLANTI	
19	P. NAGENDRA RAO	ZPP HS, KANUPUR	
20	P. RAMESH	ZPP HS, EPURU VENKANNA PALEM	
21	N. NAGA RAJU	ZPP HS, GANGA PATNAM	
22	N. NAGA RAJU	ZPP HS, VAVILLA	
23	K.V. PRASAD	ZPP HS, DAMMAYA PALEM	
24	K. RAM MURTHI	RSR MC HS, NELLORE	
25	S. RAMESH BABU	MC HS, KARNALA MITTA	
26	S. NARASIMHA MURTHY	ZPP HS, KONDA PURAM	
27	G. THIRUPATI SWAMI	ZPP HS, MUSUNURU	
28	L. LAKSHMI KANTHAM	ZPP HS, DAGADARTHI	
29	P. CHIRANJEEVI	ZPP HS, G. CHINTHALA PALEM	
30	G.D. SURESH	R.K. JR. COLLEGE, ALLUR	

31	P. RAMESH	ZPP HS, MOHAMMADA PURAM	
32	M. KRISHNA MOHAN	ZPP HS, KANUPARTHIPADU	
33	P. SUBRAHMANYAM	ZPP HS, MOHAMMADA PURAM	
34	R. ANJAYA	ZPP HS, TARUNAVAYI	
35	P. PRAMEELA RANI	GHS, PALLIPADU	
36	SK. HUSHNARA	ZPP HS, AMANCHERLA	
37	P. PADMAJA	ZPP G HS, MANUBOLU	
38	N. PRAVEENA KUMARI	ZPP HS, NIDIGUNTA PALEM	
39	K. LEELA PRAVEENA	ZPP HS, MADARAJA GUDURU	
40	K. PADMAVATHI	ZPP HS, INUKURTHI	
41	K. PARVATHI	ZPP HS, VEPINAPI	
42	K. BHARATHI	ZPP HS, MUDIVARTHI	
43	K. MALLIKARJUNA RAO	ZPP HS, B.V. PALEM, MANUBOLU	
44	K. SUMATHI	ZPP HS, ADURU PALLI	
45	CH. PENCHALAI AH	ZPP HS, VEERAMPALLI	
46	P. VIJAYA LAKSHMI	ZPP G HS, BITRAGUNTA	
47	CH. SIVA KOTESWARA RAO	ZPP HS, UTUKUR, SYDA PURAM	
48	G. VENKATA SUBBIAH	G.S.M. HS, GUDUR	
49	S. SUPRIYA	ZPP HS, PEDDI REDDI PALLI	

## DUTIES & RESPONSIBILITIES :

- Ø Maintenance of Discipline at the venue,
- Ø Arranging for flag hoisting of Indian National Flag and INSPIRE Flag,
- Ø Arrangement of proper seating to the participants,
- Ø Allowing the visitors, general public, students to view the exhibit in a queue,
- Ø Overall supervision ensuring the safety of visitors and participants,
- Ø Other duties endorsed by the Member-Secretary & District Educational Officer from time to time.

