

NAVODAYA VIDYALAYA SAMITI

THE RIGHT TO INFORMATION ACT 2005

[Information under Sec.4 (1)(b)]

ORGANIZATION

Navodaya Vidyalaya Samiti (NVS) is an Autonomous Organization under the Ministry of Human Resource Development, Department of Secondary & Higher Education, Government of India. It has been set up to establish and manage co-educational, residential schools known as Jawahar Navodaya Vidyalaya (JNVs) covering VI to XII classes affiliated to CBSE throughout the country.

The Samiti has established eight Regional Offices at Bhopal, Chandigarh, Hyderabad, Jaipur, Lucknow, Patna, Pune and Shillong for the smooth functioning of its Vidyalayas across the country. Apart from this, five Navodaya Leadership Institutes have been established at Goa, Guntur (Andhra Pradesh), Ghaziabad (Uttar Pradesh), Chandigarh (U.T.) and Ranga Reddy (Andhra Pradesh) for imparting in-service training and professional growth of its staff.

As a policy one Jawahar Navodaya Vidyalaya is to be established in each district of the country. So far 507 Jawahar Navodaya Vidyalayas are functional out of 534 JNVs sanctioned in different States/UTs except the State of Tamil Nadu. As many as 48 Districts are still uncovered across the country :-

ORGANOGRAM

The Region wise break-up of functional JNVs is illustrated as under:-

| No. of JNVs | | | | | |
|-------------|------------|----------------|----|----|---------------------------------------------------------------------------------------------------------------------|
| Sanctioned | Functional | Non-functional | | | |
| 1. | Bhopal | 88 | 82 | 6 | Madhya Pradesh (46), Chatisgarh (12), Orissa (24) |
| 2. | Chandigarh | 44 | 44 | -- | Punjab (17), Himachal Pradesh (12), J&K (14), & Chandigarh U.T. (1) |
| 3. | Hyderabad | 70 | 70 | -- | Andhra Pradesh (22), Karnataka (27), Kerala (14), Pondicherry (4), A&N islands (2) & Lakshadweep (1) |
| 4.. | Jaipur | 53 | 52 | 1 | Rajasthan (32), Haryana (18+1), Delhi (2) |
| 5. | Lucknow | 82 | 76 | 6 | Uttar Pradesh (64), Uttaranchal (12) |
| 6. | Patna | 69 | 65 | 4 | Bihar (35), Jharkhand (20), West Bengal (10] |
| 7. | Pune | 56 | 54 | 2 | Maharashtra (31), Gujrat (18), Goa (2), Daman & Diu (2), Dadra & nagar Haveli (1) |
| 8. | Shilling | 72 | 64 | 8 | Meghalaya (7), Manipur (9), Mizoram (2), Arunachal Pradesh (13), Nagaland (6), Tripura (3), Sikkim) (4), Assam (20) |

| | | | | | |
|--|--------------|------------|------------|-----------|--|
| | TOTAL | 534 | 507 | 27 | |
|--|--------------|------------|------------|-----------|--|

OBJECTIVES

To promote national integration by providing opportunities to talented children, largely rural, from different parts of the country, to live and learn together and development their full potential.

To provide good quality modern education, including a strong component of culture, inculcation of values, awareness of the environment, adventure activities and physical education.

To ensure that all students of Navodaya Vidyalayas attain a reasonable level of competence in three languages as envisaged in the Three Language Formula; and

To serve, in each district, as focal points for improvement in quality of school education through sharing of experiences and facilities.

FUNCTIONS OF THE NVS

The Samiti functions through an Executive Committee under the Chairmanship of Hon'ble Minister of HRD. It is responsible for the management of all affairs, funds and has the authority to exercise all powers of the Samiti. The Executive Committee is assisted by two Sub-Committees, Finance Committee and Academic Advisory Committee, in its functions.

The executive head of the administrative pyramid is the Commissioner who executes the policies laid down by the Samiti's Executive Committee. He/She is assisted at the headquarters level by Joint Commissioners, Deputy Commissioners and Assistant Commissioners.

For each Vidyalaya there is a Vidyalaya Advisory Committee and a Vidyalaya Management Committee for the general supervision of the Vidyalaya. District Magistrate of the concerned district is the Chairman of Vidyalaya level Committee with local educationists, public representatives and officers from the District as members. The Vidyalaya Management

Committee has two sub-committees i.e. Vidyalaya Purchase Advisory Committee and Vidyalaya Appointments Committee. Further details are available in Memorandum of Association, Navodaya Vidyalaya Scheme, the copies of which are available on facilitation counter of NVS Headquarters.