V. FOOD COMMITTEE			
Sl. No	Name SARVA SREE	Designation	Phone / Mobile No.
1	S. MADHUSUDHAN BABU	HM, RSR MC HS, STONE HOUSE PETA, NELLORE.	
2	P. RAMESH BABU	HM, MC HS, KARNALA MITTA, NELLORE.	
3	VIVEKANANDA REDDY	HM, V.R. HS, NELLORE.	
4	S. SRINIVASA MURTHY	SA, RSR MC HS, STONE HOUSE PETA, NELLORE.	
5	K. SRINIVASULU REDDY	SA, SCCCO MC HS, NEAR MADRAS BUS STAND, NELLORE.	
6	K. BALA BRAHMACHARI	SA, RSR MC HS, STONE HOUSE PETA, NELLORE.	
7	K. PRASAD	PET & NCC, MC HS, CHINNA BALAIAH NAGAR, NELLORE.	
8	S. MOHANA RAO	SA, YV MC HS, PAPPULA STREET, NELLORE.	
9	K. JOYCE JULIA	HM, ZPP HS, VEGUR	
10	N. JAYA LAKSHMI	HM, MSM C HS, A.C. NAGAR	
11	S. SUNEETHA	HM, ZPP HS, UTUKUR	
12	G.H.S. MARGARET	PRINCIPAL, AP SRS, KODUR	
13	A. PADMA SRI	PRINCIPAL, AP SRS, BUCHI	
14	K. MAHESWARAIAH	PRINCIPAL, AP TW RS, C.S. PURAM, KODAVALUR.	
15	S. MARUTHI PRASAD	MPPS, PENUBARTHI, NELLORE	
16	Y. TIRUPALAI AH	SGT, MPPS, Rajeev Nagar, Sulluru Peta	
17	CH. MOHAN RAO	SA(PS), MPP UPS, CHINTHOPU, TP GUDUR	
18	K. SRINIVASULU	SA (PS), ZPP HS, INAMADUGU	
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## DUTIES & RESPONSIBILITIES :

- Ø Arrangement of breakfast, lunch, snacks, dinner to the participants, officials, jury members and others,
- Ø Arrangement of Tea and snacks to the Officials of the visiting districts,
- Ø Provision of adequate safe drinking water to the participants,
- Ø Maintenance of clean surroundings from time to time at the spot,
- Ø Other duties endorsed by the Member-Secretary & District Educational Officer from time to time.

VI. DOCUMENTATION COMMITTEE			
Sl. No	Name SARVA SREE	Designation	Phone / Mobile No.
1	K. SAMBA SIVA RAO	DISTRICT SCIENCE OFFICER, NELLORE.	
2	A. GOPALA KRISHNA MURTHY	HM, GOVT HS, KULLUR	
3	I. NARAYANA	SA-PS, ZPP HS, KRISHNA PATNAM	
4	K. SAMBA SIVA RAO	VOCATIONAL INSTRUCTOR, ZPP G HS, SULLURU PETA.	
5	P. RAMESH BABU	SA-SOCIAL, ZPP HS, MUTHUKUR	
6	I. UMA MAHESH	SGT, MPP ELE SCHOOL, GANAPATI NAGAR, SULLURU PETA.	
7	I.V. RAMESH	SA (PS), ZPP HS, MUSUNURU VARI PALEM	
8	T. RAVI	SGT, MPPS, Akkampeta HW, MANUBOLU MANDAL.	
9	V. JOEL KUMAR	SA (M), ZPP HS, ISKA PALLI, ALLUR	
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## DUTIES & RESPONSIBILITIES :

- Ø Collecting information from time to time during the programme,
- Ø Documentation of the programme,
- Ø Printing of the documentation within the stipulated time,
- Ø Submission of documentation,
- Ø Other duties endorsed by the Member-Secretary & District Educational Officer from time to time.

VII. ACCOMODATION COMMITTEE :			
Sl. No	Name SARVA SREE	Designation	Phone / Mobile No.
1	CH. RAMESH BABU	MANDAL EDUCATIONAL OFFICER, NELLORE MANDAL.	
2	P. SREEHARI	SA (M), ZPP HS, MULUMUDI	
3	VIDYA RANI		
4	KHADAR HUSSAIN	DAMMAYA PALEM	
5	G.M. KONDAIAH	HM, PENUBALLI	
6	K. V. SUDHEER	HM, CHENNA PALLI PALEM	
7	K. RAVINDRA REDDY	MEO, VENKATACHALAM	
8	P. BUJJIAIAH	HM, VAVILLA	
9	D. DEVADANAM	SA (M), ZPP HS, KOTHUR, NELLORE	
10	SK. RIYAZ	HM, ZPP HS, REBALA	
11	D. BRAHMAIAH	SA (NS), ZPP HS, INAMADUGU	
12	M.V. CHALAPATHI	HM, ZPP HS, YELLAYA PALEM	
13	V. RANGA RAJAN	SA (PS), ZPP HS, VARIGONDA, TP GUDUR	
14	SK. RASOOL BEE	GR-I, HINDI PANDIT, ZPP HS, KOTA POLUR	
15	S. MALLIKARJUNA REDDY	SRI SRINIVASA VIDYALAYAM, NTR NAGAR, NELLORE	
16	N. MADHAVI	MPPS, THUMMALA TALUPURU MAIN, SYDA PURAM	
17	K. KAMESWARI	MPPS, TALUPUR AW, SYDA PURAM	
18	SK. GHOUSE BASHA	SA (M), GHS, ATMAKUR	
19	C. MASTAN	SA (PS), ZPP HS, MUDIVARTHI	
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## DUTIES & RESPONSIBILITIES :

- Ø Provision of accommodation facilities to invitees, participants and others,
- Ø Provision of necessary infrastructural facilities in the rooms,
- Ø Overall supervision of the venue regarding accommodation and
- Ø Other duties endorsed by the Member-Secretary & District Educational Officer from time to time.

VIII. CULTURAL COMMITTEE			
Sl. No	Name SARVA SREE	Designation	Phone / Mobile No.
1	VIDYA RANI	HM, ZPP HS, KODAVALUR	
2	S.N. VANAJA LATHA	MUSIC TEACHER	
3	N. SAILAJA	SA (ENG), GOVT HS	
4	M. DILEEP KUMAR	HM, ZPP HS, NELLATUR	
5	A. PENCHALAMMA	SA (NS), ZPP HS, N.V. GARDENS, NELLORE	
6	CH. SURESH	SA(M), MPP UPS, TALVAIPADU, PELLAKUR	
7	I. BHASKAR	SA(PS), ZPP HS YELLAYA PALEM	
8	R. RAVINDRAIAH	HM, ZPP HS, MARRIPADU, SANGAM	
9	B. RAJ KUMAR	SA (PS), ZPP HS, ARUR, CHITTAMUR	
10	S. RAJESWARI	SA (PS), MPP UPS, KALLURU PALLI, NELLORE	
11	P.V.N. RAJENDRA KUMAR	SA(M), ZPP HS, MUNGAMURU, BOGOLE	
12	N. SUBRAHMANYAM	SA (BS), ZPP HS, TARUNAVOYI	
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## DUTIES & RESPONSIBILITIES :

- Ø Identification of proper place at the venue for the cultural programmes,
- Ø Organization of cultural programmes for the participants,
- Ø Providing entertainment to the visitors and participants,
- Ø Co-Ordinating with the District Administration and
- Ø Other duties endorsed by the Member-Secretary & District Educational Officer from time to time.

IX. DRINKING WATER & SANITATION COMMITTEE			
Sl. No	Name SARVA SREE	Designation	Phone / Mobile No.
1	JAGADEESH	SCCCO MCHS, NELLORE	
2	M. RAVI KUMAR	SGT, MPPS, VINDUR GC, GUDUR MANDAL.	
3	P. RAMESH BABU	HM, MCHS, KARNALA MITTA, NELLORE	
4	P. VENKATESWARA RAO	HM, PMR MCHS, NELLORE	
5	A. THIRUMALA RAJU	HM, YVM MCHS, NELLORE	
6	D. ARUNA	HM, ZPP HS, KRISHNA PATNAM, MUTHUKUR MANDAL.	
7	CH. VENKATESWARLU	GHS, ATMAKUR	
8	D. DEVADANAM	SA (MATHS), ZPP HS, KOTHUR, NELLORE	
9	CH. VENKATESWARA RAO	SA (PS), MPP UPS, NIDIMUSALI	
10	V.V. KAMESWARA RAO	SA (PS), ZPP HS, TADA	
11	K. KRISHNAIAH	SA (PS), SOUTH MOPUR, NELLORE	
12	M. VIJAYA KUMAR	SA (BS), ZPP HS, VIDAVALUR	
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## DUTIES & RESPONSIBILITIES :

- Ø Provision of safe drinking water to the participants,
- Ø Provision of safe drinking water to the invitees, staff, etc,
- Ø Maintenance of sanitation at the venue,
- Ø Maintenance of sanitation at the place where food / breakfast is served,
- Ø Bleaching as and when required,
- Ø Maintenance of clean surroundings at the rooms and seats of participants,
- Ø Co-ordinating with the District Administration and
- Ø Other duties endorsed by the Member-Secretary & District Educational Officer from time to time.