DELEGATION OF POWERS

The Commissioner is the Principal Executive Officer of the Samiti who is responsible for the proper administration of the affairs of the Samiti and to co-ordinate and exercise general supervision over all educational training, residential, financial and other activities under the direction and guidance of the Society and the Executive Committee. The Commissioner with the concurrence of the Committee delegates in writing any of his powers and functions to any other officer or authority appointed or established under the rules of the Samiti. Powers delegated to various authorities in the Samiti are available at Navodaya Vidyalaya Samiti (Hqrs.)

THE NORMS SET BY NVS FOR THE DISCHARGE OF ITS FUNCTION AND DECISION MAKING AT VARIOUS LEVEL

| | | |
|----|--------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 1. | Headquarter level: | Chief Functionary – Commissioner, Assisted by General Manager (Construction), Joint Commissioners, Deputy Commissioners, Assistant Commissioners and Section Officers. Commissioner is the authority of the Samiti. Regarding other wings viz. Construction, Finance, Administration, Establishment the concerned Joint Commissioner and GM (Constn.) are reporting to the Commissioner |
|----|--------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|

| | | |
|----|-----------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 2. | Regional level: | <p>Chief Functionary – Deputy Commissioner assisted by Assistant Commissioners, Executive Engineers, Accounts Officers and Section Officers</p> <p>Deputy Commissioner is reporting authority of Regional Office Staff and about the Vidyalayas under his/her jurisdiction.</p> |
| 3. | Vidyalaya Level | <p>Chief Functionary - Principal</p> <p>Principal is reporting authority of Vidyalaya Staff.</p> |

Rules/ Regulations/ Instructions/ Manuals/ Records held by it or under its control

Navodaya Vidyalaya Samiti has adopted mutatis mutandis Central Government Rules for its employees till formation of its own Rules & Regulations. However, Samiti has framed Recruitment Rules for the appointment of its employees. A set of said Rules is available at the Facilitation Counter in NVS Headquarters.

Statement of categories of documents held by it or under its control:

The following Documents pertaining to Navodaya Vidyalaya Samiti dealing with Academics, Administration, Personnel, Finance, Vigilance are available in NVS (Hqrs). However, Some of the Documents are of confidential and classified nature pertaining to employees of NVS and therefore cannot be made available for public circulation. They are:

Annual Confidential Reports of NVS (Hqrs.)/ Regional Office Staff up to Dy. Commissioner level..

Personal files and Service Books of the employees of the Samiti.

THE CATEGORIES OF THE DOCUMENTS AVAILABLE WITH THE OFFICERS OF THE SAMITI ARE AS FOLLOWS:

| DESIGNATED OFFICER | NATURE OF DOCUMENT |
|----------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| General Manager (Constn.) | All documents relating to land, buildings, construction activities and allied matters |
| Joint Commissioner (Admn.) | All matters related to Administrative issues and allied matters. All matters relating to Staff grievances. All matters relating to School Administration. All matters relating to Governing bodies of the Samiti. All matters relating to Parliamentary affairs and allied issues All matters relating to opening of JNVs |
| Joint Commissioner (Pers) | All matters relating to appointment, Transfers and promotions etc. including service matters of all teaching and non-teaching employees of the Samiti (including staff working at Headquarters and Regional Offices.) Records relating to implementation of Hindi Rajbhasha |

| | |
|----------------------------------|------------------------------------------------------------------------------------------------------------------------------------------|
| Joint Commissioner (Acad) | All matters relating to Academic and allied matters. All matters relating to conduct of Selection Test and admission of students. |
| Deputy Commissioner (Admn/ Pers) | Administration and allied matter |
| Deputy Commissioner (Fin.) | Financial matters including Audit, Budget etc. |
| Deputy Commissioner (Acad) | Academic matters |
| Deputy Commissioner (Trg.) | Training of teachers and staff |

STATEMENT OF BOARDS/ COUNCILS/ COMMITTEES/ OTHER BODIES (HAVING MORE THAN ONE MEMBER)

In order to ensure smooth functioning of Co-educational, Residential Jawahar Navodaya Vidyalayas, various committees as mentioned below are constituted: -

HEADQUARTER LEVEL

Samiti (Governing body)

Executive Committee

Academic Advisory Committee

Finance Committee

Construction Co-ordination Committee

REGIONAL OFFICE LEVEL

Regional level Mess Committee

Committee for prevention of gender harassment

VIDYALAYA LEVEL

Vidyalaya Management Committee

Vidyalaya Advisory Committee

Purchase Advisory Committee

Appointment Committee

Parents Teachers Council

Details of composition of above Committees, their powers, functions and public representation in each of the Committee are available at the Facilitation Counter in NVS (Hqrs.) for ready reference.