X. ELECTRICITY, SOUND & DECORATION COMMITTEE			
Sl. No	Name SARVA SREE	Designation	Phone / Mobile No.
1	JAYA RAJU	HM, ZPP HS, NORTH RAJU PALEM	
2	SK. KAREEMULLAH	VOCATIONAL INSTRUCTOR, GOVT GIRLS HS, MULA PETA, NELLORE	
3	KRISHNAM RAJU	VOCATIONAL INSTRUCTOR, ZPP BOYS HS, GUDUR	
4	J. KANAKAIAH	ZPP HS, NORTH RAJU PALEM	
5	VIJAYA KUMAR	GGHS, NELLORE	
6	S. MALLIKARJUNA REDDY	SRI SRINIVASA VIDYALAYAM, NTR NAGAR, NELLORE	
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## DUTIES & RESPONSIBILITIES :

- Ø Maintenance of un-interrupted power supply at the venue.
- Ø Arrangement of adequate generators at the venue in case of power break downs,
- Ø Arrangement of electrical installations at the venue at the needy areas,
- Ø Provision of shock proof arrangements thus ensuring the safety of the participants, officials, general public, etc.
- Ø Co-ordinating with the District Administration and
- Ø Other duties endorsed by the Member-Secretary & District Educational Officer from time to time.

XI. PRESS & MEDIA COMMITTEE			
Sl. No	Name SARVA SREE	Designation	Phone / Mobile No.
1	G. SRINIVASA RAO	HM, ZPP HS, NARASA PURAM	
2	P.V. PRASAD	SA (PS), ZPP HS, VIDAVALUR	
3	M. SATEESH KUMAR	SA (PS), RSR MCHS, NELLORE	
4	B.BHAKTAVATSALA NAIDU	SA(BS), ZPP HS, UTUKUR	
5	V. MAHESH	SA, ZPP HS, NAIDU PETA	
6	P. BHASKAR RAO	SA ( ENG ), ZPP HS, VIDAVALUR	
7	G. SREENIVASULU	SA (PS), ZPP HS, NORTH MOPUR, ALLUR	
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## DUTIES & RESPONSIBILITIES :

- Ø To make arrangements for organization of press meets during the dates of exhibition,
- Ø To assist the press and media for live coverage of exhibition,
- Ø To supply the required details as asked by the press or media regarding exhibition,
- Ø Co-ordinating with the District Administration and
- Ø Other duties endorsed by the Member-Secretary & District Educational Officer from time to time.

XII. HEALTH & FIRST AID COMMITTEE			
Sl. No	Name SARVA SREE	Designation	Phone / Mobile No.
1	CH. AJAY BABU	SA, MPP UPS, GOTLA PALEM, MANUBOLU	
2	RAMESH	HM, C.R. PALEM, NELLORE	
3	CH. V. PHANI KUMAR	SA, AMMA VARI PALEM	
4	N.NARAYANA RAO	HM, ZPP HS, KRISHI NAGAR	
5	VENKATESWARA RAO	SA, MPP UPS, NIDUMUSALI	
6	K. ARAVIND	SA(M), YVM C HS, PAPPULA STREET, NELLORE	
7	G. MALYADRI	SA (PS), NIDIGUNTA PALEM	
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## DUTIES & RESPONSIBILITIES :

- Ø To make arrangements for free medical camp in association with Doctors, nurses deputed by DMHO and Medical Superintendent,
- Ø To assist the medical staff,
- Ø To ensure for adequate stock of medicines,
- Ø To arrange for free supply of medicines to the needy,
- Ø To be available round the clock and ensure the safety of participants and guide teachers,
- Ø Co-ordinating with the District Administration and
- Ø Other duties endorsed by the Member-Secretary & District Educational Officer from time to time.