Budget allocation proposed expenditure and disbursement

| | |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------|
| <p>1.Budget allocation (non-plan & plan separately) for the financial year 2005-06 in respect of field units of NVS</p> <p>2.Norms for incurring direct expenditure on</p> | <p>Available on facilitation counter in NVS Hqrs.</p> |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------|

| students every year | | As per table given below: | |
|---------------------|------------------------|-------------------------------------------------------------------------------------------------|----------------------------|
| S. No. | Item | Rates | Total |
| I. | Mess Expenditure | Rs.600/-per month per child for 9 months | Rs.5,400/- |
| II. | Uniforms | I)Summer bound areas Rs.900/- per annum II)Winter bound areas Rs.1,200/- per annum | Rs.900/- Rs.1,200/- |
| III | Text books | Rs.150/- per student per annum | Rs.150/- |
| IV | Daily Use Toilet items | Rs.350/- per student per | Rs.350/- |

| | | | |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------|----------|
| | | annum | |
| V | Other expenditure on students including Stationery, Travel, Medical, CBSE fees | Rs.550/- per student per annum | Rs.550/- |
| Total Rs. 7350/-Per student per annum for summer bound areas. | | | |
| Rs.7650/- per student per annum for winter bound areas | | | |
| 3. | Proposed Expenditure | Anticipated at BE 2005-06 (Amount-in crore) Non-Plan - 159.56 Plan - 551.64 | |
| Disbursements of funds : | | | |
| Funds are disbursed to field units of NVS on quarterly basis, on receipt of Grants-in-aid from the Ministry of HRD (Deptt. of Secondary & Higher Education) | | | |

Manner of Execution of subsidy programme with details of beneficiaries

NIL

Recipients of concession/ permits/ authorization

Navodaya Vidyalaya Samiti provides free education including boarding, lodging as well as expenses on uniform, textbooks stationery etc. to the students belongs to Sc/ST and girls category. However, children from general category are also provided such facilities but a fee of Rs.200/- per child per month is charged from students of Class IX to XII as Navodaya Vikas Nidhi. The student belonging to SC, ST, Girls, Disabled category and children of the families below poverty line are exempted from the payment of fee.

Reservation for Sc/ST, Girls, Disabled and Rural Children in admission of students at class VI are as follows:

SC 15%, ST 7.5%, Disable Children 3%, Girls 33% Rural 75%

Special concession & incentives for staff posted in North-East region, A&N Islands & Lakshadweep. Details in this regard are readily available at Facilitation Counter in NVS (Hqrs)

GENERAL INFORMATION

| <i>OFFICERS</i> | <i>DESIGNATION</i> |
|----------------------------------|--------------------------------------|
| HQRS LEVEL | |
| Commissioner | Appellate Authority |
| Joint Commissioner (Admn) | Public Information Officer |
| Assistant Commissioner (Acad-II) | Assistant Public Information Officer |
| REGIONAL OFFICE LEVEL | |
| Dy. Commissioner of the Region | Appellate Authority |
| Assistant Commissioner (Admn) | Public Information Officer |

| | |
|-------------------------------------------|--------------------------------------|
| Section Officer (Admn) | Assistant Public Information Officer |
| VIDYALAYA LEVEL | |
| Deputy Commissioner of the Region | Appellate Authority |
| Assistant Commissioner (Cluster Incharge) | Public Information Officer |
| Principal of the Vidyalaya | Assistant Public Information Officer |

WORKING HOURS

9.00 A.M. TO 05.30 P.M. EACH WORKING DAY (MONDAY TO FRIDAY)

FEE STRUCTURE FOR SEEKING INFORMATION UNDER THE ACT

| | |
|----------------------|----------------------------------------------------------------|
| Application fees | Rs.10/- |
| Photocopy | Rs.2/- |
| Inspection of record | No fee for one hour. Thereafter, Rs.5/- for each 15 minutes |
| Diskette or Floppy | Rs.50/- each |

SOME IMPORTANT INFORMATION

| | |
|-------------------------------------------|--------|
| Number of Navodaya Vidyalaya (Sanctioned) | 534 |
| Number of Navodaya Vidyalaya (functional) | 507 |
| Number of uncovered districts | 48 |
| Number of students on roll | 169806 |
| Percentage of Girl students | 34.65% |
| Percentage of Boy students | 65.36% |
| Percentage of SC students | 24.08% |
| Percentage of ST students | 15.32% |
| Percentage of General students | 60.62% |
| Percentage of Rural students | 77.41% |
| Percentage of Urban students | 22.61% |

LIST OF 48 UNCOVERED DISTRICTS WHERE JNVs HAVE NOT BEEN SANCTIONED

| Sl. | Region | State | No. of District uncovered | Name of District |
|-----|--------|-------------|---------------------------|------------------|
| 1. | Bhopal | Chhatisgarh | 3 | 1. Jashpur |

| | | | | |
|----|-----------|----------------|---|-------------------------------------------------------------------------------------------------------------------------------------------|
| | | | | 2. Kawardha 3. Koriya (Baikunthpur) |
| | | Madhya Pradesh | 1 | 4. Umariya |
| | | Orissa | 2 | 5. Jagatsinghpur 6. Deogarh |
| 2. | Hyderabad | Andhra Pradesh | 1 | 7. Hyderabad |
| 3. | Jaipur | Delhi | 7 | 8. East Delhi 9. West Delhi 10. North Delhi 11. South Delhi 12. Central Delhi 13. North East Delhi 14. South East Delhi |
| 4 | Lucknow | Uttar Pradesh | 2 | 15. Deoria 16. Rampur |
| 5. | Patna | Bihar | 1 | 17. Arwal |
| | | West Bengal | 8 | 18. Couch Bihar 19. Dakshin Dinajpur 20. Hawrah 21. Malda 22. West Midanpur 23. Dakshin 24 Pargana 24. Purulia |

| | | | | |
|----|----------|-------------------|---|------------------------------------------------------------------------------------------------------------------------|
| | | | | 25. Kolkota (New District) |
| 6. | Pune | Gujarat | 5 | 26. Amreli 27. Ahmedabad 28. Narmada 29. Navsari 30. Valsad |
| | | Maharashtra | 4 | 31. Mumbai 32. Mumbai Suburban 33. Dhule 34. Bhandara |
| 7. | Shillong | Arunachal Pradesh | 3 | 35. Kurung Kumey 36. Uppar Dibang Valley 37. Anjao |
| | | Assam | 7 | 38. Dhubri 39. Nagaon 40. North Cachhar Hills 41. Bongaigaon 42. Kamrup Urban 43. Baksa 44. Udalguri |
| | | Nagaland | 4 | 45. Dimapur 46. Zonobuto 47. Peren 48. Longleng |

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NAVODAYA LEADERSHIP INSTITUTES

| <i>Region</i> | <i>Name of Director</i> | <i>Address</i> | <i>Telephone (T)</i> <i>Fax (F) and E-Mail (E)</i> |
|---------------|--------------------------------------|-------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------|
| Chandigarh | Sh. R. P. Dhobhal Principal | Navodaya Leadership Institute, JNV- campus, Sector – 25, Chandigarh – 160 014 | 91 -172 – 700843 (T) 91 - 172 – 700843 (F) (E) jnvchandigarh@rediffmail.com |
| South Goa | Sh. S. Radhakrishna, Principal | Navodaya Leadership Institute Canacona, South Goa – 403 702 | 91 - 832 – 2633181 (T) 91 - 832 – 2633181 (F) (E) nligoa@goatelecom.com |
| Ghaziabad | Sh. P. S. Kansal, Director | Navodaya Leadership Institute, JNV Campus, Dhoom Manikpur, Distt. Gautam Budh Nagar, Ghaziabad – 203 208 | 91 - 120 – 2664611 (T) 91 - 120 – 2664611 (F) |

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| Guntur | Sh. M. L. Dariayanani, Principal | Navodaya Leadership Institute, Deshbhakta Bhawan, 2/13, Brodipet, Guntur – 5200002 (AP) | E. Mail. nliguntur@sancharnet.com 91 - 863 – 2311011 Mob. 09394110111 91 - 863 – 2235029(F) |
| Ranga Reddy | Sh. S. V. Reddappa, Director | Navodaya Leadership Institute, JNV Ranga Reddy, HCU Campus, Gachchibowli, Distt. Ranga Reddy – 500046 | 91 - 40- 230 11587 (T) jnvrangareddy@redifmail.com |

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